

Freehold First Aid & Emergency Squad
Meeting Minutes – 10/07/2021
Prepared By: Kayla Ciok

**** Meeting called to order at 20:09 PM by Jim McAllister, President. A salute to the flag and prayer followed****

1. President's Report: Jim McAllister

- State PD are rewriting the GEMS plan
- Auxiliary now meets on the third Thursday of the month
- Election for Member at Large

2. Vice President's Report: Rob Roche

- Nothing to report
- **House Committee:** Nothing to report

3. Treasurer's Report: Lori Itinger – Acting

- Total Cash Assets as of September 30, 2021: \$700,582.34
 - Asset Management Account: \$39,608.06
 - Billing Account: \$386,176.54
 - Debit Account: \$14,176.39
 - New Main Checking: \$33,174.82
 - Old Main Checking: \$3,998.13
 - Capital Expense Account: \$23,063.40
 - Special Event: \$380.00
 - Freehold Bank CD: \$200,000.00
 - FSB Raffle Account: \$5.00
- Fixed Assets as of September 30, 2021: \$513,872.77
- Total Assets as of September 30, 2021: \$1,221,711.11
- Total Income September 2021: \$51,030.82
- Total Expenses September 2021: \$24,042.98
- Large Bills Paid for September 2021
 - Keavney & Streger were paid \$5,000.00 for 2 months of Bills – they were behind in billing.
 - Zimble Architecture Completed the construction Documents for the planned renovation to upstairs and was paid their balance of \$3,350.00
 - On Location Training was paid \$1200.00 for EMT Refreshers
 - Revenue Guard \$1214.85 for Billing Services.

4. Secretary's Report: Kayla Ciok - Acting

- School Leaves:

- Emilee Godek (09/13/2021 – 12/28/2021)
- Personal Leaves:
 - John Spierto (10/01/2021 – 10/31/2021)
 - Laura Yacuzzio (10/07/2021 – 11/18/2021)
- Medical Leaves:
 - None
- Resignations:
 - Chris Vitale
 - Lauren Meltzer
- Members to come off Probation:
 - Samridhi Sawhney
 - Tyler Dovel
 - Amanda Gurecki
 - Imran Sakib
 - Olivia Rafferty
- Applicants:
 - For Associate membership:
 - Richard Young
 - Stephanie Pagano
 - Nicole Mitzelman
 - For Senior Squad membership:
 - Kayla Ciok

5. Trustee's Report: Peggy Haas/Charlie Buscaglia/Alicia Gross

- Income Breakdown (Year-to-Date):
 - Fund Drive: \$ 95,000
 - Federici's donated \$4,000
 - Memorial Donations: ~\$800

6. Chaplain's Report: Noel Olivarius

- Jeff Hoffman had a knee replacement but is doing well
- Rich Alavarces had a baby girl

7. Chief's Report: Jeremy Hoffman

- Call totals were provided for this month:
 - September 2021
 - Total Calls: 227
 - Boro: 83
 - Township: 144
 - Mutual Aid: 1
 - Marlboro: 1
 - FEMS Primary Coverage : 76%
- EMSCharts mandatory training on Zoom October 20th at 7pm

- November 16th there will be a Paramedic Assistant class worth 4 CEUs
- October 26th – November 7th – Jeremy will be getting married and unavailable, Krissy is acting Chief during his absence
- Fleet
 - 1556 – no report
 - 1557 – OOS for leaking brake fluid
 - 1558 – in service @ Township
 - 1559 – OOS due to stuck rear door, back-up alarm has been repaired
 - 1560 – OOS malfunctioning autoloader, parts have been ordered
- COVID-19
 - N95s must be worn on all calls – non-negotiable
 - No guests in the building other than squad-related activities
 - Ensure all vehicles and common areas are being disinfected
 - Not accepting anymore non-medical COVID related leaves at this time

8. Committee Reports:

- LOSAP: *Krissy Conti*
 - Nothing to report
- Mechanical: *Jeremy Hoffman*
 - 15-59 OOS back door is stuck
- Banquet Committee: *Lori Itinger*
 - January 22nd @ the Radisson
- State Council: *Alicia Gross/Selene Philben*
 - Meeting was this last Monday
 - Voted to send the chairman to a Convention next weekend
 - Voted to send those who are running for office as well
- Auxiliary: *Kevin O'Brien/Selene Philben*
 - Selling discount cards for \$20/each
 - Third Thursday of the month
- IT Committee: *Sean Preston*
 - Computers at the building are extremely slow, will be contacting Isaac to fix it
- By-Laws & Constitution: *Sean Preston/Selene Philben*
 - Sean will be joining the committee
- Orientation: *Krissy Conti/Steve Russo*
 - Difficulties getting CPR classes
- Uniforms: *Jeremy Hoffman /Lori Itinger*
 - Still waiting on Samzies
- Nominating Committee: *Peggy Haas/Jeremy Hoffman/Lori Itinger*
 - If anyone is interested in running, look at requirements on By-Laws and also check SOPs for education requirements for Road Office
- Cadets: *Emilee Godek/Maddy Zuber/Nick Manos*
 - Breast Cancer shirt fundraiser was a success, over \$3,000

