

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

June 19th, 2017

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on June 19th, 2017.

PRESENT-Commissioners: Brito, Keegan, Bradley, Keller, District Attorney Joseph Yousouff and Clerk Hode.

ABSENT- Commissioner Siedler

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

VOLUNTEER COMPANY REPORT – None to report

SECRETARIES REPORT-Commissioner Bradley made a motion to accept May 2017 minutes, 2nd by Commissioner Keegan, Vote: All Aye.

TREASURER'S REPORT-Financial Reports were left on the conference table for the public and Board. Treasurer's report was read by Commissioner Keegan. Commissioner Keegan motioned to accept Treasurer's report, Commissioner Bradley 2nd. Vote: All Aye.

ATTORNEY REPORT- Board Attorney Joseph Yousouff and Clerk Hode published the Districts 2017 Audit .

CHIEF REPORT- See attached report. The Cascade Unit has been ordered. There was no township Chief's Meeting this month. The 400 MHz System is complete. Lakewood FD has requested permission to add our channels to their radios for mutual aid purposes, permission has been granted. All trucks with the exception of 5503 have been serviced at this point. All trucks have passed pump testing. The septic system at the main station is complete.

SUPERVISORY REPORT- Motion to approve requisitions listed on Agenda made by Commissioner Brito, 2nd by Commissioner Keegan, Vote: All Aye.

OLD BUSINESS- Discussion regarding the air conditioner in the locker room at the sub station. Clerk Hode and Lt. Howles will acquire three quotes to present to the Board. Commissioner Dan Bradley is to obtain a quote for the locker room also.

NEW BUSINESS – None

OPEN TO THE PUBLIC- None

EXECUTIVE SESSION-Motion to accept a Resolution authorizing a closed session for executive session for the purpose of discussing potential litigation; lawyer-client privileged material and personnel material. Subject matter to be released when it is no longer privileged, motioned by Commissioner Keller, 2nd by Commissioner Bradley. Vote: All Aye.

Meeting closed to the public for Executive at 7:50 p.m. Executive session opened at 7:52 pm. In attendance are Commissioner's Brito, Keegan, Bradley, District Attorney, Joseph Yousouff and Clerk Dawn Hode.

Executive Session closed at 8:10 p.m.

Regular meeting opened at 8: 11 p.m.

Motion to adjourn the meeting at approximately 8:12pm by Commissioner Brito 2nd by Commissioner Keegan. Vote: All Aye.

A handwritten signature in black ink, appearing to be 'E. Keller', written over a horizontal line.

COMMISSIONER Keller, Clerk

Board of Fire Commissioners Fire District No. 3
Jackson Township, New Jersey

Minutes of Executive Session
June 19th, 2017

Commissioner Brito called the Executive Session to order at 7:51 p.m. Commissioners Brito, Keegan, Keller and Bradley was present. Board Attorney Joseph Youssouf and Clerk Hode were also present.

The Board discussed FF Grossman's return to work light duty and it has been denied at this time.

Commissioner Keller will call Commissioner Siedler to set up a meeting in July to discuss the Bureau department.

Hiring of a new FF is on hold as of right now.

Adjournment: Commissioner Brito motioned to adjourn the Executive Session, seconded by Commissioner Keegan. Motion passed by unanimous consent. Executive Session was adjourned at 8:10 p.m.

 Clerk

JACKSON BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #3
AGENDA

Pursuant to the Open Public Meetings Act of the State of New Jersey, this meeting was duly advertised in the Asbury Park Press and is called to order at 7:30p.m. On June 19th, 2017

1. Attendance
2. Volunteer Company Report-
3. Secretary's report-
4. Treasurer's Report –see attached report
5. Attorney's Report-
6. Fire Official Report-see attached report
7. Chief's Report –see attached report
8. Supervisory Commissioner Report
Approved Requisitions:
 - A: Rescue wipes
 - B: Unit 18307 oil change & differential check
 - C: 5 pails of Class A Foam
 - D: Heath Consultants: part for GT42 Meter
 - E: The Fire Store: extension ladder and roof ladder
9. Old Business-
10. New Business-
11. Open to Public
12. Executive Session
13. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
June 19th, 2017

Pursuant to the Open Public Meetings Act of the State of New Jersey, this meeting was duly advertised in the Asbury Park Press.

