



BOFC Regular Meeting 2 Minutes

Wading River Fire District

1/27/2025 6:00 PMEST

@ 1503 N Country Rd Wading River, NY 11792

Attendance

Present:

Members: Commissioner Deveny, Chairman Meyer, Greg Michalakopoulos, Amanda Telepan, Vice Chairman Wallace

Guests: Chief Donnelly, Chief Gluck, Chief Ryan, Chief Whelan

Absent:

Members: Chief ., Paramedic ., Tim Cangeleri, Commissioner McQueeney

I. Procedural

The meeting of the Board of Fire Commissioners Regular meeting was called to order by Commissioner at 18:00 hours with the Pledge of Allegiance and a moment of silence for all those that have made the supreme sacrifice, our military, police, firefighters, ems.

II. Consent Agenda

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny.

A. Adoption of Minutes

 [BOFC Regular Meeting 1 Minutes 1/13/25.pdf](#)

B. Membership

New Department Members Start 2/1/25

- Cole Stasiukiewicz

OATH

I, (state your name) do solemnly swear that I will support the Constitution of the United States, the constitution and laws of the State of New York, the rules and regulations of the Wading River Fire District, the constitution and by-laws of the Wading River Fire Department and that I will perform the duties of the a fireperson to the best of my abilities and that I will do nothing to bring discredit to same. So help me God.

C. Personnel

- EMS Staff meeting held on 1/23 with fulltime paramedics, the following topics were discussed:
- Time & Attendance, Daily Assigned Duties, Uniforms, upcoming Training events, new ambulance & responder timeline, scheduling, EMT/Drivers, and general operational comments/concerns

III. Public Comment

None

IV. Secretary's Report

Correspondence

- Active Chiefs Program Thursday 5/8/25 7:00pm N. Patchogue FD. See Attachment for Registration information and topics being discussed.
- DOT Asphalt Pavement Resurfacing Letter

2025 Conferences / Expos

- *AFDSNY Mini Summit*: March 28 - 29 White Plains
- *FDIC*: April 7 - 12 Indianapolis
- *NYS AFC*: June 4 - 7 Syracuse
- *NFPA*: June 15 - 20 Las Vegas
- *IAFC*: August 13 - 16 Orlando
- *Fire Expo*: September 9 - 13 Las Vegas
- *EMS & Fire Pro*: September 24 - 27 Connecticut
- *AFDSNY*: October 3 - 4 Saratoga Springs
- *EMS World*: October 20 - 24 Indianapolis
- *Symposium in the Sun*: November 13 - 16 Clearwater
- FDIC Hotels are booked, tickets for conference purchased along with the Mini Summit.
- Installation invitations were mailed out.
- Met with Cynthia from Seery Systems - Imaging Services Company her and her boss will be speaking at the next secretary/treasurers meeting. Round about pricing for service \$38k
- Final count needed for SCFDOA Installation Dinner 3/8 7:00 - 12:00

 [ACTIVE CHIEFS MEETING NOTICE 1-21-25 RS.pdf](#)

 [DOT Pavement Letter.pdf](#)

Discussion re conferences and Imaging Services Company.

V. Treasurer's Report

 [Meeting 1.27.25.pdf](#)

VI. Chief's Report

 [Chief's Report BOFC Meeting - 01-27-25.docx](#)

 [SCFA - Field Training -Wading River 2025.pdf](#)

 [Alarm Summary - EOY 2024.pdf](#)

 [Helmets as of 11-24.pdf](#)

 [WRFD 2025 Helmet Demo.docx](#)

 [Department Points 2024 EOY.pdf](#)

 [Members Hours EOY 2024.pdf](#)

 [Members terminated 2024.pdf](#)

 [Members who started 2024.pdf](#)

 [Roster List - 2024 members who left.pdf](#)

 [VEHICLE+QUAL+SHEET+2024 \(1\).xlsx](#)

 [Company Job Classifications Sheet 2024 \(1\).xlsx](#)

Truck check sheets must be in by the NEXT meeting if not there will be consequences.

A. Past Month Alarm Totals - 143 (DEC)

- Fire - 38
- EMS - 105
- SCM Reports Submitted, Websites and Sign updated.

