

**Minutes of April 23, 2018 WESC Meeting**, held at Brickerville Fire Station.

**In Attendance:** Patrick Barrett, Brian Donmoyer, Sonny Ebersole, Herb Flosdorf, Jeff Garner, Don Hoover, Jim Hoover, Frank Kenavan, Scott Kingsboro, Rodney May, Lynn Mearig, Duane Ober, Ron Oettel, Mike Smith, Keith Rothermel, Dennis Strauss, Greg Young and Sam Young.

Meeting was called to order by Chairman Herb Flosdorf at 6:12pm.

**Treasurer's Report:** Chairman Flosdorf and Duane reviewed the 2018 Y-T-D budget. Sam Young made a motion to accept the budget as presented, seconded by Frank Kenavan and passed.

**Previous Minutes:** The January 2018 meeting minutes were approved as written.

### **Unfinished Business**

**Earned Income Tax / Property Tax Relief** – Chairman Flosdorf reviewed the distributed sample of East Hempfield Township's proposed tax credit for volunteers. A discussion followed about the benefits of providing this tax credit to the volunteers, based on EHT's criteria and if we should consider using the same template. Mike Smith advised that Lititz Borough is considering doing it for their volunteers as a way to give thanks, not so much as a recruiting or retention incentive. All Chiefs present expressed interest to pursue the tax credit for our local volunteers. Chairman Flosdorf requested Duane to draft a sample of criteria for enacting the tax credit, with input from Lititz Borough, for all Board members to review at the next meeting. Mike Smith also mentioned that adopting this tax credit, along with other current incentives, should help us create a local recruitment flyer of the benefits of volunteering with the emergency services.

**Fire Services Feasibility Study** – Duane advised that Rob Brady just sent a contract and a schedule. His contract, addressed to Warwick Township, shows he will:

Conduct an evaluation of the existing management structure of the Warwick Emergency Services Commission and coordinate with local stakeholders to identify and design three (3) administrative and operational governance models for the future success of the Warwick Emergency Services Commission;

Include in the evaluation a review of the following core areas: a) Administrative Governance, b) Operational Governance, c) Basic Operational Training Requirements, and d) Capital Improvements Needed; and

Coordinate and attend the following field meetings: Conduct first person interviews with each WESC volunteer corporation (Lititz, Brunnerville, Brickerville, Rothsville VFCs and Warwick Ambulance); Conduct first person interviews with WESC appointed members-at-large; Conduct first person interviews with elected municipal officials on the WESC Board and with the managers at Warwick Township, Elizabeth Township and Lititz Borough; and to present the Evaluation Findings to WESC.

His estimated completion date of the study will be in the Fall of 2018.

### **New Business**

**Administrator Employee Performance Review** – Chairman Flosdorf explained the need to complete an annual performance evaluation for Duane, to be used to review his past efforts and to be used to provide goals and objectives for the following year. Using a schedule and template similar to the one used for Chief Steffen of the Northern Lancaster County Regional Police Department, a schedule will be created to keep a consistent time frame to do the evaluation annually. Each agency and members-at-large will have a chance to provide feedback for the evaluation. The

elected municipal officials on the WESC Board will meet with the managers of the three municipalities to review the submitted evaluations and create a final performance feedback document. This will all be completed by the October WESC meeting. Patrick Barrett provided everyone with a sample of the evaluation that will be used; *this is only a sample*. Chairman Flosdorf will distribute the 2018 evaluations in early September.

**Specialty Bakers Fire** – Chairman Flosdorf asked Chief Oettel to review the Specialty Bakers fire with the Board. Chief Oettel reviewed operational tactics used, fire apparatus resources present at the scene, water supply issues, fire investigation, radio system and follow-up discussions that have taken place since the fire. A good amount of time was spent discussing the water supply conditions in the area of Specialty Bakers and concerns for the commercial growth taking place in the area. Chairman Flosdorf advised that ways to improve the water system or availability of water in that area is being reviewed.

### Open Comments

**Brickerville** – Dennis Strauss reported that they will be holding a vehicle rescue class in the Fall.

**Brunnerville** – Jeff Garner reported that their recent beef dinner fund raiser did very well, and that the apparatus committee is continuing to meet but waiting for feedback and direction that is anticipated to come from the feasibility study.

**Lititz** – Ron Oettel reported on the recent Farm Rescue class that his members and others from WESC participated in, which was held at Binkley and Hurst. Ron thanked Don Hoover for his willingness to support our training efforts.

**Rothsville** – Greg Young also thanked Don Hoover for use of his facility and equipment for the Farm Rescue class. He also commented that there have been several fires lately and everyone has been working really well together.

A conversation then took place about concerns about the retention of young members. Daytime staffing is still hurting for most. The younger members are struggling to find affordable housing in the community. The housing market has a high demand and a low supply, so the younger members with no equity can't compete with others when making offers on the houses that are available. Requests for housing assistance for volunteers in emergency services or even assistance for renting is desired and is a topic that is being looked at locally. Discussion included the possibility of adding or moving the location of the fire stations to be better situated near the volunteer base.

**Warwick Ambulance** – Frank Kenavan reported that their new Ambulance is ready, just waiting on the Emergency Vehicle license plate from PennDOT. Their subscription drive will start soon.

**Rothsville Ambulance** – Jim Hoover reported that their subscription drive was mailed last week and they added the ability to pay by credit card through PayPal.

**Northwest EMS** – Scott Kingsboro stated that they too just placed into service a new ambulance but are also waiting on PennDOT. Northwest EMS will be looking at working with Penn State Health on a few possible research projects. Scott also advised that they will begin adding ballistic vests for their providers to wear to incidents due to recent close calls at incidents.

**Warwick Township** – Chairman Flosdorf advised that as stated earlier, they will be taking a look at the water supply north of Lititz Borough.

Sonny Ebersole commented that he is pleased to hear about the firefighters working well together at the recent major incidents.

Don Hoover asked if the fire chiefs send thank you letters to the mutual aid fire companies for their assistance at fire calls when they don't normally serve in the area. Chief Oettel advised that he normally does but hasn't found time to do it yet for the Specialty Bakers fire.

Don also asked about the issue with trees and branches hanging on the wires in the Elizabeth Township area. Chief Strauss advised that meetings have been held with Windstream, PPL and local elected officials and not much has changed. PPL is more proactive to doing preventive maintenance with the trees than Windstream. Windstream's commitment to local emergency services providers has dropped tremendously since they are no longer D&E Telephone.

With no other business, the meeting adjourned at 7:55pm.

Minutes submitted by Duane Ober, April 25, 2018.