- A: FF Grossman Light Duty
- B: Clerk Hode Contract

Jackson Twsp Board of Fire Dist No. 3
Profit & Loss Budget vs. Actual
 January 1 through June 19, 2017

	Jan 1 - Jun 19, 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · Taxation from Township	1,294,061.13	2,957,854.00	-1,663,792.87
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	13,215.00	30,500.00	-17,285.00
4503 · Fines District 3	250.00	2,000.00	-1,750.00
4703 · Permit Fees Dist 3	1,213.00	11,000.00	-9,787.00
4713 · Life Hazard Fees District 3	4,169.54	0.00	4,169.54
4723 · Bureau Site Plan Review Dist 3	150.00	0.00	150.00
4733 · Fire Reports District 3	10.00	0.00	10.00
Total 4400 · Bureau of Fire Safety	19,007.54	43,500.00	-24,492.46
4600 · General Interest Income	272.57	500.00	-227.43
4745 · SFSGrant	0.00	3,257.00	-3,257.00
4749 · Fema Grant-Cascade System	0.00	54,273.00	-54,273.00
4750 · FEMA Grant	0.00	13,894.00	-13,894.00
4920 · Fund Balance Utilized	0.00	203,500.00	-203,500.00
Total Income	1,313,341.24	3,276,778.00	-1,963,436.76
Gross Profit	1,313,341.24	3,276,778.00	-1,963,436.76
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	18,835.20	41,600.00	-22,764.80
5004 · Salaries - Admin Overtime Clerk	0.00	1,000.00	-1,000.00
Total 5001 · Admin Salary and Wages	18,835.20	42,600.00	-23,764.80
5050 · Operations Salary & Wages			
5051 · Salaries - LT Schoch	0.00	100,237.00	-100,237.00
5052 · Salaries - LT G. Moroney	53,145.60	115,156.00	-62,010.40
5053 · Salaries - FF Stacy	47,616.40	110,000.00	-62,383.60
5054 · Salaries - FF Granato	0.00	-0.18	0.18
5055 · Salaries - Captain Moore	55,113.60	119,406.00	-64,292.40
5056 · Salaries - LT Howles	52,800.00	114,405.98	-61,605.98
5057 · Salaries - FF Hilger	43,497.60	94,237.18	-50,739.58
5058 · Salaries - FF Grossman	22,604.23	94,487.18	-71,882.95
5059 · Salaries - FF Zimmerman	0.00	34,641.88	-34,641.88
5060 · Salaries - FF McLaughlin	43,497.60	94,237.18	-50,739.58
5061 · Benefit Reserves	45,944.96	0.00	45,944.96
5062 · Salaries - FF Perrotto	44,043.02	85,663.17	-41,620.15
5063 · Salaries - FF Schwartz	0.00	25,500.00	-25,500.00
5064 · Overtime Operations	22,290.40	65,000.00	-42,709.60
5065 · Salaries-FF Kourris	21,764.02	46,061.27	-24,297.25
5066 · Salaries - Working out of Class	193.20	5,000.00	-4,806.80
5069 · Salaries - FF Somers	25,008.00	54,173.88	-29,165.88
5070 · New Firefighter	0.00	58,000.00	-58,000.00
5371 · Salaries-FO McDonnell	0.00	109,646.29	-109,646.29
5050 · Operations Salary & Wages - Other	0.00	50,000.00	-50,000.00
Total 5050 · Operations Salary & Wages	477,518.63	1,375,852.83	-898,334.20
5100 · Admin Fringe Benefits			
5114 · Health Insurance - Admin	11,111.82	141,686.00	-130,574.18
5120 · Social Security-Admin	1,156.40	6,150.00	-4,993.60
5121 · Medicare-admin	270.51	0.00	270.51
5141 · Unemployment-admin	197.77	0.00	197.77
5151 · Disability Insurance-admin	43.54	0.00	43.54
5161 · Pension-admin	490.00	5,166.00	-4,676.00
Total 5100 · Admin Fringe Benefits	13,270.04	153,002.00	-139,731.96
5110 · Operations Fringe Benefits			
5101 · Medicare	7,061.14	127,283.00	-120,221.86
5102 · Social Security	30,192.14	0.00	30,192.14
5140 · Unemployment	4,157.35	0.00	4,157.35
5150 · Disability Insurance	863.73	0.00	863.73
5160 · Pension	20,659.15	249,352.00	-228,692.85
5170 · Workers Compensation-Career	29,866.00	90,000.00	-60,134.00
5176 · Health Insurance	-32,168.30	245,677.00	-277,845.30
Total 5110 · Operations Fringe Benefits	60,631.21	712,312.00	-651,680.79
5200 · Office Expenses			
5204 · Computer Supplies	58.00	2,000.00	-1,942.00
5205 · Office Supplies	725.16	6,000.00	-5,274.84
5206 · Postage	342.85	750.00	-407.15
5210 · Photocopier Lease and Maintenance	1,926.75	6,000.00	-4,073.25
5200 · Office Expenses - Other	10.00	0.00	10.00
Total 5200 · Office Expenses	3,062.76	14,750.00	-11,687.24
5201 · Fire Hydrant Rentals	42,350.00	84,700.00	-42,350.00
5220 · Professional Services			
5229 · Accountant	36,499.53	0.00	36,499.53
5230 · Attorney Fees	20,238.04	0.00	20,238.04
5231 · Joint Medical Director	-6.92	0.00	-6.92
5232 · Payroll Services	2,470.00	0.00	2,470.00
5233 · Medical Physicals	13,806.00	0.00	13,806.00

