Safety Committee Meeting 10.29.24

Lauren Ingebritson called a Safety Committee Meeting
Tuesday October 29, 2024 at 6:00 pm to discuss Fire Department Staffing.

Attendees: Mayor Tepe, Committee members; Lauren Ingebritson, Jeff LeMay, Village Administrator/Chief of Police Jerry Hayhow, Chief Fiscal Officer and Clerk of Council Katie Lyons, Fire Chief Steve Dronsfield.

Meeting called to order 6:00 pm

Safety Committee Chair Lauren Ingebritson called the meeting to discuss fire department staffing and the current ordinance.

Chief Dronsfield began the meeting explaining that he was unaware of the process for promoting and creating positions within the Fire Department.

Mr. Lemay asked for clarification of the process for promotions within the Fire Department and the maximum number of appointments. The process is stated in ordinance 35.01, along with the maximum number of appointments. (see attached)

Mayor Tepe pointed out the legal requirement of following the local government process. Ms. Ingebritson explained the importance of informing the mayor and council of the happenings within the Fire Department allows them to better communicate to the residents.

Chief Dronsfield explained that he wanted to promote:

Assistant Chiefs:	John Maggard and George Heffner.
Captains:	Ty Zimmerman, Chris Padjen and Mickey List.
Lieutenants:	Chris Dixon, Mike Kaplan and Craig Russell.
Engineer:	Kyle Lehman

These promotions would now be 2 Assistant Chiefs when our Ordinance currently allows for 1 and 3 Captains when our Ordinance currently allows for 2. Chief

Dronsfield explained that each captain would have a specific role, uniforms, trucks and administrative. However, at this point he does not know which person will be assigned which role.

Mayor Tepe requested from Chief Dronsfield a hierarchy and specific detail of who was doing what in terms of rank/positions. Chief Dronsfield agreed to provide the information.

In reviewing the training attendance of the volunteers, the mayor questioned why out of at least 24 training sessions a year is the average attendance 2? Chief Dronsfield stated that the volunteers get busy with the family and work.

When questioned why the Fire Department doesn't have a schedule like the EMS, Chief Dronsfield responded that he fears that firefighters would quit. Ms. Ingebritson asked what they can do if they can't maintain a schedule. Chief Dronsfield explained that they do tell one another if someone is out of town.

Mayor Tepe and Ms. Ingebritson both expressed concern over the lack of participation in training from the volunteers. They agreed if the volunteers sign up for a job, then they need to do it.

Chief Hayhow expressed his concern that the Fire Administrator Jeff Carle would like to retire from his position, would one of the new Captains be the Administrative Assistant Chief. Chief Dronsfield assured him that they would.

The committee agreed with the changes, that would be the next step would be to present it to council where they would then recommend that the Rules and Law Committee meet to discuss.

Meeting adjourned at 7:10 PM

CHAPTER 35: FIRE DEPARTMENT

Section

35.01 Fire Department classifications established; composition
35.02 Life Squad classifications established; composition

Cross-reference:

Driving over fire hose, see § 72.61
False alarms, see § 132.09
Fire prevention, fireworks and explosives, see Ch. 91

Statutory reference:

Fire Department and municipal fire regulations, see R.C. §§ 737.21 et seq.
Fire investigations, see R.C. §§ 737.27 and 3737.24
Fire Marshal and fire safety, see R.C. Chapter 3737
Fire service training, see O.A.C. Chapter 3301-63
Maximum consecutive hours for firefighters on duty, see R.C. § 4115.02
Persons entitled to be known as firefighters, see R.C. § 3737.66
Power of municipality to establish a fire department, see R.C. § 715.05

§ 35.01 FIRE DEPARTMENT CLASSIFICATIONS ESTABLISHED; COMPOSITION.

(A) The personnel of the Fire Department shall consist of volunteer members and there are hereby established the following classifications for the members of the Terrace Park Volunteer Fire Department:

(1) Chief.

(2) Administrative Assistant.

(3) Assistant Chief.