B. Year to Date Alarm Totals – 1522 (EOY)

- Fire - 370
- EMS - 1522
- SCM Reports Submitted, Websites and Sign updated.
- **30 Alarms short of all time high – 1551 in 2022***

C. Training/Drills

- Dept. Mandated/Refresher – 2025 mandatory trainings have ben scheduled for 1/30/25
 - Hazmat – 2025 mandatory training has been scheduled for 3/02/25
 - Dept. Drill/Training –
 - Prior Month Actual – 3 held
 - Current Month Anticipated – 7
 - 01/02 - CPR
 - 01/09 – Company Drills
 - 01/12 - Sunday = CPR
 - 01/23 – FHT+ = PPE
 - 01/26 – Sunday = Small Group (BLS 12 Lead)
 - 01/30 – FHT+ = OSHA
 - 2/2 – FHT+ = OSHA make up
 - 2/6 – FHT+ = Electric Vehicles
 - 2/13 – 1st aid
 - 2/16 – 1st aid
 - Submitting list of all SCFA field trainings for 2025
 - Mutual Aid Drill/Training
1. Out of district drill/training (non FFI/EMT) – Approved members attending classes currently. (EMT)
 2. Specialized training (Medic, HazMat, Confined Space, Heavy Rescue, FFII, Etc.)
 3. BLS level 12 Lead and CPAP training started on 10/24. Additional classes will be held. (1/26)

Other Details (include hours & member participation)

- Standbys -NR
- Fire Police – NR
- Work Details – Companies continue to have an 2nd Thursday & drills
- Officers Meeting – Held 01/09 and have been scheduled monthly

- Company Drills – See Trainings
- Parades – Greenport Parade 2/15.
- Funeral/Flag Details – Ridge FD – Service on Friday 1/20 , Flag detail and Fire police on Saturday 1/22
- Meetings Hosted – NR
- Meetings Attended – Multiple meetings attended by representatives and reported back to Chiefs.
- Fire Prevention & Events – NR.

D. Monthly Crew Night/Day Schedule

- Duty Crew SOG Was rolled and is in effect as of 10/1/24.
- Prior Month Actual – 73% made requirements down from 94%. Expectation is this will rebound to normal levels with the start of the new year.

E. Member Status

- Chief Availability/Delegation (out of town, vacation, etc.) – Multiple chiefs have been ill. All recovering.
- Change of Qualification/Status (new certification, expired) - NR
- Driver Qualifications – Working on reviewing and updating recent qualifications.
- Change of Address – No Change
- Medical Leave – Member #052 continues from OJA., Member #278 provided a Drs note to return to full duty after a medical procedure on 1/14
- Military Leave - None
- Probationary Member Report (New, FF1, EMT, Drills, Trainings, Alarms) – Officers working on a tracking book. New members have started. Meeting with all probationary members to be held in the future. Training committee is looking to schedule a training before the end of the month.

F. District Issued Personnel Equipment

PESS – OSHA files have been updated for EOY

G. Vehicle & Equipment Maintenance Report

- 30 = 29722
- 31 = 63825
- 32 = 68140
- 33 = XXXX

H. Miscellaneous

OLD Business:

- EMS Cross billing with Mutual Aid Partners. (Council)
- Working on truck check sheets. Taking a while and new officers will be working on it. Sheets for units 4 & 13 were submitted.

NEW Business:

- Submitting bill for Riverhead Town Chief Council annual dues
- Requesting permission to pay for up to 12 members to attend the LI Fire Rescue show at Nassau Coliseum. Currently have 5 members who have signed up that they would like to attend. Would use a voucher & sign in sheet. The cost is \$25 each.

- Have 3 members who have requested to attend a hands-on training at the LI fire rescue show on hybrid vehicle extrication. The cost is \$150 each.
- Request permission to have DM order helmets for a field trial to replace current old helmets. We have been experiencing a lot of helmets breaking due to age and plastic becoming brittle. Officers have requested 1of each of 4 different models. I am increasing that to 2 of each model. (see attachments – letter and inventory)

VII. District Managers Report

 [DM Report BOFC Meeting 1-27-25.docx](#)

Discussions re RSI for Medics - what has to be done for our Medics to become RSI Certified?

Updates on the foundation project

Update re thermostat in Library at HQ which was completed on 1/27

Personnel EMS staff meeting update discussion. Chief- Main concern is the speed of drivers going to hospital even on non urgent calls. Please address members.

A. Deposits - None

Received the following checks:

- Check # 270084 in the amount of \$366.84 from CDW-G (unclaimed property refunds).
- All funds were turned over to the district treasurer for deposit.

B. Repair/Maintenance of Buildings

HQ Foundation Repair

- In progress, no new updates to report form last meeting.