Jackson Twp Board of Fire Dist No. 3 Profit & Loss Budget vs. Actual January 1 through June 19, 2017

	Jan 1 - Jun 19, 17	Budget	\$ Over Budget
5220 · Professional Services - Other	0.00	109,350.00	-109,350.00
Total 5220 · Professional Services	73,006.65	109,350.00	-36,343.35
5225 · Commissioner Salaries	12,689.24	21,000.00	-8,310.76
5250 · JTVFC#1 Fire Suppression	93,362.89	125,704.00	-32,341.11
5270 · Insurance	176,954.56	73,500.00	103,454.56
5275 · Election	2,759.13	1,000.00	1,759.13
5280 · Advertising	225.30	2,500.00	-2,274.70
5285 · Background Checks	75.00	0.00	75.00
5286 · Miscellaneous	-1,710.00	0.00	-1,710.00
5290 · Uniforms			
5291 · Paidmen Uniforms	4,804.98	16,000.00	-11,195.02
5293 · Volunteer Uniforms	1,953.25	2,500.00	-546.75
5295 · Turnout Gear Upgrades	0.00	1,500.00	-1,500.00
5296 · Turnout Gear	11,620.25	16,000.00	-4,379.75
5297 · Turnout Gear Replacements	15,689.50	10,000.00	5,689.50
Total 5290 · Uniforms	34,067.98	46,000.00	-11,932.02
5300 · Training & Education			
5301 · Training & Education-Career	2,961.89	12,000.00	-9,038.11
5302 · Training & Education-Volunteer	650.00	15,000.00	-14,350.00
5304 · Career College FF	4,950.08	5,000.00	-49.92
5305 · Volunteer College FF	0.00	3,500.00	-3,500.00
5715 · Conventions	0.00	7,000.00	-7,000.00
Total 5300 · Training & Education	8,561.97	42,500.00	-33,938.03
5306 · Membership dues lic subs	300.00	5,000.00	-4,700.00
5400 · Maintenance & Repair			
5401 · M&R Cascade Maint	127.50	3,000.00	-2,872.50
5402 · M&R Trucks			
5426 · M&R Unit 5500 Ford Expedition	661.70	0.00	661.70
5427 · M&R Unit 5501 Pierce Pumper	3,151.79	0.00	3,151.79
5428 · M&R Unit 5503 Ford Rescue	672.40	0.00	672.40
5429 · M&R 5504 Ford F250	586.90	0.00	586.90
5430 · M&R 5505 Pierce Ladder	4,206.09	0.00	4,206.09
5431 · M&R Unit 5510 Ford Expedition	1,407.33	0.00	1,407.33
5434 · M&R Unit 5519 Ford Brush	170.99	0.00	170.99
5435 · M&R Unit 5521 Pierce Pumper	2,297.91	0.00	2,297.91
5438 · M&R Unit 5541 Pierce Pumper	2,520.58	0.00	2,520.58
5402 · M&R Trucks - Other	2,046.60	65,000.00	-62,953.40
Total 5402 · M&R Trucks	17,722.29	65,000.00	-47,277.71
