

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

**SEPTEMBER 18, 2018
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, September 18, 2018 at 7:00 p.m. at YAUFR Headquarters, 50 Commons Drive, York, PA 17402.

MEMBERS IN

ATTENDANCE: Austin Hunt, Chairman
Lisa Wingert, Manchester Township
Dan Rooney, Secretary, Spring Garden Township
Dave Brosend, Manchester Township
Cara Beth Zortman, Spring Garden Township

MEMBERS NOT

IN ATTENDANCE: Kathleen Phan, Vice Chairman, Springettsbury Township
George Dvoryak, Treasurer, Springettsbury Township

ALSO IN

ATTENDANCE: Dan Hoff, YAUFR Chief
Steve Hovis, Solicitor
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

1. Pledge of Allegiance

HUNT Chairman Hunt called the meeting to order and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

HUNT Chairman Hunt announced that there had been an Executive Session following the last meeting regarding personnel.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. MANAGEMENT/ATTORNEY REPORTS

A. Steve Hovis, Solicitor

HOVIS Solicitor Hovis stated he had nothing to report.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff stated he had nothing to report unless there were questions.

ZORTMAN Ms. Zortman stated that the presentation of the budget was excellent and she really appreciated that Chief Hoff had provided the Managers an overview. She

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added that it helped reinforce the budget to the Commission, and it was very helpful.

HUNT Chairman Hunt echoed her comments and added it was especially informative to new managers.

ROONEY Mr. Rooney agreed as well that it was very helpful.

HOFF Chief Hoff thanked the board for their comments.

HUNT Chairman Hunt asked what Chief Hoff's general timeline is for the Accreditation process and what would he like to accomplish near term.

HOFF Chief Hoff responded that he could answer his question more intelligently after the initial training is done. Others that he had discussed it with indicate it could go as long as five years, and most are indicating it is about a three to four-year process. There have been workshops where attendance is required but there were none locally. He has budgeted for three people to attend, himself, a Battalion Chief and one Captain.

ZORTMAN Ms. Zortman questioned whether it would be similar to the police situation where every two or three years there is a re-accreditation process.

HOFF Chief Hoff responded that there is a renewal process involved. At this time he has budgeted two training seminars in 2019 to begin the process. He is expecting announcements to arrive in October or beginning of November.

HUNT Chairman Hunt questioned whether there would be any other departments in York County.

HOFF Chief Hoff responded that there are only three other departments in the Commonwealth of Pennsylvania and none with YAUFR's structure. DLA in Mechanicsburg, one of the Depots is accredited. Mount Lebanon is accredited, and one other. He added that there are only 240 departments nationwide that are accredited.

ZORTMAN Ms. Zortman questioned whether there are standards for regional fire departments.

HOFF Chief Hoff responded that YAUFR would be expected to fall into the overall standard, as the structure would not matter.

BROSEND Mr. Brosend questioned what the biggest benefits or advantages would be gained by accreditation.

HOFF Chief Hoff responded that the biggest benefit will be the process that is gone through to examine policies, practices, procedures, human resources to see where

there can be improvements and greater impact. The certificate is the least important but more the recognition that YAUFR put itself under the microscope.

HUNT Chairman Hunt compared the accreditation to the ISO Certification for businesses in that the basic philosophy applied to any organization in what is the right way to do things. It is a written document, and everyone is trained with the same document. The steps can be applied to firefighting, accounting and/or legal work.

ROONEY Mr. Rooney questioned whether that would open up some grant possibilities.

HOFF Chief Hoff responded that he was not aware of additional grant opportunities; however, on any one of the existing grant applications there must be some extra credit given as an accredited department.

HUNT Chairman Hunt noted a valuable tangibility is continuity. Everything is written and stays within the system. Firefighters can ramp up and gain experience and knowledge right away. The institutional memory is recorded. He asked what the ISO rating is.

HOFF Chief Hoff responded that YAUFR's previous rating was 4.9, and it was improved by one point in the last evaluation.

HUNT Chairman Hunt asked whether that changed when the size of the region increased.

HOFF Chief Hoff indicated it may have had something to do with it. The last ISO evaluation was done when YAUFR was pretty young. The policy development, management of volunteer responses, data collection is much better than it used to be. Another part of the ISO evaluation included the water system and the communication system, over which YAUFR has no control.

HUNT Chairman Hunt questioned whether YAUFR's ISO rating would be different from the City's or York Townships. They would have the same communication issues.

HOFF Chief Hoff responded that they would have the same rating for the water system. YAUFR does have some areas that are not protected by hydrants. Hellam Township has more of a rural area and that will affect them.

5. ACCOUNTS PAYABLE

A. Payable Listing as of August 31, 2018

MS. ZORTMAN MOVED TO APPROVE ACCOUNTS PAYABLE FOR AUGUST 31, 2018. MR. ROONEY WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS & CONTRACTS

There were none for action.

7. COMMUNICATION FROM COMMISSIONERS

There were no Commissioner comments.

8. COMMITTEE REPORTS

A. Volunteer Committee

HOFF Chief Hoff stated that he had included some information in his written report. He is working with all the volunteer companies in each township for the Open Houses. Alert Fire Company did an outstanding job with the parade that they hosted, which was reminiscent of the types of parades from back in the 60's and 70's and the way everybody turned out. The guys did a phenomenal job.

9. RESOLUTIONS AND AGREEMENTS

There were none for action.

10. ACTION ON MINUTES

- A.** Approval of Minutes: August 15, 2018 – 2019 Budget Workshop
- B.** Approval of Minutes: August 21, 2018 – Fire Commission Meeting

MR. ROONEY MOVED FOR APPROVAL OF MINUTES BOTH OF THE AUGUST 15, 2019 BUDGET WORKSHOP AND THE AUGUST 21ST FIRE COMMISSION MEETING. MS. WINGERT WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

There was no Old Business.

12. NEW BUSINESS

A. Discussion – Board Representation

HUNT Chairman Hunt brought forward discussion on board representation and noted that Kathleen Phan had been given a very substantial promotion at Wellspan, Unfortunately, it had forced her to resign from the Springettsbury board, which incrementally means that she had also resigned from this board.

HOVIS Solicitor Hovis stated that she is no longer eligible to be a Commissioner so by operation of law she is no longer a Commissioner. There is a vacancy for one of the Springettsbury Township representatives.

Consensus of the Commission was to hold any decisions or appointments to the YAUFR Commission until a full complement is established.

13. ADJOURNMENT

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HUNT Chairman Hunt adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Signature on file at YAUFR Headquarters

Dan Rooney
Secretary

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