



## State Fire Advisory Board Summary

February 16, 2023

1:00 p.m.

PEMA Headquarters, Room 112,  
Harrisburg, PA

### I. Call to Order

- Thomas Cook, Acting Fire Commissioner called the meeting to order at 1:00 p.m.

### II. Roll Call

- Thomas Cook, Acting State Fire Commissioner
- James Carstater, Region 1 Firefighter
- Art Martynuska, Region 2 Firefighter
- Joseph C Mitchell, Region 3 Firefighter
- Bruce Trego, Region 4 Firefighter
- Sam Aungst, Region 5 Firefighter
- Jeffrey Jumper, Region 6 Firefighter
- Frank J. Zangari, Region 7 Firefighter
- Timothy Knapp, Region 8 Firefighter
- Tom O'Donnell, Region 9 Firefighter
- Jeremy Warkessel, IAFF Local 302 President
- Robert Brooks, PA Professional Firefighters Association President
- Steve Bair, PA Fire and Emergency Services Institute President
- David Padfield, PEMA Director
- Aaron M. Rhone, Department of Health EMS Director
- Adam Andrews, PA Association of Fire Equipment Distributors
- Nathan P. Silcox, PA State Association of Township Commissioners
- Sean Harris representing Rep Gillen, Veterans Affairs and Emergency Preparedness Committee
- Jeff Cav representing Sen Muth, Veterans Affairs and Emergency Preparedness Committee
- Marvin Meteer, PFESI
- Tom Gramling, PA State Association of Boroughs
- Lisa Schaefer, County Commissioner Association of PA
- John Brenner, PA Municipal League
- Andrew Boni, PA State Association of Township Supervisors
- Amy Sweitzer, Fire Equipment and Apparatus Vendor

### III. Opening Remarks

- Commissioner Cook welcomed all to the meeting of the Pennsylvania State Fire Advisory Board.

### IV. ACTION ITEM: Motion by Steve Bair and seconded by Tom O'Donnell to approve the Minutes from the November 18, 2022 Meeting including proposed change under Section VII "Act 101" should be "Act 104". Motion passed unanimously

### V. ACTION ITEM: Motion by Frank Zangari and seconded by Sam Aungst to approve the Charter and Bylaws of the Pennsylvania State Fire Advisory Board as presented. Motion passed unanimously

**VI. ACTION ITEM:** Motion by Steve Bair and seconded by Tom O’Donnell to approve the Capital Grant program for Municipal Fire Department Grant Guidelines incorporating the change in Section 7 to lower the minimum amount from \$50,000 to \$25,000. Motion passed unanimously

- Prevailing wage may affect the minimum dollar amount of an eligible project.
- Is this grant only for career departments? – These grants are for municipal departments and those are generally career departments.

**VII. ACTION ITEM:** Motion by Timothy Knapp and seconded by Joseph Mitchell to approve the Capital Grant Program for Emergency Service Training Center Grant Guidelines incorporating the change in Section 7 to lower the minimum amount from \$50,000 to \$25,000. Motion passed unanimously

- What will the project time frame be? The answer requires further research.
- Currently there are no matching requirements, but it is something to be considered in the future.

**VIII. Relief Association Reform Sub-Committee**

- Motion by Joseph Mitchell and seconded by Tom O’Donnell to allow Thomas Cook to create and assign members to a Sub-Committee for Relief Association. Motion passed unanimously.
- The Office of the State Fire Commissioner is required to provide a report for this program to the Legislature in November 2023
- Suggestion from the floor to include someone from the insurance community and a CPA.

**IX. New Business**

- None

**X. Other Business/Public comment/Closing Remarks**

- Status on Incident Reporting Software – The Office of the State Fire Commissioner is close to completing a contract. It is our goal to be sure that those departments who must enter into contracts before our decision is made public, can be assured that their incident reports will be accepted..
- Commissioner’s top interests for the Office:
  - Our office will have an open and transparent communication policy
  - Continue to streamline and improve our services
    - EI: Our Loan Program (Sean Harris and Nathan Silcox would like to be included in any discussions on changes to this program)
  - Research and development keeping our office on the cutting edge allowing us to provide resources.
- The Fire Company Emergency Medical Services Grant Program will be due for reauthorization in June 2024
- Accurate list of all Fire Departments in PA – We are working on this – the project is 95% complete
  - Sean Harris and Nathan Silcox would like access to the completed list
- Concerns about departments who are no longer active receiving grants.

**XI. 2023 Meeting Dates**

- May 25, 2023 1:00 – 3:00
- September 5, 2023 1:00 – 3:00
- November 16, 2023 1:00 – 3:00

**XII. Adjournment**

- Motion by Steve Bair and second by multiple members to adjourn the meeting at 1:35 PM. Motion passed unanimously.