



## Cherry Hill Board of Fire Commissioners

Cherry Hill Fire District #13  
1100 Markkress Road  
Cherry Hill, New Jersey 08003  
Telephone: (856) 795-9805  
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*Chairperson*  
Ryan M. Doran

*Secretary/Clerk*  
John J. Mulholland, Jr.

*Treasurer*  
Sara Lipsett

*At Large*  
William P. Kelly

*At Large*  
Rosy Arroyo

## **MINUTES WORKSHOP MEETING** **OCTOBER 10, 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 .

### **FLAG SALUTE**

### **ROLL CALL**

ARROYO	PRESENT- 19:21hrs
DORAN	PRESENT
KELLY	PRESENT
LIPSETT	PRESENT
MULHOLLAND	PRESENT

Also present: Fire Chief Houlihan, AC DeLucca, AC McGeady, BC Houck, and PSA Fiorentini

### **DISCUSSION ITEMS**

- Battalion Chief Houck briefed the Board on recent Fire Department activities; advised the Board that the CHFD will have access to the One Cherry Hill Building prior to its demolition for training, the Companies are in the process of completing hydrant inspections and assisting with the Recruit Academy. BC Houck is working on training grants.
- Fire Chief Houlihan briefed the Board on the current Recruit Academy; one recruit FF has resigned the Academy leaving us with 10 FF recruits in the class.
- Fire Chief Houlihan reported that currently there are 7 EMT's in the background process.
- Fire Chief Houlihan advised the Board that he and the CFO are currently working on the 2024 budget and discussed the use of the Cap Bank in the

proposed budget. Once they have it finalized, the Chief suggests that the Board schedule a Special Budget Workshop meeting to discuss the proposed 2024 budget.

- Fire Chief Houlihan briefed the Board on the Per Diem EMT background process; currently there are 3 Per Diem EMT's in the background process. The Fire Chief also advised the Board that he is reviewing the current salary schedule for Per Diems and will be proposing an increase in the hourly rate.
- Fire Chief Houlihan reported that the four-man staffing initiative overtime pay has reached \$621,390.14.
- Fire Chief Houlihan updated the Board on the Department of Labor investigation; the team from the DOL has met with the Labor Groups to discuss the findings of the investigation and has reported that CHFD has complied with all the DOL recommendations; the penalty assessed by the DOL has been paid. The final step will be the issuing of discipline to the CHFD members.
- Fire Chief Houlihan reported that the Department will be participating in a recruitment initiative at Camden County College coordinated by AC Delucca.
- Fire Chief Houlihan advised the Board that we will be holding our annual Awards Ceremony at the November Board meeting; the Chief also reminded the Board that the Recruit Academy graduation will be held on Friday, December 1, 2023.
- Fire Chief Houlihan advised the Board that new apparatus delivery dates are now at 42 months from the date the order is placed. He also advised the Board that the new Engine that was budgeted for in this year's budget will need to be pushed into the 2024 budget due to increase in costs.
- PSA Fiorentini discussed the 2024 meeting schedule; it was the consensus of the Board to develop a meeting schedule with the second Thursday of the month for Workshop meetings and the third Thursday of the month for the Regular meetings. There will be no Workshop meeting scheduled during the months of June, July and August.

**CLOSED PUBLIC MEETING:**

*Motion by Commissioner Mulholland to close Public Meeting at 19:29 hours to go into executive caucus meeting seconded by Commissioner Doran. Motion carried.*

<b>RESOLUTION #23-10-10-01</b>	<b>RESOLUTION AUTHORIZING THE BOARD TO EXCLUDE THE PUBLIC IN ORDER TO DISCUSS CERTAIN MATTERS PERTAINING TO PERSONNEL AND/OR LITIGATION</b>
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*Motion by Commissioner Mulholland and seconded by Commissioner Doran to accept Resolution #23-10-10-01 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA
DORAN	YEA
KELLY	YEA
LIPSETT	YEA
MULHOLLAND	YEA

**OPENED MEETING**

*Motion by Commissioner Doran at 19:45 hours to open meeting to the public, seconded by Commissioner Lipsett. Motion carried.*

**ROLL CALL VOTE**

ARROYO	PRESENT
DORAN	PRESENT
KELLY	PRESENT
LIPSETT	PRESENT
MULHOLLAND	PRESENT

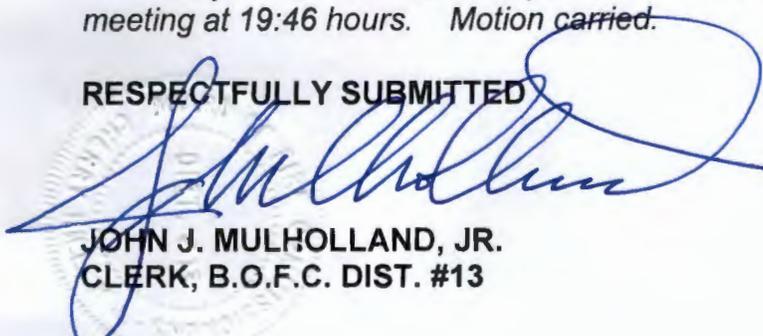
**PUBLIC COMMENT PRIOR TO CLOSE OF MEETING**

*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.*

**MOTION TO ADJOURN MEETING**

*Motion by Commissioner Arroyo and seconded by Commissioner Kelly to adjourn meeting at 19:46 hours. Motion carried.*

**RESPECTFULLY SUBMITTED**



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