

# RECORD OF PROCEEDINGS

Minutes of

## SPRINGFIELD TOWNSHIP TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ March 17, 2020 \_\_\_\_\_ 20\_\_\_\_\_

The Board of Trustees met in Special session with the following Members present:

Mr. Paul L. Gleisinger  
Mr. Brad E. Orewiler  
Ms. Amy M. Rose

The meeting was called to order at 6:45 p.m. by Chairman Gleisinger. The Pledge of Allegiance was recited.

Present were Mike Mullins, Chief Carey, Ellen Meredith

**The purpose of this meeting is to discuss COVID-19 Protocol issues and personnel matters now and in the future involving the Springfield Township Fire Department**

The Board discussed how to handle future meetings indefinitely until the virus has resolved itself. Due to the COVID-19 pandemic, public will not be allowed at the meetings but we will offer a phone conference call-in where the public can call a phone number and join in on our live meeting. The phone number will be published on our website.

Chief Carey has been in contact with area Chiefs, EMS coordinators, Medical Directors, and area hospitals to gather information on how to proceed with protocols and procedures.

Chief Carey updated the Board on what the fire department is doing to prepare when it comes to procedures, supplies and wellness checks on the firefighters.

Two part-timers who work full-time at another fire department have asked to be taken off the schedule to limit exposure. It has been discussed whether our full-time firefighters can work at their part-time fire departments.

Chief Carey presented the Board with his objectives and directives for the fire department moving forward during this pandemic. The following were discussed:

- Quarantine plan: Possibly close Station #1 to use as a decon for the firefighters who may be exposed or short on manpower.
- Procedures for 911: operators will ask a series of questions to incoming callers.
- Cancel community relations events.
- No walk-ins at the fire station.
- Cancel non-emergency functions: no smoke detectors and annual fire inspections.
- Establish remote online access.
- Evaluation of supplies and secure other supply routes.
- Response plan for nursing homes and assisted living facilities.
- Procedures on transporting patients.
- Return to duty procedures after a quarantine.
- Establish scene procedures.
- Immediate training on procedures for all firefighters.
- All riders prohibited.
- Temperature checks four times a day for all on duty firefighters and needs to be recorded.
- All patients that are suspected of the virus will be transported to Ohio Health Mansfield.

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Chief Carey presented a COVID-19 Significant Exposure Flow Chart to the Board that firefighters will work off of when encountering a patient suspected of the virus.

The financial aspect of preparing for the virus was discussed. Extra supplies will need to be purchased and dealing with filling spots with possible overtime.

Lt. Meredith presented the Board with her training and directives that all firefighters will be trained on.

**Motion #34-20:** There being no further business to come before the Board, Trustee Orewiler made a motion to adjourn, seconded by Trustee Rose, motion carried.

The meeting adjourned at 8:35 p.m.

APPROVED Paul Gleisinger

ATTESTED Kirstin Gray