

LOWER PAXTON TOWNSHIP PUBLIC SAFETY COMMITTEE

Monday, February 5th, 2024, at 2:30 PM
Room 174 - Municipal Center

ORDER OF BUSINESS

- A. Call to Order
- B. Pledge of Allegiance
- C. Approval of Minutes – (Town Hall 9/11/23 & 11/6/23)
- D. Public Comment
- E. Old Business
 - 1) Update Implementation Working Group Members & Next Meeting
 - 2) Update on Staffing Stipend Program
 - 3) Update Engine Committee's progress
- F. New Business
 - 1) Catastrophic Claims (33- Engine & Tower)
 - 2) AFG Grant Cycle Open (Chief Fogg)
 - 3) Discussion on Tax Incentive programs- Local/County/School
 - 4) Township Wide PPE Policy (Chief Graham)
 - 5) Township Wide Training Policy (Chief Graham)
 - 6) Township Wide Duty Officer (all)
- G. Members Reports
 - 1) Colonial Park Fire Company
 - 2) Linglestown Fire Company
 - 3) Paxtonia Fire Company
 - 4) Bureau of Fire Monthly Report
 - 5) South Central EMS
 - 6) Police Department
 - 7) Fire Marshal
 - 8) Emergency Management Coordinator
- 8. Good of the Order
- 9. Adjournment

NEXT MEETING April 1st, 2024 at 2:30 PM

LOWER PAXTON TOWNSHIP

PUBLIC SAFETY COMMITTEE

November 6, 2023

ATTENDANCE

Adam Kosheba	Director of Public Safety
Ralph Palm	LPTEMA
Jason Campbell	South Central EMS
Tim Pramik	Colonial Park Fire Company
John Fogg	Colonial Park Fire Company
Ed Crum	Linglestown Fire Company
Nicholas DiSanto	Linglestown Fire Company
Sean Harp	Linglestown Fire Company
Rick Silvia	Linglestown Fire Company
Jeffrey Phillips	Linglestown Fire Company
Ken Peirson	Linglestown Fire Police
Nicholas Kimmel	Paxtonia Fire Company
Dustin Ross	Paxtonia Fire Company

CALL TO THE ORDER

The meeting was called to order by Director Kosheba at 2:30 pm.

PLEDGE OF ALLEGIANCE

Director Kosheba led the group in the pledge of allegiance.

APPROVAL OF MINUTES

Mr. Campbell motioned to approve the minutes from August 7, 2023. Mr. DiSanto seconded the motion. A unanimous voice vote followed and the August 7, 2023, minutes were approved.

PUBLIC COMMENT

Mr. E. Crum noted the membership's concern that the Township Supervisors were absent from the Town Hall meeting and hopes that they will be present at the next Town Hall meeting.

OLD BUSINESS

Update Implementation Team Tasks

Director Kosheba noted that the group is working through the stipend before setting up the next meeting. Mr. Ross requested the metrics to be evaluated now that the stipend is in place. Mr. DiSanto noted that during a previous meeting, they would outline the definition of success, and the definition of scratch and failed calls relative to the standards. Director Kosheba noted that will be the topic of the next meeting.

Update on Staffing Stipend Program

Director Kosheba reviewed the schedule that was prepared by Deputy Chief Graham. The review showed there are still some gaps but for the most part the schedule is picking up. Mr. DiSanto questioned the flexibility of the scheduling blocks. Discussion followed with how each station has set up their scheduling and staffing. Director Kosheba requested stations to reach out to Deputy Chief Graham to make changes with the schedule and to track volunteers who are on station but are not set up for the stipend payment.

Engine Committee Group

Director Kosheba noted that after attending the last meeting the next step will be to bring in individual manufacturers to meet and review individual specs.

NEW BUSINESS

Public Safety Committee meetings in 2024 (frequency & times)

Director Kosheba questioned the committee on their thoughts on moving the meetings to every other month and would the committee like to change the start time of the meeting. Discussion followed within the committee on the timing of the meeting. Director Kosheba noted that if the meetings were to be moved to every other month the committee would meet in February, April, June, August, October, and December and to keep the meetings at 2:30. Mr. Kimmel motioned to have the meetings be held every other month and the start time to continue at 2:30. Mr. DiSanto seconded the motion. Director Kosheba called for a voice vote. A unanimous voice vote was heard, and the motion passed.

Additional Business

Mr. DiSanto requested that Public Works relocate the speed limit signs as they block the lights that have been installed.

Mr. Ross requested additional remotes for in the rescue engine for the lights that were installed.

MEMBER'S REPORTS

Colonial Park Fire Company

Mr. Fogg referred to an email to have the apparatus escort the CD football team. He thanked everyone for their help during the open house and for the lights that were installed.

