

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held January 20, 2015**

*****Approved Minutes*****

Meeting was called to order at 7: 30 p.m. by Chairman Richter

Present: Comm. Richter, Comm. Thompson, Comm. Paz, Comm. Naham, Comm. Weitz, Chief Guerin, District Treasurer Kelly Fitzsimons, and District Secretary Terri Ryan.

Not Present: Chief Walsh, ill; Chief Wiener, work

Speakers without appointments: None present

Speakers with appointments: Ben DiVenti, DiVenti & Lee, CPAs
Harold Wondsel, LOSAP Administrator

Minutes of Organizational meeting held January 6, 2014 will be reviewed at the next meeting.

Minutes of meeting held January 6, 2014, were approved on Motion by Comm. Thompson, seconded by Comm. Paz. Accepted 5-0.

Communications:

1. Two (2) Tri-Party Collateral Agreement Statements from BNY Mellon/M & T Bank.

Speakers without appointments: (Time allotted three (3) minutes)

None present.

Speakers with appointments:

Ben DiVenti, DiVenti & Lee, CPAs

1. Have to clean a few things up regarding the credit card for end of year audit.
2. Have not received Citibank and First National Bank of LI statements after May, 2014.
3. Discussed insurance proceeds and where they will be listed.
4. Asked about large payment to GE Pickering. Was told it was for EPI pens and AED pads which are expensive.
5. Have to do insurance accruals.
6. Plan to have 2014 end of year done by end of February.
7. Comm. Richter asked that as soon as George is finished with the year end audit, an e-mail be sent to the Board telling what the surplus is for 2014.
8. Asked about large National Grid bill. Was told that it was checked out. We had not received a bill for a long time while they were getting their records set up.
9. Asked District Treasurer to send letter requesting extension for the AUD.
10. Discussion of Department and Companies. Some throughout the State have been audited by the State recently. Letter will go to the Chief regarding Department and Companies being sure to have everything in order. Also, to set up a meeting with the Chiefs, Department Treasurer and Company Captains and Treasurers. This should be done sooner rather than later.

Harold Wondsel, LOSAP Administrator

1. Requested setting up a LOSAP meeting with Kathy Sibol of VFIS. Was asked to get availability dates from Kathy and District Secretary will notify Board.

Chief's Report: (Presented by Chief Brian Guerin)

1. Chief Walsh is ill and Chief Wiener is at work.
2. Presented voucher for reimbursement to Co. 1 for the purchase of TV for Company room. It was approved for the use of 3 years allotment.
3. Presented voucher to reimburse Department for \$45, food for meeting January 18, 2015.
4. Presented voucher for \$823.64 for Department Inspection supplies. (Approximately \$300 less than last year).
5. Presented a quote for a smoke machine for the Training Center being requested by Capt. Collins. Was asked to use the purchase request form and to clear such requests/purchases with the proper Commissioner before meetings. An e-mail should be sent to Comm. Richter all the time.
6. Discussed Social Media policy. Dept. Has a draft and plans to meet to tighten up. Chief Guerin will be given copies of the Baldwin and Massapequa FD policies.
7. Presented a letter by Capt. Collins regarding items for the Training Center. Copies were given to all.
8. Presented a proposal to have members attend the FDIC Conference in Indianapolis this year instead of Firehouse Expo. Conference is \$700 per member, hotel allowance is \$61 per person, per day, and airfare will be between \$400 and \$515 per. Board will need names of those who will be attending and there will be no last minute changes. Discussion followed. Members must commit to attendance before any reservations are made. Motion by Comm. Thompson to send up to four members who will commit to attendance. Seconded by Comm. Naham. Accepted 5-0.
9. Comm. Richter stated that members should be reminded that they must be on their best behavior when attending conferences as they are representing the Point Lookout-Lido Fire Department and the Lido and Point Lookout Fire District.
10. Comm. Richter mentioned the Training Meeting held Sunday went well. Was attended by all but Company 1. Discussed receiving points for drills and that members will not finger in for drills any longer. Officer giving drill will be responsible to turning in names of all who participated in entire drill.
11. Comm. Richter stated that inventory system must be set up.
12. Comm. Richter stated that SCBAs must be inventoried by date of manufacture.
13. Comm. Richter asked when AHRC inspection will be done. This will be checked.
14. Comm. Richter stated that flashlights for 255 will be received by Warren Jaffe and will be given to District Secretary for Vinnie to install.
15. Comm. Richter cylinders should be put in Chiefs' Store Room. No longer to be kept in front of HQ.
16. Comm. Richter stated that Radio Room should be cleaned out. Flags, uniforms, etc. should be removed and stored properly.
17. New military vehicle given designation 2561. Vinnie will check out regarding voltage for radios and heater plug. Asked if Chris Guerin has a military license. This will be checked.
18. Sutphen annual maintenance on 253 and 254 will be done by Nassau Fire Apparatus as they are now our area licensed Sutphen shop.
19. Herman of Aerial Testing is no longer doing inspections. Discussion followed. Comm. Thompson will give the District Secretary the name of an aerial testing company.
20. Anything having to do with radios, check with Warren Jaffe first. Discussion about radio maintenance contract. Comm. Weitz will look into.
21. Chief should make sure that everyone knows how to log into and use Red Alert.

