



Budget Hearing & Regular BOFC Meeting 19

Minutes

Wading River Fire District
10/15/2024 6:00 PM EDT

@ 1503 N Country Rd Wading River, NY 11792

Attendance

Present:

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

Guests: Chief Donnelly, Chris Kuzloski, Paramedic Manzella, Chief Ryan, Chief Whelan

Absent:

Members: Tim Cangelieri, Vice Chairman Culhane

I. Procedural

The meeting of the Board of Fire Commissioners Budget Hearing meeting was called to order by Commissioner Meyer 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. Budget Hearing

 [2025 Wading River Fire District Budget Propsed.pdf](#)

III. Adopt 2025 Budget

 [2025 Wading River Fire District Budget - Final.pdf](#)

Motion:

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

IV. Adjournment

Let it show there are no public comments regarding the 2025 proposed budget. We are adjourning the budget hearing at 18:03 and will start the regular scheduled Board of Fire Commissioners Meeting at 18:30.

V. Consent Agenda

Motion:

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

A. Contracts

 [12 Month Subscription IWT.pdf](#)

B. Adoption of Minutes

 [BOFC Regular Meeting 18 Minutes 9/30/2024.pdf](#)

C. Policies

Lexipol Draft Policies

 [Fire Service Authority.pdf](#)

 [Policy Manual.pdf](#)

 [Oath of Office.pdf](#)

VI. Public Comment

None

VII. EMS Report

 [emsreport.docx](#)

QAQI Discussion - conversations re discrepancies. Chairman Meyer asked if they should setup a 10 minute get together re discrepancies and assist all providers as a whole. Email for all EMS Providers or department website.

Discussion re what counts as a CPR save.

A. EMS/Ambulance Response Breakdown - September

- Total Alarms – 81
- Transports – 76
- RMA's/ Cancelled/ No Patient – 1rma 4 cancel
- North Shore EMS transports- 0
- 24s Mutual Aid Given – 2 1 rvac 1 rpdf
- 24s Mutual Aid Received – uto

B. Alarms Handled by Crews

- Blended crew of volunteer and district personnel – 52
- Volley only- 18
- District only- 11
- ALS- 25
- BLS- 56

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

- Alpha, Bravo, Charlie Alarms Response –8:27min
- Delta & Echo Alarm Response –2:15

D. Training & Drills

BLS 12 lead and CPAP, following matrix is as follows; 9 volunteer providers, and 8 Paid providers. Most providers have been cleared through separate agencies. Two types of classes will be presented. Providers who have prior knowledge and have had these classes will sit through a shorter abridged version. While those who have no recent trainings will be put

through a 3 hour course. As of current we are looking to provide these classes on October 24th. We will notify Chiefs office and see if this will be agreed upon. Those who can not make these classes will be follow up with them to determine next step.

E. QAQI

This month's topic for the random PCR review was "anxiety", ten PCRs were pulled at random and all HIPPA and provider info was blanked out and sent to my counterpart at Ridge Fire District for review. While there were no protocol violations noted discrepancies such as poorly written narratives and incomplete vitals were a continuing trend that has been brought to the attention of the providers involved as well as a message sent out for training purposes regarding the same to all providers. In addition to the monthly review, we had one instance of a protocol violation regarding proper procedure of RMA involving a minor. This issue was forwarded to Ridge Fire District as well as to Dr. Cangelosi for review. After speaking with Dr. Cangelosi as per his recommendation a verbal counseling with the provider involved was completed, the cause of the violation was determined and addressed, and no further action was required.

F. Mileage

- 6-3-80- 33598
- 6-3-16- 58690
- 6-3-17- 70429

G. Other / Misc.

CPR Save with ROSC (return of spontaneous circulation)
crew responded to delta level respiratory call and responder upon arrival found RPD officer performing cpr. Crew continued cpr with als administering meds and intubating. Pt given one shock and pt had return of heartbeat and blood pressure. Pt was taken to PBMC and transferred to South Side Hospital. Pt survived for almost two weeks at Southside before family made decision to take off life support.

VIII. Secretary's Report

Correspondence:

Updated Auxiliary List Attached

Thank you to District Manager Michalakopoulos & Houseman Pirnak for Sta 2

Thank you BOFC for Sta 2

BOFC Election Timetable from Attorney Rings Office

Hall Usage Request:

A. Rosini 11/30 - Baby Shower 50 people 13:00 - 18:00.

Car Window Stickers:

Attached draft of stickers

2024 Annual Election: 12/10/24

4 BOE Workers for Election

Training date 11/26






Petitions available 10/25 must be back by 11/20 3:00 P.M.

