

May 6 , 2020

The regular scheduled meeting for May 6,2020 will be a Virtual Meeting / DCA Compliance . Setup up by Peter Hall (I T Officer).

The regular scheduled meeting was called to order by Chairman Hogan at 8pm & Mr. Sorcher led all present with the salute to the Flag. Mr. Youssef read the Sunshine Statement- Notice of the time, date , location & agenda of this meeting known was duly published at 48 hrs. in advance of this meeting held by posting in official newspaper of this District.

Mr. Spevak was asked to take Roll Call- Primiano , Flannery , Kirkland, Hogan & Spevak were present. Sign in sheet was on table for attendance . Others in attendance : Youssef, Petrics, Larson , Marini , Chief Keaney , Frueh, Soden , Tom Kirkland, Hall & Chief Hagenberg. Secretary Spevak printed all names of people in attendance of our meeting.

Secretary Spevak Emailed minutes of March 4th & April 1st , a few days before scheduled meeting. So that all people in attendance of this meeting could review.

Chairman Hogan asked all Fire Comm are there any questions regarding minutes of March 4th NO. Mrs. Flannery made a motion to accept & 2nd by Mr. Primiano , approved by all. Chairman Hogan Asked if there was any questions regarding minutes of April 1st. NO . Mrs. Flannery made a motion to accept & 2nd by Mr. Primiano , approved by all.

CHIEF'S REPORT-

Sta. 26-2Chief Keaney reported responding to 36 fire calls w/33.23 man hrs in March & 31 fire Calls w/18.25 man hrs. in April.

Events held in the March & April : Reported by Chief Keaney

1. No Drills held in March & April
2. Two Work Details were held to clean firehouse & wash engine bay floors
3. Keaney has been busy with Drivers Training & Recertification with members on Fire Apparatus.
4. The Firehouse is OFF LIMITS with the on going" Covid 19 " Virus plaquing the District
5. Mrs. Flannery asked Keaney about payment of the Banner that was made for the Fire Co.

Following items reported by Chief Keaney & his Line Officers:

1. No problems with gear or radio's
2. Need to contact Pete Hall for ID cards
3. Waiting for price quotes on (5)Trunk Portables & (3) Trunk only head units for Trucks 78 , 90 & 66.
4. Chief Kirkland reported need to have classes eventually for CPR ,RTK & BBP.

Sta. 12-1.....Acting Chief Hagenberg reported responding to 13 fire calls in 26-2 area & 5 calls in PRA In response to Covid 19 Pandemic, Sta.12-1 has had duty crews 0800-2300 hrs. Monday Thru Friday in April , 1,286 staff hours. Chief Sarti is on Medical leave since March 20th. Mr. Hagenberg was appointed Acting Chief until return of Chief Sarti. Sta. 12-1 would Like to thank the Board , Chairman Hogan & Chief Keaney continued support through Covid 19 Pandemic.

TRUCK REPORT- Sorscher for Month of March

- 1. 26-2-77..... Ck & diagnose / No air in brake system , Remove & clean air dryer..... Fire Apparatus
Ck system for leaks ,(2) New drain valves installed in both air tanks " "
Install New Pkg. Brake air valve in Dashboard..... " "
Repack 5" hose bed..... In House
 - 2.26-2-78.....Replace R/R spotlight at hose bed, Monthly Regen System..... " "
 - 3.26-2-80.....Ck Both Batteries/ were OK, Replace 30A fuse , located in battery box.. " "
 - 4.26-2-82.....Top off ½ gal. D.E.F. fluid..... " "
 - 5.26-2-90.....Annual chassis , pump, Generator & ladder Service..... Fire Apparatus
- 3/26/20Start / Run / Fuel up all vehicles in Both Bldgs, Veh. Extd Warranty In House
Expired on #66 on 4/ 2/ 20....All vehicles are in service at this Time.

TRUCK REPORT- Sorscher for the Month of April

- 1. 26-2-78.....Chassis ,pump, Gen, Step , & Tower Service/ New Air filter installed..... Fire Apparatus
- 2. 26-2-82.....Installed New exhaust Blanket (Warranty)Fire & Safety
Top Off all fluids , P/S , & Coolant..... " "
- 3. 26-2-90.....New Engine Air Filter installed..... Fire Apparatus

Took All Trucks & Cars to Man. Twp. Town Hall to be Sanitized/ including all side cabinets.
All Vehicles are in Service at this Time.

PRES. of the Fire Co.- Frueh

Hot water heater in the Firehouse broke/ was replaced.

ADMINISTRATOR 'S REPORT- Marini

- 1. Phones working on a overcharge / any issues with anyone elses cellphones.
- 2. Air & Gas , Cliffwood , NJ . Did Air test on our unitIt passed.
- 3. ADP payroll. All good. Mr. Marini receives at Town Hall monthly.
- 4. Rear Building Heat – still working on issues w/contractor
- 5. Hot Water Heater replaced in Firehouse on 5/5/20.

