

Regional Emergency Services Task Force

Meeting Minutes

6/5/2008

Manor Township Maintenance Building

I. Call to order

The meeting was called to order by Russell Guthrie at 7:00 p.m.

II. Roll call

Chairman Guthrie welcomed the members, and recognized the guest and thanked them for attending.

The following task force members were present:

Gregory G. Noll – Community-at-large – Citizen
Jay Breneman – Manor Twp.
Russell Guthrie – Manor Twp. – Citizen
Brian Henry – Highville Fire Co.
Carl Harnish – Highville Fire Co. – Citizen
Phil Lastowski – Millersville Boro.
Robert Thompson – Millersville Boro. – Citizen
Jim Eshleman – Millersville Fire Co.
Don McCann – Millersville Fire Co. – Citizen
Ron Goe – Washington Boro Fire Co.
Scott Haverstick – Washington Boro Fire Co. – Citizen
Mark Lauriello – West Lancaster Fire Co. – Citizen

Unable to attend:

Craig Hohman – West Lancaster Fire Co.

Others attending:

Les Eckman
Cecelia Henry
Andrew Kaubach

III. Review and approve 5/1/08 Meeting Minutes

Motion by Mark Lauriello to approve the Minutes as distributed.

Second by Phil Lastowski.

Motion passed.

IV. Study Committee Identification and Assignments

Russell Guthrie reviewed the current four companies, and other stakeholders of the current situation, and the mission of the Task Force, and the information resources we have, as background for how we proceed with developing a proposed structure of a consolidated company for the future.

Russell Guthrie reviewed the possible components of a consolidated company, such as a Board of Directors, Tactical Officers and Administrative Officers, and the possible committees that would work on developing a proposed structure.

Russell Guthrie asked if currently all companies have a Board of Directors.

Ron Goe said Washington Boro does not have a board, but does have an Administrative Committee.

Jim Eshleman said Millersville does have a Board, composed of 21 Directors.

Highville also has a Board of Directors, but given the absence of Craig Hohman it was not clear if West Lancaster has a Board of Directors.

These differences are an example of what will need to be dealt with in defining a new structure.

Next there was discussion of budgetary issues and source of funding the companies' operations. As expressed by Jay Breneman differences in funding of fire companies, are "all over the map."

Russell Guthrie then suggested three committees:

1. Tactical Operations Committee
2. Organizational Administrative Committee
3. Community Outreach Committee

Mark Lauriello suggested that we break into two groups to be committees 1 & 2, before addressing the Community Outreach.

Scott Haverstick he viewed the function of Community Outreach is the mission of the then created Consolidated company, and this task force will have a responsibility for community education about the proposal we develop.

Jay Breneman agreed we will need to work on education, to “sell it” to the citizens of the township and borough.

Phil Lastowski has had contact with a reporter about our efforts, and the reporter is waiting until we have something developed to begin the reporting in the media.

The consensus was that the Community Outreach Committee would best begin functioning after The Tactical and Administrative Committees.

Jim Eshleman commented that the Tactical will be the most difficult to develop and gain acceptance.

Robert Thompson expressed concern that the Administrative issues need to be developed first before a lot of the Tactical issues can be resolved.

Jay Breneman felt the Tactical and Administrative issues will need to be developed in a simultaneously in coordinated fashion.

Ron Goe said Tactical and Administrative need to be pursued in parallel.

Carl Harnish asked if any large equipment acquisitions are pending. This initiated discussion about whether such plans should proceed while we work to develop a consolidated company.

Scott Haverstick said at some point it may be appropriate to have a moratorium on capital expenditures. Others expressed concern that some needs may be pressing and need to be filled.

Ron Goe said we need to apply some common sense in such expenditures.

Scott Haverstick said the key is to begin to think collaboratively, even before changes are implemented.

Scott said we it may not be sufficient to split the fire company representatives between the two committees, but all fire company representatives sign of on the developments os both committees.

Jay Breneman noted that we may need to bring other representatives from the fire companies into the committee for not only the valuable input they will bring, but also assure that the fire companies are engaged in the process to assure agreement.

Russell Guthrie raised the question of when the committees would meet and report, and how that might affect the Task Force’s meeting schedule.

Jay Breneman suggested we use the July meeting date to convene the two committees. This began a discussion whether the committees would need to be advertised separately

from the Task Force meetings. The planned visits to the four fire companies were also brought into the discussion of whether these also need to be advertised. Russell Guthrie will research this before we proceed. At the July regular Task Force meeting we will plan a meeting schedule for the committees.

Discussion on committee structure concluded and each task force member volunteered to serve on the following committees:

Tactical Operations Committee

Ron Goe
Jim Eshleman
Jay Breneman
Greg Noll
Scott Haverstick
Mark Lauriello
Russell Guthrie

Organizational Administrative Committee

Brian Henry
Craig Hohman
Phil Lastowski
Don McCann
Carl Harnish
Robert Thompson

Jay Breneman noted that for the committees to begin their work we need information similar to what we have received from Millersville and Washington Boro, from Highville and West Lancaster.

Motion by Robert Thompson: The Chairman will obtain needed information from West Lancaster and Highville before the next meeting.

Second by Carl Harnish.

Motion passed.

As a follow-up to discussion at our previous meeting, Jim Eshleman presented a list prepared by the state of acceptable items on which fire company relief associations can spend money. He also provided the “box” information that is provided to County Control for use in dispatching resources for fire alarms, and pointed out that this will need to be re-defined when a new consolidated company is developed.

V. “Wrap Up” Comments Roundtable for the Good of the Order

Les Eckman said this is something that really needs to be done and thank the Task Force members for their work.

Ron Goe said that if any of the visitors, or anyone they know, would be interested in working with the committees we put together tonight to please let us know.

Phil Lastowski asked if we would proceed with the fire company visits without advertising them, and said if so he felt he could not attend because of concerns that he thought they should be advertised. Russell Guthrie responded that at this point we plan on proceeding with the visits, but he will check further with Dean Fernsler.

Jay Breneman returned the “thank you” to Les Eckman for his efforts in helping to get us to where we are today with this Task Force effort.

VI. Adjournment

Motion for Adjournment: Jim Eshleman.

Second by Robert Thompson.

Motion passed. Meeting adjourned 8:53 p.m.

VII. Next Meeting

Time – 7:00 p.m.

Date – July 10, 2008

Place – Manor Township Maintenance Building
Route 999 and Supervisor Road

Minutes submitted by: Don McCann, Recording Secretary