

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. *ATTORNEYS REPORT*
8. *DISTRICT MANAGERS REPORT*
9. *EMS SUPERVISOR REPORT*
10. *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)*
11. *CHIEF'S REPORT*
 - a. *Chief Kieran Donlon*
 - b. *1st Assistant Chief Donald E. Schaaf*
 - c. *2nd Assistant Chief Edward Kress*
12. *PUBLIC*
13. *EXECUTIVE SESSION*
14. *MOTION TO ADJOURN*

**BOARD OF FIRE COMMISSIONERS
REGULAR TUESDAY MEETING
October 7, 2025**

MINUTES

The regular meeting of the Board of Fire Commissioners of the Yaphank Fire District was called to order at 7:32 PM by Chairman Thebold.

Present: Commissioners S. Thebold, W. Peters Jr. C. Austin, S. Skidmore & D. Schaaf. Chief's D. E. Schaaf & E. Kress, Secretary P. Rosso-Thompson, Attorney C. Devane & EMS Supervisor C. Gryciuk.

Absent: DM Quinn, Chief Donlon & Treasurer Hamilton

Public: Gordon Reickoff

Motion by Commissioner Peters to accept the minutes from the Wednesday District meeting on September 17, 2025, seconded by Commissioner Austin. All in favor.

MOTION was made to pay the bills that were presented by Commissioner Austin and seconded by Commissioner Skidmore. All in favor.

Late Starters were presented by Treasurer Hamilton.

Secretary Report:

MOTION was made to continue the same policy as usual to not allow absentee ballots for the district elections by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.

MOTION was made to elect Barbara Hmlton as the election board chairwoman, as well as Veronica Connell and Maria Lasso as the election board for the 2025 district elections with a stipend of \$70 per person by Commissioner Skidmore, seconded by Commissioner Schaaf. All in favor.

A brief discussion was made to review one policy every meeting prior to organizational meeting.

MOTION was made to purchase mums for the front doors by Commissioner Schaaf, seconded by Commissioner Austin. All in favor.

A letter was read aloud from the Suffolk County Fire District Managers Association

Capital Area Fire Districts Association fall educational seminar was tabled.

MOTION was made to approve Company 1 the use of the firehouse for their breakfast with Santa on Sunday, December 14, 2025, from 6am-12pm by Commissioner Schaaf, seconded by Commissioner Schaaf. All in favor.

District Secretary Ross-Thompson ordered winter fleece hats as previously approved for Company 3 and is working on ordering the gloves that were previously approved as well.

MOTION was made to hold the annual physicals on April 11 & 12 in 2026 by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.

Attorney's Report:

Attorney Devane attended the NYSFDASNY conference, and he would like to update the board in executive session as well as one thing regarding personnel in executive session.

District Manager Report:

Not in attendance

EMS Supervisor Report:

MOTION was made to approve the requests of \$195.90 by Commissioner Skidmore, seconded by Commissioner Austin. All in favor

Commissioner Schaaf:

Executive session

Commissioner Austin:

Executive session

Commissioner Skidmore:

MOTION made to approve the CME Program policy and 45-day letter by Commissioner Austin, seconded by Commissioner Schaaf. All in favor.

Commissioner Peters:

Executive Session

Chairman Thebold:

Executive Session

Chief's Report:

Chief Donlon-

Not in attendance

Chief Schaaf-

MOTION was made to approve the October calendar by Commissioner Skidmore, seconded by Commissioner Peters. All in favor

A brief discussion was had about offering flu shots. The board declined to offer this to the membership.

MOTION was made to have 5-30-25 be equipped with CO meter, EMS items and Nox Box key by Commissioner Austin, seconded by Commissioner Skidmore. All in favor.

Member 332 needs a nameplate on his turnout coat. DS Rosso-Thompson to follow up.

MOTION was made to approve Company 2's new patch design to be placed on the two front corners of Engine 9's front bumper by Commissioner Schaaf, seconded by Commissioner Schaaf. All in favor.

Requested to have the 5" short pony length hose moved from the container and Chiefs will test it.

Chiefs will order fire prevention wood from Riverhead Building Supply.

A brief discussion was made regarding purchasing a driver's jacket for member 96. The Chiefs will have a discussion with member 96 and report back to the board.

Chief Kress:

MOTION was made to approve the purchase of the hydrant module on RedAlert by Commissioner Peters, seconded by Commissioner Austin. All in favor.

Public:

Nothing

EXECUTIVE SESSION CALLED: 8:00 pm.

MOTION made by Commissioner Austin, seconded by Commissioner Schaaf. All in favor.

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: 9:13 pm

MOTION was made to cancel the Wednesday meeting on October 15, 2025, as well as the Wednesday meeting on November 19, 2025, by Commissioner Peters, seconded by Commissioner Schaaf. All in favor.

MOTION was made to adjourn at 9:20 pm by Commissioner Thebold, seconded by Commissioner Austin. All in favor.

Respectfully submitted,

Paulamarie Rosso-Thompson
District Secretary