Director Kosheba questioned if there has been further discussion on PPE gear. Mr. Fogg questioned if the objective is safety or if it is for everyone to look the same. Director Kosheba clarified that safety is first and foremost and the secondary concept would be uniformity as is to have a similar look.

Discussion followed with members of the committee on color and lettering, the committee members agreed that the basic spec for safety need to be met.

Linglestown Fire Company

Mr. DiSanto noted that fireworks have been scheduled for July 3, 2024. He noted that a telephone pole has been installed and is available for training and safety drills. He explained they have already begun planning for their 90th anniversary.

Paxtonia Fire Company

Mr. Ross noted they had a good turnout at the open house and had more fire prevention events this year than in the past.

Director Kosheba thanked Paxtonia for assisting with the cadets and the door breaching training.

Bureau of Fire Monthly Report

Director Kosheba reviewed the Deputy Chiefs report. He highlighted there were a total of 142 calls of service with a year-to-date total of 1,336 calls and 1,078 of those calls were within Lower Paxton Township. Mr. DiSanto voiced concern about the dual dispatch and discussion followed. Director Kosheba noted this can be further discussed whether at the implementation meeting or at another time. Director Kosheba continued to review the report noting the items that have been completed or are work in progress. Director Kosheba will email this report to the members.

South Central EMS

No comment.

Police Department

No comment.

Fire Marshal

Director Kosheba requested the stations to call Sgt. Needham if there is a fire.

Emergency Management Coordinator

No comment.

GOOD OF THE ORDER

Mr. Fogg noted Christmas tree sales will begin on November 26th. Mr. Ross noted the continuing issues of Knox boxes that do not have a key. Discussion arose about code enforcement and what other measures can be taken to enforce issues within the township. Mr. Fogg asked the committee if they would like to continue holding a combined banquet. Mr. Kimmel noted their members spoke highly of the banquet and would be willing to coordinate.

ADJOURNMENT

The next Public Safety Meeting will be February 5, 2023 at 2:30. Mr. Pramik motioned to adjourn, and Mr. Campbell seconded the motion. The meeting was adjourned at 3:49 pm.

Respectfully Submitted,

Kristi Focht

Kristi Focht

Recording Secretary

Fire Service Town Hall Meeting

Paxtonia Fire Company

September 11, 2023

Mr. Gotshall, Township Manager opened the meeting by recognizing today as a solemn day and thanked the volunteers for their service. He mentioned Lower Paxton Township is the largest in the Commonwealth run by volunteers and it is appreciated by the residents and Board of Supervisors. Mr. Gotshall explained that the Board of Supervisors has reviewed the Fire Study and are taking the next step to set up an implementation plan and address the gaps in service, allowing the fire companies continue to provide an all-volunteer fire service for as long as possible and by supplementing where needed, to continue to provide service to Lower Paxton Township.

Director Kosheba led the group in the Pledge of Allegiance.

Stipend Staff Program

Director Kosheba explained the reasons for the stipend staffing program noting that it will provide incentive to firefighters, ensure adequate staffing in the stations, reduce response times especially at critical incidents, increase recruitment and provide data that will aid to make informed decisions. He explained that this will help to get a paycheck in the volunteer's hands without having to hire career staff. Director Kosheba questioned the members if there were any questions on the stipend staffing program.

Mr. Gotshall explained that the MRI study and that after each phase the Public Safety Committee will vote if they recommend the stipend program to the Board of Supervisors and the Supervisors will make the official action during a Board Meeting. Mr. Gotshall asked for a show of hands of each station that was represented at the meeting and all three companies showed attendance to this meeting.

Deputy Chief Graham noted that after the last meeting a new draft was sent out to the stations and as of last Friday it was finalized. He reviewed the requirement to be qualified to participate in the stipend program. He explained that each company will provide a twelve-hour time frame with a minimum of a three-man crew with an option of a maximum of four. Deputy Chief Graham stated there is a policy on this.

Director Kosheba explained that the Township will issue a check to each of the fire companies, as the volunteers will not be considered Township employees and checks will go to each station and each station will pay their volunteers. Mr. Miller explained that the Finance Department will issue a check each quarter and if there is an overpay in one quarter, they will reduce the next check to cover the overpayment from the last quarter.

Township Assistant Chiefs

Director Kosheba explained that the Chiefs and Presidents put in a lot of time and this is a way to bridge the gap to lighten the load. He continued this would provide incentive to our dedicated Chief Officers, ensure continuity of operations including training, risk reduction and logistics. This would reduce the cost of operations, expand our services and programs within the Township, increase efficiency and reduction of redundancy and increase and improve communications. He explained that it would be three personal that will receive \$12,00 a year (\$1,000 per month) and a vehicle to respond to township incidents. He stated that there will be an interview process for candidates, everyone will have an opportunity to interview, and they will not bring in someone from the outside. Director Kosheba opened the floor for questions. No response was heard.

