

Jackson Township Fire District No. 3  
Board of Fire Commissioners  
Jackson Township, NJ

Minutes of Meeting Held  
July 15, 2013

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:32 p.m. by Commissioner C. Jordan on July 15, 2013.

**PRESENT** – Commissioners: C. Jordan, Walter and Gibson, District Attorney, and Clerk Hode.

**ABSENT**- Commissioner S. Jordan and Commissioner Fatovic.

This meeting was duly advertised in accordance with the open business-meeting act of the State of New Jersey.

**VOLUNTEER COMPANY REPORT** – There are two new members Dan Conti and Kyle Lackay. Motion to approve new members made by Commissioner Gibson; seconded by Commissioner Jordan. . **VOTE: AYE:** Commissioners: C. Jordan, Walter and Gibson. **VOTE NAY: NONE.**

**TREASURER’S** - Tabled until August meeting.

**Secretaries Report:** - Motion made to approve June minutes. Motion made by Commissioner Gibson. Seconded by Commissioner C. Jordan. **VOTE: AYE:** Commissioners: C. Jordan, Walter and Gibson. **VOTE NAY: NONE.**

**ATTORNEY REPORT:** The attorney spoke about the bonding for the new truck that was approved. The bond money can only be spent on the truck. Discussion regarding OPRA requests.

**FIRE BUREAU REPORT-** Tabled until next month.

**CHIEF’S REPORT** - The Explorer Post was made official on 7/3/2013. The first meeting is 7/21/2013. The tentative schedule for the meetings is every Wednesday night. The initial paperwork is complete. By August meeting we will have a list of the new members. The roof project and sewer projects are being assessed. The volunteer

memberships are at our largest. It is mutually beneficially for everyone if we offer a sexual harassment training class. We will look into programs for this in the near future. We are in the process of confirming dates for the Interstate Mobile Physicals. Our Strategic Planning group has met twice so far. The township will be working on Brewers Bridge Road in the near future to straighten the curve on the road. We are still in discussion on what type of mounts we will need for our tablets on the trucks.

**SUPERVISORY REPORT-** Tabled until August Meeting

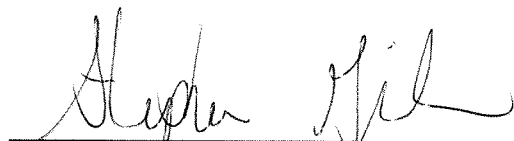
**OLD BUSINESS** – Generator proposal is tabled until August meeting. In the meantime we will need to get two more quotes. The work for the rust damage to 5521 is on hold right now until we get a quote from Jerry's Auto Body. Commissioner Gibson will be taking over the building renovations. We hope to have quotes in by August meeting.

**NEW BUSINESS** – Mike Waters is to give Clerk Hode information regarding East Meets West. Discussion regarding the Gym Floor. Commissioner Gibson is to look into matt's for the floor.

**JOINT BOARD UPDATES:** Discussion regarding Joint Board. Some of the issues are the following: Shifting apparatus, sequence of involvement, consolidation of EMS, Career Staff and Bureau. Commissioner Walter is to follow up on this.

**PUBLIC:** None

Motion to adjourn the meeting at approximately 9:07 p.m. by Commissioner C. Jordan; seconded by Commissioner Walter. VOTE: **AYE.** : Commissioner C. Jordan, Walter and Gibson. **NAY:** None.

  
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**COMMISSIONER GIBSON, SECRETARY**

## **Chief of Department Report –July 15, 2013**

**Michael R. Waters**

### **Vision Statement**

It is the vision of Fire District 3 / Station 55 to be recognized by those we serve, our staff, and our career and volunteer members as the following:

1. An organization built on teamwork striving to achieve a level of service that is a positive reflection of the department attempting at all times to exceed the expectations of our customers within the constraints of our customers' budget limitations.
2. An exceptional department dedicated to the education of the public in order to promote life safety and the preservation of property.
3. A dynamic organization that adjusts to the changing needs of the community and its members.
4. A department that is acknowledged for its pride, integrity, and professionalism in providing services to the community.
5. Attaining and maintaining a level of service that is measured and benchmarked as successfully conducting its mission.

### **Health, Safety & Wellness**

Interstate Mobile Care was selected by the board following a recommendation by the Safety Committee and chiefs to conduct member physicals for the current year. The Safety Officer was selected as the point of contact and a protocol list of tests was forwarded to the board for sign-off. The testing protocol was reviewed and finalized at the June meeting. The contract is awaiting final signature.