(4) Inspector.

(5) Training Officer.

(6) Captain.

(7) Lieutenant.

(8) Engineer.

(9) Firefighter.

(B) The Mayor may, at any time vacancies occur with the advice and consent of Council, appoint such officers and members of the Fire Department, the number of which shall not exceed the following maximums:

Position	*Maximum Number of Appointments*
Chief	1
Administrative Assistant	1
Assistant Chief	1
Inspector	3
Training Officer	2
Captain	2
Lieutenant	3
Engineer	4
Firefighter	30

(C) The composition of the Fire Department may be changed by ordinances from time to time as determined by Council.

(D) The Fire Chief shall have complete operational responsibility and authority of the Fire Department. The Fire Chief shall report to and be supervised by the Mayor, consistent with regulations which may be established by Council.

(E) Reimbursement for expenses of officers and members of the Volunteer Fire Department shall be as follows. This schedule of reimbursement shall be effective as of April 1, 1998.

Position	*Reimbursement*
Chief	$1,400 per year
Administrative Assistant	$600 per year
Assistant Chief	$600 per year
Inspector	$200
Training Officer	$350
Captain	$375 per year
Lieutenant	$300 per year
Engineer	$270 per year
Firefighter	$15 per drill attended

(`76 Code, § 141.01) (Ord. 10-3-1986, passed 10-14-86; Am. Ord. 4-1-1989, passed 4-28-89; Am. Ord. 5-2-1991, passed 5-14-91; Am. Ord. 6-1-1991, passed 6-11-91; Am. Ord. 5-2-1997, passed 6-12-97; Am. Ord. 3-2-1998, passed 3-10-98; Am. Ord. 3-2-2008, passed 3-11-08; Am. Ord. 4-1-2008, passed 4-15-08)

§ 35.02 LIFE SQUAD CLASSIFICATIONS ESTABLISHED; COMPOSITION.

(A) The personnel of the Life Squad shall consist of the volunteer members and there are hereby established the following classifications for the members of the Terrace Park Volunteer Life Squad:

(1) Chief.

(2) Assistant Chief.

(3) Captain.

(4) Lieutenant.

(5) Scheduler.

(6) Life Squad Members.

(B) The Mayor may, at any time vacancies occur with the advice and consent of Council, appoint such officers and members of the Life Squad, the number of which shall not exceed the following maximums:

Position	*Maximum Number of Appointments*
Chief	1
Assistant Chief	1
Captain	2
Lieutenant	5
Scheduler	1
Life Squad member	30

(C) The composition of the Life Squad may be changed by ordinances from time to time as determined by Council.

(D) The Life Squad Chief shall have complete operational responsibility and authority of the Life Squad.

(E) Reimbursement for expenses of officers and members of the Volunteer Life Squad shall be as follows. This schedule of reimbursement shall be effective as of January 1, 2007.

Position	*Reimbursement*
Chief	$1,700 per year
Assistant Chief	$1,350 per year
Captain	$950 per year
Lieutenant	$550 per year
Scheduler	$1,000 per year
Life Squad member	$10 per drill attended $30 per weekend day (based on full day) $25 per shift over and above two volunteer shifts weekly

('76 Code, § 142.01) (Ord. 9-5-1986, passed 9-9-86; Am. Ord. 10-4-1988, passed - -88; Am. Ord. 2-1-1989, passed 2-14-89; Am. Ord. 2-1-1990, passed 2-13-90; Am. Ord. 11-1-1990, passed 11-13-90; Am. Ord. 1-1-1991, passed 1-8-91; Am. Ord. 3-3-1991, passed 3-12-91; Am. Ord. 5-2-1991, passed 5-14-91; Am. Ord. 6-1-1991, passed 6-11-91; Am. Ord. 3-1-1997, passed 5-3-97; Am. Ord. 3-1-1998, passed 4-8-98; Am. Ord. 9-1-99, passed 9-29-99; Am. Ord. 7-1-2007, passed 8-14-07)