



BOFC Regular Meeting 5 Minutes

Wading River Fire District

3/10/2025 6:00 PM EDT

@ 1503 N Country Rd Wading River, NY 11792

Attendance

Present:

Members: Tim Cangelieri, Commissioner Deveny, Commissioner Hegermiller, Commissioner McQueeney, Chairman Meyer, Greg Michalakopoulos, Amanda Telepan, Vice Chairman Wallace
Guests: Paramedic DeSoiza, Chief Donnelly, Paramedic Flood, Chief Gluck, Attorney Ring, Chief Ryan, Chief Whelan

Absent:

Members: Chief ., Paramedic .

I. Procedural

The meeting of the Board of Fire Commissioners Regular meeting was called to order by Commissioner Deveny 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 Commissioner McQueeney and motion seconded by Vice Chairman Wallace. Unanimously approved

A. Adoption of Minutes

 [BOFC Regular Meeting 2/24/25 Minutes.pdf](#)

 [BOFC Work Session 2/19/25 Minutes.pdf](#)

 [BOFC Work Session 3/5/25 Minutes.pdf](#)

B. Membership

Potential Members for 4/1/25 start
5 out of 6 completed background check
1 out of 5 went for Physical

C. Policies









 [Medical Supplies .pdf](#)

 [Patient Refusal of Pre-Hospital Care .pdf](#)

 [Advance Health Care Directives .pdf](#)

 [Latex Sensitivity.pdf](#)

 [Use of District-Owned and Personal Property.pdf](#)

-  [Use of District Vehicles.pdf](#)
-  [Information Technology Use.pdf](#)
-  [Non-Official Use of District Property .pdf](#)
-  [Records Management .pdf](#)
-  [Release of Records .pdf](#)
-  [Patient Medical Record Security and Privacy .pdf](#)
-  [Subpoenas and Court Appearances .pdf](#)
-  [Vehicle Safety Belts .pdf](#)
-  [Personal Firearms .pdf](#)
-  [Roadway Incident Safety .pdf](#)
-  [Performance Evaluations .pdf](#)
-  [Discriminatory Harassment .pdf](#)
-  [Conduct and Behavior.pdf](#)
-  [Workplace Violence .pdf](#)
-  [Personal Appearance Standards .pdf](#)
-  [Lactation Breaks .pdf](#)
-  [Smoking and Tobacco Use .pdf](#)
-  [Driver License Requirements .pdf](#)

III. Public Comment

No public comment.

IV. EMS Report

 [emsreport3725.docx](#)

Discussion re narratives and if they are being written better.

A. EMS/Ambulance Response Breakdown

- Total Alarms – 87
- Transports – 87
- RMA's/ Cancelled/ No Patient – 7
- North Shore EMS transports- 0
- 24s Mutual Aid Received – uto

B. Alarms Handled by Crews

- Blended crew of volunteer and district personnel – 93%
- Volley only- 2%

- District only- 5%
- ALS- 25
- BLS- 62

C. Average Response Times (Responding ambulance from activation until signal 2)

- Alpha, Bravo, Charlie Alarms Response –9 min
- Delta & Echo Alarm Response –2min

D. QA/QI

This months QA/QI topic was Motor Vehicle accidents. There were no protocol violations and no issues regarding patient care, an emphasis was brought to my attention by the chiefs office regarding proper techniques in removal of patients from the vehicle. A department drill was completed regarding this topic. Additionally the quality of narratives and the completion of all vitals has continued to improve. If you have any other questions or concerns please let me know.

E. Mileage as of

- 80- 40171
- 16- 76422
- 17- 66154

F. Other / Misc.

Training:

This month EMS Crews were trained on operative iq on how to restock items during a call. They were also given training on how to look through cabinets so the are able to learn what is in cabinets/bags without having to break seals.

All ALS crews were trained on the new video laryngoscope. They have been put out on trucks in the als cabinet at this time

Supplies:

We still are on allocation for IV fluids at this time. Last month We were only able to get a total of 6 1000ml bags. We will continue to keep you updated on this situation.

V. Attorney's Report

 [Audits \(1\).pdf](#)

VI. Secretary's Report

Correspondence:

Thank you from RVAC for coverage on 2/15

- Installation Dinner - 129 guests. Working on programs and seating.
- Duck Pond day is scheduled for June 8th. - Would like to request a table for district like last year and handouts.
- Hall Request for 3/22 Commissioner Meyer 12:00 - 5:00
- Paid FMLA - Spoke with full time staff all have agreed to participate except for 1 employee, majority won. No cost to employer, employees contribute 0.373% per paycheck (net).
- Room request from Department Secretary Meier, April 6th for the easter bunny brunch they would like to do a breakfast and egg hunt on the lawn at Sta 2 weather permitting with tables outside as well or use the hall upstairs. Casino night May 10th or May 17th they wont know the exact date until they speak with the company to book the tables but want to make sure its a go before booking.