Vice Chairman Culhane is up for re-election

 [Thank You Sta 2.pdf](#)

 [Thank You GM JP.pdf](#)






 [Commissioner Sticker.pdf](#)

-  [Department Sticker.pdf](#)
-  [Election Timetable.doc](#)
-  [Election Petition Sample.pdf](#)
-  [Hall Rental App.pdf](#)
-  [Auxillary Update.pdf](#)

IX. Treasurer's Report

-  [Meeting 10.15.24.pdf](#)

X. Chief's Report

-  [Chief's Report BOFC Meeting - 10-15-24.docx](#)
-  [Letter NYS DEC re PFAS Foam 9-24.pdf](#)
-  [Department Point Report 9-24 YTD.pdf](#)
-  [Training Request - Gluck D - Women in the Fire Service 2024.pdf](#)
-  [Department Point Report 9-24 MONTH.pdf](#)

Discussion re 10/24 NR Brookhaven Fire District Meeting between the commissioners

Discussion re Duty Crew policies and evaluate as they go, stuff that is working not working etc. discussion re improvements if/when needed and roll out new policy if needed. Discussion re duty crew and sign ups is there a lock for sign up.

Discussion re who is in charge when the chiefs are not here. Please inform Board who is in charge if this is to happen again.

Discussion re towers being down and radios IWT is working on it.

Discussion re station 2 is only open on a "trial basis" is on the chief side not from the district. Miscommunication to the department is ongoing and this should be changed.

Commissioner McQueeney states district manager michalakopoulos, houseman pirnak and chief ryan did an outstanding fantastic job with setting up station 2.

Discussion re work detail to help out for station clean ups etc.

Discussion re EMT sign up please verify under which code badge 410 used for course

Make sure we have the proper foam.

Discussion re 12/6 extra staffing from 4pm - 7am. EMT from 7 - 7

Please notify BOFC asap if an accident or someone was hurt on call.

A. Past Month Alarm Totals - 117 September

- Fire - 42
- EMS - 75
- SCM Reports Submitted, Websites and Sign updated

B. Year to Date Alarm Totals – 1114 September

- Fire - 260
- EMS - 854
- SCM Reports Submitted, Websites and Sign updated

C. Training/Drills

- Dept. Mandated/Refresher – N/R.
- Hazmat – N/R
- Dept. Drill/Training -
Prior Month Actual – 12 held
Current Month Anticipated – 7
- 10/3 – Thursday = FHT+ - SCBA Confidence
- 10/13 – Sunday = FHT+ - Palmer house & Ladders
- 10/19 – RVAC MCI Drill
- 10/24 – Thursday = SCFA – Thermal Imaging
- Every Sunday = Small group and focused drills.(10/20 & 27)
- Mutual Aid Drill/Training
- 1. Out of district drill/training (non FFI/EMT) – Approved members attending classes currently.
- 2. 10/19 – Riverhead VAC MCI Drill
 - Specialized training (Medic, HazMat, Confined Space, Heavy Rescue, FFII, Etc.)
 - None
 - Other Details (include hours & member participation)
 - Standbys -Standbys at SWR HS Football Games. 10/26
 - Fire Police – Fire Police activities for the Suffolk County Marathon on 10/20 in Babylon
 - Work Details – Companie continue to have
 - Officers Meeting – NR
 - Company Drills – See Trainings
 - Parades – NR.
 - Funeral/Flag Details – Flag detail on 10/11 @ Calverton – Requested by SCCC
 - Meetings Hosted – NR – Brookhaven Fire Districts on 10/24?
 - Meetings Attended –Multiple meetings attended by representatives and reported back to Chiefs.
 - Fire Prevention & Events – WR Elem (10/1). Open house was held on 10/6 and was well attended. St Johns (10/8 &10/9). Have Kiddie Academy on (10/17)

D. Monthly Crew Night/Day Schedule

Duty Crew SOG Was rolled and is in effect for 10/1 as directed.

Prior Month Actual

Current Month Anticipated

E. Member Status

- Chief Availability/Delegation (out of town, vacation, etc.) – NR
- Change of Qualification/Status (new certification, expired) - NONE
- Driver Qualifications – Member 445 was cleared to drive the ambulances. Paper work was submitted.

- Change of Address – No Change
- Medical Leave – NR
- Military Leave - None
- Probationary Member Report (New, FF1, EMT, Drills, Trainings, Alarms) – NR

F. District Issued Personnel Equipment

None

G. Vehicle & Equipment Maintenance Report

30 = 24726

31 = 60935

32 = 66444

Out of Service/Back in Service –

H. Miscellaneous

OLD Business:

- Radio / Pager activation issues – continue – BOFC and DM was notified of a failed activation and extended delay in service on a call
- Station 2 Full response trial started on 10/1. Thank You to Chief Ryan and all of the district staff involved for making this happen, it was a lot of work. Members have responded favorably to this change. Lieutenant Como has had multiple meetings with the personnel who respond to that station. We will be monitoring the response.