5405 · M&R Computer	6,862.00	12,000.00	-5,138.00
5410 · M&R Air Pack Maintenance	1,836.87	5,000.00	-3,163.13
5415 · M&R Air Pack Testing	796.26	2,600.00	-1,803.74
5420 · M&R Oxygen Bottle Refills	0.00	1,000.00	-1,000.00
5425 · M&R Radio & Pager Maintenance	0.00	7,000.00	-7,000.00
5440 · M&R Ladder Testing	0.00	2,500.00	-2,500.00
5445 · M&R Hose Testing	0.00	3,800.00	-3,800.00
5450 · M&R Hose Repair	0.00	1,000.00	-1,000.00
5460 · M&R Extinguisher Maintenance	448.00	1,500.00	-1,052.00
5465 · M&R Replacement of Damaged Equip	263.39	1,000.00	-736.61
5470 · M&R Rescue Maint-Hurst Tool	0.00	1,000.00	-1,000.00
5475 · M&R Rescue Maint-Misc	0.00	750.00	-750.00
5480 · M&R Gear Cleaning	1,589.64	750.00	839.64
5485 · Pump Testing	0.00	1,500.00	-1,500.00
5490 · M&R Misc	517.80	3,500.00	-2,982.20
Total 5400 · Maintenance & Repair	30,163.75	112,900.00	-82,736.25
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	1,160.00	1,600.00	-440.00
5505 · M&R Substation-Alarm	843.75	2,000.00	-1,156.25
5510 · M&R Substation-Cleaning	1,653.75	1,200.00	453.75
5515 · M&R Substation-Door	0.00	500.00	-500.00
5520 · M&R Substation - Misc	2,372.18	7,556.00	-5,183.82
5525 · M&R Substation - Heating/Air	675.00	1,500.00	-825.00
5530 · M&R Substation - Gym Equip	0.00	500.00	-500.00
5535 · M&R Substation-Generator Maint	0.00	500.00	-500.00
5540 · M&R Substation-Grounds Maint	197.98	500.00	-302.02
Total 5500 · Substation Maintenance	6,902.66	15,856.00	-8,953.34
5600 · Non-Bondables			
5620 · Asset Purchase-Technology	0.00	4,000.00	-4,000.00
5630 · Asset Purchase- Radio Equipment	416.66	5,000.00	-4,583.34
5635 · Pass Devices	45.96	3,000.00	-2,954.04
5636 · Fire Equipment	2,257.00	30,000.00	-27,743.00
5639 · Computer Upgrades	0.00	5,000.00	-5,000.00
Total 5600 · Non-Bondables	2,719.62	47,000.00	-44,280.38
5640 · Utilities			
5655 · Electric	4,976.78	0.00	4,976.78
5660 · Telephone	2,941.07	0.00	2,941.07
5670 · Water	192.36	0.00	192.36
5673 · Gas	3,835.75	0.00	3,835.75

Jackson Twsp Board of Fire Dist No. 3
Profit & Loss Budget vs. Actual
 January 1 through June 19, 2017

