



The New Jersey State Association of Fire Districts Meeting was held at the Wildwood Convention Center on September 15th, 2023.

The meeting was called to order at 1:00 pm by President Craig Aumack with a salute to the flag and a moment of silence for Bill McCargo of Cherry Hill Fire District #13 & others.

The oath of Office was held by Chief Louis Kilmer from the DFS for the following executive board. President Craig Aumack, Vice President Robert Donahue, Treasure Edward McDermott, and Secretary Artie Hayducka.

Chief Louis Kilmer of DFS held a lengthy discussion on the changes taking place at the Division of Fire Safety ex: programs are being certified by Pro Board, new Inspectors getting hired etc.

Brian Wallace from VFIS insurance company held a discussion on Sexual Harassment Policy and other policies which need to be enforced because of the amount case has gone up in New Jersey.

Also, VFIS provided all the snacks & beverages for today's meeting, and it was much appreciated! Thanks again to VFIS Insurance Company and Brian Wallace.

Legislative Speaker Honorable Donald Guardian, Assemblyman, District 2 held a discussion on some of the Legislative bill which were on the table.

Lynn Nowak also gave a list of bills that were up for review – See attachment.

Melissa Ford of DCA / Community Services Officer held a discussion on what's to come from the DCA, See attachments.

See attached Secretary report from Artie Hayducka

See attached Treasures report from Edward McDermott



Artie Hayducka <hayducka426@gmail.com>

December meeting Zoom link

3 messages

Craig Aumack <caumack@gmail.com>

Tue, Sep 12, 2023 at 8:21 AM

To: Artie Hayducka <hayducka426@gmail.com>, Lynn Nowak <lmnowak@porziogov.com>

Craig Aumack is inviting you to a scheduled Zoom meeting.

Topic: NJ State Association of Fire Districts
Time: Dec 2, 2023 09:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89009513800?pwd=U2hKK2EvbmNLWU4zWThydDRsalNrUT09>

Meeting ID: 890 0951 3800

Passcode: 951812

One tap mobile

+13092053325,,89009513800#,,,,*951812# US
+13126266799,,89009513800#,,,,*951812# US (Chicago)

Dial by your location

- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)

Meeting ID: 890 0951 3800

Passcode: 951812

Find your local number: <https://us02web.zoom.us/u/kbNxLFYm0z>

Craig Aumack <caumack@gmail.com>

Tue, Nov 28, 2023 at 3:24 PM

To: Artie Hayducka <hayducka426@gmail.com>, Lynn Nowak <lmnowak@porziogov.com>, Richard Braslow <braslowesq6@aol.com>

Here's the zoom link for Saturday's meeting that I sent out on September 12. The link has not changed. See everyone Saturday.

Thanks

**NEW JERSEY STATE ASSOCIATION OF FIRE DISTRICTS
ANNUAL REPORT
BY LYNN NOWAK- Porzio Governmental Affairs
SEPTEMBER 15, 2023**

FY24 BUDGET - AMERICAN RESCUE PLAN (ARP) FIREFIGHTER GRANT PROGRAM

The Budget for Fiscal Year 2024 again contains \$10 million more in funds to the ARP Firefighter Grant Program. Previously, this program provided funds to 293 fire entities for “proper protective, cleaning and sanitizing equipment during a time of community need.” I believe that many fire districts took advantage of this program last year (2022, Fiscal Year 2023).

This includes:

- Protective clothing (turnout clothing ensembles, pants, garments, helmets, hoods, gloves, footwear, etc.);
- Cleaning and Advanced Cleaning equipment;
- Oxygen equipment;
- PPE; and
- Other fire/virus protection equipment as determined to be appropriate by the Division of Local Government Services (“DLGS”).

I have communicated with Kevin Heydel, deputy director of Local Government Services in DCA regarding the timeline and process for applying for grants this year. He said that “an announcement will be made sometime in the fall. I do not have a precise date. DCA will issue a press release and we will make notifications directly to municipalities and fire districts when we open up for the submittal of grant applications.”

