

**YORK AREA UNITED FIRE AND RESCUE COMMISSION
REGULAR MEETING**

**JANUARY 21, 2025
APPROVED**

The York Area United Fire and Rescue Commission held a Regular Meeting on Tuesday, January 21, 2025 at 7:00 p.m. at YAUFRR Headquarters, 50 Commons Drive, York PA

MEMBERS IN

ATTENDANCE: Dan Rooney, Chairman, Spring Garden Township
Deb McCune, Vice Chairperson, Manchester Township
Thomas Gwilt, Secretary, Spring Garden Township
Don Bishop, Treasurer Springettsbury Township
Craig Miller, Manchester Township
Bob Cox, Springettsbury Township (Alternate)
Mark Swomley, Citizen-at-Large

NOT PRESENT: George Dvoryak, Springettsbury Township

ALSO IN

ATTENDANCE: Daniel Hoff, YAUFRR Chief
Walter Tilley, Solicitor
FF Keith Kuykendall, YAUFRR
Capt. Michael Freet, YAUFRR
Sue Sipe, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

ROONEY Chairperson Rooney called the meeting to order. He turned the meeting over to Solicitor Tilley.

TILLEY Solicitor Tilley led the Pledge of Allegiance.

B. Reorganization of 2025 Officers

TILLEY Solicitor Tilley explained the procedure to elect/re-elect officers for 2025 for the positions of the following:

- Chairperson
- Vice Chairperson
- Treasurer
- Secretary

MS. McCUNE MOVED TO RE-APPOINT THE CURRENT SLATE OF OFFICERS FOR 2025:

- **Chairman – Daniel Rooney**
- **Vice Chairman – Deb McCune**
- **Treasurer – Don Bishop**
- **Secretary – Thomas Gwilt**

MR. GWILT WAS SECOND. MOTION UNANIMOUSLY PASSED.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

ROONEY Chairman Rooney announced there were no Executive Sessions held during the past month.

3. PUBLIC COMMENT

There was none.

4. MANAGEMENT/ATTORNEY REPORTS

A. Solicitor Tilley

Solicitor Tilley had no additional report.

B. Daniel Hoff, Fire Chief

HOFF Chief Hoff indicated one of the new hybrid pick-up trucks is parked in the bay area and is available for the Commission members to view.

He stated he was in contact with Solicitor Hovis and wished him well on his continued recovery.

He met with Bob Cox, Alternate member of the Commission from Springettsbury Township and reviewed the Orientation materials with him.

He and Chief Heilman attended the funeral of Don Dull, one of the volunteers from the Alert Fire Company. He noted Ms. McCune also attended.

Chief Hoff reported back in 2017 YAUFRR apparatus for medical calls began to carry Narcan the reversal drug for opioid overdoses. With the support of Emergency Health Services Federation as well as their medical director, Dr. Dan Bledsoe, they have expanded that service with training to provide leave-behind kits for families dealing with repeat incidences.

5. OLD BUSINESS

B. Discuss: Strategic Plan Draft

Mr. Robert Whitmore from Strategic Consulting Partners presented the draft of the Strategic Plan. He noted this is a 3-year plan. He reviewed the elements of the plan which included:

- The Mission, Vision, Values and Strategic Key Results
- Goals
 1. Recruit and retain a skilled career and volunteer firefighting workforce

2. Build a cohesive visionary governance and charter agreement structure to guide YAUFRR operations
3. Achieve and maintain accreditation from the Commission on Fire Accreditation International
4. Expand YAUFRR's regional impact through extended contracts, operations agreements, and cost balancing efficient growth.
5. Assess Emergency Medical Services level of care and readiness in the contracted charter municipalities
 - The goals include the significance of the goal outlining the objectives for each.
 - Strategic Initiatives, Tasks and Projects apply to each objective to be determined by the Objective Owner
 - Key Performance Indicators for each objective to be measurable
 - Establish a start date
 - Review and revise Charter Agreement
 - S.W.O.T. Analysis – Strengths – Weaknesses Opportunities – Threats
 - Survey Feedback derived from public input

Mr. Whitmore indicated he is seeking for the Commission to provide who would be objective owners and key performance indicators – how to measure progress and when to start.

6. ACCOUNTS PAYABLES

- A. Payable Listing as of December 31, 2024

**MR. GWILT MOVED TO APPROVE THE PAYABLE LISTING AS OF DECEMBER 31, 2024.
MR. McCUNE WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

7. BIDS, PROPOSALS & CONTRACTS

There were none.

8. COMMUNICATION FROM COMMISSIONERS

ROONEY Chairman Rooney welcomed Mr. Cox serving as a new alternate member to the Commission.

9. COMMITTEE REPORTS

- A. Volunteer Committee

No report.

- B. Personnel Committee

McCUNE Ms. McCune reported the committee has reviewed the job descriptions and a meeting will be determined to discuss.

9. RESOLUTIONS AND AGREEMENTS

A. Adopt: Resolution 2025-01 YAUFRR Pension Board Appointments

MS. MCCUNE MOVED TO ADOPT RESOLUTION 2025-01 YAUFRR PENSION BOARD APPOINTMENTS:

**Dan Rooney
Deb McCune
Thomas Gwilt
Don Bishop
George Dvoryak
Craig Miller
Mark Swomley**

MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. Adopt: Resolution 2025-02 Professional Advisors Appointments

HOFF Chief Hoff indicated there have been changes since the appointments were originally made, specifically for labor counsel and auditor, which resulted in an updated resolution with amendment from the solicitor listing the professional advisors moving forward in 2025. Chief Hoff noted he contacted each individual and received confirmation they are interested in providing services for YAUFRR in 2025 and beyond.

