



Hempfield Area Fire Services Commission



Board of Directors Meeting Agenda September 15, 2020 – 1900 hours

HAFSC Zoom Meeting Access Info

<https://us02web.zoom.us/j/84311469839>

Meeting ID: 843 1146 9839

1 646 558 8656 US (New York)

Voting Members:

East Hempfield Township Supervisors – W. Scott Wiglesworth (Chairman) & G. Edward LeFevre

East Hempfield Township Community Member At Large – Josh Hummel

East Petersburg Borough Councilman – William Pfautz (Vice-Chairman)/ Alternate – John Wolf

East Petersburg Borough Community Member At Large – Tammy Moseman

East Petersburg Fire Company Representative – Mark Cohen / Alternate – Corey Carpenter

Hempfield Fire Department Representative – Josh Newcomer / Alternate – Amber Fair

Rohrerstown Fire Company Representative – William Nonnemacher / Alternate – Craig Irwin

Non-Voting Members:

East Hempfield Township Manager – Cindy Schweitzer (Treasurer)

East Petersburg Borough Manager – Karen St Clair

Emergency Services Coordinator – Diane Garber (Secretary)

1. Pledge of Allegiance & Moment of Silence
2. Approval of Minutes – August 13, 2020
 - a. Additions or Corrections
 - i. ACTION ITEM – Motion to Approve the August 13 HAFSC Meeting Minutes as provided/with .
3. Housekeeping Items
 - a. Meeting advertisements (EHT)
 - b. Recordings (Zoom)
 - c. Minutes
4. Chief Fire Official
 - a. Final review of Job Description – no changes made since review at August 13 meeting except residency requirement updated to include within 1 year of hiring.
 - i. ACTION ITEM - Motion to request official approval of Chief Fire Official Job Description from EPB Council and EHT Board of Supervisors.
 - b. Hiring Announcement review
 - c. Hiring Process review
 - d. Potential Timeline
 - i. Final municipal approval of job description at first October meeting, or before.
 - ii. Job posted on October 9 – application period ends October 30.
 - iii. HAFSC members provide suggested topics or questions for the panel interviews, as well as any subject matter expert panelist suggestions to Diane by October 16.
 - iv. Panel Interviews completed before HAFSC December 15 meeting.



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- v. Hiring recommendation to municipalities for first January meeting.
- vi. Chief Fire official hired and in place by January 31, 2021.

- 5. 2021 Budget Discussion
 - a. Chief Fire Official Startup Costs/Salary/Benefits
 - b. Fire Departments
 - i. Current Financial Status
 - ii. Anticipated Funding Needs
- 6. Old Business
- 7. New Business
- 8. Public Comment
- 9. Adjournment