INSURANCE- Soden / Marini

Everything is good on the Insurance end , Any exposure let Marini or myself ,
Covid 19 is covered under Workman's Comp.

IT OFFICER- Hall

ID card machine is on order

LEGAL- Youssef

- 1. Gov. Murphy issued a Executive order #130 regarding COVID 19 . payment of taxes for May 2020, Extended o June 10th for people not paying taxes because of not working. Chairman Hogan spoke to Tax Office , homeowners are paying there taxes on time.
- 2. Treasurer Kirkland stated that the Truck Bond for 26-2-78 was paid off , on April 1, 2020. We still have a Bond for \$75,000 for Truck 26-2-82
- 3. LoSap Funds , We need a Resolution made up by Mr.Youssef for return of Funds from Firemen that are not involved any longer in the Fire Co. Motion made by Mr. Kirkland & 2nd by Mrs. Flannery. Roll Call

Vote- Kirkland , Flannery , Primiano , Hogan & Spevak voted YES. Mr. Youssouf will have at next meeting.

AUDITOR- Petrics

1. Audit to be done Remotely , Witnum ,Smith & Brown is completely CLOSED . Tim & Kathy need to get back to Ron , when all reports are ready to be picked up.
2. All Financial Disclosure Statements are done , except Mrs. Flannery needs hers completed yet. There's a extension to July 31 , 2020.

BOOKKEEPER- Larson

1. Notifications from GovConnect . Since we're dealing with COVID 19 , DCA extended filings of Financial Disclosure Statements until July 31, 2020
2. Fire Dist #2 received 1st quarter payment in the amount of \$310,003.93
3. Financial reports are ready for 2019 audit & are Fire Comm office for pick up.

TREASURER'S REPORT – Kirkland

Mr. Primiano made a motion to pay bills in the amount of \$42,206.38 & 2nd by Mrs. Flannery, approved by all.

OLD BUSINESS-

1. Mr. Kirkland stated that Firehouse Expo will make announcement in the area of May 15th, regarding the Expo in Nashville , if there still going to have in July or change the date .
2. Opticom – Chief Kirkland ... Resolutions paperwork for traffic light controllers , signed by Freeholders, Millstone Twp. Freehold Twp. Manalapan Twp. Also Fire Comm. Hogan & Spevak. Chief Kirkland asked Mr. Youssouf , we need a Resolution to NJ DOT. That Board of Fire Comm will be paying for the maintenance of the traffic units . Mr. Youssouf asked Mr. Spevak if I had Opticom pkg. 2011 was my latest of paperwork .No comment from Mr. Youssouf.

NEW BUSINESS - None

Mr. Primiano made a motion to OPEN PUBLIC PORTION at 8:40pm & 2nd by Mrs. Flannery, approved by all. NO BUSINESS Mr. Primiano made a motion to CLOSE PUBLIC PORTION at 8:43pm & 2nd by Mrs. Flannery, approved by all.

Since there was no further business Mrs. Flannery made a motion for adjournment at 8:45pm & 2nd by Mr. Primiano, approved by all.

Respectfully submitted ,

Joseph F. Spevak
Secretary

**BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2**

**P.O. BOX 54
Tennent, NJ 07763**

Bill List May 6, 2020

ADP	12,407.01
Advantage Fire & Security, Inc.	342.00
Affordable Remediation & Emergency Services	3,182.00
American Cloud Services	275.00
Auto King	57.12
Blaze Emergency Equipment Company	65.00
Document Solutions Leasing	119.20
Fire Apparatus Repair, Inc.	4,231.25
Gordons Corner Water Co.	2,079.06
J. Swanton Fuel Co.	277.97
Joseph Youssouf	11,340.00
NetLink Web Services	199.00
NetLink Web Services	5,906.95
New Jersey Association of Fire Districts	300.00
Optimum	201.10
Verizon Wireless	1,223.72

\$ 42,206.38

Respectfully submitted,


Timothy Kirkland
Treasurer



April 2020

Fire & EMS Exposure to COVID-19 Guidance

The Centers for Disease Control and Prevention (CDC), with input from the National Institutes for Occupation Safety and Health (NIOSH), is working to add the novel coronavirus, SARs-CoV-2, which causes the COVID-19 disease, to the list of diseases that are subject to the emergency responder notification requirements of the Ryan White HIV/AIDS Treatment Extension Act of 2009. The Act requires medical facilities and the Designated Officers of emergency response agencies communicate with each other to notify police officers, firefighters, and emergency medical personnel of potential exposures to certain, specified infectious diseases.

The Safety Director recommends every fire and EMS agency identify a Designated Officer and have the Officer file their name and contact information with all local hospitals. All first responders in the agency should know the identity and contact information for their agency's Designated Officer. The information should be predominantly posted in the station.

