

Mr. Ricky Manley commented on the proposed training schedule (see attached). He said that Miles Webb assisted him preparing the schedule. The response to the training meeting included two (2) members from North Hempfield Volunteer Fire Department; two (2) members from Ft. Allen Volunteer Fire Department; one (1) member from West Point Volunteer Fire Department; one (1) member from Hempfield #2 Volunteer Fire Department; and Mark Jackson, public safety training director at Westmoreland County Community College. Mr. Manley said most of the classes will not be covered under the SAFER Grant. He also advised that Mr. Jackson offered to set up on the college's website an original registration page just for the Bureau of Fire whereby establishing the billing to be directly to Hempfield Township. Mr. Winters confirmed that the training must be approved by the Township prior to registering for any class.

6. ***RECRUITMENT AND RETENTION***

- a. **Recruitment and Retention** – None
- b. **Applications for Volunteer Emergency Services** – Mr. Saunders made a motion, seconded by Mr. Thoma, to accept the following applications for volunteer emergency services listed below contingent upon successful background checks and Act 153 Clearances. Vote: 5-Yes. Motion carried.

Name	Position	Volunteer Fire Department
Joshua Kimmel	Senior Firefighter	Midway/St. Clair
Sean Gordon	Senior Firefighter	Midway/St. Clair
Christopher Delisi	Senior Firefighter	Carbon

7. ***SAFETY/OPERATING GUIDELINES*** – None

8. ***EQUIPMENT/FLEET***

- a. **Update on Equipment Inspections/Certification Updates** – Mr. Winters advised that prior to Andy Walz leaving the Township he sent an email dated February 16th, 2018 to the members of the Bureau of Fire of the previous schedule to assist in developing a schedule for this year. Mr. Marquis said that nothing has been scheduled as of this time. The members tabled this matter until it can be discussed at the next work session.

9. ***BUILDING AND GROUND*** – None

10. ***ITEMS FOR ACTION:***

- a. **Consideration to Approve the Recommendation of the Quint Committee for the Apparatus from Ferrara and 4Guys** – Mr. Winters explained that the Bureau of Fire discussed and approved this matter at their November 7th, 2018 meeting. After that meeting, he said, it was forwarded to the Fire Chiefs' Association but unfortunately no discussion occurred. However, in an email dated November 17th, 2018 things changed in the specifications. There was much confusion as to exactly what specifications were recommended. Mr. Saunders made a motion, seconded by Mr. Thoma, to table the consideration to approve the recommendation of the Quint Committee for the apparatus from Ferrara and 4Guys until the Bureau can have a meeting with the truck committee to discuss what the actual specifications are and then vote on this item having the appropriate information.

- b. **Consideration to Approve the 2018 Bureau of Fire Training Schedule (attached)** – Mr. Saunders made a motion, seconded by Ms. Werner, to approve the 2018 Bureau of Fire Training Schedule (attached). Vote: 5-Yes. Motion carried.
- c. **Consideration to Approve Westmoreland County Community College Public Safety Training Center (PSTC) (attached)** – Ms. Werner recommended holding off on the 2B Package until the Bureau can talk with the SAFER Grant representative on Wednesday in regards to training funding. Ms. Werner made a motion, seconded by Mr. Thoma, to approve the “Pay As You Go” package at this time so that the training can get started. Vote: 5-Yes. Motion carried.

11. OLD BUSINESS – None

12. NEW BUSINESS:

- a. **Consideration of Appointing a Training Coordinator** – Ms. Werner recommended the Bureau consider appointing a training coordinator to oversee the training and all that it encompasses. Mr. Winters said that there is a position on the Bureau of Fire currently to serve as training coordinator.

Citizens Comments In Regards to the Consideration of Appointing a Training Coordinator:

- i. **Forest Clester** – Mr. Clester of 812 Yancy Street, Greensburg, asked wasn’t that what Sean Teacher was doing. Ms. Werner responded that unfortunately the actions taken involving Mr. Teacher was above the controls of this Bureau.
- ii. **Sean Teacher** – Mr. Teacher of 620 Green Street, Greensburg, commented that he thinks it is important to have a coordinator to oversee training and all that it entails. In addition, he said that this coordinator would have to have access to the HEMA building, etc.

Ms. Werner made a motion, seconded by Mr. Saunders, to recommend to the Board of Supervisors to appoint Ricky Manley as the training coordinator on the Bureau of Fire. Vote: 5-Yes. Motion carried.

- b. **Training Announcements** – Mr. Marquis said that currently the training announcements are dispersed by mail, electronic mail, word of mouth, or ECM system. He recommended consideration in establishing Google Calendar to further increase the training communication routes. Mr. Winters said that another route utilized is through the Bureau of Fire website and possibly setting it up for subscriptions. He asked the members to provide him with a list of everything they would like on the calendar and he would look into it further.

13. COMMITTEE COMMENTS:

- a. **Jason Winters** – Mr. Winters commented on the following matters:
 - i. **Consultant and Comprehensive Plan for the Fire Departments** – Mr. Winters said that the fire chiefs did meet with the consultant for the comprehensive plan for fire. He encouraged the fire companies to reach out to the consultant and to make themselves available to complete the GAP Analysis to enable the Township to complete the project as soon as possible. Ms. Werner requested that a copy of the GAP Analysis questionnaire be provided to the Bureau members.

- ii. **Director of Public Safety Position** – Mr. Winters advised that the Director of Public Safety position has been advertised and applications are being accepted until Friday, March 16th, 2018. The position, he said, is also posted on the Township’s website. After the deadline, Mr. Winters said he anticipates the applications being reviewed and the conduction of interviews.
 - iii. **Radio Grant Status** – Mr. Winters advised the Bureau that a grant application was not submitted for the radios.
 - iv. **Status of SCBA Equipment** – Mr. Winters advised the Bureau that the SCBA equipment ordered last year is still outstanding. The equipment is expected to be delivered in the near future.
 - v. **Request for Recommendations for the Bureau of Fire** – Mr. Winters commented that the Board of Supervisors is welcoming any recommendations from the fire chiefs relative to the Bureau of Fire. Should the Fire Chiefs’ Association desire to make recommendation(s) as a whole, please do so. In addition, should the members of the Bureau of Fire have any recommendations, please pass them on. There are currently four (4) vacant positions on the Bureau to be filled.
 - vi. **SAFER Grant** – Mr. Winters advised the Bureau and members of the audience that at tomorrow’s monthly meeting of the Fire Chiefs’ Association, that the SAFER Grant update will be first on the agenda.
- b. **Don Thoma** – No comment.
 - c. **Amber Werner** – No comment.
 - d. **Greg Saunders** – Mr. Saunders requested to see the fire chiefs’ recommendations for the proposed changes to the response areas, prior to proceeding further.
 - e. **Anthony Marquis** – Mr. Marquis said that he would like to see the Bureau meet with the Fire Chiefs’ Association prior to the Bureau discussing any proposed changes to the response areas of the Hempfield fire department in order to receive as much feedback as possible.

14. ***ADJOURNMENT***

Mr. Saunders made a motion, seconded by Mr. Winters, to adjourn the meeting at 8 p.m. Vote: 5-Yes. Motion carried.

Chairman