

EASTCHESTER BOARD OF FIRE COMMISSIONERS

REORGANIZATIONAL MEETING

MEETING LOCATION

FIRE HEADQUARTERS - 255 MAIN STREET, EASTCHESTER, NY 10709

THURSDAY - JANUARY 4, 2024

EXECUTIVE SESSION: 7:00 PM

PUBLIC SESSION: 7:20 PM

1. Salute to the Flag

2. Chief Tween - Open Meeting

Subject 2.1 - Meeting Called to Order

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Category Call to Order

Recommended Action The time is ____ PM. The January 4, 2024, Reorganizational Meeting of the Eastchester Board of Fire Commissioners is called to Order.

Subject 2.2 - Welcome Re-Elected Commissioner Paul J. Carlo

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action Welcome Re-Elected Commissioner - Paul J. Carlo (2024-2028)

3. Executive Session

4. Chief Tween

Subject 4.1 - Discussion for Chairman

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action Motion to discuss the selection of a Chairman for the Board of Fire Commissioners for 2024

5. Chairman - 2024

Subject 5.1 - Appointment of Chairman - 2024

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Chairman of the Board of Fire Commissioners for 2024.

6. Deputy Chairman - 2024

Subject 6.1 - Appointment of Deputy Chairman - 2024

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Category Action

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Deputy Chairman of the Board of Fire Commissioners for 2024.

7. Board Member Committees - 2024

Subject 7.1 - Appointment of Health and Safety Meeting Board Rep

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Health and Safety Committee Meeting Board Representative(s) for 2024.

8. Fire District Treasurer

Subject 8.1 - Appointment of Fire District Treasurer

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Jamie Hedstrom, CPA, MST to the position of Fire District Treasurer of Eastchester Fire District until December 31, 2024, at the rate of \$ _____ per hour.

The position also has:

- Pension eligibility: Yes
- Health Care Insurance: as required by per law, NYSHIP rules & requirements
- Holidays: unpaid
- Sick Leave: as required by law
- Sick Leave Incentive: NONE
- Hours: varied / estimated to be 20 hours per week

- Longevity: None
- Personal days: None
- Vacation: 4 weeks paid @ 20 hours per week
- Overtime: As required by law.

9. Secretary to the Board of Fire Commissioners

Subject	9.1 - Appointment of Secretary to EBOFC
Meeting	January 4, 2024 - Reorganizational Meeting EBOFC
Recommended Action	<p>BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Marissa “Isang” Smith to the position of Secretary to the Board of Fire Commissioners of Eastchester Fire District until December 31, 2024, at a salary of \$_____.</p> <p>The position also has:</p> <ul style="list-style-type: none"> ● Participation in NYSLRS- required ● Health insurance per board policy with 10% premium contribution ● Vacation: <ul style="list-style-type: none"> ○ Upon hire- 2 weeks, ○ Upon anniversary of 3 years- 3 weeks, and ○ Upon anniversary of 4 years- 4 weeks ● 8 days of paid sick leave ● 8 holidays and (1) floater holiday per board policy ● Three (3) personal days ● Position is eligible for dental coverage provided by an IAFF L-916 Dental Plan ● Optical- none ● Bereavement- none ● Sick leave incentive- none ● FMLA/PFL- FMLA as required by law ● Educational Reimbursement- none

10. FOIL Officer

Subject	10.1 - Appointment of FOIL Officer
Meeting	January 4, 2024 - Reorganizational Meeting EBOFC
Recommended Action	BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints _____ as Freedom Of Information Law Officer of Eastchester Fire District until December 31, 2024.

11. FOIL Appeals Officer

Subject **15.1 - Appointment of Fire District Physician**
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Dr. Shikha Goyal of White Plains Urgent Care at 10 Chester Ave, White Plains, New York 10601, as Fire District Physician of Eastchester Fire District until December 31, 2024.