COMMISSIONERS' REPORTS:

Comm. Naham:

1. Presented paper regarding liability in connection with the CO program he spoke about at last meeting. Will get the information to Walter Wagner.
2. Reached out to a few people but have not gotten enough information regarding Juniors.
3. Asked if high water vehicle is multi-fuel. Was told it is multi-fuel. Discussion followed.
4. Comm. Richter asked if the ice situation at Lido was checked out. Was told cause could not be found. It was suggested that MacDonald Plumbing be called regarding the heat vent.
5. Discussion of web site. Comm. Naham was told to speak with Cybernet Place that most recent information from "Latest News" section must be on the home page and must be kept current.

Comm. Paz:

1. HQ cleaning will be done by Z-Best soon.
2. Roof has been checked. Do not have a report as yet.
3. The red light is still on at the diesel pump. Could not check one area as it is frozen.
4. Everything good with the hydrants.
5. Nothing regarding uniforms.

Comm. Richter:

1. Thanked the Board for naming him Chairman.
2. Discussion of cleaning out of custodial closet. Chief Guerin was instructed to ask for a volunteer to do this job.
3. Asked about heat in Co. 1 Room. Was told heat is working but needs a new thermostat.
4. Asked about POD at Nike. Comm. Thompson will speak to John Frasier.
5. Instructed District that when new plates are received, it should be reported to the Board and plates given to the Chief to be put on the proper vehicle immediately.
6. Discussion of NC ambulance and what hours the Board feels it should be here. It was decided that a work session should be scheduled.
7. Satellite phone should be tested. Comm. Weitz will do tomorrow.
8. Capt Collins requested supplies to secure the Training Center. The cost would be \$1,300. Supplies can be purchased from Centre Millwork. We must get training center secured. We also have to speak with Ira.
9. Steve has been working with Dr. Peter Gelfand regarding several members of our Department. Dr. Gelfand has agreed to be out Asst. Department Surgeon, on an as needed basis. (That is when Dr. Gardyn is not available). Motion to name Dr. Peter Gelfand Asst. Department Surgeon by Comm. Paz, seconded by Comm. Thompson. Accepted 5-0.
10. Motion by Comm. Richter to pay Harold Wondsel \$1,800 quarterly as LOSAP Administrator. Seconded by Comm. Naham. Accepted 5-0.

Comm. Thompson:

1. Will have QA/QI meeting before our next meeting.
2. Med Pro was here to do maintenance on stretchers.
3. Comm. Weitz asked about the Installation Dinner. Was told everything is set

Comm. Weitz:

1. 2015 Commissioner's Training Course has been completed.
2. Letter was sent to the TOH Building Dept in September of last year. Hope to have a response by next week.
3. Tim Collins put in insulation as well as other repair work at YOF for the draft in the men's room which caused a frozen pipe and leak.

4. Asked that Chiefs review Social Media Policies given to them. Thinks Baldwin policy is more direct.
5. 255 flashlights should be here tomorrow.
6. Spoke about the 2015 assessment. Will let the Board know when I hear from Jerry Kremer.
7. All EMTs should know the new NYS EMT Protocol and their legal responsibility.
8. Spoke about scaffolding, etc. of YOF. Have spoken to John McIntyre. Discussion followed. Comm. Richter stated that the Board will schedule a special meeting.

District Secretary's Report:

1. December PCRs were sent to REMSCO on January 7, 2015.
2. AFDNC Installation of Officers will be held Friday, March 6, 2015 at the Crest Hollow Country. Dinner at 7pm. Fee \$250. RSVP by February 23, 2015.
3. Registration has been received for 252, 256, 2571, 2500, 2501, and 2502.
4. Scott cylinders for 2014, ten (10) cylinders were condemned, one for abrasion. In 2015, two (2) have been condemned so far. (One should have been taken out in 2013.)
5. Dinner for Ex-Commissioner Tom Manning will be Thursday.
6. Andrea Richter and I will be working to clean our closet and secretarial area.
7. Josh Riskin gave keys back.
8. Wayne Riskin of CCP Solutions will be here at 6:45 February 3rd before meeting.
9. AFDNC meeting Friday January 23rd in Levittown, 120 Gardiners Ave in Levittown. Doors open at 7pm meeting starts at 8pm.
10. Working on paperwork to get 257 registered with new plates.

District Treasurer's Report:

1. After bills tonight, balance in checking is \$221,163.42.
2. Token for the Chase account is still now working.

Abstract of bills was presented and approved on motion by the Comm. Thompson, seconded by Comm. Weitz, accepted 5-0 and notarized by the District Secretary. Abstract will be held in the District files.

Motion for an Executive Session regarding personnel at 9:08 pm by Comm. Richter, seconded by Comm. Thompson. Accepted 5-0.

Returned to regular meeting at 9:31 pm

Meeting adjourned at 9 :32 p.m. on motion by Comm. Thompson, seconded by Comm. Paz. Accepted 5-0.

Next Meeting Date: February 3, 2015

Scheduled for next regular meeting: Wayne Ruskin, CCP Solutions

Minutes respectfully submitted by T. Ryan