E-PROCUREMENT

P.L. 2018, c. 156 – I became aware earlier this year this law allows for e-procurement by “local units of government” and thus fire districts. What brought it to my attention is a more recent Department of Community Affairs Rule Adoption (March 2022) on the topic. 5:34-5.9 and 5.10, regarding sale or lease of real property, which specifically includes fire districts in the final adoption.

[https://www.nj.gov/dca/divisions/dlgs/resources/rules_docs/R.2021%20d.031%20\(53%20N.J.R.%20501\(a\)\).pdf](https://www.nj.gov/dca/divisions/dlgs/resources/rules_docs/R.2021%20d.031%20(53%20N.J.R.%20501(a)).pdf)

BILLS SIGNED INTO LAW

CYBERSECURITY INCIDENT REPORTING

S297, Greenstein /A493, Murphy - Requires ALL public agencies and government contractors to report cybersecurity incidents to New Jersey Office of Homeland Security and Preparedness

within 72 hours of the incident. Public agency of the State is defined as any public agency of the State or political subdivision thereof. Fire districts are definitely included.
Signed into law, March 13, 2023, P.L. 2023, c.19.

It went into effect 30 days after becoming law, so approximately June 13, 2023. Here is the link to the page on the NJ Office of Homeland Security and Preparedness Website where cybersecurity incidents should be reported.

<https://www.cyber.nj.gov/>

BILLS ON THE GOVERNOR'S DESK

Testing of Smoke Control Systems

S3516, Cruz Perez/**A5179**, Verrilli - "Fire Life Safety Damper and Smoke Control System Verification Act" -Requires routine maintenance and operational testing of smoke control systems in certain buildings by certain qualified personnel.

S3516 was heard and released by the Senate Economic Growth Committee on Jan 26. NJ State Association of Fire Districts support was registered. It was heard and released by the Senate Budget and Appropriations Committee on March 16. A5179 quickly moved through the Assembly in March, after clearing two committees, it passed the full Assembly (74-0) on March 30. It passed the full Senate unanimously on June 26 and is on the Governor's desk.

BILLS IN PLAY

PERIOD OF USEFULNESS FOR FIRE ENGINES

S3807, Bucco/Sarlo/**A5667**, Torrissi - Extends period of usefulness of fire engines for bonding purposes from 10 to 20 years; eliminates exclusion of passenger cars and station wagons.

S3807 was heard and released by the Senate Community and Urban Affairs Committee on June 1. NJ State Association of Fire Districts support was registered. Please note the current law, being amended here, gives the power to determine usefulness of any purpose, according to its reasonable life computed to the date of the bonds to the GOVERNING BODY OF THE LOCAL UNIT, so fire districts are included. The Assembly bill was just introduced. I am going to speak to the League of Municipalities and gauge their interest as their support could help move the bill in the lame duck.

FIRST RESPONDERS PTSD PROTECTION ACT

A2886, Moen/**S703**, Beach - Provides employment protections for paid first responders diagnosed with post-traumatic stress disorder under certain conditions.

A2886 passed the full Assembly unanimously on Nov 21, 2022. It was received in the Senate on Dec 1 and its next step will be consideration on the floor.

The full Senate has not considered it yet but as it is the last step before going to the Governor's desk, it very well could come up in the lame duck.

CANCER SCREENING EXAMINATIONS FOR VOLUNTEER FIREFIGHTERS

S3405, Gopal/A5081, Stanley - Mandates access to periodic cancer screening examinations for volunteer firefighters; increases tax on fire insurance premiums.

S3405 was heard and released by the Senate Community and Urban Affairs Committee on Feb 9. NJ State Association of Fire Districts support was registered. Note that the tax on the fire insurance premiums to fund this initiative was amended out so it is unclear how this will be funded. Hence, it was referred to the Senate Budget and Appropriations Committee for additional review. A5081 has not yet been considered by the Assembly.

REVISIONS TO OPRA

A5613 - Makes various changes to process for requesting access to government records for commercial purposes.