Standardized / Unified Command Structure

Director Kosheba noted that this has been discussed and the goal is to have one unified operation with three independent supporting companies. The goal is to increase efficiency and the reduction of redundancy, to ensure continuity of operations, increase and improve operations and have the right size of officer to firefighter ratios. Deputy Chief Graham explained that this is not to tell each company how their ranks show be but how to have a streamline structure.

Adoption of an Updated Township Ordinance

Director Kosheba reviewed the goals of the Township Ordinance, highlighting to formally establish the Bureau of Fire, the authority of the Public Safety Director and Deputy Chief, the relationship between the Township and Fire Companies, and remove any ambiguity and confusion.

Bureau of Fire Identification – Branding

Director Kosheba explained that the Bureau of Fire is an entity within Lower Paxton Township and requested the members to support and help the with feedback. He noted the discussion of the apparatus color and decision will come from the apparatus committee.

General Orders

Director Kosheba explained that there has been discussion on why they will be called general orders and answered they are called general orders because in Power DMS they are referred to as general orders. This is the framework to have standardized Township-wide policies and procedures. This is to keep companies safe and accountable and to provide the residents of Lower Paxton with a high level of service. He noted there are three General Orders already in place.

Communication System

Director Kosheba noted the Police Department, and all Township employees use Power DMS. Any policy change or directive can be sent out to each member to their personal email and members will have direct access to documents.

Unified Records Management System

Director Kosheba mentioned this will not go into place this year but it is a benefit to all be in the same records management system to reduce redundancy, reduce the workload and to be more efficient and accurate.

Engine Replacement Committee

Deputy Chief Graham explained this was brought up by both Chief Ross and Chief Fogg and the committee was started in the Spring. He noted that a lot of good discussions have followed and decisions have been unanimous amongst the committee and currently specs are coming back in. Director Kosheba reminded the members that once the committee has decided the Public Safety Committee will vote to take it forward to the Supervisors.

What is our Goal?

Director Kosheba questioned the members what is our goal and answered to provide the residents of Lower Paxton Township with a high level of reliable service. He noted that the members have done a phenomenal job and the communication between companies has improved. Director Kosheba mentioned that if you would like Deputy Chief Graham or himself at any meeting let them know ahead of time and they would be happy to come to a meeting.

The meeting concluded at 8:15 p.m.

Public Safety Meeting

September 11, 2023

Director Kosheba called the meeting to order at 8:17 p.m. and led the group in the Pledge of Allegiance.

Public Comment

No comment.

Old Business

Director Kosheba questioned Mr. Ross on the Company 34 Radio Grant Project. Mr. Ross commented there is still no word if it will be awarded or not.

New Business

Director Kosheba noted to the phase one implementation and the stand by stipends and questioned if there were any further discussion on the stipends. Discussion followed with members of the group. Mr. Ross questioned how failures to respond to calls will be measured. Mr. Gotshall provided a general discussion on how to offer the motion of the stipend program and the framework of the program. Director Kosheba questioned if there was a motion to accept the stipends set forth to implement a stipend program and to take to the Board to recommend the stipend program. Mr. DiSanto motioned to accept the stipend program as discussed if Deputy Chief Graham is reporting on the program at least quarterly. Mr. Pramik seconded the motion to accept. Mr. Ross asked if the implementation committee can make recommendations to the program in the future. Director Kosheba answered yes. A voice vote was taken, and the motion passed. It was noted that once approved at the October budget meeting, the stipend program will begin on November 1, 2023.

Adoption of General Orders

Use of Township owned emergency vehicles General Order:

Mr. Ross made a motion to accept the order. Mr. Kimmel seconded the motion. Discussion followed and Mr. DiSanto questioned if it applied to specialized apparatus such as the Air Truck and the Tanker and Director Kosheba answered no. A voice vote was taken, all were in favor and the motion passed.

Minimum Staffing on apparatus General Order:

Mr. Ross motioned to accept the order. Mr. D. Crum seconded the motion. A voice vote was taken, all were in favor and the motion passed.

Structure Fire General Order:

Mr. DiSanto motioned to accept the order. Mr. D. Crum seconded the motion. A voice vote was taken, all were in favor and the motion passed.

General Discussions were had on one FDID number for the Bureau of Fire and no further action of motions at this time.

Reports

Colonial Park: October 1, 2023, will be the fire company's open house.

Linglestown: PPL certificates on file, the tanker & engine to get new tires.

Paxtonia: No report.

South Central: Two new ambulances were purchased.

Police: No report.

Fire Marshall: No report.

Emergency Management: No report.

Good of the Order

No report.

Adjournment

Mr. D. Crum made a motion to adjourn the meeting. Mr. Campbell seconded the motion.

The next meeting will be held on November 6th, 2023.