



# Warwick Emergency Services Commission

**Minutes of February 1, 2021 WESC Meeting**, held virtually by Zoom (due to snow storm).

**In Attendance:** Andy Greiner, Frank Kenavan, Lynn Mearig, Zach Miller, Duane Ober, Keith Rothermel, Mike Smith, Dennis Strauss, Jeff Tennis, Brian Wiker, Elijah Yearick, Greg Young, John Zeswitz, and Dan Zimmerman.

Meeting was called to order by Chairman Andy Greiner at 6:35pm.

## **Reorganization of the WESC Board:**

Brian Wiker made a motion for the following officers in 2021: Jeff Tennis – Chairman; Brian Wiker – Vice-Chairman; Andy Greiner – Treasurer; and Duane Ober – Secretary. Motion was seconded by Lynn Mearig, and passed.

Chairman Tennis called for the appointment of Delegate and Alternate Delegate from each agency: Brickerville Fire Company – Dennis Strauss and Keith Rothermel; Brunnerville Fire Company – Lynn Mearig and Jeff Garner; Lititz Fire Company – Mike Smith and Zach Miller; Rothsville Fire Company – Greg Young and Aaron Hoover; Warwick Ambulance – Frank Kenavan and Brian Donmoyer; Rothsville Ambulance – Jim Hoover and Justin Cracroft; and Northwest EMS – Edna Kline and Scott Kingsboro.

Chairman Tennis then read the names of the Citizens-at-Large, for each municipality: Elizabeth Township – Eli (Sonny) Ebersole; Lititz Borough – Chris Strayer; and Warwick Township – John Zeswitz.

**Treasurer's Report:** The final 2020 Financial Report was reviewed, and it was stated that the residual balance carried over to 2021 was lower than expected due to some late quarter invoices, including fee from Rob Brady for assistance with new Agreement, and an invoice from the Warwick Township solicitor, for reviewing the new Agreement.

The current year-to-date budget, as of 1/22/21 was also reviewed and approved as presented.

**Previous Minutes:** Frank Kenavan made a motion to approve the December 7, 2020 meeting minutes; seconded by Lynn Mearig and approved.

## **Unfinished Business**

**Adoption of Amended and Updated Intergovernmental Cooperation Agreement –** Commissioner Ober stated that Warwick Township and Lititz Borough have adopted and signed the updated Agreement; Elizabeth Township will finalize it next week at their meeting.

**Emergency Services Contracts with Municipalities & Standard of Response Coverage** – Commissioner Ober stated that Warwick Township and Lititz Borough have reviewed and approved the service contracts with the fire companies and ambulances. Elizabeth Township and Brickerville Fire Company still need to review the terms of their contract and hope to do so in near future.

**Fire Commissioner Evaluation** – Dan Zimmerman and Pat Barrett completed Commissioner Ober's evaluation in late 2020, based on feedback from some of the agency leaders. Goals for 2021 were also shared with the group.

**Support Role Discussion** – Commissioner Ober reviewed the job announcement and job description for the part-time employee. After some discussion, Lynn Mearig made a motion to approve the job announcement and job description, seconded by Dennis Strauss and approved. Anticipated timeline is as follows:

- Job announcement to be posted on February 8<sup>th</sup>
- Applications will be received until March 1<sup>st</sup>
- Interview candidates in early to mid-March
- Evaluate final candidates and make selection during April WESC meeting
- Finalize employment details and offer job to top candidate by mid-April
- New employee to start by end of April / early May

**Review of 2020 Final Statistics** – Commissioner Ober shared a year-end report of charts and graphs highlighting 2020 incident statistics of the fire companies and ambulance agencies, as well as the trends over the past 6 years. The statistics will be emailed to all members, as well as a final, detailed statistical report, and year-end report by the Commissioner, prior to the next meeting.

### **Comments from Agencies**

**Brickerville** – Dennis Strauss reported that their Squad replacement has been delayed, due to a production error. The vehicle will be delivered later than originally expected, which was April.

**Brunnerville** – No report.

**Lititz** – No report.

**Rothsville** – Greg Young reported that their new Engine was placed into service on December 19<sup>th</sup>. They are still attempting to sell their 1994 fire engine, which is listed at \$25,000.

**Warwick Ambulance** – Frank Kenavan reported that they received their new, refurbished ambulance. It has been inspected by the Health Federation; they are just waiting to receive the vehicle title to place it into service. Employees have been getting their COVID vaccines through LGH and Wellspan hospitals.

**NWEMS** – Commissioner Ober reported that Edna Kline shared that they had 42 employees get the COVID vaccine so far.

**Warwick Township** – Jeff Tennis thanked everyone in WESC for a productive 2020.

**John Zeswitz** – Also thanked everyone in WESC and Commissioner Ober for a successful 2020.

With no further business, the meeting adjourned at 7:35pm.

Next meeting is April 5, 2021 at Warwick Ambulance Station at 6:30pm.

Minutes submitted by Fire Commissioner Duane Ober, February 15, 2021.