A5614 – Increases membership of Government Records Council; provides for advisory opinions; requires complaints to be initiated with council; limits attorney's fees; appropriates \$250,000.

A5615 - Provides for protective orders to limit requests for access to government records in certain cases.

A5616 - Makes various changes to process for requesting access to government records.

This package of bills was introduced by Assemblyman Danielsen on June 15 and referred to the Assembly Oversight, Reform and Federal Relations Committee, which he chairs. Unlike previous OPRA and OPMA reform bills that have been pending for years, this package is targeted at giving relief to public agencies related to egregious OPRA requests.

TRAINING FOR ELECTRIC VEHICLE FIRES

A4476, McCarthy-Patrick/ S2281, Durr – Requires firefighters and EMTs to receive training for handling electrical vehicle (EV) fires.

The Assembly bill was introduced on September 22, 2022 and referred to the Assembly Law and Public Safety Committee. S2281 was introduced on June 22, 2022 and referred to the Senate Law and Public Safety Committee.

BILLS LIKELY ON HOLD

WATER COMPANY MANDATES

A1345, Mosquera/Murphy – Prohibits water companies from assessing more than one charge per fire hydrant to fire departments, fire districts or volunteer fire companies for use of fire hydrants.

A1345 was introduced on Jan 11, 2022 and referred to the Assembly Law and Public Safety Committee.

The NJ State Association of Fire Districts has proposed amendments to this bill that would also place a limit on rate increases to no more than two percent per year and prevent an effective date for a rate increase prior to the first date of the ensuing fiscal year.

A1346, Mosquera/Murphy– Requires water companies to provide representative of fire department, fire district or volunteer fire company access fire hydrants for water flow rate testing purposes.

A1346 was introduced on Jan 11, 2022 and referred to the Assembly Law and Public Safety Committee.

I have spoken with the chair of the committee, Asm Bill Spearman and it appears that the water companies have weighed in with serious concerns. He suggested that we perhaps sit down with the representatives of the water companies, with assistance from his office, to discuss our main issue: raising the rates in the middle of a fiscal year. However, limiting the increase to 2% is something that they probably will not consider.

CAPITAL PURCHASES

A2715, Dancer, Murphy – Permits fire districts to undertake capital projects upon resolution of board of fire commissioners. (Removes the voter approval mandate for fire district capital purchases and debt issuances.)

Introduced on Feb 14, 2022 and referred to the Assembly State and Local Government Committee.

*At our Sept 2022 meeting with her, Asw Murphy agreed to work with us on language that will accomplish the fire districts' needs and pass legislative muster. **This bill is another even more difficult lift. I think we need to regroup on this one particularly with the death of Assemblyman Dancer. It may be something we can pursue in the new session after the election.***

FIRE SAFETY/FIRE SUPPRESSION SYSTEMS/FIRE EXTINGUISHERS /SMOKE ALARMS

S181, Stack/ Requires certain residential buildings to have fire barriers in common attic areas. *This bill was scheduled to be heard by the Senate Community and Urban Affairs Committee on June 1. However, the bill was held. There is no Assembly companion.*

A1673, Quijano/S996, Ruiz – Requires fire suppression systems in new single and two-family homes.

A1673 was introduced on Jan 11, 2022 and referred to the Assembly Housing Committee. It has not yet received a hearing in committee. S996 was introduced on Jan 31, 2022 and referred to the Senate Community and Urban Affairs Committee.

S281, Greenstein/A3791, Sumter – “**New Townhouse Fire Safety Act**”; requires automatic fire suppression systems in new townhomes.

S281 was introduced on Jan 11, 2022 and referred to the Senate Community and Urban Affairs Committee. A3791 was introduced on May 2 and referred to the Assembly Housing Committee.