HQ Elevator

- Permissive Referendum publish by district secretary, working on project scope of works
- Work order submitted - Library thermostat not working, service call placed with vendor.

C. Repair/Maintenance of Equipment

- 6-3-2
Work Order submitted Auxiliary air port on MPO side step to pump panel has no air to port with valve open or closed.
- 6-3-3
Oil change scheduled on Tuesday 1/28 with Wading River Auto
- 6-3-4
Work Order submitted – Check Engine light, error code SPN4342 FMI5. After speaking with the district mechanic, the vehicle will be scheduled with the manufacturer dealer to be checked. Additionally annual ladder and vehicle service coming due in February. Neville contacted to schedule to address both items. Once scheduled, notification will be sent chief staff, vehicle will be out of service and at Neville facility for 3 days, depending on weather conditions.
- 6-3-13
Repairs completed and vehicle put back into service by district mechanic on 1/23
- 6-3-33

Oil change performed on 1/21 with Wading River Auto, vehicle will need tire replacement within the next 6 months

- 6-3-90
Oil change performed on 1/16 with Wading River Auto
- SCBA Cascade System
Quarterly air quality testing and calibration was performed on system on 1/10

D. Permissive Referendum Project(s)

- HQ – Building Renovations
In progress, district staff continuing to interior doors, 2nd floor bathrooms partition assembled after completion of flooring project. Working with staff to develop a project plan and budget for 2nd floor renovations.
- Sta 2 Generator Project
In progress, old generator and fuel lines have been disconnected and preparation for physical removal completed. Vendor also confirmed generator has been physically converted to 240v and is wired to building correctly. Remaining item to be address is the generator reprogramming from 208v-240v. Possible interference with lightning protection system,
- HQ 2nd Floor Flooring Project
Project completed on Friday 1/17, walkthrough with vendor project manager completed on Friday 1/24 and district punch list is being addressed on Monday 1/27.

E. Budget Items

F. Other

- New District Maps
Meeting with vendor on 1/15, waiting for revised documents.
- EMS ePCR Software
Project meeting held on 1/22 with implementation manager, reviewed setup spreadsheet, sharing functionality, CAD integration, and notifications DOH needed. Received login account information, setup spreadsheets & documentation. Begun preparing documentation for transition. Will bring Medic Manzella & Lull to assist with implementation.
- ProClaim EMS Solutions & Billing Proposal
Working with district secretary & treasurer on transition paperwork.
- Radio Portable and mobile alignment
Onsite radio alignment completed on 1/15 & 1/23 except for unit 6-3-8 and equipment not installed in vehicles. Waiting for the report from vendor. Received new paging profiles from vendor and new Minitor 7 programed
- Chief Vehicle Replacement
Legal notice submitted by district secretary, once time has expired, we will move forward with the purchase.

VIII. Commissioner & Committee Reports

A. Chairman Meyer

Chief - Re 73% duty crew down from 94% why is this and why do you believe it will fix itself in the new year? - discussed why the numbers were low.

Chief - Do you have GroupMe app? no

Recent post re Seminar Prof. Volunteer Fire Fighter - hope you can push this among members especially the officers.

Active Chief's program held in N. Patchogue on May 8th if interested and going back to basics for refresher.

Reimbursement re EMT Rothwell - Chief sent out an email to member re repayment and still have not received or heard back from him. Chief Donnelly will reach out again.

B. Vice Chairman Wallace

Chief - Duty Crews, officers who are provisional are still officers and should be held accountable for officer duties. Please speak with members and make sure they are signing up for duty crews, numbers are low.

C. Commissioner Deveny

Any Brookhaven update with Dan Panico? - no will reach out again.

D. Commissioner Hegermiller

No comment at this time

IX. Executive Session

Motion to adjourn into Executive Session at: 18:37 for the purpose of discussing matters leading to the termination of a particular person. Reconvened at 19:28

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny. Unanimously approved

X. Material Requests / Training Requests

A. Training Request - Member 451 Car Extrication FD Expo \$150.00

 [Hybrid Vech Traininig - 451.pdf](#)

Motion:

Motion moved by Commissioner Hegermiller and motion seconded by Commissioner Deveny. Unanimously approved

B. Training Request - Member 449 Car Extrication FD Expo \$150.00

 [Hybrid Vech Traininig - 449.pdf](#)

Motion:

Motion moved by Commissioner Hegermiller and motion seconded by Commissioner Deveny. Unanimously approved

