

ORDER OF BUSINESS FOR
YAPHANK FIRE DISTRICT MEETINGS

1. CALL TO ORDER
2. MOTION ON MINUTES
3. MOTION ON TREASURER'S REPORT
4. MOTION ON WARRANT
5. MOTION ON LATE STARTERS
6. SECRETARIES REPORT
7. DISTRICT MANAGERS REPORT
8. EMS SUPERVISOR REPORT
9. COMMISSIONERS REPORTS
 - a. Computers, Insurance & Records (Schaaf)
 - b. Apparatus, Maintenance, New Equipment & Computers (Peters)
 - c. Building and Grounds, LOSAP, Ambulance, Financial Review (Thebold)
 - d. Physicals, Badges, Uniforms, & Ambulance (Skidmore)
 - e. Personnel, Training, PPE, Radios & Pagers (Austin)
10. CHIEF'S REPORT
 - a. Chief Kieran Donlon
 - b. 1st Assistant Chief Donald E. Schaaf
 - c. 2nd Assistant Chief Edward Kress
11. PUBLIC
12. EXECUTIVE SESSION
13. MOTION TO ADJOURN

**BOARD OF FIRE COMMISSIONERS
REGULAR WEDNESDAY MEETING
February 21, 2024**

MINUTES

The regular meeting of the Board of Fire Commissioners of the Yaphank Fire District was called to order at 7:21 PM by Chairman Peters.

DISTRICT:

Commissioners; Skidmore; Schaaf; Peters; Thebold and Austin; Secretary Rosso-Thompson; Treasurer Hamilton; and District Manager Quinn

CHIEF'S OFFICE:

Chief	Kieran Donlon
1 st Asst Chief:	Donald E. Schaaf
2 nd Asst Chief:	Edward Kress

ABSENT WERE:

DISTRICT:

CHIEF'S OFFICE: Chief Donlon

As the first order of business, the Chairman asked for a motion on the approval of the minutes of the meeting on February 6, 2024. A motion to accept the minutes as published was made by Commissioner Skidmore, seconded by Commissioner Austin, and was approved 5-0.

Treasurer's Report

Michael Hamilton:

Motion to Accept the Treasurer's Report: Commissioner Thebold, 2nd by Commissioner Skidmore. Approved 5-0.

Commissioner Schaaf has made a motion to accept and pay Warrant # 2. Which has been audited by the Board of Commissioners and found to comply with the conditions listed below. Second by Commissioner Thebold. Approved 5-0.

1. Incurred by an authorized official.
2. The goods or commodities have been received and the services have been rendered.
3. The obligation does not exceed the available appropriation.
4. The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include charges for taxes; it includes any discounts; it does not include charges previously claimed and paid; and is agreement with the attached invoice(s).

The proposed payment is for a valid and legal purpose.

Late Starters were presented by Treasurer Hamilton.

Motion to accept Late Starters by Commissioner Skidmore, 2nd by Commissioner Austin. Approved 5-0.

SECRETARIES REPORT:

Paulamarie Rosso-Thompson:

MOTION was made to accept and approve the Length of Service Award Program census as submitted by Commissioner Austin, 2nd by Commissioner Skidmore. Approved 5-0.

MOTION has been made to table elected officers receiving LOSAP points until a further discussion at a later date by Commissioner Schaaf, 2nd by Commissioner Austin. Approved 5-0.

Board requested that Paulamarie send emails to membership & employees reminding them to sign up for the upcoming physicals and making them aware of the upcoming mandated classes on March 13 & March 24. The online classes will be opened up from March 1-March 31 for those who cannot attend the inhouse training.

MOTION was made to approve William Maldonado the use the meeting room and sterno racks for a sequencing class on Friday, April 12 8am-5pm, Saturday, April 13 8am-3pm, and Sunday, April 14 8am- 4pm. by Commissioner Thebold, 2nd by Commissioner Austin. Approved 4-1. Commissioner Peters is not in favor.

MOTION was made to approve Kevin Bader badge 444 who was sworn into the department on 2-12-24 by Commissioner Skidmore, 2nd by Commissioner Schaaf. Approved 5-0.

MOTION was made to have all members and employees take their physicals in April so everyone is in compliance, employees are not allowed to use another departments physical even if it is the same medical authority by Commissioner Schaaf, 2nd by Commissioner Skidmore.

This is the end of the secretaries' report to be included in these minutes.

DISTRICT MANAGERS REPORT

Matthew Quinn:

Commissioner Schaaf requested that the Chief's office look at all the gear to see if anyone is coming up for replacement and report back to the board at the next meeting.

EMS SUPERVISOR REPORT

Rich Tvelia:

Requested an executive session with just the Board.

COMMITTEE REPORTS Computers Insurance & Records

Commissioner Schaaf:

NOTHING

COMMITTEE REPORTS Apparatus Maintenance Personnel & Computers

Commissioner Peters:

Requested to get rid of 5-30-80 and 5-30-22 to replace with new gas pickup with a western plow. The Board will discuss this further.

COMMITTEE REPORTS
Building and Grounds, LOSAP, Ambulance, Financial Review

Commissioner Thebold:

NOTHING

COMMITTEE REPORTS
Physicals, Badges, Uniforms & Ambulance

Commissioner Skidmore:

NOTHING

COMMITTEE REPORTS
New Equipment, Training, PPE, Radios & Pagers

Commissioner Austin:

Requested to get rid of 5-30-80 and replace it with 5-30-23. The board will discuss this further.

CHIEF'S REPORT
Kieran Donlon, Chief of the Department

NOT IN ATTENDANCE

CHIEF'S REPORT
Donald E. Schaaf, 1st Assistant Chief

Ladies Auxiliary inquired if we could conduct another defensive driving class. Commissioner Austin to investigate scheduling this and reporting back with dates.

MOTION was made to approve the Ladies Auxiliary application as submitted by Commissioner Austin, 2nd by Commissioner Peters. Approved 5-0.

The Chief's office will discuss amongst themselves their feelings on the whether the ladies auxiliary should have physicals and background checks.

CHIEF'S REPORT
Edward Kress, 2nd Assistant Chief

Reported to the board as requested the response of the department. 2 alarms we requested mutual aid, and 6 alarms requested us for mutual aid. Out of 8 alarms we did not get to 1 alarm between ambulance and fire.

EXECUTIVE SESSION CALLED: 8:16 PM.

MOTION made by Commissioner Schaaf, 2ND by Commissioner Austin. Approved 5-0.

ADDRESSING THE ISSUE OF:

- ☐ Matters which will imperil the public safety disclosed;
- ☐ Any matter which may disclose the identity of a law enforcement agent or informer;
- ☐ Information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- ☐ Discussions regarding proposed, pending or current litigation;

- Collective negotiations pursuant to article 14 of the Civil Service Law;
- The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- The preparation, grading or administration of examinations;
- The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

RETURN FROM EXECUTIVE SESSION: 9:25 pm

MOTION was made to have Paulamarie send emails to the members with instructions on how to access and navigate around the new member portal on the website by Commissioner Schaaf, 2nd by Commissioner Austin. Approved 5-0.

MOTION was made to amend the raises as discussed by Commissioner Schaaf, 2nd by Commissioner Peters. Approved 5-0.

There being no further business to come before this meeting, a **MOTION** was made to adjourn by Commissioner Schaaf, 2nd by Commissioner Thebold. Approved 5-0.
The meeting adjourned at 9:40 pm.