NEW Business:

- Submitting training request for member 386 – SCFA Women in the fire service 2024. No Cost.
- Submitting training request for member 410 – SCEMS NYS EMT Class - Member did not follow proper procedure and signed up and started attending class without gaining prior approval. Proper procedure was reviewed with member. I will remind all department members of proper procedure. At this time, I am looking to get him approved for insurance coverage reasons.
- Received a notice from NYS DEC about Fire Fighting foam and PFOS.
- An issue was brought to my attention concerning SCM and credits for non-alarm activities suddenly returning to Zero (0). Email with examples was sent to the District Manager for investigation.
- Friday 12/6 – WRFD inc Christmas Party (6-11PM). Would like to have additional District responders on duty from 4PM to 12AM.
- Mobile Santa has been scheduled for Saturday 12/14 with a rain date of Sunday 12/15.

XI. District Managers Report

 [DM Report BOFC Meeting 10-15-24 \(2\).docx](#)

 [Material Request 2024-043.pdf](#)

 [Material Request 2024-042.pdf](#)

 [GGQ NY - Wading River Fire Proection District - Quote #13385.pdf](#)

 [UA7-2024Upgrade.pdf](#)

 [QUOTE #096143-00.pdf](#)

Discussion re gear racks and space in both stations

Discussion re hose rack and purchasing a smaller one if needed. Can auction off old one.

Please remind department that any trucks are out of service are out of service until a text or alert goes out that any truck is back in service.

A. Deposits

None

B. Repair/Maintenance of Buildings

- HQ Foundation Repair:
In progress, no new updates from BBS representative or town since last board meeting.
- Apparatus Bay Storage & Cleanup:
Shelving relocation has been completed at both building. Material request has been submitted for additional organization of equipment storage. Any remaining items will be addressed over the upcoming weeks as time allows.

C. Repair/Maintenance of Equipment

- 6-3-3
Oil Change and NYS Inspection completed on 10/11/2024
- 6-3-5
Oil Change and NYS Inspection completed on 10/11/2024
TPS Sensor Replaced
- 6-3-8
The district mechanic addressed the power steering leak reported by Chief Ryan. Also adjusted parking brake to address possible concerns
- 6-3-9
The district mechanic addressed the static brake which was reported not holding while truck is on the ramp, adjustment made.
- 6-3-11
Waiting on parts to complete passenger rear compartment light housing, no updated eta from vendor. Vehicle remains in service.
District mechanic replaced ?? to address intermittent issues with pump and motor. If this doesn't resolve the issue, vehicles will need to go to local pierce dealer for additional troubleshooting with manufacturer engineering.
- 6-3-13
WRFD 7/800 & UHF mobile radios were installed on 10/3. IWT has been contacted to address claims of unreadable radio communications. It is my opinion that the vendor rushed to complete the installation by the membership to respond to a mva even though the vehicle was taken OOS earlier in the day.
Riverhead FD mechanic was contacted to recheck generator fluids and minor leak under the vehicle. The leak is being monitored and if additional action is needed for repair, conversation will be had with Riverhead DM on how to address/handle.
Extrication tool adaptor on order to address incompatibility between WRFD and Riverhead extrication tool.
- 6-3-17

As reported at previous meeting vehicle is scheduled for service at dealer to address intermittent issue with the transmission has been changed November 18th, no additional reported issued vehicle remains in service.

- 6-3-26 Trailer
The district mechanic is in the process of modifying the front adjustable wheel to address rear height issues when attempting to remove UTV from trailer when no connected to a vehicle hitch.
- 6-3-27
Vehicle is with district mechanic being repaired as discuss at the last meeting.
- 6-3-80
The vehicle has been repaired and was put back into service on 10/4, repair covered under warranty.
- **Alarm Paging Activation**
The district has been experiencing activation issues, upon further review it was determined that the Cr 51 Suffolk Hills tower site that we are normally activated rom had equipment failure. While FRES has made attempts to activate from other towers, most of the time the signal is not strong enough to activate the pager. With the help of Commissioner McQueeney, FRES Commissioner Sunderman and vendor IWT, we have fast tracked the migration from UHF activation from Lowband which is scheduled for Tuesday 10/15. The water tower site will be address first followed by siren activation at the current three sites. The new communication tower being proposed at HQ will help with the current single point of failure the fire district has been trying to address for years.