 [RVAC TY.pdf](#)

 [Meyer Room Request.pdf](#)

 [Duck Pond Day.pdf](#)

 [PFMLA Booklet.pdf](#)

Discussion re spraying station 2 for tics

Discussion re duck pond day and having 1 giant tent instead of 2 sections. Chief Donnelly believes 1 table on each end would be better safety wise like last year. Will further discuss at other meetings.

VII. Treasurer's Report

 [Meeting 3.10.25.pdf](#)

Discussion re LOSAP billing and how we'll reach full funded status. Discussion re rate and assignment, if NY Class might be a way to go with LOSAP. Will look into other options to get us a higher rate.

VIII. Chief's Report

 [Chief's Report BOFC Meeting - 03-10-25.docx](#)

 [Department Points Feb - YTD.pdf](#)

 [Dispatch Summary Report February 2025 - YTD.pdf](#)

 [Dispath Summary Report February 2025 EOM.pdf](#)

 [Roster 3-6-25 ABO.pdf](#)

 [Gluck- FESI-2 Certificate.pdf](#)

 [Sign in sheet for EV extrication Training at Fire Expo.pdf](#)

 [Duty Crew Feb 25.pdf](#)

 [Roster 3-6-25.pdf](#)

 [Suspension H Harrell \(1\).pdf](#)

Discussion re cross billing with other agencies and how its based on per district contract - current law does not allow to cross bill.

6-3-8 damage - airline and breaking system issue during mutual aid on Saturday

6-3-2 struck a deer during same mutual aid no damage

A. Past Month Alarm Totals -109 (FEB)

- Fire - 29
- EMS - 80
- SCM Reports Submitted, Websites and Sign updated.

B. Year to Date Alarm Totals –251 (FEB)

- Fire - 62
- EMS - 189
- SCM Reports Submitted, Websites and Sign updated.

C. Training/Drills

- Dept. Mandated/Refresher – 2025 mandatory trainings are in progress to wrap up last few members.
- Hazmat – 2025 mandatory training was completed on 3/02/25. Wrapping up last few members.
- Dept. Drill/Training :
Prior Month Actual – 8 held
Current Month Anticipated – 6
- 03/02 – Sunday - Hazmat
- 03/06 – Boaters Safety Class 1
- 03/09 - Sunday
- 03/13 – Boaters Safety Class 1
- 03/20 – Company level drill
- 02/23 – Probie Class

Mutual Aid Drill/Training

1. Out of district drill/training (non FFI/EMT) – Approved members attending classes currently. (EMT)
2. Submitted member 286 completion certificate for FESI-2
3. Specialized training (Medic, HazMat, Confined Space, Heavy Rescue, FFII, Etc.)
4. BLS level 12 Lead and CPAP training started on 10/24. Additional classes will be held.

Other Details (include hours & member participation)

- Standbys -NR
- Fire Police – NR
- Work Details – Companies continue to have an 2nd Thursday & drills
- Officers Meeting – NR
- Company Drills – See Trainings
- Parades – RP St Patrick’s 3/Greenport Parade 3/16
- Funeral/Flag Details – 2/29 Andrews Top Gun Run 2 Calverton
- 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

Prior Month Actual – Chiefs and Officers continue to work to get a driver on every night. All nights have been covered. 54 Members expected to participate. 16 did not participate in Feb. Chiefs will be speaking with the individuals.

E. Member Status

- Chief Availability/Delegation (out of town, vacation, etc.) – NR.
- Change of Qualification/Status (new certification, expired) - NR
- Driver Qualifications – NR
- Change of Address – No Change
- Medical Leave – Member #052 continues from OJA
- Military Leave - None
- Probationary Member Report (New, FF1, EMT, Drills, Trainings, Alarms) – Meeting with all probationary members was held on Sunday 2/23.

F. District Issued Personnel Equipment

PESS – OSHA files will be updated when training is complete.

G. Vehicle & Equipment Maintenance Report

- 30 = 32809
- 31 = 66924
- 32 = 69079
- 33 = 90641

H. Miscellaneous

OLD Business:

1. EMS Cross billing with Mutual Aid Partners. (Council)
2. Submitting a sign-in sheet for the three Members who were approved to attend and be reimbursed for the hands-on training LI Fire Rescue show.

