



## Hempfield Area Fire Services Commission



### Board of Directors Meeting Agenda October 20, 2020 – 1900 hours

HAFSC Zoom Meeting Access Info      <https://us02web.zoom.us/j/84311469839>      1 646 558 8656 US (New York)  
Meeting ID: 843 1146 9839

#### 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) -ZOOM  
East Petersburg Borough Manager – Karen St Clair  
Emergency Services Coordinator – Diane Garber (Secretary)

1. Pledge of Allegiance & Moment of Silence
2. Approval of Minutes – September 15, 2020
  - a. Additions or Corrections
    - i. ACTION ITEM – Motion to Approve the September 15 HAFSC Meeting Minutes as provided/with.
3. Chief Fire Official
  - a. Job Description/Hiring Announcement –
    - i. ACTION ITEM - Motion to approve the Chief Fire Official Job Description and post the vacancy to local, regional, state, and professional job boards.
  - b. Hiring Process review
    - i. Suggested subject matter expert panelists (see attached)
    - ii. Suggested topics or questions for the panel interviews (SME & HAFSC/FDs) (see attached)
  - c. Timeline
    - i. Final municipal approval of job description complete.
    - ii. Job to be posted on October 23 – application period ends November 13.
    - iii. HAFSC members provide any additional suggested topics or questions for the panel interviews, as well as any subject matter expert panelist suggestions, by November 13 for November 17 meeting.
    - iv. Panel Interviews completed before HAFSC December 15 meeting.
      1. Consider moving mtg back one week to Dec 22?
    - v. Hiring recommendation to municipalities for first January meeting.
    - vi. Chief Fire Official hired and in place by January 31, 2021.
4. Chief Fire Official Startup Cost Update – FD equipment provision (see attached)



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5. Old Business
6. New Business
7. Public Comment
8. Adjournment

Next HAFSC meeting November 17, 2020 at 1900hrs.