16. Fire District Chaplains

Subject **16.1 - Appointment of Fire District Chaplains**
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints Rev. Carl Maiello from the Good Shepherd Church, Fr. Anthony Sorgie from the Immaculate Conception Church, Rabbi Sruli Dietsch from Chabad of Bronxville, Monsignor Luke Sweeney, Pastor of Immaculate Heart of Mary Church and Reverend Dr. Matthew Waterstone of the Reformed Church of Bronxville as Fire District Chaplains of Eastchester Fire District until December 31, 2024.

17. Fire District Insurance Agent

Subject **17.1 - Appointment of Fire District Insurance Agent**
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, 2 Westchester Park Drive, White Plains, NY as Fire District Insurance Agent of Eastchester Fire District until December 31, 2024.

18. Official Newspaper for Legal Notice

Subject **18.1 - Appointment of Official Newspaper for Legal Notice**
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints The Journal News as Official Newspaper for Legal Notice of Eastchester Fire District until December 31, 2024.

19. Fire District Depository

Subject 19.1 - Appointment of Fire District Depository

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby appoints JP Morgan Chase and the Federal Reserve Treasury Direct Account as Fire District Depositories of Eastchester Fire District until December 31, 2024.

20. Affirm Workplace Violence Policy

Subject 20.1 - Affirm Workplace Violence Policy

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action The Eastchester Board of Fire Commissioners hereby affirms that the contact person for receiving any complaints in 2024 will be Chief Brian Tween and/or the Fire Board Chairman. Copies of said policies should be posted in each firehouse.

21. Affirm Fire District Code of Ethics

Subject 21.1 - Affirm Fire District Code of Ethics

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action The Eastchester Board of Fire Commissioners hereby affirms that the Code of Ethics of the Fire District (rev. 2019) has been distributed to all Board members, the Fire District Treasurer, the Secretary to the Board of Fire Commissioners and Fire Chief; a certification will follow to all for confirmation. The Board instructed the Chief to have copies posted in each Firehouse.

22. EBOFC Meeting Schedule - 2024

Subject 22.1 - EBOFC Meeting Schedule - 2024

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Action BE IT RESOLVED: That the Board of Fire Commissioners hereby adopts the proposed 2024 Eastchester Board of Fire Commissioners Meeting Schedule, as follows:

- January 11, 2024
- February 8, 2024

- March 14, 2024
- April 11, 2024
- May 9, 2024
- June 13, 2024
- July 11, 2024
- August 8, 2024
- September 12, 2024
- October 15, 2024
- November 14, 2024
- December 12, 2024

23. Pelham Ambulance

Subject 23.1 - Pelham Ambulance

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Category Discussion

24. Hiring - Spring Academy 2024

Subject 24.1 - Hiring - Spring Academy 2024

Meeting January 4, 2024 - Reorganizational Meeting EBOFC

Recommended Actions

A. HIRING CERT LIST

- a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Treasurer Jamie Hedstrom to request a new hiring list from Civil Service.

B. CANVASS

- a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Secretary Marissa Isang Smith to canvass the hiring certification list for candidates with a score of 100 or above for purposes of sending to the Spring 2024 Academy.

C. INTERVIEWS

- a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Secretary Marissa Isang Smith to schedule interviews with the candidates with a score of 100 or above that have passed the CPAT as of December 16, 2023.

D. CIVIL SERVICE - OPEN ADDITIONAL FF POSITION

- a. BE IT RESOLVED: That the Eastchester Board of Fire Commissioners authorizes Treasurer Jamie Hedstrom to submit to Civil Service a request to create the position of Firefighter and any other paperwork necessary to create this position effective immediately with a salary as per the

existing negotiated CBA.

25. Comments from Local 916

Subject 25.1 - Comments from Local 916
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Category Comments from Local 916

26. Comments from the Public

Subject 26.1 - Comments from the Public
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Category Comments from the Public

27. Comments from the Commissioners

Subject 27.1 - Comments from the Commissioners
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Category Comments from the Commissioners

28. Adjournment

Subject 28.1 - Adjourn
Meeting January 4, 2024 - Reorganizational Meeting EBOFC
Recommended Action Motion to Adjourn