ELECTION-RELATED LEGISLATION

A5260, Atkins - Requires availability of outside voting process for elderly or voters with disabilities when their assigned polling place does not meet accessibility requirements. **Introduced on Feb 28 and referred to Assembly State and Local Government Committee. There is no Senate companion.**

A4299, Danielsen/S3324, Zwicker - Permits county boards of elections to open certain ballot drop boxes for fire district elections

A4299 was introduced on June 20 and referred to the Assembly State and Local Government Committee. S3324 was introduced on Nov 14 and referred to the Senate State Government Committee.

A4948, Greenwald /S3365, Stack- Requires mail-in ballot applications to include prepaid postage. The cost of the postage is to be covered by the State.

A4948 was heard and released by the Assembly State and Local Government Committee on Dec 8, 2022. It was referred to the Assembly Appropriations Committee for further consideration. The Senate bill was heard and released by the Senate State Government Committee on Feb 2 and referred to the Senate Budget and Appropriations Committee.

A3818, Haider/Rooney – Designates specific dates for fire district “special elections.” **Fortunately, this bill appears to be on the way-back burner. I think that the Association along with Woodbridge fire commissioners and the two fire unions helped to do this. There is still no Senate companion which is also a good signal.**

This bill was heard by the Assembly State and Local Government Committee on May 12 along with a variety of bills, supported by the Speaker, to expand voting access. Prior to the hearing, Craig and I had a Zoom meeting with the sponsor, Asw Haider, to discuss the impetus for the bill and the problems it presents to fire districts.

I testified in opposition to the bill at the hearing, explaining how the selected dates are arbitrary and do not work with the existing calendar of dates for districts who still hold elections in February and submission of budgets to DCA. The bill was released from the Committee. Subsequently, I discovered that the designated dates are the ones set in law for school district special elections. Please note that the two firefighter unions submitted slips in opposition to the bill. The lobbyist for the PFANJ has told me that they will provide further support in opposition if needed.

I also spoke with the Chief of Staff in the Assembly Majority Office and Rich, Craig and I met with the aide in in the Majority Office who is handling the bill. The bill was heard and released by the Assembly Judiciary Committee on June 9 and I again testified in opposition. It then received a highly unusual third committee reference to Assembly Appropriations which has not considered it. There is no companion bill in the Senate. WHILE SEVERAL OTHER BILLS IN THE SPEAKER'S PACKAGE MOVED IN THE SPRING OF 2022, THIS ONE DID NOT.

USE OF CANNABIS BY FIREFIGHTERS

A3868, Mosquera/S2723, Beach – Prohibits PAID first responders from use of recreational cannabis.

A3868 was introduced on May 9 and referred to the Assembly Law and Public Safety Committee. The Senate bill was introduced on May 26 and referred to the Senate Law and Public Safety Committee.

The Cannabis Regulatory Commission issued a Guidance for Workplace back in Sept. I need to connect with Rich Braslow on this.

MUNICIPAL REVIEW OF FIRE COMMISSIONER SALARIES

Rich and Craig have brought to my attention that over the past two years, DCA has been requiring municipalities to pass resolutions approving fire commissioner salaries. Some of these bodies have been refusing to do so. The statute that provides the framework for this review, 40A:14-88, states that “each member of the board of fire commissioners shall receive compensation such amounts as the board shall fix subject to **review** by the governing body wherein the fire district is located.” Apparently, this language is ambiguous enough to be interpreted that an action such as passage of a resolution is allowable/required.

We need to ascertain the extent of this problem. It appears that it is not widespread, so seeking a legislative solution may not be feasible.

AMBULANCE/EMT LEGISLATION

S2946, Singleton/A4505, Murphy - Increases Medicaid reimbursement for ambulance transport from \$58 to \$200.

The bills were heard in Committee in each house in 2022 and then 2nd referenced to another committee neither of which has heard them this year.

Per Craig: This bill may affect any fire district that provides ambulance service and bill for service. Per a meeting with Sen Sarlo, chair of the Senate Budget and Appropriations Committee, a budget resolution was requested to fund this in the FY24 Budget Bill. This resolution did not make it into the final FY2024 Budget. While there is no formal fiscal note attached to the bill, it is believed that the cost will be \$20 million.