	Jan 1 - Jun 19, 17	Budget	\$ Over Budget
5675 · Garbage	647.91	0.00	647.91
5685 · Water/Sewer	775.10	0.00	775.10
5640 · Utilities - Other	0.00	29,000.00	-29,000.00
Total 5640 · Utilities	13,368.97	29,000.00	-15,631.03
5644 · Supplies Expenses			
5645 · EMS Supplies	867.19	6,000.00	-5,132.81
5646 · EMS Defib Maintenance	159.99	2,000.00	-1,840.01
Total 5644 · Supplies Expenses	1,027.18	8,000.00	-6,972.82
5690 · Fuel - Trucks	7,402.29	25,000.00	-17,597.71
5700 · Fire Bureau Expenditures			
5738 · Postage-Bureau	321.86	0.00	321.86
5740 · Office Supplies/Eqmnt-Bureau	319.15	0.00	319.15
5741 · Membership Fees-Bureau	994.00	0.00	994.00
5742 · Mobile Phone-Bureau	367.30	0.00	367.30
5743 · Computer Software-Bureau	75.06	0.00	75.06
5747 · Fire Official Salary	48,377.96	0.00	48,377.96
5749 · Vehicle Equipment-Bureau	3,325.53	0.00	3,325.53
5750 · Misc-Bureau	97.27	0.00	97.27
5700 · Fire Bureau Expenditures - Other	-6,697.85	18,000.00	-24,697.85
Total 5700 · Fire Bureau Expenditures	47,180.28	18,000.00	29,180.28
5710 · Contingent	0.00	5,000.00	-5,000.00
5725 · LOSAP	36,300.00	30,000.00	6,300.00
5735 · Basic Entitlement Grant	0.00	3,257.00	-3,257.00
5754 · Debt Service			
5760 · Serial Bonds-Principal Payment	70,000.00	70,000.00	0.00
5770 · Serial Bonds Interest	7,637.19	14,105.00	-6,467.81
Total 5754 · Debt Service	77,637.19	84,105.00	-6,467.81
5800 · Fema-Cascade System	52,578.00	54,273.00	-1,695.00
6000 · Bank Service Charges	30.00	0.00	30.00
Total Expense	1,291,270.50	3,242,161.83	-1,950,891.33
Net Ordinary Income	22,070.74	34,616.17	-12,545.43
Other Income/Expense			
Other Expense			
8001 · Reserve for Future Capital	0.00	100,000.00	-100,000.00
Total Other Expense	0.00	100,000.00	-100,000.00
Net Other Income	0.00	-100,000.00	100,000.00
Net Income	22,070.74	-65,383.83	87,454.57

8:48 AM
06/19/17
Accrual Basis

Jackson Twsp Board of Fire Dist No. 3
Cash Balance Report
As of June 19, 2017

	Jun 19, 17	
	<u>Debit</u>	<u>Credit</u>
1101 · NJ State Cash Management	59,789.65	
1102 · Fulton Bank Fire Bureau 2206	28,042.05	
1106 · Shore Comm Beacon Municipal 534	162.52	
1107 · Shore Comm Bank Freedom Liq 764	53,741.07	
1108 · Fulton Bank Payroll 2205	48,833.17	
1109 · Fulton Bank General Fund 2204	144,746.04	
1111 · Fulton Bank MMKT 7655	587,539.96	
TOTAL	<u>922,854.46</u>	<u>0.00</u>

