



WESTCHESTER COUNTY
FIRE ADVISORY BOARD

4 Dana Road, Valhalla, NY 10595

Henry P. Bergson
hank@hbergson.com
President

Peter W. McDonald
fdmv58@optonline.net
Vice President

David Klaus
dpklaus@us.ibm.com
Secretary

Westchester County Fire Advisory Board
Meeting Minutes
September 24, 2015

Present: Chairman Bergson, Vice Chair McDonald, Deputy Commissioner Wacha, Fire Services Director Dingee, R. Campbell, G. Tockstein, R Benz, R. Lyman, J Ianotero

Chairman H Bergson opened the meeting with

the Pledge of Allegiance at 1940 hours.

Chief John Caparelli will replace Chief Cain as a career Chiefs representative on the Board

Nominations for officers discussed, uncontested was the recommendation to leave Chair Bergson and Vice Chair McDonald in their respective positions for 2016. A volunteer is requested to step up and fill the vacant Secretary position.

- Chairman Bergson discussed correspondence from R.Moon regarding the WCVFA opposition to the Sparkler Law
- Director Dingee reinforced the DES policy regarding turnout gear lifespan and that any gear over 10 years old is NOT permissible on site.
- Mt Kisco Chief Marshall forwarded a message stating his Dept is having difficulties with pagers and is requesting recommendations for simulcasting, possibly another frequency, and/or other remediation. Dep Comm Wacha will take question under advisement and will respond back.
- Dep Comm Wacha reported on recent WMD table top and full scale drills conducted. A detailed, well written document containing a report on the recent exercises as well as a WC Haz-Mat response annex and operations worksheets was presented. AAR's / Lessons Learned were still pending and will be added. Overall feedback on the exercises has been quite positive.
- Director Dingee reports that new tables and chairs are in the classrooms. 60 Control is getting spiffed up. Progress on the Training tower rehab is going slow. Design for the new storage building has been approved. Other capital projects are being prioritized. The new Trench Prop is up and being used and will also be set up for confined space training.
- Special Ops Open House is October 18th.
- FDNY/WC Mutual Aid Drill will be on November 12
- New Training Registration website will go online October 1st.
- WC Fallen Firefighter Memorial Service will be on October 18th.



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The FAB appointments are holding at 13 members and motion to change the number for a quorum from 9→7 was voted on and passed and will be reflected as a by-law change. President Bergson will make changes and forward new "Rules of the Road" to all members. Copy attached.

A brief discussion regarding training hour tabulation and yearly comparisons ensued and it was stated that the new registration system should afford enhanced tracking abilities for comparisons in the future.

Meeting adjourned at 2040hrs.

Respectfully submitted by P. McDonald – Secretary Pro – Tem



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RULES OF THE BOARD

As amended [April 25, 2008] **November 19, 2015**

Revision Draft September 25, 2015

[] language omitted in brackets **language added in red**

ARTICLE I

NAME AND PURPOSE

The name of this organization is the WESTCHESTER COUNTY FIRE ADVISORY BOARD created by an Act No. 3-1965 by the Board of Supervisors of Westchester County pursuant to the provisions of and for the purposes set forth in Section 225-a of the County Law.

ARTICLE II

OFFICERS

Section 1: The officers of this board shall consist of Chairman, Vice Chairman, and secretary.



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Section 2: The term office shall be for two (2) years and shall expire on December 31st of the following year.

Section 3: The officers of this board shall be elected by the board,

Section 4: Should a vacancy arise in any office, the Chairman shall appoint; subject to the approval of the voting membership, a board member to fill the unexpired term.

ARTICLE III

DUTIES OF OFFICERS

Section 1, Chairman. It shall be the duty of the chairman to preside at all meetings of the board, both regular and special. He shall call special meetings, if, in his opinion, such meetings are in the interest and welfare of the board. He shall appoint annually a chairman and members of the various committees as outlined in Article IV of these rules. He may appoint a temporary chairman and committee to function on any matter not included in the scope of standing committees. He shall be "Ex-Officio" a member of all committees.

Section 2, Vice-Chairman. It shall be the duty of the vice-chairman to assist the chairman in the discharge of his duties, and in the absence of the chairman, to discharge his duties. He shall be an "Ex-Officio" member of all committees. In the event of a vacancy in the office of chairman, the vice-chairman shall assume the office until the next regular meeting of the board.



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Section 3, Secretary. It shall be the duty of the secretary to record and maintain in proper file, all proceedings of meetings, both regular and special. He shall administer and direct all correspondence of the board. He shall take "roll call" at all meetings and maintain an up to date roster of all members. He shall notify all members at least seven (7) days prior to regular or special meetings to date, time, and place.