NEW Business:

1. Submitted training request for 3 members (227, 339,435) to attend seminar – The professional Volunteer FD Cost = \$65.00 each
2. Submitted training request for 1 member (227) to attend SCFA – Principles of Instruction – cost of class = N/C – Looking for approval for member to reimbursed for required text book purchase(Fire and EMS Instructor - Aprox \$110.00 (last time it was purchased it was \$106.95)

REQUEST FOR EXECUTIVE SESSION

Yes – personnel

IX. District Managers Report

 [DM Report BOFC Meeting 3-10-25.docx](#)

 [Neville Fleet Services - 6-3-9 Truck Modifications - Items.pdf](#)

 [QUOTE #094006-00.pdf](#)

 [Fuel Transaction Log February 2025.pdf](#)

 [Wading River FD Modernization w Power Unit & Cab.pdf](#)

A. Deposits

Received the following checks:

J Power & Cross Sound Pilot funds received in the amount of \$80,835.61 from Town of Brookhaven (check # 4388).

All funds were turned over to the district treasurer for deposit.

B. Repair/Maintenance of Buildings

- HQ Foundation Repair

In progress, confirmation submitted plans with building department, building department reviewing submitted plans to determine fee schedule and will contact district directly to advise.

- Installation of new ice machine, repair & modifications to plumbing & electrical completed by district staff.
- Installation of Armor Tuff rubber flooring in boiler room completed by district staff.
- Big Geyer supplied coolers picked up and district owned installed at both facilities by district staff.
- Replacement of damaged projector screen switch repaired by district staff
- Adjusted 2nd floor projector screen in meeting room for training class
- Rewiring of district boardroom cabling in preparation of installation of new display board monitor mount.
- Repair to ambulance shoreline plug in bay one.
- Monthly pest control services completed for March on 3/7

C. Repair/Maintenance of Equipment

- 6-3-2
Work Order completed by district mechanic.
- 6-3-4
Annual ladder & PM completed and vehicle puck back into service on 2/27. As reported at the previous meeting, a replacement radiator has been ordered and once received the vehicle will go back to the vendor to complete repairs, the vehicle remains in service.
- 6-3-13
Work Order repairs completed by district mechanic.
- 6-3-16
Work Order submitted Shoreline secondary patient compartment heating system not blowing warm. Waiting on replacement heating element, vehicle remains in service. Oil change/PM performed by district mechanic on 3/6
- 6-3-28
Received safety recall notification from Ford, dealer contacted to set up mobile service appointment.
- 6-3-31
Oil Change completed on 2/26
- 6-3-33
Oil Change completed on 2/27
- 6-3-96
Oil Change scheduled with district mechanic 3/10

D. Permissive Referendum Project(s)

Sta 2 Generator Project

- In progress, old generator and tank have been removed from site, staff preparing/converting old generator shed into cold storage area. Confirmation from Cummins technician will be completing electrical board on Wednesday 3/12.
- Vendor scheduled to come back on Monday 3/10 to complete the piping for the dispenser. District staff will address the sensor piping as discussed with vendor.

HQ Elevator Mod

- 30-day permissive referendum period expired on 2/27. Proposal attached for review and approval for proposal & scope of work to be awarded to Island Elevator in the amount of \$153,194.00 under OGS contract PS70072. Note: Option #1 will not be added to the project at this time.

E. Budget Items - None

F. Other

New District Maps

- Received final updated final draft from vendor on 2/26. Chief completed by chief staff and final product sent over to printers for pricing with the counts submitted by chief staff on 2/21.

EMS ePCR Software

- In progress, Conference meeting with project manager on 2/27 continued to configuration setup. Waiting for CAD integration to be completed by HEMS. DOH 5136 form was submitted to NYS with new live date of 4/8 as the new live date.
- Discussion with training chief, district EMS staff, and district manager, training of the department providers throughout the month in preparation for live date. The training chief sent notification to department providers with instructions on 3/7.

ProClaim EMS Solutions & Billing Proposal

- In progress, received notification from Eso that configuration is in process and were advised to check system on 3/10 for records in system. If records are populated, billing will resume. Continuing to work with district secretary and vendor to transfer access to billing access from QMC.

Brush Truck Modifications (6-3-9)

- As instructed by the board, we met with the chief Ryan and maintenance staff regarding modifications to brush truck. The remaining items require vendor involvement and cannot be done by district staff. As previously submitted on or about 4/8/24, the proposal resubmitted funding required to complete request items is \$36,110.44. Reconfiguration of hose storage and relocation of discharge valves were removed from the scope of work as per internal meeting.

Brush Truck Vehicle Communications (6-3-8 & 6-3-9)

- As per original request by chief staff and discussions with manufacturers at the FDIC conference in 2024. Resubmitting the 2023 quote for Davis Clark communication systems for the brush truck in preparation for the upcoming brush fire season. Cost per vehicle is \$11,984.59. The total cost needed to complete both vehicles is \$23,969.18

Vehicle Communication Updates & HyphaOne Solution

- As per our 1/3/5 year plan begun looking at alternative radio products such as Kenwood, Harris, and Tait as alternative radios to Motorola. FRES has advised that the above-mentioned manufacturers are in the process of being added to the county system. At first glance and conversations with colleagues Kenwood looks like the best alternative from a financial standpoint.
- In discussions with local vendors, the demonstration unit of the HyphaOne system has been unsuccessful. I began working with IWT, Adept, and SCM to develop a new solution that will resolve our communication issues.