- Reach out to whoever you ordered a shirt from to coordinate picking it up
 - Possible candy sale in February
- Billing: *Sean Preston/Lori Itinger*
 - All is going well with Revenue Guard

9. Old Business:

- Paid Staffing
 - Emailed both the Township and the Boro
 - The Township arranged for a meeting with Steve Morley for next week, no response from the Boro as of yet

10. New Business:

- Member at Large Election
 - Candidates: Bob Bonardi, Allie Colbert, and Sean Lawlor
 - Tie between Bob and Allie, will recast votes once the crew comes back from a call
 - After recasting of votes, newly elected Member at Large is Allie Colbert, will confirm term length
- Motion by Selene Philben to accept John Spierto's personal leave from 10/01/2021 through 10/31/2021. 2nd Nick Manos **PASSED**
- Motion by Alicia Gross to accept Laura Yacuzzio's personal leave from 10/07/2021 through 11/18/2021. 2nd Krissy Conti **PASSED**
- Members due to come off probation:
 - Motion by Jeremy Hoffman to accept Samridhi Sawhney as a regular Associate member. 2nd Alicia Gross **PASSED**
 - Motion by Jeremy Hoffman to extend Tyler Dovel's probationary period by 6 months. 2nd Selene Philben **PASSED**
 - Motion by Jeremy Hoffman to accept Amanda Gurecki as a regular Senior Squad member. 2nd Selene Philben **PASSED**
 - Motion by Jeremy Hoffman to remove Imran Sakib from roster. 2nd Krissy Conti **PASSED**
 - Motion by Jeremy Hoffman to extend Olivia Rafferty's probationary period by 6 months. 2nd Krissy Conti **PASSED**
- Motion by Alicia Gross to accept the following applicants to move onto the background check phase of the application process. 2nd Selene Philben **PASSED**
 - Richard Young – Associate
 - Nicole Mitzelman – Associate
 - Stephanie Pagano – Associate
 - Kayla Ciok – Senior Squad
- Motion by Noel Olivarius to accept the September 2021 Treasurer's Report as is. 2nd Kevin O'Brien **PASSED**
- September 2021 Meeting Minutes need to be revised and will be distributed

- Motion by Jeremy Hoffman to remove requirement for Regular Senior Squad members to attend 6 business meetings to be able to vote. 2nd Alicia Gross
 - Members who are active should have a say in who their officers are
 - **PASSED** to be reviewed by ByLaw Committee
- Motion by Jeremy Hoffman to remove requirement to send certified letter to members to bring them up on charges/remove them. 2nd Noel Olivarius
 - **PASSED** to be reviewed by By-Law Committee
- Motion by Jeremy Hoffman to remove Shihab Rahman from the roster. 2nd Selene Philben **PASSED**

11. Good & Welfare:

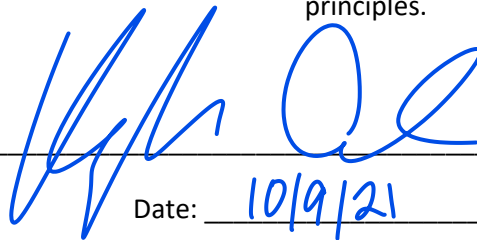
- Noel Olivarius congratulated Jeremy and Lauren on their upcoming wedding.
- Rob Roche thanked everyone for allowing him to join the meeting virtually.

*** Motion by Selene Philben to adjourn meeting at 21:09 PM. 2nd Tommy Hartman
PASSED***

Secretary Certification:

I, Kayla Ciok certify that the above minutes were derived from this month's business meeting. I certify that a quorum (as defined by the By-Laws of Freehold First Aid & Emergency Squad, Inc.) was present. During this meeting, the Constitution, By-Laws, SOPs/SOGs & Organizational policies were abided by. The meeting was held with the current version of Robert's Rules of Order as the guiding principles.

Secretary Signature: _____



Date: _____

10/9/21

Original copy to be filed in Secretary's Office.