

**HEMPFIELD TOWNSHIP BUREAU OF FIRE**  
**MONTHLY MEETING**  
**MAY 2, 2017**  
**7:00 PM**

Committee Members Present:    Mr. Bruce Beitel                    Mr. Andrew Walz  
   Mr. Mike Wolford                Mr. Anthony Marquis  
   Mr. Don Thoma                    Ms. Amber Werner  
   Mr. John Storey (late attendance)

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. Bruce Beitel.

**2. CITIZENS COMMENTS**

Miles Webb – 881 Dogwood Lane, Greensburg. Mr. Webb made a request to have the certified correspondence for West Point, which is sent to the presidents and chiefs of the fire departments, sent to a different address so that it is picked up in a timely manner.

**3. APPROVAL OF MINUTES –**

a. April 4, 2017 –

Mr. Wolford made a motion, seconded by Mr. Thoma, to approve the April 4, 2017 minutes.

Mr. Thoma noted that he did research on a comment made by Mr. Teacher during the April meeting and found that funding has been cut off for additional research on hydraulic tools.

**4. FINANCIAL REPORT –** Given at the work session

**5. TRAINING –** Report given via email by Mr. Teacher, read by Mr. Beitel

a. Training Update – A Hazardous Material Operations Training at the Emergency Management Building held May 2, Mr. Teacher was unable to attend meeting.

-Hazardous Materials Operations Refresher – Sunday, May 7<sup>th</sup> 8:30 a.m. to 1:00 p.m.

-Mr. Teacher is working to streamline the member training matrix sheet for each station

-training schedule update – Engine Company Operations: Completed May 1, 2017 at Westmoreland County Public Safety Training Center, with 12 candidates.

- Hazardous Materials Operations: 35 candidates, ends May 6<sup>th</sup> 2017

- First Aid/CPR/AED: May 9<sup>th</sup>, 2017

- Interior Firefighter: May 11<sup>th</sup>, 2017

**\*Mr. Storey joined meeting\***

b. Mr. Storey noted that a company near the Fort Allen Volunteer Fire Department would like to offer free training to the township's fire departments with regards to gas wells and electric. They are to attend a Chief's Meeting to discuss the training.

## **6. RECRUITMENT AND RETENTION –**

a. Recruitment Update – Mr. Walz stated that the last meeting for the Recruitment and Retention Committee was held immediately following the Chief’s Meeting in April. A discussion was held regarding the helmet colors at the meeting. A revision was adopted and forwarded to the SOG Committee. The incentive program was also discussed at the meeting. Mr. Walz made a note that a correction needed to be made to the attachment reading \$3,500.000; it should read \$350.00. Mr. Walz and Mr. Beitel also discussed the grant application which is now through electronic review and the first part of peer review and has been sent to the next stage. The Recruitment and Retention Committee will meet May 3<sup>rd</sup>, 2017 immediately following the Chief’s meeting.

## **7. SAFETY/OPERATING GUIDELINES**

a. Safety Update – Mr. Storey stated that there are seventeen guidelines waiting for distribution. A few guidelines were passed by the Board of Supervisors at their last meeting. Final formatting revisions are being made to the SOPs. A meeting will be held Sunday, May 7<sup>th</sup>, 2017 at 4:00 p.m.

## **8. EQUIPMENT/FLEET**

a. Equipment Update – Mr. Thoma stated that Mr. Teacher is working to merge the rescue/engine equipment list. It was noted that pricing is being researched for the thermal imaging equipment. Mr. Beitel discussed the training for the e-draulic and the hydraulic tools. A date will be chosen to have several vendors come in to offer tools for the training. Coparts is sponsoring the training with vehicles and lunch. The Fleet Committee will meet on May 10<sup>th</sup>, 2017.

## **9. BUILDING AND GROUNDS –**

Mr. Beitel discussed the phone system being implemented at each station. The network is connected to the main network at the Hempfield Township Municipal Building and each will have extensions that can dial out to each other. All systems that Hempfield Township pays for, will be attached to the new system.

A discussion was also held regarding the lighting upgrade at each station. The grant money will be funneled through the township and issued out to each department for the project. The focus is on High Park and Hempfield #2 first.

## **10. ITEMS FOR ACTION**

### **a. Consideration to Approve Hempfield Township Bureau of Fire Years of Service Incentive Program**

Mr. Walz made a motion, seconded by Ms. Werner to Approve Hempfield Township Bureau of Fire Years of Service Incentive Program. Vote: 7-0. Motion carried.

### **b. Consideration to Forward a Vehicle Reimbursement Policy to the SOP Committee**

Mr. Storey made a motion, seconded by Mr. Thoma, to Forward a Vehicle reimbursement Policy to the SOP Committee. Vote: 7-0. Motion carried.

## **11. OLD BUSINESS**

Mr. Beitel stated that there are still outstanding Rosters and Budget Priority lists from departments: Below are the items Mr. Beitel received:

Adamsburg – Received Both Lists

Bovard – Received Roster List

Carbon – NONE

Fort Allen – Received Both Lists  
Grapeville – Received Both Lists  
Hannastown – NONE  
Hempfield #2 – Received Roster List  
High Park – Received Both Lists  
Luxor – NONE  
Midway/ St. Clair – NONE  
North Hempfield – Received Both Lists  
West Point – NONE (made an email request for minor equipment items, rather than major items)

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

Mr. Walz noted that a fund has been established the Community Foundation of Westmoreland County, there is a 501c3 that people can make donations to.

Mr. Wolford commented on a project where a magistrate can have people do community service through a fire department.

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

Mr. Marquis – Fit Testing is still moving forward.

Mr. Thoma – Requested the odd sizes to put on the truck.

Mr. Wolford – Incident Management Training will be in June

## ***14. ADJOURNMENT***

The regularly scheduled monthly meeting of the Hempfield Township Bureau of Fire was adjourned at 7:30 p.m. with a motion made by Mr. Storey.

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CHAIRMAN