

**YORK AREA UNITED FIRE AND RESCUE COMMISSION
REGULAR MEETING**

**JUNE 25, 2013
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, June 25, 2013 at 7 p.m. at the Springettsbury Township Offices, 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Austin Hunt
Don Bishop
John Fullmer
Cara Beth Zortman

MEMBERS NOT

IN ATTENDANCE: George Dvoryak
Richard Guyer

ALSO IN

ATTENDANCE: Greg Maust, Spring Garden Township Manager
Steve Hovis, Solicitor
Robert McCoy, YAUFR Chief
John Woods, YAUFR
Dan Hoff, YAUFR
Sandra Ratcliffe, YAUFR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

SCHENCK Chairman Schenck called the meeting to order and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck reported that a Executive Session had been held following the May meeting to discuss personnel issues. No Executive Session had been scheduled for this date.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

12. NEW BUSINESS

A. 2012 Audit Report – Mike Reiner, Sager, Swisher & Co., LLP

REINER Mr. Reiner stated that during the May, 28, 2013 YAUFR meeting he had presented a change to the reporting format from previously-used Multiple Fund Reporting Model to the Special Purpose Format. He reviewed the report for the board in detail, copy of which had been provided to the board members. He noted that YAUFR had received a clean opinion of results of operations.

FULLMER Mr. Fullmer thanked him for a great presentation and added the new format provided more information than the previous format.

RENIER Mr. Renier responded that the new format is more conducive to this type of organization and that it was a very wise decision of the board to change the format to go with this approach as opposed to the previous format.

SCHENCK Chairman Schenck commented on the historical data and wondered how it would compare.

RENIER Mr. Renier responded that the data should be consistent and should not make any difference.

FULLMER Mr. Fullmer asked whether any recommendations were made as he went through the audit.

RENIER Mr. Renier responded that there were no significant changes to the operational structure. YAUFR is not a large organization and has a fairly good segregation of duties. Springettsbury Township handles a portion with their internal controls so with auditing Springettsbury Township, they also audit YAUFR as far as payroll controls and so forth, all those that are in place for the township. He had no additional recommendations for the organization.

HUNT Mr. Hunt commented that the new format looked great.

SCHENCK Chairman Schenck thanked him for his report.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

HOVIS Solicitor Hovis stated that he had nothing to report.

B. Robert McCoy, Fire Chief

MCCOY Chief McCoy had provided a written report and offered to respond to any questions.

SCHENCK Chairman Schenck congratulated Chief McCoy, as well as Battalion Chief Dan Hoff, on their recent Chief Fire Officer designation. Chairman Schenck stated that the award was very significant in that there are only 875 individuals in the United States and two in York County who have the designation. He asked for comment from Chief McCoy.

MCCOY Chief McCoy responded that the award is a Standard of Excellence within the fire service highlighting leaders who have goals, training and education into the future. He and Battalion Chief Hoff had been very happy to receive the award and will be re-accredited every three years.

FULLMER Mr. Fullmer indicated that receipt of the award should be promoted and a press release should be issued.

The entire board echoed congratulations to Chief McCoy and Battalion Chief Hoff.

HUNT Mr. Hunt questioned an item in Chief McCoy's report regarding Manchester Borough having been dropped from Workers Compensation.

MCCOY Chief McCoy responded that he met with Chief Stevens concerning the need to switch compensation carriers. All of that related to dealing with the Cancer presumption.

HUNT Mr. Hunt commented that it seemed like a ripple effect.

MCCOY Chief McCoy responded that a policy had been secured for Manchester, Alert and YAUFR, and they are working with Swift to consign a policy as they believe with Manchester Borough and Mt. Wolf there might be a possibility for an umbrella policy and possible lower rates.

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HUNT Mr. Hunt questioned whether that might provide incentive for them to join the larger YAUFR volunteer umbrella.

MCCOY Chief McCoy responded that he had encouraged Chief Stevens, as well as Alert, to join in order for them to be part of that insurance policy.

5. ACCOUNTS PAYABLE

A. Payable Listing as of May 31, 2013

MR. FULLMER MOVED TO APPROVE ACCOUNTS PAYABLE LISTING AS OF MAY 31, 2013. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none for action.