ARTICLE IV

STANDING COMMITTEES

APPOINTMENT & DUTIES

Section 1: The chairman with the approval of the board, shall appoint at the first meeting [the following] standing committees as necessary . **Suggested standing committees are** [such as] budget, county properties, emergency services, nominating, rules, sites, and Fire Training and Communications Center. **Their scope of work is enumerated in Sections 2 – 7 below.**

Section 2: Budget Committee - The duties of this committee are to review and recommend to the board action to be taken regarding the Commissioners budget and/or other County fiscal matter, which affects the fire service of Westchester County.

Section 3: Fire Training and Communications Center - The duties of this committee are to review and recommend to the board action to be taken regarding the operations of the fire training and communications center. They shall work with the county fire coordinator.

Section 4: County Properties Committee - The duties of this committee shall be to review and recommend to the board any action to be taken regarding fire safety, training, and/or fire prevention on county property, e.g. Playland, County airport, Care must be taken to work with fire officials within those districts the property falls,



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Section 5: Emergency Services Committee – The duty of this committee shall be to review and advise the board on activities of other emergency services as they relate to the fire service of Westchester County.

Section 6: Nominating Committee – The duties of this committee shall be to select appropriate candidates for the three (3) elected offices and present the slate at the September meeting of the second year. Candidates shall be elected based upon the following rotation: Westchester County Association of Fire Chiefs, Westchester County Volunteer Firemen's Association, Westchester County Career Firefighter's, The Association of Fire Districts of Westchester County, and At-Large members.

Section 7: Rules Committee – The duties of this committee shall be to accept, edit or propose any amendments to these Rules as prescribed in Article IX, Section 1 of these rules.

ARTICLE V

NOMINATION AND ELECTION OF OFFICERS

Section 1: The election of officers shall take place at the November meeting of the second year of the board, and shall be by voice vote unless otherwise demanded by a majority of voting members present. The election shall be determined by a majority of voting members present. The nomination shall be made at the September meeting of the second year. Nominations from that floor may also be accepted at both September and November meetings.

Section 2: If the chairman is a candidate to succeed himself, he shall appoint a temporary chairman to conduct the election and then vacate the chair..



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ARTICLE VI

MEETINGS

Section 1: This board shall meet a minimum of four (4) times per calendar year. One meeting must be in the month of November during which elections will be held and by unanimous vote of the members present a meeting schedule for the next twelve (12) months will be set and published.. All meetings shall start at 7:30 pm unless otherwise specified. If a holiday or an event affecting a significant number of members falls on a meeting night, any meeting may be advanced, postponed, or cancelled by mutual agreement of those present at the previous meeting. The Chairman shall have the power to advance, postpone or cancel a meeting.

Section 2: Special meetings may be called subject to the following conditions:

- (a) If in the opinion of the chairman, matters of urgent significance arise, he shall call a special meeting.
- (b) The chairman shall call a special meeting upon receipt of a petition bearing the signatures of six (6) members of the board. Said petition shall state the reason or reasons for which meeting is desired. Only subject matter for which said meeting was called may be discussed and acted upon at a special meeting. If time allows, notification of said meeting shall be at least seven (7) days prior to the meeting.

Section 3: The presiding officers of the Westchester County Association of Fire Chiefs, Westchester County Career Firefighters, Westchester County Volunteer Firemen's Association, and the Association of Fire District's of Westchester County shall be ex-officio observers of this board, but without the right to vote, In the event of the inability to attend meetings, each may send a representative of his organization.

Section 4: Quorum – No meeting shall be held until [nine (9)] a simple majority of voting members are present.



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ARTICLE VII

ORDER OF BUSINESS

Section 1: Voting – Voting on general matters may be voice vote or hand vote., and a majority shall decide the question, However, if in the opinion of the chairman, said vote appears to be indecisive, he shall call for a ballot vote. The chairman may call for a ballot vote on the original question. Any member may petition the chairman for a ballot vote; provide he has good cause or reason as determined by the chair,

Section 2: All rules of procedure, except those herin, shall be governed by “Robert’s Rules of Order”, as revised.

ARTICLE VIII

ORDER OF BUSINESS

The order of business at all meetings shall be:

- A. Pledge of Allegiance to our flag.
- B. Roll Call
- C. Reading of previous meetings minutes.
- D. Report of Officers.
- E. Report of committees.
- F. Other reports.
- G. Communications
- H. Unfinished business
- I. New business
- J. Elections
- K. Appointment of Committees



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L. Motion to adjourn

ARTICLE IX

ALTERATION OR AMENDMENTS OF THE RULES

Section 1: No alteration or amendments to these rules shall be accepted for consideration unless:

(a) Recommended by the committee on the rules
OR

(b) By petition signed by a minimum of six (6) members of this board,

Section 2: Any amendment or alteration accepted shall be read at a regular meeting, printed in its entirety, and enclosed with the notice of the next regular meeting. Adoption of any amendment or alteration shall be by a majority vote at a meeting at which no less than a majority of the voting members of the board are present.