



# Cherry Hill Board of Fire Commissioners

Cherry Hill Fire District #13  
1100 Markkress Road  
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*Chairperson*  
Ryan M. Doran

*Secretary/Clerk*  
Sara Lipsett

*Treasurer*  
John J. Mulholland, Jr

*At Large*  
William P. Kelly

*At Large*  
Rosy Arroyo

## MINUTES WORKSHOP MEETING APRIL 11, 2024

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 December 28, 2023.

### CALL TO ORDER

Public meeting call to order at 19:00 hours.

### FLAG SALUTE

### ROLL CALL

ARROYO	ABSENT
DORAN	ABSENT
KELLY	PRESENT
LIPSETT	PRESENT
MULHOLLAND	PRESENT

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

### DISCUSSION ITEMS

- Representatives from Bethpage Federal Credit Union attended the meeting and introduced themselves to the Board. Robert Suarez, Assistant Vice President of Community Development, introduced himself and his team and announced the credit union has opened a branch in Cherry Hill on Haddonfield Road. Mr. Suarez explained the credit union's business plan, welcomed the Board and the Fire Department to visit the branch, and offered to collaborate with the Fire Department on community initiatives.
- Fire Chief Houlihan briefed the Board on the status of the Maple Shade Fire Department; the CHFD resolution which will authorize the execution of a Shared Services Agreement with Maple Shade is on the Board's Agenda this month. Maple Shade has hired a Fire Chief and has reestablished their Fire Marshal Office as the Local Enforcement Agency for the Township.

Fire Chief Houlihan advised the Board that we are still working on a draft Shared Services Agreement with the City of Camden for the emergency repair of their Fire Apparatus. This

agreement will not provide for preventative maintenance, but allow us to assist in apparatus emergencies or breakdowns.

Fire Chief Houlihan briefed the Board on EMS items; Full Time EMT Destiny Matthews started today. With her hiring, we have exhausted the Full Time EMT Applicant list. There are currently four Per Diem applicants going through the background process at this time. We will continue to advertise and hire Part Time EMT's going forward. Chief Houlihan also reported that the trial 24-hour shifts for EMS has been evaluated and based on scheduling and supervision issues the trial has been terminated effective next month. Continuing to look at other possible scheduling modifications moving forward.

Fire Chief Houlihan reported that the fourth four-man company has started effective this past Monday. The overtime position will start at Station 5; this initiative will bring our daily minimum staffing levels up to 23 including the Battalion Chief. This program will be continuously monitored and changes could be made if necessary.

Fire Chief Houlihan briefed the Board on the 2024 station maintenance budget increases with a description of initiatives that have been completed and initiatives that are scheduled for completion this year.

Fire Chief Houlihan reported that the Apparatus committee has reported that the final drawings for the new Engine will be submitted to the Board for approval. The estimated cost is \$1.1 million dollars and the delivery date once ordered is approximately 41 to 42 months.

- PSA Fiorentini reminded the Board that the annual Financial Disclosure Forms have been sent by the Township Clerk and must be completed by the end of April.

### **PUBLIC COMMENT PRIOR TO CLOSE OF MEETING**

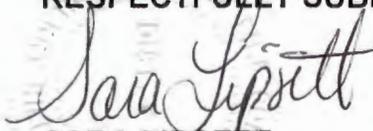
*THIS SECTION OF THE PUBLIC MEETING IS RESERVED FOR THE COMMISSIONERS TO ACCEPT "COMMENTS" FROM THE PUBLIC. IF A COMMISSIONER WISHES TO RESPOND TO ANY OF THE COMMENTS, IT WILL BE DONE AFTER THE COMMENT PORTION OF THE MEETING IS CLOSED. PUBLIC COMMENTS SHALL BE DIRECTED THROUGH THE CHAIRPERSON.*

There were no public comments received.

### **MOTION TO ADJOURN MEETING**

*Motion by Commissioner Mulholland and seconded by Commissioner Lipsett to adjourn meeting at 19:48 hours. Motion carried.*

**RESPECTFULLY SUBMITTED**

  
**SARA LIPSETT**  
**CLERK, B.O.F.C. DIST. #13**