

**AGENDA**  
**FIRE & POLICE COMMITTEE**  
**Monday, April 28, 2025 – 12:00 p.m.**

- 1) Call to Order
- 2) Public Comment- All public comments shall be related to the subject matter jurisdiction of the Borough Council, Committee, or Board conducting the public meeting, and shall be limited to matters of public concern, official action, or deliberations that are, or may come, before the Borough Council, Committee, or Board.
- 3) Western Berks Ambulance:
  - a) Reporting and department updates
- 4) West Side Emergency Management
  - a) Emergency Management update
- 5) Fire Department:
  - a) Review the April monthly activity report and incident distribution map
  - b) National Fallen Firefighters Memorial Services
    - i. Captain Derrick L. Nester Roll of Honor: <https://www.firehero.org/fallen-firefighter/derrick-l-nester/>
    - ii. Station will be Out of Service May 3, 2025, beginning at 1800 hours through May 4, 2025, at 1800 hours.
    - iii. Coverage is being provided by:
      - Western Berks Fire Department – May 3, 2025, from 1800 to 0800 hours (OIC Commissioner Renshaw)
      - Muhlenberg Township Fire Rescue – May 4, 2025, from 0800 to 1800 hours (OIC Chief Lupco)
    - iv. National Fallen Firefighters Memorial Services are held at the National Memorial on National Fire Academy/NETC Campus located at 16825 S. Seton Ave., Emmitsburg, MD 21727
      - Candlelight Service – May 3, 2025, beginning at 1930 hours (open to the public)
      - National Fallen Firefighters Memorial Service – May 4, 2025, beginning at 1000 hours (open to the public)
  - c) 4<sup>th</sup> of July Parade
    - i. Fire police assistance from Shillington, West Reading, Spring Township, Western Berks Fire Department, and Cumru Township will be needed for the 4<sup>th</sup> of July Parade
      - A motion is needed to approve, table, or deny, sending a formal letter to Spring Township, West Reading Borough, Cumru Township, Western Berks Fire Department, and Shillington Borough to request assistance from their Fire Police for the 4<sup>th</sup> of July parade.
  - d) Borough Run-Card Updating
    - i. Assigned the three Captains to review current run cards, discuss and obtain feedback from their shifts, and present recommendations/changes that will improve the safety and effectiveness of operations at Borough incidents. We met and discussed the changes as a

group of officers and finalized the apparatus resource list, count of apparatus by incident type, and designed special resource lists based on high hazard incident types.

- ii. Standardized resources responding to Borough incidents
- iii. Increase initial resources for large occupancies/complexes
  - Confirmed the high hazard occupancies/complexes are noted on the special run cards
- iv. Increase safety on high hazard (residential and commercial structure fires) incidents by designating I-RIT (Initial Rapid Intervention Team) on initial dispatch to act as a safety company until the RIT team is on scene.

e) Fire Code/Building Code Amendment

- i. Researching a fire code/building code amendment to require the use of non-combustible landscaping within three feet of high hazard occupancies to reduce potential for fire related incidents to occur.

f) Testing and Hiring

- i. Entry-level testing process will begin May 16, 2025
- ii. Deputy Fire Chief process to begin June 2, 2025
  - A motion is needed to approve, table or deny the unbudgeted expenditure not to exceed \$1,400 for the creation, administration, and grading of the written exams for Entry-level and Deputy Fire Chief through Bucks County Community College.

g) Deputy Fire Chief Vehicle Upfitting Agreement and Chief Vehicle Lightbar

- i. Management Guidelines for Volunteer Firefighters' Relief Associations, August 2023 Ed., Page 18: Joint Vehicle/Equipment Purchase Agreements
- ii. Relief approved the purchase of upfitting for the Deputy Chief Vehicle not to exceed \$20,000 at their meeting on December 2, 2024. A copy of the upfitting expense will be provided as a supplemental document to both the Borough and Relief Association.

6) Police Department

a) Friends of the Reading Hospital run

- A motion is needed to table, approve, or deny application for the Friends of Reading Hospital run scheduled for October 19, 2025

b) Motorola/Watchguard contract

- A motion is needed to table, approve, or deny signing a three year extension on the Motorola/Watchguard contract

7) Executive Session (if needed)