

**HEMPFIELD TOWNSHIP BUREAU OF FIRE**  
**MONTHLY MEETING**  
**December 4, 2018**  
**7:00 PM**

**Members Present:**      Mr. Anthony Marquis                      Mr. Don Thoma  
                                 Mr. Jason Winters                              Mr. Tony Kovacic  
                                 Mr. Greg Saunders                              Ms. Amber Werner

**Staff Present:**              Mr. Zach Freeman                              Ms. Anna Riddle

**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 7:02 p.m. by Chairman Anthony Marquis.

**2. CITIZENS COMMENTS:** None.

**3. APPROVAL OF MINUTES:**

- a. **November 6, 2018** - Mr. Saunders made a motion, seconded by Mr. Winters, to approve the meeting minutes as presented. Vote: 6 – 0. Motion carried.

**4. FINANCIAL REPORT:** Mr. Thoma made a motion, seconded by Mr. Saunders, to approve the financial report as presented. Vote: 6 – 0. Motion approved.

**5. TOWNSHIP UPDATE:** Mr. Kovacic stated that he was pleased to report that the Township Supervisors voted to approve the purchase of two (2) Sutphen Aerial ladder trucks at their last meeting. He added that the Board was currently in the process of working on financing and drafting the final documents for purchase.

**6. TRAINING:**

- a. **Cancer Awareness Program** - Mr. Kovacic gave a reminder that this coming Saturday at 9:00 a.m. a Cancer Awareness Program would be presented as a segue to developing policies for breathing apparatuses, PPE, decontamination, etc. as a result of the hazardous materials firemen are exposed to. He stated that the program has been opened up to outside entities. He added that this information is important to know and learn about for both senior members and new members of the fire service.
- b. **Elevator Rescue Program** – Mr. Kovacic stated that this program is still being worked on and needs to happen right away. He added that the program is going to happen through the community college.
- c. **Essentials** – Mr. Kovacic stated that numbers were being gathered for an Essentials Program. He added that this is a foundation of training and we want to make sure all newcomers are getting

this training and that Mr. Freeman would discuss some SAFER opportunities available for training. He asked the members start thinking about what they want to do in regards to training for next year.

## 7. RECRUITMENT AND RETENTION:

- a. **Approval to Accept the Following Individuals Contingent upon Required Background Checks and Physical and to be forwarded to the Hempfield Township Board of Supervisors for Final Approval** - Mr. Kovacic made two (2) additions to the applications already presented on the agenda, Travis R. Newkirk, Senior Firefighter at Grapeville Fire Department, and David T. Allshouse, Senior Firefighter at Grapeville Fire Department. He added David Allshouse may simply be a transfer and this would be researched prior to the Supervisors' approval. Mr. Saunders made a motion, seconded by Ms. Werner to approve the four (4) applications. Vote: 6 – 0. Motion carried.

1. Joshua W. May	Jr. Firefighter	Hannastown VFD
2. Noah J. Mull	Sr. Firefighter	Hempfield #2 VFD
3. David T. Allshouse	Sr. Firefighter	Grapeville VFD
4. Travis R. Newkirk	Sr. Firefighter	Grapeville VFD

- Mr. Kovacic also added that he is having an issue with the online application process. Applications are not filled out properly or entirely, and there is too much time involved getting everything he needs to move the application forward. He is going to make it a priority to change the process and re-evaluate how to handle transfers between fire departments in the coming year. He added the application will be removed from the website, and the hard copies will be the official applications and will be made available at the fire stations. Mr. Roddy suggested a letter be sent to the department chief notifying him of an impending transfer and giving the department an opportunity to notify the Board if they have a reason the transfer should not occur. Mr. Roddy also asked about the Board's stance on firemen being an active member in (2) two different municipalities. Mr. Kovacic stated he did not know the answer but he would look into it and get back to him. Mr. Saunders said this is not against state law, and Mr. Kovacic stated that the main issue would be workers compensation insurance issues.

8. **SAFETY / OPERATING GUIDELINES:** Mr. Kovacic stated the Alcohol and Drug Policy was finalized and approved at the last Township Supervisors' Meeting.

## 9. EQUIPMENT / FLEET

- a. **Hose Testing** – Mr. Kovacic stated testing is almost complete. Every department except Carbon and Adamsburg is complete, and those departments are scheduled for tomorrow.
- b. **Pump Testing** – Mr. Kovacic stated that a “pre-test” had already been completed by Kaza on all of the departments, and he doesn't anticipate any problems. Depending on the weather the tests should be completed next week.
- Mr. Marquis asked for an update on bunker gear and Mr. Kovacic stated he had the latest version in his car and he would bring it in after the meeting for him to look at. Ms. Werner asked about AED's and Mr. Kovacic told her that hopefully there would be money budgeted next year for them.

**10. BUILDING / GROUNDS:** Mr. Saunders stated the Bovard generator is almost complete, and then the bill will be submitted for payment.

**11. OLD BUSINESS:** None.

**12. NEW BUSINESS:** Mr. Freeman stated that he had submitted his first reimbursement request to FEMA and that he is still working on terminology for future requests, but the main focus will be reimbursements for physicals, training, and gear at this time. He added that all physicals are to be done through Tri-County Occupational Medicine in order to get the reimbursement from the grant. Several members expressed concerns over Tri-County's hours and availability of evening appointments for firemen that work during the day. Mr. Kovacic stated he would look into this issue. Mr. Freeman then added that the departments should focus on their junior firemen; which he stated will be eligible for grant reimbursement as soon as they turn eighteen (18) years of age.

**13. ADJOURNMENT:** Mr. Saunders made a motion, seconded by Mr. Thoma, to adjourn the regular meeting of the Hempfield Township Bureau of Fire at 7:41 p.m.

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**CHAIRMAN**