A3772, Mukherji/ S2223, Oroho - Revises requirements to receive reimbursement from the EMT training fund.

A3772 passed the full Assembly in January. Per my conversation with staff in Senator Oroho's office, he has requested that the bill be heard in the Senate Health Committee but he has not heard back from Chairman Vitale.

Per Craig: This bill changes how the state classifies a volunteer EMT (and therefore eligible for training reimbursement). Currently, if an EMS agency bills for service, the state considers EMTs associated with that service as non-eligible (regardless of whether they get paid or not). This bill revises that classification to whether the individual EMT is volunteer rather than whether the service bills.

State of New Jersey
Department of Local Government Services
Bureau of Authority Regulation
https://www.nj.gov/dca/dlgs/programs/au_budgets.shtml
Annual Meeting of State Organization of Fire Districts
Wildwood, NJ September 15, 2023

Melissa Ford
melissa.ford@dca.nj.gov

- **LFN for 2024**

This LFN for 2024 will be issued shortly

- ALL DOCUMENTATION IS SUBMITTED THROUGH FAST.
 - Please do not mail.

- **GovConnect (My New Jersey Portal) “EGG NOTICE”**

The Division requires all fire districts to have at least one official enrolled on the internet based GovConnect network to receive Division and other state government information via e-mail. Once enrolled, an authorization “ROLE” link must be set up for specific Fire District information. Please contact egg@dca.nj.gov for further information.

- **Fire District Internet Website**

The website has had the attention of the public and the Division does receive a lot of feedback in non-compliance issues with the Websites. If the Officer is certifying the form, please make sure the website is in full compliance with the statute. It will also affect the LFB application process. The Director scrutinizes the LFB applications to make sure they are compliant.

- **November Elections County Certification**

For the Fire Districts who have switched to November elections, we will be requiring seeing the approval to switch to November from their county board of elections.

2024 Budget Submission

- **Budget Submittal and Public Hearing Dates-**

- please be mindful of the statutory due date for all 2024 Fire Districts which is *December 19, 2023*. There is only a small window of time for submittal, examination, and approval. Due to the high volume of Fire District budgets in the small window of time, the Division strongly recommends that Fire Districts submit their introduced budgets as early as possible rather than waiting until the statutory due date. Delayed submittal of a budget without at least a week in advance to review, could result in the delay in approval and pushing back your hearing date.
- Please do not enter the date the budget was submitted as the public hearing date. The public hearing date entered in FAST should agree to page C-8 in the Budget.

- **Budget Message-**

Please complete all questions thoroughly in the Budget Message sections. Spaces have been provided in the Fire District Budget Template. This does help the budget examiners during review especially for any new transactions/agreements.

- **Revenue/Grants/Sale of Assets-**

When including the anticipated revenue in the budget please include back-up documentation of revenue for example: the grant award letter and/or a completed contract for sale of assets. If the back-up documentation cannot be presented, a budget amendment would be required. If it was the sale of an asset, the asset can still be sold, and the revenue would just go into surplus. Please upload all supporting documents into FAST when submitting the Introduced Budget.

- **Variiances over +/- 10%-**

Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

- **Capital Appropriations**

- ***Chief's vehicles (special purpose vehicle)***

- A vehicle used for responding to fire calls, is considered a special purpose vehicle for the purpose of determining useful life of the vehicle and (not a passenger vehicle) to have a useful life of 5 years or more as defined in **NJSA 40A:2-22**.

- **Special Meeting**

- All required documentation will be required for any special meeting and/or special election before budget approval will be granted.

- **Election Ballot**

- If multiple projects are being considered, they should be addressed by individual questions on the ballot.

Election Results-should be submitted to the Director within 3 days after the annual election in February. Failure to submit election results will delay the certification of taxes to the municipality. **The Division requires a copy of the Election Ballot to be submitted along with the Election Results in FAST.**

Audit Report- To be submitted thru FAST along with the other required audit documents (audit questionnaire, group affidavit, proof of publication and corrective action plan). Many are outstanding.