Jackson Twp Board of Fire Dist No. 3

Treasurer's Report

As of June 19th, 2017

06/19/17

Accrual Basis

Type	Date	Num	Name	Amount
Jun 1 - 19, 17				
Bill Pmt -Check	06/14/2017	EFT	NJSHBP	-26,369.08
Bill Pmt -Check	06/14/2017	EFT	NJSHBP	-6,233.56
Bill Pmt -Check	06/19/2017	4062	Asbury Park Press	-155.10
Bill Pmt -Check	06/19/2017	4063	Cablevision	-372.64
Bill Pmt -Check	06/19/2017	4064	Colleen Theobald	-200.00
Bill Pmt -Check	06/19/2017	4065	Defender Emergenc...	-1,050.00
Bill Pmt -Check	06/19/2017	4066	Fulton Bank	-77,637.19
Bill Pmt -Check	06/19/2017	4067	Galls	-53.94
Bill Pmt -Check	06/19/2017	4068	Henry Schein EMS/...	-159.99
Bill Pmt -Check	06/19/2017	4069	Interstate Mobile Ca...	-627.00
Bill Pmt -Check	06/19/2017	4070	Jackson Twp MUA	-21,592.50
Bill Pmt -Check	06/19/2017	4071	JCP & L	-790.04
Bill Pmt -Check	06/19/2017	4072	Jersey Coast Fire & ...	-125.00
Bill Pmt -Check	06/19/2017	4073	JTVFC#1	-31,426.07
Bill Pmt -Check	06/19/2017	4074	Kirk Florist LLC	-112.00
Bill Pmt -Check	06/19/2017	4075	Koerner & Koerner, ...	-2,993.00
Bill Pmt -Check	06/19/2017	4076	Leaf Capitol Funding...	-62.00
Bill Pmt -Check	06/19/2017	4077	Miles Technologies	-1,096.00
Bill Pmt -Check	06/19/2017	4078	Monmouth County T...	-150.00
Bill Pmt -Check	06/19/2017	4079	New Jersey Fire Eq...	-918.76
Bill Pmt -Check	06/19/2017	4080	NJ Natural Gas Co.	-135.08
Bill Pmt -Check	06/19/2017	4081	Ocean County Clerk	-831.12
Bill Pmt -Check	06/19/2017	4082	ozane	-85.00
Bill Pmt -Check	06/19/2017	4083	Plosia Cohen LLC	-2,128.00
Bill Pmt -Check	06/19/2017	4084	Republic Services	-129.67
Bill Pmt -Check	06/19/2017	4085	Somers, Joseph	-95.65
Bill Pmt -Check	06/19/2017	4086	Son Rise	-429.00
Bill Pmt -Check	06/19/2017	4087	Verizon (hot spots)	-125.10
Bill Pmt -Check	06/19/2017	4088	Watchung	-41.93
Bill Pmt -Check	06/19/2017	4089	Wells Fargo Financial	-205.00
Bill Pmt -Check	06/19/2017	4090	Witmer Public Safet...	-1,872.00
Bill Pmt -Check	06/19/2017	4091	Defender Emergenc...	-395.00
Bill Pmt -Check	06/19/2017	4092	JTVFC#1	-1,953.25
Bill Pmt -Check	06/19/2017	4093	Miles Technologies	-58.00
Bill Pmt -Check	06/19/2017	4094	ozane	-175.00
Bill Pmt -Check	06/19/2017	4095	Somers, Joseph	-2,333.14
Bill Pmt -Check	06/19/2017	4096	Witmer Public Safet...	-79.98
Bill Pmt -Check	06/19/2017	4097	Witmer Public Safet...	-68.39
Bill Pmt -Check	06/19/2017	4098	Witmer Public Safet...	-31.99
Bill Pmt -Check	06/19/2017	4099	Witmer Public Safet...	-30.00
Bill Pmt -Check	06/19/2017	4100	Defender Emergenc...	-1,357.00
Jun 1 - 19, 17				-184,683.17



JACKSON BUREAU OF FIRE SAFETY

FIRE DISTRICT NO. 3

200 KIERYCH MEMORIAL DRIVE

JACKSON N.J. 08527

Phone (732) 928-1666x14 Fax (732) 928-6500

fmcdonnell@jacksonfiredist3.org www.jacksonfiredist3.org



RANK McDONNELL
FIRE OFFICIAL

FIRE OFFICIAL REPORT June 2017

1. Fire Safety PSA press release for June " Summer Safety"
2. Please visit the web page www.jacksonfiredist3.org and Facebook pages for updated information on Fire District business and fire safety information.



