

**BERKS COUNTY FIRE SERVICES WORKING GROUP**  
**Meeting Minutes – November 29, 2012**

**ATTENDANCE:**

<b>Zone 1</b>		RJ Schegan		Mark George	<b>X</b>	Scott Yenser (alt)
<b>Zone 2</b>		Eric Schrack		Chuck Snyder		Ken Quell (alt)
<b>Zone 3</b>	<b>X</b>	Bob Martin		Butch Feick		
<b>Zone 4</b>	<b>X</b>	Scot Landis	<b>X</b>	Bruce Longenecker		
<b>Zones 5/6</b>	<b>X</b>	Chris Stevens	<b>X</b>	Chris Schaeffer		Matt Gehman
	<b>X</b>	Eric Fox				
<b>Zone 7</b>		Ron Wentzel	<b>X</b>	Stephen Serba		Tom Rehr
<b>BCFA</b>	<b>X</b>	Roger Weidenhammer		Leon Grim		
<b>BCFPA</b>	<b>X</b>	Bob Englebach		J. David Bossard (alt)		
<b>Training</b>	<b>X</b>	Bob Snyder				
<b>Berks DES</b>		Brian Gottschall	<b>X</b>	Tony Flores	<b>X</b>	Matt Stairiker
		Craig Wanner		Todd Boughter		Christina Wood

**Other Attendees:** Tom Dietrich (Z2 President), Ethan Kunkel (Z1 potential representative), Dr. Jill Hackman (BCIU), Christopher Celmer (BCIU)

The meeting was called to order by Chairman Chris Stevens at 1815 hours in the Berks County Department of Emergency Services multi-purpose room, located in the Direct Link building, Bernville Road, Leesport, PA.

The minutes of the August, September, and October 2012 meetings were approved as written.

**DISCUSSION**

**Berks County All-Hazards Plan:** Dr. Jill Hackman and Christopher Celmer from the Berks County Intermediate Unit provided members with a power-point presentation explaining a plan that's being implemented countywide for all Berks School Districts. Dr. Hackman and Mr. Celmer are asking the county's fire services to reach out to their respective school districts to review the proposed plan and offer suggestions and ideas. The power-point presentation of this plan is available from each Zone representative, or by contacting your school district. The Working Group asks that fire departments/companies whose primary response area includes a school participate in the implementation of this plan.

**East-Central Task Force:** Nothing to report.

**RIT Consortium:** Working Group representatives will continue to reach out to their respective zones for input on a "mission" for the RIT Consortium. Action planned at the January 2013 WG meeting.

**CAD:** WebCAD will be offered to the fire services in early 2013. Times and incident numbers will be made available to any company who is assigned to a particular incident. Companies or individuals NOT assigned to a particular incident will not have permission to access information.

**Run Cards:** Representatives from DES are now moving forward with the run cards and are actively reaching out to company/department authorized representatives to review and “tweak” existing run cards.

**Training Committee:**

- A large majority of the 2013 course offerings should be available from the training website ([www.berkscountyfiretraining.org](http://www.berkscountyfiretraining.org)) in early December. A few additional course offerings will be added in the near future as course dates and instructors are confirmed.
- Receipts and refunds will be distributed soon.
- The committee has been receiving applications and checks for classes that aren't being run through the Training Committee. These applications and checks are being forwarded to John Fritz at the FTS. Companies need to ensure that they are mailing non-Training Committee course applications to the Fire Training Site Coordinator (John Fritz) with checks written for said courses to the County of Berks.

**P25:**

- Construction at tower sites that are not being contested are moving along.
- Promissory notes: As of the date of this meeting, the following municipalities are still negligent in returning the following items:  
Bern Township – grant and radio order for Greenfields Fire Company  
Kutztown Borough – grant and radio order for Kutztown Fire Company  
Tilden Township – grant and radio order for Hamburg and Shartlesville Fire Companies  
Lenhartsville Borough – grant and radio order for Hamburg Fire Company  
Upper Bern Township – grant and radio order for Shartlesville Fire Company  
Heidelberg Township – grant order for Robesonia and Womelsdorf Fire Companies  
Perry Township – grant and radio order for Shoemakersville Fire Company  
West Reading Borough – grand and radio order for West Reading Fire Company

These items are to be returned by the close of business on Friday, November 30, 2012.

**Zone 1:** RJ Schegan will be stepping down as a representative. Scott Yenser will remain as an alternate. Ethan Kunkel (Kempton Fire) is expressing preliminary interest as a representative, as is Matt Brett (Kempton Fire). More information in January.

**Zone 2:** Nothing to report.

**Zone 3:** Nothing to report.

**Zone 4:** Nothing to report.

**Zones 5/6:** Eric Fox advised the group that the Firehouse online reporting system is being changed and is currently in a “test phase”. The goal is to make it more user-friendly and faster.

**Zone 7:** The probationary Class of 2012 graduates December 7<sup>th</sup>.

**BCFA:** Progress.

**BCFPA:** Nothing to report.

Since many action items are “in limbo” at the current time, and given the approaching holiday season, Chairman Stevens opts to cancel the December meeting.

There being no further business, the meeting was adjourned at 1930 hours. The next meeting is scheduled for Thursday, January 31, 2013, 1815 hours in the Direct Link conference room.

Respectfully Submitted,

Chris Stevens, Chairman