### **Strategic Planning**

A review of the planning process was held on June 21 for the day shift, and reviewed with the Company and night shift on July 10. Teams are beginning their work on four topics: Operational Considerations; Training; Apparatus and Support Vehicles; and Facilities. The Training team was provided with an initial set of questions and assignments by Captain Moore. The Operational team met on the evening of Thursday July 11 and Friday morning July 12. Monthly status reports will be provided at the Board and Company meetings.

### **Standard Operating Guidelines**

FF Howles and A/C Carson have completed work on four SOG's regarding highway operations and will be sent to the Board for approval. SOG'S for our district underway for initial operations at residential and commercial structures. The draft Safety Officer SOG has been referred to the SOG committee for follow-up.

## Operations

1) Radios: We are awaiting the township's radio vendor report concerning the fire radio system. We are continuing to operate on OCPS-6, and have suspended use of the TAC channels by direction of PD Captain Siedler. The report is expected to outline solutions from small to large, with a corresponding expense commitment. We will be coordinating testing of the Fire Ops Channel with the other districts since Ocean County has the ability to transmit and receive on Fire Ops 1 in their console.

Captain Siedler completed reprogramming on the district's portables and mobiles.

A requisition for purchasing Motorola programming software and related personnel training was approved on July 11. We will be following up regarding installation of the software and subsequent scheduling of the training.

2) New Engine 11: The board will be finalizing the contract with Pierce at the July meeting. Once signed, it will be submitted to the manufacturer with a reported build-out date of approximately 270 days from execution of the contract.

3) Township Fire Department: We are continuing our involvement in the township department unification work already underway through district and company participation. Safety, SOG and Purchasing committees all making progress. Updates are distributed via group meeting minutes.

4) Key Repairs: Collision repair for the driver's side of 5541 is being coordinated with Jerry's Auto Body, and the one remaining trim piece for the officer's side is ready at the shop. Collision repairs were completed for 5505. An estimate for replacement of the rusted compartment doors on 5521 has been secured from Fire & Safety and Jerry's. These can be compared to an earlier estimate obtained by Lt. Mazzeo.

5) Roof system replacement over the apparatus bays at the main station was completed on July 11. Past President Marty Silecchia served as the project manager. The Company is working with FEMA regarding possible partial financial coverage of the roof storm damage.

6) SCBA Regulator Disinfection by the day shift is underway as well as turn-out gear inspections. As budgeted, five complete turn-out sets will be replaced this year. An additional budgeted five sets will be ordered for newer members that have completed FF I and that are exhibiting a high degree of participation in all phases of their fire department service.

7) Annual fire hydrant inspections are underway by the day and night shifts. The M.U.A. has hired two summer employees to paint all the fire hydrants, repair/replace chains and cap gaskets. In general the M.U.A. has been responsive in repairs of operationally defective hydrants. One more hydrant is scheduled to be installed this year off Forest Drive.

8) Hose and Pump Testing by FireOne vendor is scheduled as follows:

7/29/13 – District 3 Hose Testing @ Main Station

7/30/13 – District 3 Hose Testing @ Main Station

7/31/13 – District 3 Pump Testing @ Station 57

8/1/13 – District 1 Hose Testing @ Station 57

8/2/13 – District 1 Pump Testing @ Station 57

9) Use of the Tablet computing technology is active for the following functions:

Daily Truck Checks

Monthly Truck Checks

Monthly Ladder Inspections

Monthly SCBA Inspections

Quarterly SCBA Regulator Disinfections

Truck Repair Notifications

Completed Truck Repair Notifications

Incident Field Notes

We look forward to testing and selection of a mounting bracket so that the Tablets can be installed on all apparatus.

Use of the Tablet-driven reports and related information distribution has expedited the notification process to the repair group enabling quicker follow-up actions. Captain Moore is working with Evan Crooker from M.U.A. on water mapping for the tablets. Some files have been successfully imported. Evan will be sending us the hydrant database for use on the tablets.

10) Apparatus tool re-mounting is underway for 5503 and 5505 due to issues with tools falling out. As well, a near-miss on 5541 involving a halligan bar will result in replacement of a tool mounting bracket to prevent a dislodged tool from falling when opening a compartment door.

11) Captain Moore and the crews of 11 and 04 made up at least 6 newly assembled pony lengths of 5" from the "out of service" hose. It was nearly all-day tasks for the crews due to the need to test each length, mark out bad sections, cut new lengths, install couplings, and then re-test the new pony.