D. Personnel Report

FF Badge #52 was injured at a Fire Prevention Week transported for evaluation and paperwork completed and on file.

E. Permissive Referendum Project(s)

- HQ - Building Renovations
- In progress, priming and painting in progress as per project schedule.
- Sta 2 Generator Project
- In progress, no update since last meeting, project remains on schedule.
- District Maintenance & First Responder Vehicle Replacement
- OGS bid in process, review and award recommendations will be presented at the next meeting. Apologies for the delay.

F. Budget Items

None

G. Other

- Fire Policies & Training
- In progress, Next meeting scheduled for Tuesday 10/15. Project remains on schedule.
- New District Maps
- Met with vendor Ex-Chief Tacoma, and chief Ryan on October 9th, reviewed all corrections with vendor and final updated draft should be ready with the next few weeks for last review and be to print. Would like to thank Ex-Chief Tacoma for all his hard work ensuring that the new maps are as accurate as possible.
- Radio Infrastructure Upgrades (Hypha)
- As reported at the last meeting, the onsite meeting/demo has been set for Friday November 8th at 9am with representatives from both IWT & Hypha. This will be a

hands-on demo in order to test firsthand if the product and service will help with the current and future communication needs of the fire district.

- Boat/Lift Launch Site
- Access issues with launch site have been addressed with PESG security has confirmed access control gate card are active.
- Fuel Log
- Submitting September 2024 fuel log as requested.
- Requesting executive session for possible land acquisition & possible personnel discipline matter.

XII. Commissioner & Committee Reports

Commissioner Deveny nothing to report

A. Chairman Meyer

Payroll - district manager please inform us when you have sent them out.

Website - adding spot for people to click for fire prevention request similar to CPR Form

Permission for advertisement in local papers and post cards etc.

First Responders - duties for community outreach should be in the monthly EMS reports

Physicals for department - would like to open up to the paid staff.

BOFC Election on 12/10 should be from 12-9

Discussion regarding department members to attend 11/7 riverhead town meeting for tower.

B. Commissioner McQueeney

Line officer 25 captain 2 lieu, and water

Asked Chief to come up with a policy for non emergent call with lights and sirens.

Name tags on gear rack add/fix

Id cards for members

Brush check reimbursement? - Ask Attorney ring for update

Update with trucks? Chairman Meyer spoke with Neville and will receive the trucks in 2025.

Hose cleaner - Chief where are we with the hose cleaner. Please purchase battery and see how you like it if it works.

Boat dock visit on Thursday will add a lot of safety features next year.

C. Commissioner Wallace

Nothing to report at this time

XIII. Executive Session

A. Motion to adjourn into Executive Session at: 19:21

For the purpose of discussing matters leading to the proposed sale of real property because the publicity would substantially affect the value thereof and matters leading to the discipline of a particular person.

Motion:

Adjourned at 19:21 Reconvened at 21:21.

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

XIV. Material Requests / Training Requests

- A. Approval to purchase Material Request

2024-042 ACM 6 to UA 7 upgrade \$2,436.00

Motion:

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

- B. Approval to purchase Material Request

2024-043 Equip - Gear & Hose Storage Racks \$6,858.00

Motion:

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

- C. Approval for Training Request

Badge 386 to attend Women in the Fire Service 2024

Motion:

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

XV. New Business & Action Items

- A. Approval to pay bills total \$110,294.94

Motion:

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

- B. Approval to purchase car window stickers not to exceed \$150.00

Motion:

Table for further sticker design.

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

- C. Approval for A. Rosini to use the Hall on 11/30

Motion:

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

- D. Adopt Resolution appointing 3 Inspector / Ballot-Clerks and 1 Chairman (4 total) at \$16.50 per hour for 2024 annual Election and training. Not to exceed 15 hours per official, total max payout for all not to exceed \$990.00

Motion:

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

- E. Adopt Resolution for election preparation and registration roll for November 26th, 2024.

Motion:

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

- F. Approval to purchase refreshments for training and annual election for Board of Election workers and staff not to exceed \$500.00

Motion:

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

- G. Approval to submit letter of recommendation for Commissioner Deveny

Motion:

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

- H. Approval to add gear grid name tags to consumable

Motion:

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

- I. Approval to amend agenda item for magent purchase oriingal patch and additional magnets

Motion:

Motion moved by Chairman Meyer and motion seconded by Commissioner Wallace. Majority approved - Commissioner Deveny denied.

XVI. Adjournment

21:51

Motion:

Motion moved by Commissioner Wallace and motion seconded by Commissioner McQueeney. Majority approved - Commissioner Deveny Denied.