7. COMMUNICATION FROM COMMISSIONERS

SCHENCK Chairman Schenck reported that Community Appreciation Day had been held at Station 89.1 on Saturday, June 15th, and it was every bit as good a turnout as last year with parents and children. The professional staff was supportive. Emergency Medical Services, Firefighters and Volunteers were present as well. He asked Don Eckert if it would be an annual event.

ECKERT Mr. Eckert responded that they hope to have another event as it was a good fund raiser and very well attended. He especially appreciated the demonstrations by the Career Firefighters working with the families.

MCCOY Chief McCoy commented that next year it will be a Community Open House.

ECKERT Mr. Eckert reported that the Board of Supervisors approved the Award of Contract for the new fire building on May 14th with a tentative date for groundbreaking of July 10th and he hoped that footings could be poured before summer is over. He noted that it takes time to get all the contracts awarded and insurance in place but the project is moving ahead.

HUNT Mr. Hunt reported that Chief McCoy, Solicitor Hovis and he met with the local Pennsylvania Legislative Caucus, which included Seth Grove, Keith Gillespie, Stan Saylor, Ron Miller, Mike Waugh, Scott Perry and Dan Moul. YAUFR

representatives were expected to speak for 20 minutes. However, the legislators were so engaged that it lasted over an hour. They indicated great support. Mr. Hunt noted that Solicitor Hovis did a fantastic job and was well prepared to discuss the legislative hurdles that are being faced mainly because YAUFR is not a township or a regional police department, and there are some things that need help from Harrisburg. Chief McCoy made a great impression and will be invited to speak at additional committee meetings.

MCCOY Chief McCoy reported that he had spoken at the Joint House and Senate Urban Affairs meeting the week after that, and he expected an invitation to speak on pensions in the near future at the Capitol.

HUNT Mr. Hunt added that the atmosphere was very positive, and they were excited about what YAUFR is doing.

HOVIS Solicitor Hovis agreed and noted it was a good tag team among all participants.

8. COMMITTEE REPORTS

A. Volunteer Committee

ECKERT Mr. Eckert stated that he had provided an update earlier during the agenda. The volunteers still have packing ahead of them.

9. RESOLUTIONS AND AGREEMENTS

There were none for action.

10. ACTION ON MINUTES

A. Approval of Minutes: May 28, 2013 – Fire Commission Meeting

MR. HUNT MOVED FOR APPROVAL OF THE MAY 28, 2013 FIRE COMMISSION MEETING MINUTES. MS. ZORTMAN WAS SECOND. MOTION CARRIED. MR. SCHENCK ABSTAINED AS HE WAS NOT PRESENT.

11. OLD BUSINESS

There was none for action.

12. NEW BUSINESS

- A. 2012 Audit Report – Mike Reiner – Sager, Swisher & Co., LLP

This item was acted upon earlier during the agenda.

- B. Approval – 2014 YAUFR Budget Workshops and Joint Presentation

MR. FULLMER MOVED FOR APPROVAL OF 2014 BUDGET WORKSHOPS AND JOINT PRESENTATION. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

- C. Discussion – Strategic Planning

SCHENCK Chairman Schenck brought forward a discussion concerning Strategic Planning.

A lengthy discussion took place, and a summary of main points are shown in bullets.

- Strategic Planning Facilitator – Hold off any hiring at this time.
- What does the board want to accomplish and how to go about it? What's next?
- Set Executive Level Goals re/an approach to expansion, target fire companies with tactical plan. Establish goals with assigned action plans.
- Begin with current YAUFR status; analyze internal/external overall strengths, weaknesses, operations; identify the accomplishments and what can be improved.
- Expand the vision on growth; begin to lay plans to bring in other municipalities by breaking into elements such as funding formula, capital expenditures, and facilities.
- Recommendation to Google Fire Department Strategic Planning for suggestions.
- Overall Strategic Plan and vision deals with the future of fire service in York County; best understood by YAUFR; goals on how to accomplish.
- Schedule a date with a four-hour time to begin discussion.

Consensus of the board was to meet on Friday, July 19, 2013 from 1 p.m. to 5 p.m. at the YAUFR headquarters. Meeting will be advertised.

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MCCOY Chief McCoy stated that he would send out a notice of the meeting to the entire board including the alternate members.

FULLMER Mr. Fullmer added that he would attempt a draft agenda and email it to the board in advance.

13. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Signature on file at YAUFR Headquarters

John Fullmer
Secretary

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