5521 has a 42' short section at the end of the 5" and 5541 has a 33' short section at the end of the 5" to enable the pump operators to work with shorter make up lengths rather than hand pull an entire 100' length.

As well, 1 3/4" hose with localized issues were marked out to have multiple 7' sections made up by TASC (320 will submit req.) in order to have short leader lines on the pre-connect beds -- to prevent having to reach up into the hose bed wells each time 1 3/4" is changed out. In this manner, the first 7' section will be attached to the remainder of the line. When the lengths are made up and put on the engines we can review this with all members. That will also make the effective length of those pre-connects 207'.

12) Lt. Schoch will be scheduling 5505 to go to Toms River for warranty work. Also Scott Pack testing (purchasing committee) needs to be scheduled for District 1 and 3.

13) Captain Moore, Captain Siedler, and Lt. Ford attended a meeting held by Ocean County Fire Marshal Dan Mulligan regarding changes in Ocean County's guidelines on FAST operations. Responding team members must have Operations level certification, and must have a minimum of five years' experience. The day shift meets the operational guidelines due to training that has already been completed, and several members of the night shift meet the guidelines. Captain Siedler was able to place 20 nightshift members in a class at the Toms River Fire Academy that starts on October 14.

14) The State of NJ recently notified us that the Division of Fire Safety has renewed the Live Fire Training Permit for the main station facilities within NFPA 1403 standards.

15) Six additional new gear lockers for the main station have been received and will be installed.

16) Working with the Jackson M.U.A. Director, we have received permission from the American Water Works Lakewood water system management to utilize the hydrant on the Lakewood side of County Line Road at Pawnee Road, across from Brook Plaza. This hydrant has an estimated minimum flow of 1,200 g.p.m. and due to the arrangement of the Jackson water system will be an important water source for any significant fire at the Plaza.

### **Community Involvement**

The Jackson Memorial High School's Student Communications Program film Public Service Announcement (PSA) video at Station 55 concerning Hands Only™ CPR has been completed and is scheduled to begin airing on the Jackson Community Access TV Channel. Assistant S.O. Nick Prioli, FP Brian Paskow, FF Harry Theobald and FF Lou Nicosia were involved in the filming that depicted a witnessed arrest.

### **Member Recruitment and Retention**

- 1) Our Explorer Post 5501 was officially chartered by the Boy Scouts of American on July 3, 2013. Congratulations to FF Angel Liranzo and FF George Bergner and others that assisted in launching this impressive project on behalf of the Company and District. Six adult leaders have been certified, and five Explorers are now active in the Post. FF Liranzo will be attending the July Board meeting to discuss the highlights of the program and answer any questions. Candidates for the program will go through the same process as regular members regarding pre-screening applicants using the electronic background.

The first activity of the Post will be a welcome and open house BBQ for the active members and their parents, prospective members on July 31 at the main station. The Commissioners and all members are invited to participate as well. The Post is also

planning to undertake their first project to clean litter from a mile of a Jackson street, which will earn the Post a free vendor table at the upcoming Jackson Day.

- 2) Probationary members Ray Tremmer III and Dennis McGuire were promoted to full active member status on July 10.

### **Training**

1) 7/18/13 – EMS CEU Triage Review - Station 55-1 @ 9am

2) July 2013 Crew Training – RIT Pak III

3) PFF's Biazzo graduated first in his FF I class on Monday June 17 at Toms River Fire Academy. PFF Biazzo was recognized as the Milan 'Spike' Baran award winner – the second probie to be selected following Trinity Brown. PFF Tim Bedrose also graduated with a high ranking in his FF I class, graduating on June 27 at Burlington County Emergency Services Academy. Both members have made Station 55 proud with their accomplishments, continuing to uphold a high performance standard for FF I schooling.

PFF's Kyle Lackey, Chris Drury and Josh Griffin are being placed in fall FF I classes.

4) Second Joint Training Task Force Seminar will be held on Saturday 11/2 at Liberty High School. Deputy Chief Billy Goldfeder of OH is the confirmed keynote speaker. A meeting of the task force was held on Thursday June 27 at Station 55 and attended by members from all Jackson stations. The group prepared the seminar flyer mailing which was subsequently sent out USPS. We have already heard from the Millburn Fire Department requesting five of their members to attend. The next meeting of the task force is Tuesday July 16.

5) Annual Captains drill was held on June 26. Pump operator and driver training drills have been held on Wednesdays and most Sunday mornings. FF Lou Nicosia is now qualified on 5521, and Lt. Andrew Ford qualified on 5531.