MR. SWOMLEY MOVED TO ADOPT RESOLUTION 2025-02 PROFESSIONAL ADVISORS APPOINTMENTS:

**Stock and Leader, LLP, Steven M. Hovis, Esq. – Solicitor
Campbell Durrant, PC, Patrick J. Harvey, Esq. – Labor Counsel
Smith Elliott Kearns & Company, LLC, Krista Gardner – Auditor
Conrad Siegel Actuaries, Jonathan Cramer – Actuary for Pension Plans**

MR. MILLER WAS SECOND. MOTION UNANIMOUSLY CARRIED.

10. APPROVAL OF MINUTES – DECEMBER 17, 2024

MR. MILLER MOVED TO APPROVE THE MINUTES OF DECEMBER 17, 2024 FOR THE COMMISSION MEETING AS PRESENTED. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY PASSED.

11. OLD BUSINESS

A. Discuss: Charter Agreement Amendment

ROONEY Chairman Rooney noted the goal was for each Commissioner to review the current charter with their Boards to obtain feedback on potential revisions. He indicated this was discussed at the Spring Garden Township Commission meeting to solicit their feedback. Chairman Rooney noted they will continue to review it at their February meeting with potential revisions presented.

McCUNE Ms. McCune stated she and Mr. Miller updated the Manchester Township Board at their January meeting and their Board indicated approval for them to proceed with revisions as determined and then she and Mr. Miller will present their findings to the Township Manager.

Discussion was held as to the possibility of moving the time earlier for an upcoming Commission meeting to allow time for discussion and review. Solicitor Tilley suggested each municipality proposing changes, submit them before the meeting to be circulated with meeting materials.

SWOMLEY Mr. Swomley expressed concern about Springettsbury Township not having sufficient time to review the charter agreement before the next meeting. He also noted the approach to review with the individual townships must be in an open public meeting.

12. NEW BUSINESS

A. Discuss/Approve: Pennsylvania Fire Recovery Billing Changes

HOFF Chief Hoff stated the Incident Billing was established several years ago at which time the Commission agreed YAUFRR would only bill for vehicle accidents, which would potentially generate revenue without impacting taxpayers. He noted in discussion with Pennsylvania Fire Recovery it was determined there is little revenue being received. They suggested, since they are pulling the incidents from YAUFRR's records management system, three billing adjustments which could increase revenue:

- Accidents involving non-residents, YAUFRR would have the option of billing the driver directly instead of billing the insurance company.
- Including vehicle fires and hazardous materials calls in their billing matrix.

Chief Hoff indicated this was discussed at a State Fire Chiefs meeting, where there is not a lot of backing in the ability to bill the insurance company, except if there is an ordinance. He noted the individual townships would need to pass an ordinance to help strengthen their case. This is a work-around to that scenario. Discussion was held as to whether each township should look into adopting an ordinance. Chief Hoff stated he would work with the solicitor to develop an ordinance and present it at the next meeting.

MR. SWOMLEY MOVED TO APPROVE THE PENNSYLVANIA FIRE RECOVERY BILLING CHANGES. MR. MILLER WAS SECOND. MOTION UNANIMOUSLY PASSED.

B. Discuss/Approve: Firefighter Hiring

ROONEY Chairman Rooney noted funds were approved in the budget for the hiring of three firefighters.

HOFF Chief Hoff stated the three positions were put in the budget because of the arbitration negotiations. He indicated the position of the solicitor was he did not think it would affect it in any way and would help them in arbitration.

MR. GWILT MOVED TO APPROVE HIRING THREE FIREFIGHTERS. MR. MILLER WAS SECOND.

Discussion:

SWOMLEY Mr. Swomley stated his understanding was when the budget was presented at the August meeting, they were approving the budget not because they were approving the firefighter positions, but because they were setting up for a position that if they had to, they would then move forward. He did not feel the intent was to go ahead and start hiring as soon as the budget was passed. Mr. Swomley stated he was speaking out against doing the hires prematurely.

Discussion was held regarding the hiring process. Chief Hoff stated a list was established with candidates in 2023.

ROONEY Chairman Rooney stated the Commission should work to establish metrics and data to determine what triggers the need for more staff. He noted he felt confident there is a need for additional staff.

Discussion was held regarding recent incidents which were determined to not have enough personnel on the apparatus to effectively respond to and conduct a safe operation.

ROONEY Chairman Rooney stated he has requested to participate in a ride-along with the fire department and suggested other Commission members also participate in some manner to observe the operations of the firefighters.

Discussion was held regarding having Chief Hoff provide evidence of the fire calls to substantiate the necessity of additional staff. Chairman Rooney stated he would meet with Chief Hoff and his staff to provide data to the Commissioners in justification.

McCUNE Ms. McCune asked Chief Hoff how much have calls increased over the past three years.

HOFF Chief Hoff stated from 2023 to 2024 the numbers increased from 4628 total call volume to 4993.

SWOMLEY Mr. Swomley posed the question of looking into other options rather than sending the big apparatus to smaller incidents, but possibly sending a smaller vehicle could meet the need and save costs. He questioned the data presented which substantiates the need for the additional firefighters.

MOTION PASSED (3 NAYS – MR. SWOMLEY, MR. COX AND MR. BISHOP).

13. ADJOURNMENT

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ROONEY Chairman Rooney adjourned the meeting at 8:41 p.m

Respectfully submitted,

Signature on file at YAUFRR Headquarters

Thomas Gwilt
Secretary/ses