C. Training Request - Member 433 Car Extrication FD Expo \$150.00

 [Hybrid Vech Traininig - 433.pdf](#)

Motion:

Motion moved by Commissioner Hegermiller and motion seconded by Commissioner Deveny. Unanimously approved

- D. Material Request - FF Equip - 5 gas Sensit P400 Meter with calibration station Qty 9 in the amount of \$13,847.87 (30, 31, 32, 33, 4, 11, 13, 80, spare)

 [Quote QT1897517 1737735897402.pdf](#)

Motion:

Motion moved by Commissioner Hegermiller and motion seconded by Vice Chairman Wallace. Unanimously approved

- E. Material Request - EMS Training Equip – Difficult AirwayMan in the amount of \$8,235.00 (recommended funding source EMS Billing Funds)

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny. Unanimously approved

- F. Material Request - EMS Training Equip – Hemorrhage Control Arm Trainer in the amount of \$1,805.00 (recommended funding source EMS Billing Funds)

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny. Unanimously approved

- G. Material Request - EMS Equip – BD OI Powered Driver Qty 8 in the amount of \$7,809.53

 [Wading River- BD IO 1st ORDER BTM Quote-Standard.pdf.pdf](#)

Motion:

Motion moved by Commissioner Deveny and motion seconded by Vice Chairman Wallace. Unanimously approved

- H. Material Request - EMS Equip – Curaplex One Scope Pro with blades Qty 3 in the amount of \$6,180.00 (16, 17, 80)

Motion:

Motion moved by Commissioner Hegermiller and motion seconded by Commissioner Deveny. Unanimously approved

- I. Material Request - Equip – Portable Inflatable 13x8x8 Paint Booth with accessories in the amount of \$681.03

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Hegermiller. Unanimously approved

- J. Sample Helmet Request -

Discussion re how we got the request not from the quarter master chief. Discussion re contact with gear vendor and how there is no 10 year shelf life if helmets are tested and looked at yearly with gear. If they need to be fixed please fill out request and we will have them looked at fixed. How many helmets are breaking or have we tossed out? Please write them up tag them and get the list to the DM.

Motion:

Denied

Motion moved by Chairman Meyer and motion seconded by Vice Chairman Wallace. Unanimously approved

K. Hooks and pipe poles on outside of truck.

Items from previous meeting that were tabled. Discussion on how the trucks are designed currently and we are not going to re design and re mount items when there is no necessary cause for this.

Motion:

Denied

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny. Unanimously approved

L. Material Request 3 - 6 foot steel New York Hooks and appropriate mounting.

Tabled from Last BOFC Meeting

Fire Hooks Unlimited NY Roof Hooks 6' <https://thefirestore.com/Fire-Hooks-Unlimited-New-York-Roof-Hook> *** Ziamatic SURE-GRIP Hook Tool Mounting Brackets(CAB) X2 and Ziamatic SURE-GRIP Tool

Motion:

Denied

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny.

M. Material Request - Red 4" Grill Number

Tabled from Last BOFC Meeting

Mounting of "Red 4" Grill number that is being donated by Lt. Donnelly and Lt. Como

Motion:

Denied due to airflow obstruction

Motion moved by Chairman Meyer and motion seconded by Commissioner Hegermiller. Unanimously approved

XI. New Business & Action Items

- A. Approval to pay bills total \$86,373.68

Motion:

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller.

- B. Approval for Commissioner Hegermiller to have access to ADPs for employee accruals and salaries.

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny.

- C. Approval for to attend SCFDOA \$300 per 2 persons. Not to exceed 10 persons \$1500

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Hegermiller.

- D. Approval for up to 12 members to attend Fire EMS Expo not to exceed \$300.

Motion:

Motion moved by Chairman Meyer and motion seconded by Vice Chairman Wallace.

- E. Approval for \$11,000.00 for 1,300 challenge coins.

 [Coin Members 02.pdf](#)

 [Coin Commissioner 02.pdf](#)

 [Bottle Opener Coin 02.pdf](#)

 [Coin Chief 02.pdf](#)

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Deveny.

- F. Approval for GSA rate reimbursement for Commissioner Wallace, Commissioner Meyer, Commissioner McQueeney, District Secretary Telepan, District Manager Michalakopoulos to attend Mini Summit.

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Chairman Meyer.

XII. Adjournment at 19:51

Motion:

Motion moved by Commissioner Hegermiller and motion seconded by Vice Chairman Wallace. Unanimously approved