District Staff Relocation Review & Chief Office Changes

- Meeting with vendor to review current office furniture configurations to streamline workflows and communications, vendor will be providing recommendations. Additionally request by chief Ryan to investigate the modification of current desk configuration to also improve communication and office layout. Waiting for recommendations and quotes.

Fuel Log

- Submitting monthly fuel log for the month of February 2025

X. Commissioner & Committee Reports

A. Chairman Meyer

How are the probationary members doing? Discussion regarding members and status.

B. Vice Chairman Wallace

Asking again to remove all stickers off 6-3-4 that were not approved by the board.

Progress report on officers and updates for next meeting.

Chief - can you send a message out to the board if something happens with the trucks.

C. Commissioner Deveny

Thank you to the board for coming and supporting me as the now Vice President of SCFDOA.

Will start working on entering the fire district signs.

D. Commissioner Hegermiller

No Report at this time

E. Commissioner McQueeney

Any update on the ambulance that's ordered? - discussion re Bob's retirement and replacement away will have update soon.

Any new update pictures of tanker?

SCM work order and PO System still a go for April 1st? - yes

Chief - give job duties list on 30, 31, 32, & 33 so everyone is aware of who will be doing what.

Calverton Meadows Hydrant update - please reach out to new marshal and just vie him a written update on what's needed and what's going on.

XI. Executive Session

Motion to adjourn into Executive Session at: 18:01 for the purpose of discussing matters leading to the discipline of a particular person and proposed litigation. Reconvened at 18:56.

Motion:

Motion moved by Chairman Meyer and motion seconded by Commissioner Deveny.

Unanimously approved

XII. Material Requests / Training Requests

- A. Approval for members 227, 339, & 435 to attend seminar - The Professional Volunteer FD. \$65.00 each Total \$195

 [Training Request - Professional Vol FD \(1\).pdf](#)

Motion:

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

- B. Approval for member 227 to attend Principles of Instruction no cost to class book purchase reimbursement not to exceed \$110.00

 [Training Request - Principles of Instruction \(1\).pdf](#)

 [Registration Principles of Instruction 2025 \(1\).pdf](#)

Motion:

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

XIII. New Business & Action Items

- A. Approval to pay bills total \$440,341.24

Motion:

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

- B. Approval to purchase handouts for duck pond day not to exceed \$3,100.00

Motion:

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

- C. Approval for Commissioner Meyer to use hall on March 22nd from 12:00 - 17:00

Motion:

Commissioner Meyer recused himself from vote.

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

- D. Approval to setup Permissive Referendum for \$310,000.00 for 2nd floor renovations which was tabled from 2/24/25 bofc meeting.

Phase 1 includes: Bathroom's, Hallway, Hall Service bar area, Hurricane windows (9), stand alone soda system, cabinetry.

Motion:

Multiple discussions re work; Commissioner McQueeney does not approve of bathroom renovation breakdown, Commissioner Hegermiller asked if we were setting them up in multiple permissive's discussion re that with treasurer Cangelieri and how he advises against multiple permissive referendums.

Motion moved by Vice Chairman Wallace and motion seconded by Chairman Meyer. FAILED - Motion Opposed by Commissioner Deveny, Commissioner Hegermiller & Commissioner McQueeney.

- E. Approval to purchase humidity system not to exceed \$15,000.00

Motion:

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

- F. Approval for Chief Donnelly, Chief Whelan, Commissioner Meyer and Commissioner Wallace to receive the GSA Meal payment for FDIC.

Motion:

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

- G. Approval to continue contract with TeamUp - plan is up April 9th, renewal price \$1,260.00

Motion:

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

- H. Approval to start the Elevator Renovations not to exceed \$160,000.00

Motion:

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

- I. Approval to spray station 2 ground for ticks and bugs prior to April 6th Easter bunny breakfast.

Motion:

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

- J. Approval for Davis Clerk Communications for 6-3-8 / 6-3-9 for a total of \$23,929.18 & for 6-3-9 modifications for a total of \$36,110.44

Motion:

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

- K. Approval for Department to use Sta 2 on 4/6 for easter bunny brunch/egg hunt if weather permits and upstairs meeting room for 5/10 or 5/17 for casino night.

Motion:

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

- L. Accepted Chief's recommendation for suspension of member 437.

Motion:

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

XIV. Adjournment 20:04

Motion:

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