

Emergency Services Committee
February 16, 2023

Call to Order: The meeting began at 6:31PM at Township Building with the following Members in attendance: Michael Foltz, Chair, Rodney Wagner, Robert Kline, Michael Zomolsky, Barry Gross, Kim McGrath and Terry Jones. Also in attendance was Troy Bingaman, Township Manager

Approval of Notes: Mr. Bingaman distributed notes for the January 19, 2023, meeting. Mr. Foltz asked if anyone had any concerns or changes. Hearing none, notes were approved.

Open Issues: Mr. Foltz reviewed the following open issues from the September 16th meeting:

- a) Status update on progress of **standardized SOG's/SOP's** – Mr. Foltz asked for an update on progress to date. Mr. Zomolsky indicated they were working on a standard policy for responding directly to calls. Mr. Foltz asked the fire department representatives to share documentation of the items drafted. Mr. Zomolsky agreed to forward copies of what has been prepared to date. Mr. Foltz reminded the Chiefs they should be meeting outside of the Committee meetings to work on these unified SOP's and SOG's.
- b) Progress of obtaining **Tax ID for Amity Township Emergency Services** to address Workers Compensation issues for various companies – Mr. Bingaman stated he spoke with the underwriting department at the State Workers' Insurance Fund about this matter. He was advised there is no need to obtain a new tax ID, to her, the most important part of the process is ensuring current rosters for each station. Both stations have coverage under the policy. When a volunteer presents at a facility, the facility should be verifying with SWIF that the individual is covered. This can only happen if rosters are kept up to date. The Fire Dept reps. will forward current rosters.
- c) Update on **Drug & Alcohol Policy** –Mr. Bingaman stated the existing agreement the Township has with Tower Health Occupational CarePlex will not cover urgent care facilities. He is working with urgent care management to establish an agreement with those facilities in the event a volunteer needs to be tested. Once established, these tests will be covered by the Township via the fire tax fund.
- d) Status of **key-box program** for STV & DB Middle School – Mr. Foltz asked if this matter was ever resolved? Mr. Zomolsky stated they can access the buildings; however, at the middle School there are two boxes, the back entrance has a different key. It's closer to the panel but they can access through another entry point.
- e) Status of obtaining **maintenance contracts for HVAC & Diesel exhaust systems** at both stations – Mr. Zomolsky stated they use Air Cleaning Solutions who adjust and maintain the system as needed. He felt the current arrangement worked out well. It was recommended Monarch reach out to them to have their units maintained as well. Mr. Foltz stated these units should be maintained regularly for the safety of the volunteers.

Action Items

- a) Develop and present **Mission Statement, Vision Statement & Standard of Response Cover** as outlined in the recommended Strategic Planning Actions – A Discussion ensued on the need for these policies and the standardization for use by both stations. There was some

concern about liability if standards of response are not met. Mr. Bingaman stated he would provide the samples in Word format for use by the group. There being no commitment to move these forward, Mr. Foltz agreed to draft these as a starting point for the Chiefs to review and discuss. (Mr. Foltz subsequently prepared drafts and forwarded the same to the Chiefs).

- b) Develop and present draft **dissolution clause** – Mr. Zomolsky stated this would be part of each company's by-laws. He stated Amity has established a bylaws committee and they will review this.
- c) Provide adopted **Record Retention schedule** for fire companies – It was noted this should be a standard SOG. A request was made for a draft of this for the April meeting.
- d) Provide **conflict of interest SOG** – Mrs. McGrath stated she found a sample online and would forward the same to the Chiefs for review and consideration. (She subsequently sent a link to the sample).

Other Items:

Building Committee – Mr. Zomolsky stated Amity Fire has established a committee to evaluate all options to include, but not be limited to, current building renovation, building a new facility on the same site, and building elsewhere.

Volunteer Tax Incentives – Mr. Bingaman reported the Supervisors adopted the criteria which would qualify individuals for tax credits as an incentive. He distributed to the Chiefs the respective forms needed for individuals to apply as well as the Certification form for the Chiefs. Mr. Zomolsky stated they have presented the same to Douglass Township for consideration and plan to approach the County as well.

Amity Township EMS – With TowerDIRECT taking over EMS within the Township, there was an inquiry of amending the run cards. The assumption is that WBEMS's unit# will be replaced with TowerDIRECT's. There was a discussion about excessive dispatches for EMS calls – Monarch currently runs for cardiac arrests, unconscious patient or when 4th due Ambulance is dispatched. Once the new arrangement settles in, a meeting will take place with TowerDIRECT, Mr. Jones, Chief Zomolsky and Dep. Chief Wagner to review the run card protocol.

Adjournment: Mike Foltz adjourned the meeting at 7:27 PM.

Notes for the meeting submitted by: Troy Bingaman