

**HEMPFIELD TOWNSHIP BUREAU OF FIRE**  
**MONTHLY MEETING**  
**April 4, 2017**  
**7:00 PM**

Committee Members Present:      Mr. John Storey                      Mr. Shaun Teacher  
   Mr. Andrew Walz                      Mr. Anthony Marquis  
   Mr. Mike Wolford                      Ms. Amber Werner  
   Mr. Don Thoma                         Mr. Greg Saunders

Staff Present:                              Mrs. Callie Krueger

**1. CALL TO ORDER AND PLEDGE TO THE FLAG**

The regular monthly meeting of the Hempfield Township Bureau of Fire, held at the Hempfield Township Municipal Building, was called to order at 7:00 p.m. by Mr. Shaun Teacher.

**2. CITIZENS COMMENTS - NONE**

**3. APPROVAL OF MINUTES**

- a. February 7, 2017
- b. March 7, 2017

Mr. Storey made a motion, seconded by Ms. Werner to approve the meeting minutes from February 7, 2017 and March 7, 2017. Vote: 8-0. Motion carried.

**4. FINANCIAL REPORT - NONE**

**5. TRAINING**

Mr. Teacher noted that the Essentials Program is still in process. The Traffic Incident Management Training, Highway Safety, was completed. A committee meeting was held, only three members out of fourteen were present. Future training and classes were discussed. Meeting minutes will be available by the end of the week.

**6. RECRUITMENT AND RETENTION**

Mr. Wolford noted that the Recruitment and Retention program is still a work in progress. There is a scheduled meeting for April 5, 2017 after the chiefs meeting.

**7. SAFETY/OPERATING GUIDELINES**

Mr. Storey stated that there are several safety and operating guidelines in the works. Four guidelines are out for the SOP Committee review, four guidelines are in the subcommittee review and development, one is in waiting and six will be voted on at this evening's meeting.

Mr. Teacher reminded the committee about carbon monoxide meters and SCBA use.

**8. EQUIPMENT/FLEET**

- a. Rescue-Pumper Equipment Update – Mr. Thoma noted that there were some items missed so lists will need to be merged and reviewed.
- b. Gas Meter Research – Mr. Storey noted that research has been done to make a decision. A choice will need to be made between the three gas and a five gas meter.
- c. 2017 Fire Gear Purchase – Mr. Storey stated that a request has been made for who may need Fire gear.
- d. 2017 SCBA Purchase – Mr. Storey stated that a request has been made for who may need SCBA gear.
- e. Pump and Hose Testing – Mr. Storey noted that Pump and Hose testing is to take place in May.
- f. 2017 SCBA Flow Testing – Mr. Storey noted that SCBA Flow Testing is currently taking place.
- g. 2017 Aerial Testing – Mr. Storey noted that there is an attempt to get with departments outside of the township to get better pricing on the aerial testing.

## **9. BUILDING AND GROUNDS**

Mr. Walz stated that the Township is working on two projects: 1. utilities, of those departments in which Hempfield Township reimburses 100% of their activities, will be put in Hempfield Township's name and 2. A phone system will be put in place for each fire department to be tied in with the overall township phone system.

## **10. ITEMS FOR ACTION**

**a. Consideration to Approve Helmet Covers** – After discussion regarding helmet cover colors, Mr. Walz made a motion, seconded by Mr. Storey, to table the consideration to approve helmet covers. Vote: 8-0. Motion carried.

*(MR. ANDREW WALZ LEFT THE MEETING)*

**b. Consideration to Approve Thermal Imaging Camera Recommendation** – Mr. Thoma made a motion, seconded by Mr. Saunders to approve the Draeger 9000 Thermal Imaging Camera. Vote: 7-0. Motion carried.

### **c. Consideration to Approve Standard Operating Policies**

- I. SOP# 100.10 – Apparatus, Equipment or PPE Addition/Deletion** Mr. Storey made a motion, seconded by Ms. Werner to approve SOP# 100.10. Vote: 7-0. Motion carried.
- II. SOP# 100.11 – Americans with Disabilities Act** Mr. Storey made a motion, seconded by Mr. Thoma to approve SOP# 100.11. Vote: 7-0. Motion carried.
- III. SOP# 200.5 – Backing of Apparatus** Mr. Storey made a motion, seconded by Mr. Wolford to approve SOP# 200.5. Vote: 7-0. Motion carried.
- IV. SOP# 200.7 – Cribbing Identification** Mr. Storey made a motion, seconded by Ms. Werner to approve SOP# 200.7. Vote: 7-0. Motion carried.

*(MR. ANDREW WALZ RETURNED TO THE MEETING)*

- V. SOP# 300.1 – Respiratory Protection and Air Monitoring at Structure Fires** Mr. Storey made a motion, seconded by Mr. Thoma to approve SOP# 300.1. Vote: 8-0. Motion carried.
- VI. SOP# 300.2 – Personal Protective Equipment** Mr. Storey made a motion, seconded by Ms. Werner to approve SOP# 300.2. Vote: 8-0. Motion carried.

## ***11. OLD BUSINESS***

**a. Station Projects** – Mr. Storey stated that a request was made to all fire departments for a list of projects that needed to be done at each station. At this time, there has been very little feedback. Once all lists are received, they will be prioritized.

**b. Membership Rosters** – Mr. Walz stated that a request was made to all fire departments for a list of all members of each fire department who had responded to at least 10% of calls last year. At this time, there has been very little feedback. A discussion was held regarding why this roster is a high priority for the Recruitment and Retention program, as the committee is looking for positive reinforcement and cannot achieve this without the rosters.

Mr. Saunders made a motion, seconded by Mr. Wolford to set a deadline of May 1<sup>st</sup>, 2017 at 4:00 p.m. for Membership Rosters and Station Projects to be turned in to Hempfield Township, to be sent to all department chiefs and presidents in a certified letter by the Township. Vote: 8-0. Motion carried.

**c. Station Lighting Upgrades** – Hempfield Township is in the process of obtaining a grant to upgrade the lighting at all stations to LED, with High Park's request being the primary starting point.

## ***12. NEW BUSINESS***

Mr. Marquis commented on the Fit Testing that he and Mr. Saunders attended at Station 10. Feedback has been received on masks, and more people prefer the G1 mask for several reasons including less fogging and a better seal. A survey was sent out through ECM, and many people did not receive it. Mr. Walz noted that if a distribution list is changed, a station must notify Hempfield Township.

## ***13. COMMITTEE COMMENTS***

Mr. Teacher reminded the Board that all committees should be notifying the Board of the meetings and should be supplying the minutes so that the items may be voted on.

Mr. Storey stated that all SOP meetings are held on the first Sunday of every month at 4:00.

Mr. Thoma commented on the battery operated rescue tools they are working to get. Mr. Beitel is to talk to vendors to bring tools to try. Mr. Teacher stated that he believes that the dates are all pushed back from vendors because the FDIC does not allow them to reveal the new Hurst tools. It was also noted that all funding has been cut off for hydraulic units, all tools are believed to be battery operated.

## ***14. ADJOURNMENT***

The regularly scheduled monthly meeting of the Hempfield Township Bureau of Fire was adjourned at 7:50 p.m. with a motion made by Mr. Storey and seconded by Mr. Saunders.

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CHAIRMAN