



Cherry Hill Board of Fire Commissioners

Cherry Hill Fire District #13
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Cherry Hill, New Jersey 08003
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Chairperson
Ryan M. Doran

Secretary/Clerk
John J. Mulholland, Jr.

Treasurer
Sara Lipsett

At Large
William P. Kelly

At Large
William T. McCargo

MINUTES WORKSHOP AGENDA JUNE 13, 2023

In accordance with Section 5 of the Open Public Meetings Act, Chapter 231 P.L. 1975, notice of this meeting was posted on the Fire District and Township of Cherry Hill bulletin board designed for that purpose. Notice was published in the official newspapers on May 19, 2023.

CALL TO ORDER

Public meeting call to order at 19:00 hours .

ROLL CALL

DORAN	PRESENT
KELLY	PRESENT
LIPSETT	PRESENT
MCCARGO	PRESENT
MULHOLLAND	PRESENT

Also present: Fire Chief Houlihan, AFC McGeady, CFO Foley and PSA Fiorentini.

DISCUSSION ITEMS

- Fire Chief Houlihan briefed the Board on the upcoming promotions; one Captain and three Lieutenants will be promoted effective July 1, 2023, the promotions are necessitated by the recent retirements. The Oaths of Office and the memorializing resolutions will be presented at the July 17 meeting. A discussion was held on promoting before the actual appointments are confirmed at a meeting; the consensus of the Board was to proceed as planned.
- Fire Chief Houlihan advised the Board that the firefighter hiring process for the fall academy has begun. Candidate names have been sent to the background investigators. The announcement for full time EMT hiring is scheduled to begin on July 1 and will advertised for approximately two months with a test scheduled in the Fall. This announcement will include applicants from outside the CHFD, a two-tier list will be established consisting of current Per Diem employees and applicants outside of the CHFD.
- Fire Chief Houlihan reported that the four man staffing initiative has cost \$280,668.26 in overtime since January 1 of this year.

- The Board discussed the timing of receipt of the Treasurer's reports and the amount of time the Board has to review the reports before the Workshop meeting. After discussion, the consensus of the Board was to have the Treasurer reports sent out on the Thursday before the Regular Meeting, not before the Workshop Meeting.
- The Board questioned the status of upgrades at Station 5 and the status of the Beechwood Avenue property. Fire Chief Houlihan stated that upgrades at Station 5 will continue to be reviewed and approved when appropriate; the Beechwood Avenue property is being evaluated for future use, although deemed unsuitable for a fire station.
- The Board questioned the Budget Status Report, CFO Foley stated that he addresses budget transfers around November and will address overtime line item expenditures and how to offset expenses at that time. CFO Foley stated he and Fire Chief Houlihan are constantly monitoring the salary line items.
- The Board asked about Exit Interviews and who attends. Chief Houlihan stated that the OFC/EAA attends with the retiring member having the discretion of having a Commissioner or Labor President attend. A discussion was also held on how we are reviewing and implementing some new options for the retiree announcement.

PUBLIC COMMENT PRIOR TO CLOSE OF MEETING

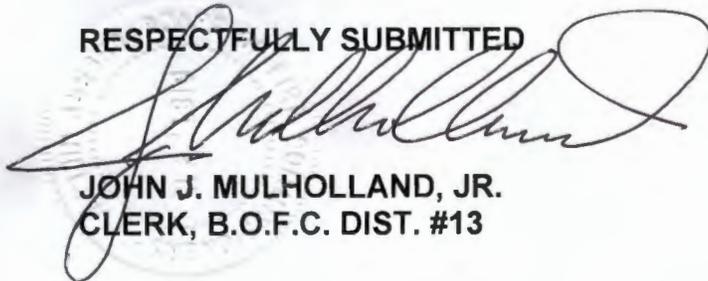
THIS SECTION OF THE PUBLIC MEETING IS RESERVED FOR THE COMMISSIONERS TO ACCEPT "COMMENTS" FROM THE PUBLIC. IF A COMMISSIONER WISHES TO RESPOND TO ANY OF THE COMMENTS, IT WILL BE DONE AFTER THE COMMENT PORTION OF THE MEETING IS CLOSED. PUBLIC COMMENTS SHALL BE DIRECTED THROUGH THE CHAIRPERSON.

None

MOTION TO ADJOURN MEETING

Motion by Commissioner Doran and seconded by Commissioner Kelly to adjourn meeting at 20:01 hours. Motion carried.

RESPECTFULLY SUBMITTED



**JOHN J. MULHOLLAND, JR.
CLERK, B.O.F.C. DIST. #13**