Fire District page... www.facebook.com/jacksonfiredist3

Fire Bureau page... www.facebook.com/jacksonfiresafety

3. 3rd quarter billing sent out

ACTIVITY BY THE NUMBERS	TOTAL
Non Life Hazard Property Inspections	165
Non Life Hazard Property Re-Inspections	70
Life Hazard Property Inspections	22
Life Hazard Property Re-Inspections	20
Fire Permits Issued	25
Complaints/Follow-up	20
Other/ CO-CCO/Miscellaneous	23
Imminent Hazards Issued	0
Fire Drill	1
Penalties Issued	3
Fire Investigations/Notifications	5
Construction Plan Reviews	5
Smoke Detectors Giveaways	0
Fire Safety Presentations	592 students
INCOME (2nd Qtr)	TOTAL
Local Registrations Fees Paid	\$13,300.00
LHU Registrations Fees Paid	\$4,169.32
Fire Permits Fees Paid	\$1,128.00
Construction Plan Fees Paid	\$150.00
Penalties 2.12 Paid	\$250.00
Dedicated Penalties 2.12A Paid	\$0.00
Miscellaneous / Grant/ Fire Reports	\$10.00
REVENUE RECEIVED	\$19,007.32
NON LIFE HAZARD INVOICES OUTSTANDING	\$9,286.00
LIFE HAZARD USE INVOICES OUTSTANDING	\$8,841.50
TOTAL PROJECTED REVENUE	\$37,134.82
BUDGET EXPENSE	\$4,222.20

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

June 19, 2017

**SUBMITTED BY
TIMOTHY J. CARSON
CHIEF OF DEPARTMENT**

Training Recap

Schools

- PFF Coscia graduation will be June 21
- Day Time Training
- Training Classes
 - 6/15 – Paratech drill at Station 57 – 9am
 - 6/29 – PPE Class (CANCELLED)
 - 8/10 – Defensive Driving – 8:30am start to 3pm
 - 9/7 – Radio Reporting – Station 55-1 9am (Monmouth County Fire Academy)
 - 9/28 – START Triage (EMT CEU Class) 9am at 55-1
 - 10/26 – Stress Management (EMT CEU Class) 9am at 55-1
 - 11/16 – The Crime Scene (EMT CEU Class) 9am at 55-1

Township Chiefs Meeting

No meeting this month
5411 will be OOS till next week
5405 Waterway is still OOS

Officers Meeting (Cancelled this month and notes passed)

- Cascade system was ordered on 5/17/17. Waiting on a delivery date. Call has been placed to Gary from Advanced air asking if the electrical at the main station is ample for the new unit or do we need to upgrade.
- GT42 meters – keep finding the tips missing on the meters. Will order some new tips from our distributor.
- NFIRS – please add narratives to the NFIRS reports. Short description of what you found and did. The CAD notes are good but not always enough detail to understand what had happened and what actions were taken at a call.
- Accountability Tags – Email sent to Bob Cook with list of names of career staff personnel expiring July 2017. Need to put list together for volunteers and fill out form for any updates
- Rescue Wipes – Decontamination wipes. Lt Howles has packages for the trucks as well as chief cars and safety officer vehicle. He will distribute them out. Cancer is a main concern and these wipes are used to wipe down your skin after a fire call. Each package has 10 wipes in them.

- Active 911 computer in radio room has been hooked up to a hard wired internet connection. The unit has been working out very well.
- Lt Howles is working on rope order for 5503 and 5505. Also rope for the bailout prop at 55-1.
- Lakewood Fire Department has requested permission to add our channels to their radios for mutual aid purposes. Permission granted.
- 400 Mhz System is completed. All Radios will be reprogrammed by JPD within the next few weeks.

Fire/Complaints Requiring Investigations

- 5/18/2017 Fire Alarm at 400 S. New Prospect. 18307 on location and issued warning for blocked stairwells
- 5/27/2017 Large open burn Green Valley Road. B9 notified fire extinguished
- 5/31/2017 Mutual Aid full Dept response to Southard for a working structure.
- 6/1/2017 Mutual Aid to Southard for a rekindle. Single Engine Response
- 6/4/2017 Open burn in a yard on Topaz. B9 notified
- 6/7/2017 Trouble alarm at Westlake Mews. 18307 followed up and the alarm will be in trouble till back up phone line is repaired. Alarm still fully functional

Community Events

- Keller Williams Community Day is 5/11. 30 reps will be at firehouse doing yard work
- Jersey Mikes Subs Grand Reopening is 5/13. Need crews for 5505 and 5541
- Crew of volunteers attended Project Crash at Jackson Liberty to work with Station 57

Equipment

A few packs were fixed in house for minor repairs.

