

AGENDA FOR THE BOARD OF FIRE COMMISSIONERS MEETING SEAFORD FIRE DISTRICT: Monday, October 24, 2022

Communications:

- Chiefs report for September 2022.
- Operations Report for October 2022.
- Treasurer Report for October 2022.
- Sapienza and Frank – Re: Joseph McLaughlin equipment return.
- Letter- Chief of Department – Member Sick Leave Notification.
- Richner Communications – Legal Notices: Budget Hearing.
- Seaford Fire Department Change in Status Form – John Findeisen
- Seaford Fire Department Change in Status Form – Peter Mangiolino

Secretary:

- Approval of Board Meeting minutes of the September 27, 2022 BOFC meeting and the October 3, 2022 BOFC / Chiefs meeting.
- District Budget Hearing held on October 18th. See New Business for motions / resolutions.
- District election to be held on December 13th. See New Business for motions / resolutions.
- Phil Nicola unavailable for November 8th Election Day stand-by. Jeff Fannon to handle day. Discuss BOE delivery and pick up schedule.
- Planning for December 2022 and January 2023 BOFC meetings.
- Policy Update
 - Controlled Substances Protocol Policy approved / pending finalization.
 - Applicant Permission to Perform Background Check Policy / Form needs clarification / review.
 - Medical & Military Policy, approved September 27th and in the policy book.
 - Physical Examination Policy, approved September 27th and in the policy book.
 - Salary and Benefit Rules for Employees, approved September 27th and in the policy book.
 - Vehicle Use Policy, approved September 27th and in the policy book.
 - Cash Management Policy, for review and approval.
 - Investment Management Policy, for review and approval.
 - Notice of Privacy Practices Policy.
 - Travel Policy, for review and approval.

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Operations Report given by Paul Lochner (attached)

Legal Report (Joe Frank)

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Treasurer's Report

- General Fund Warrant _____
- Capital Fund _____
- Audit Update:
- Resolutions:

Old Business:

- Request for Secretary Michael Foran to become a Notary.
- Concealed carry laws in regard to firearms in governmental buildings. Address bylaw and policy revisions required.
- Dismissed member PFM Joseph McLaughlin pager return.
- Letter- Chief of Department – Member Sick Leave Notification.

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Reports by Commissioner:

Chairman Peter Mangiolino: (Not Present)

- Uniforms / PPE
- Medicals, Medical Director
- EMS
- District Employees

Vice Chairman George von Glahn Jr.

- Grants
- Legal
- Physical Fitness
- Building Maintenance
 - 9/11 Memorial repair update.
- Public Relations / Member Retention
- LOSAP
- Other
 - Wells Fargo update.
 - Radio reception update.

**AGENDA FOR THE BOARD OF FIRE COMMISSIONERS MEETING
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Commissioner Silvio Bellissimo

- Insurance
- Travel
 - VCOS Symposium in the Sun, Clearwater Beach, FL on November 10th – November 13th.
 - Commissioner Silvio Bellissimo, Commissioner Michael Bellissimo and District Manager Paul Lochner to attend. (Approved 09/27/22)
 - 2023 Meeting and Convention list provided to District and Chiefs offices.
- Inspection / Installation
- Cell Phones
- 3 Towns Training Center

Commissioner Michael Bellissimo

- Communications, Radio, IT
- Building Security
- Fire Alarms
- Financial Statements / Audit
- Bylaws / Policies
- Drill Team

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Commissioner Robert Podesta:

- Vehicle Maintenance / Portable Equipment

New Business:

- Motion / Resolution to Override Real Property Tax Cap for the 2023 Budget.
- Motion / Resolution to Approve Final Budget for 2023.
- Motion / Resolution to Appoint Board of Elections for District elections.
- Motion / Resolution for Preparation of Registration Rolls.
- Motion / Resolution Requiring Candidates for District Office to File Their Names in the Form of a Petition.
- Policy approval
 - Cash Management Policy
 - Investment Management Policy
 - Notice of Privacy Practices Policy
 - Travel Policy

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Review of Chiefs Report dated September 2022.

- Equipment Requests – Captain Pignataro request for new ID tag holders for all fire apparatus at a cost of approximately \$400.00.

Action Item Status Update

Action Item	Date	Status	Comments
Firefighters Medical Leave	01/03/22	Open	Chief's Office to provide monthly letter from members' doctor regarding medical leave. Provide signed sick / medical leave letter from members currently on sick / medical leave.
Driver / MPO Training	09/12/22	Open	Have candidates approved by external driver training company. MPO Certification.

BOFC November 2022 Schedule

- BOFC / Chiefs, Monday, November 7th @ 9:00 P.M.
- BOFC Monday, November 28th @ 8:00 P.M.