6) Members participating in Baltimore Fire Expo the week of July 23 are scheduled for involvement in hands-on and classroom sessions.

7) July 11 daytime Paratech Class was postponed due to weather and will be rescheduled.

### **Significant Incidents**

- 1) On Sunday June 23 at 0109 hours, Station 55 responded to a two car crash with entrapment of multiple victims involving a pedestrian on North Cooks Bridge Road. The extrication assignment was upgraded to an additional call for a Landing Zone at Camp Joy. As the incident grew in complexity, three patients required air medevac and the LZ was changed from Station 54 to Camp Joy, and one was taken by ground ambulance. The Camp Joy LZ assignment commanded by 5500 was expanded to include three helicopters – NJSP Northstar, PennSTAR from the University of Pennsylvania and

Atlantic Air One -- all which arrived in quick succession. Engine 5541, Engine 5411 and Engine 5601 were the LZ engine crews.

- 2) On Monday June 24 at 1656 hours, Stations 54 and 55 assisted by Station 56 that was just clearing from another call responded to a one vehicle extrication incident off the roadway on I-195 Westbound. The SUV had left the passing lane at an apparent high rate of speed and skidded across the right lane into numerous trees. The force of the impact nearly flattened the A-posts resulting in heavy entrapment of the driver, as well as the other passengers in the vehicle.
- 3) Stations 55 and 57 responded to a fire at the Moose Lodge on 7/5/13. The fire was contained to the kitchen. One employee suffered burns on his arms and was transported by Quality Medical.

### **Insurance Services Office PPC Survey**

We have been advised that our ISO Public Protection Class (PPC) is improving to 3/8B from 4/8B, effective 11/1/13. This is the result of a team effort.

Class 3 applies to properties within 1,000 feet of a hydrant, and Class 8B applies to properties beyond 1,000 feet of a hydrant. Overall ISO PPC's range from Class 1 as relatively the best, and Class 10 as the lowest or unprotected. ISO PPC's are used by many insurers to underwrite and rate property policies. An improvement of one class does not guarantee lower insurance premiums across the board, but many insurers do reflect such changes in their coverage decisions and pricing strategies for residential and commercial property policies.

The final push towards gaining a class resulted from follow-up on re-testing of two key hydrants and also minor changes made in equipment. Overall, compared to the ISO survey conducted prior to 2013, improvements as measured by the ISO grading schedule were made in the fire department, water supply, and fire communications. Part of the improvement resulted from close attention to the determination of the amount of suppression water required per commercial structure. For example, reduction in several specific building needed fire flows were made through insurance recognition of installed fire sprinklers made possible with help with test and design records from town code enforcement and our Fire Bureau.

There are only approx. 53 (now 54) communities in NJ rated Class 3 out of over 680 total protected areas according to ISO's latest data.