Cascade system was ordered on 5/17/17. Waiting on a delivery date. Call has been placed to Gary from Advanced air asking if the electrical at the main station is ample for the new unit or do we need to upgrade.

Additional Class A foam has been ordered so 5511 can be changed out. Mike McLaughlin downloaded the user manually for 5501 and 5541 foam systems and is making an easy to read document especially on how to fill and/or use the eductor system from the pump panel. Empty foam buckets cannot be exchanged but they are recyclable.

Apparatus

Lt Howles is on top of truck repairs and dealing with Defender. All trucks except 5503 have been serviced up to this point. Working on deficiency lists.

5505 Complete ladder rack reconfigured to add 28' Exention ladder

Pump Testing – All trucks passed pump test. 5511 and 5521 failed vacuum testing. Defender notified.

Hose Testing – All 5 inch on bottom rack is out of service. Four pony lengths have been made and put on various trucks.

Ground Ladders – All ladders except 5511 straight and extension ladder passed. Prices have been obtained for new ladders and forwarded to Dan Bradley.

Aerial Ladder Testing – 5505 passed with no deficiencies.
5505 should be back this week.

5521 is out for brake drum repairs. 5511 relocated to the main station for now.

Awaiting delivery of two new utility vehicles.

Hydrants

Susan Drive and Ralph OOS

Building

Septic System at the Main Station is completed

Jackson Fire Department
Standard Operating Guidelines
EMS Response Protocol

6/01/2017

PURPOSE:

The purpose of this Standard Operating Guideline is to establish criteria for the dispatch and response of Jackson Township Fire District 3 personnel to medical emergencies which provide for prioritized response to immediately life threatening emergencies as quickly as possible while making the most efficient use of all Township emergency medical resources.

SCOPE:

This guideline covers firefighters operating at medical emergency calls within Jackson Township Fire District #3.

POLICY:

1. The Career Personnel of Fire District #3 shall respond to EMS requests within District #3 under the following conditions:

Calls requiring Advanced Life Support (ALS):

Medical:

Cardiac Arrest, Symptoms, Chest Pain
Trouble Breathing, Respiratory Issues
Unresponsive Patient
Syncopal Episode / Loss of Consciousness
Seizures (Active or Postictal)
Cerebral Vascular Accident (CVA) / Stroke
Altered Mental Status
Choking / Obstructed Airway

Trauma:

Motor Vehicle Accident with Injuries
Uncontrolled Bleeding
Gunshot / Stab Wound
Impalement / Avulsion
Severe Burns
Falls from significant height (Adults: > 20 ft., Children:
>10 ft., or 2-3 times the height of the child)

Other:

Overdose / Poisoning / Ingestion of Toxic Substance
Anaphylaxis (Allergic Reaction)
Obstetric Emergency
Attempted Suicide

EMS calls within District #3 that an ambulance is not readily available no matter the nature of the call.

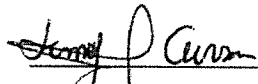
2. 5501 will be utilized as the primary response apparatus for EMS calls. Should

5501 be out of service or otherwise unavailable, the Supervisor of the Shift will advise what apparatus will be used.

3. The Career Personnel of Fire District #3 may provide a Driver / EMT in the event the transporting EMS agency requests one during a Critical / Life Threatening call.
4. The Career Personnel of Fire District #3 may respond to EMS calls outside of Fire District #3 that involve an injured Police Officer, Firefighter, EMS Personnel or critical call where the another agency is not readily available.
5. The Career Personnel of Fire District #3 may be cancelled by the EMS Agency responsible for and responding to the incident.
6. Calls originally dispatched that do not fit the criteria that are upgraded to a call that is under the response criteria will generate a response by the EMS unit.
7. Calls where by response time compared between the BLS Unit and the fire department is so great, that the FD will not make a contribution to the call.

Date: 6/21/2017

Date: 7/17/17


District Chief


Board of Fire Commissioner