Notifications about an exposure can occur in one of two ways:

1. An Emergency Response Employee (ERE) can initiate a request based on a potential exposure to a listed infectious disease by a victim during an emergency (i.e. needlestick, contact with body fluids, or suspicion of exposure to an airborne or aerosolized infectious disease), if the victim was transported to a medical facility, and the ERE was directly involved in patient care. The ERE submits a request to the agency's Designated Officer.
 - The Designated Officer determines whether the ERE may have been involved in a potential exposure under the facts presented. The determination shall be made in accordance with NIOSH guidelines at <https://www.cdc.gov/niosh/topics/ryanwhite/background.html>
 - If a potential exposure is determined, the Designated Officer submits a written request to the medical facility to which the victim was transported or determined the cause of death.
 - Once the medical facility receives the request, it has 48 hours to respond.
 - The medical facility reviews its records to determine if the ERE was exposed to a potentially life-threatening infectious disease.
 - In receiving a request from a Designated Officer, the medical facility shall:
 - i. evaluate the facts in the request; and
 - ii. make a determination of whether the ERE was exposed to an infectious disease included on NIOSH's List of Potentially Life-Threatening Infectious Diseases to Which Emergency Response Employees May Be Exposed based on the medical information possessed by the facility regarding the victim, and within NIOSH's guidelines.
 - The medical facility will make one of four determinations in response to the request:
 - i. Notification of exposure
 - ii. Finding of no exposure

This bulletin is intended for general information purposes only. It should not be construed as legal advice or legal opinion regarding any specific or factual situation. Always follow your organization's policies and procedures as presented by your manager or supervisor. For further information regarding this bulletin, contact your Safety Director at 877.398.3046.

- iii. Insufficient information submitted by Designated Officer – If the medical facility determines that “insufficient information” was provided by the Designated Officer, the Designated Officer can request the assistance of the local public health officer.
 - iv. Possesses no information – If the medical facility finds that it possesses no information on whether the victim has an infectious disease included on NIOSH’s list, the medical facility shall send written notification to the Designated Officer informing him of the insufficiency of such medical information.
 - The medical facility reports this information to the Designated Officer.
 - The Designated Officer informs the employee(s).
2. The medical facility will initiate notification if it determines that the victim of an emergency has a potentially life-threatening airborne or aerosolized infectious disease that an agency transported to the facility.
- The medical facility notifies the Designated Officer of the emergency response agency involved within 48 hours, providing the name of the infectious disease, and the date when the emergency victim was transported by the agency’s employees to the facility.
 - The Designated Officer informs the affected employee(s).

OSHA Recordkeeping Requirements for COVID-19 Occupational Illnesses

The Occupational Safety and Health Administration (OSHA) recently issued guidance to employers by providing recordkeeping requirements and guidelines to address how OSHA logs should be maintained with regards to occupational illnesses related to COVID-19:

COVID-19 can be a recordable illness if a worker is infected as a result of performing their work-related duties. Employers are only responsible for recording cases of COVID-19 if all three of the following conditions are met:

1. The case is a **confirmed** case of COVID-19 (see CDC information on persons under investigation and presumptive positive and laboratory-confirmed cases of COVID-19);
2. The case is work-related, as defined by 29 CFR 1904.5; and
3. The case involves one or more of the general recording criteria such as requiring medical treatment beyond first-aid, or days away from work) as set forth in 29 CFR 1904.7.


Public employers must record most work-related injuries and illnesses on their OSHA 300 log.

Are COVID-19 fatal illnesses considered line of duty death?

National Fallen Firefighter Foundation worked with the Public Safety Officers’ Benefits Program (PSOB) at the Department of Justice to ensure that COVID-19-related deaths will be considered Line of Duty Deaths (LODD).

To establish eligibility for a public safety officer’s death or disability due to COVID-19, the PSOB regulations require that the evidence show that it is more likely than not that the virus resulted from the officer’s exposure while performing a line of duty activity or action. Read the full DOJ COVID-19 update at:

https://www.iafc.org/docs/default-source/loms/doj_psobprogramandcovid-19_march2020.pdf



As the PSOB Office receives claims based on COVID-19 exposure, they report they will work closely with survivors, officers, and agencies to seek evidence of the exposure and causation through all available evidence, including incident reports and related documents.

The Safety Director recommends every fire and EMS agency review and strengthen their post-incident documentation. Your written records should include detailed descriptions of the actions taken by each responder as a part of patient care, moving, and transporting. Discuss the heightened importance to the lives of the crews and their families of comprehensive narratives with all persons who complete incident reports.

For questions regarding the PSOB Program or filing a claim, visit PSOB's online portal at www.psob.gov

Contact the Safety Director for more information or questions. You can also visit the MEL COVID-19 page at www.njmhel.org. Also, we recommend you download the MEL app from the website to be alerted when new information is provided by the Safety Director.