Respectfully submitted,  
Michael R. Waters  
Fire Chief





FRANK McDONNELL  
FIRE OFFICIAL

# JACKSON BUREAU OF FIRE SAFETY

## FIRE DISTRICT NO. 1 \* 2 \* 3

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### FIRE OFFICIAL REPORT

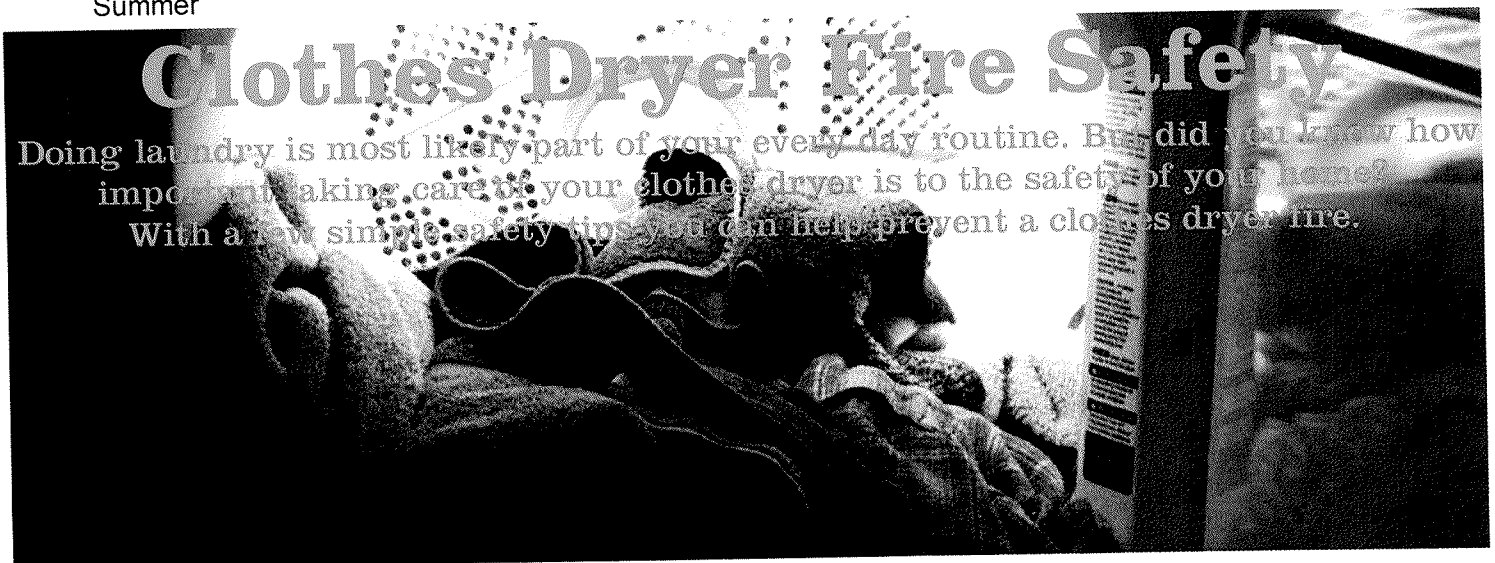
July 1, 2013

1. Fire safety PSA press release for July "Clothes Dryer Fire Safety "
2. District 3 website hits 3,690 - 830 hits since last report.
3. District 4 has advised that they will not be merging with the Fire Bureau.
4. Mim Stacy six month probationary period has expired as Fire Prevention Specialist and waiting for civil service paperwork from Bonnie for permanent status.
5. National Night out August 6<sup>th</sup> we will have fire prevention material and fire extinguisher training at the event.
6. RIMS program has been activated by NJ DFS. Program is a mandatory learning process for the Bureau staff and LHU businesses who have to register and pay fees electronically thru RIMS program-no more checks or paperwork.
7. Outstanding items:
  - Bureau Clerk & Accounting Procedure (4/15/13)
  - Conflict of Interest (5/17/13)
8. Enclosed ALERT on suspicious activity @ fire/ems stations
9. Firefighters who have taken the Fire Inspector course please take note of the following certification examinations that are scheduled

Saturday, September 14, 2013, 8:00AM at the Middlesex County Fire Academy, 1001 Fire Academy Drive, Sayreville, NJ 08872, and the site code is 5185. Deadline to register is August 2, 2013.

Saturday, December 14, 2013, 8:00AM at the Ocean County Fire and EMS Training Center, 200 Volunteer Way, Waretown, NJ 08758, and the site code is 5186. Deadline to register is November 1, 2013.

Summer



ACTIVITY	DISTRICT 1	DISTRICT 2	DISTRICT 3	TOTAL
LHU Periodic Visits	22	26	28	76
LHU Reinspection Visits	24	19	22	65
NLHU Periodic Visits	74	283	186	543
NLHU Reinspection Visits	65	108	142	315
Fire Permits Issued	13	75	27	115
Complaints/Follow-up	15	25	38	78
Imminent Hazards Issued	1	0	0	1
Penalties Issued	15	40	40	95
Fire Investigations/Notifications	3	2	9	14
Construction Plan Reviews	2	2	4	8
Smoke Detectors Giveaways	0	0	4	4
Fire Safety Presentations	10	0	44	2575 Students
Fire Extinguisher Training	0	0	0	
Summons Complaints Issued	0	0	0	
Juvenile Fire Setter Interviews	0	0	0	0
<b>INCOME **</b>	<b>District 1</b>	<b>District 2</b>	<b>District 3</b>	<b>Total</b>
Local Registrations Fees Paid				
LHU Registrations Fees Paid				
Fire Permits Fees Paid				
Construction Plan Fees Paid				
Penalties 2.12 Paid				
Dedicated Penalties 2.12A Paid				
Summons fines				
Miscellaneous				
<b>REVENUE RECEIVED</b>				
OUTSTANDING				
LHU OUTSTANDING				
<b>TOTAL REVENUE</b>				
<b>BUDGET EXPENSE</b>				

\*\* Unable to provide financial report because I have not received it to review and verify.



Report submitted by Fire Official Frank McDonnell 7/15/13