Municipal Approval of Elected Commissioner Compensation

- A municipal resolution for compensation must be completed each year regardless of any changes in amounts or individuals. The Division will not approve the adopted budget unless this is submitted prior to the public hearing.

New Information after submitting the budget (adopted and/or introduced)
Please advise by email when uploading additional documentation.

Reminder all contracts and/or agreements starting and/or renewing January 1st, please have ratified with introduced budget.

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF LOCAL GOVERNMENT SERVICES
BUREAU OF AUTHORITY REGULATION

2024 FIRE DISTRICT BUDGET CALENDAR

<i>Actions</i>	<i>Statutory Date</i>
Introduction and approval of budget by Fire Commissioners at least 60 days prior to the annual election. LOSAP resolution must be adopted. The introduced budget must be "cap compliant."	12/19/2023
District uploads into FAST a copy of the introduced budget by the Fire Commissioners, at least 60 days prior to the annual election. Upload into FAST a copy of the adopted LOSAP resolution. To place a property tax levy cap referendum on the budget, the submitted budget must include and identify the specific amounts and budget line items for which funds approved at referendum will be used.	12/19/2023
Advertisement of public hearing at least ten days prior to such hearing	01/10/2024
A complete copy of the approved budget is posted and made available to each person requesting a copy during the week preceding the hearing and during the hearing.	01/12/2024 to 01/19/2024
Public hearing to be held not less than twenty-eight days after approval of the budget by Fire Commissioners. (After closing hearing, Fire Commissioners may adopt the budget without amendments, or may approve amendments).	01/20/2024
Adoption of budget not later than twenty-five days prior to the annual election. If a property tax levy referendum is included in the adopted budget, all amounts to be put out for public vote must be indicated. The Board of Commissioners must pass a resolution authorizing the referendum question at adoption. The amount to be raised by taxation must agree with the amount in the adopted budget.	01/23/2024
District uploads in FAST a copy of the complete adopted budget package within seven days after adoption.	01/30/2024
Division certifies in FAST a copy of the adopted budget within seven days.	02/06/2024
Advertisement of certified, adopted budget at least seven days prior to the annual election.	02/10/2024
Annual Election and LOSAP ratification. A public question for a cap levy referendum is handled as part of the annual fire district election. (only if required)	02/17/2024
Submit annual election results in FAST within three days after annual voter referendum and copy of official ballot. Please note: Failure to submit election results will delay certification of taxes to the municipal assessor. (only if required)	02/2/2024

NJ State Association of Fire Districts

Treasurer's Report

September 15, 2023

Checking balance (PNC 0192) - \$43,916.40

Deposits - \$1500.00 (dues)

Checks

#1130 - July 11, 2023 \$6,180 (Porzio Gov't Affairs)

#1131 - September 15, 2023 Craig Aumack (Zoom Subscription)

NEW JERSEY STATE ASSOCIATION OF FIRE DISTRICTS

Sept 15th, 2023

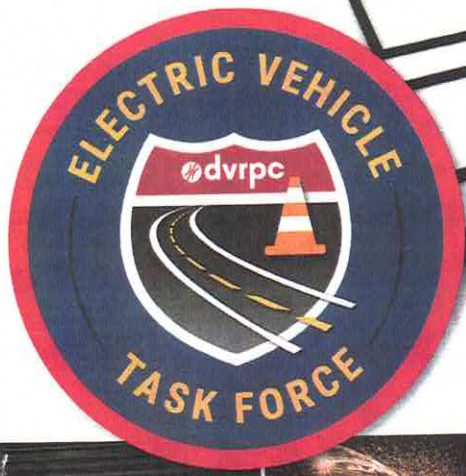
SECRETARY REPORT:

CASH OUT OF POCKET FOR SEPT 15TH 2023

IS AS FOLLOWS:

CONSTANT Contact	\$122.40
APLUS WEBISTE	\$5.97
Yealy stipend	\$500.00
TOTAL CASH OUT OF POCKETS IS =	\$628.37

ARTIE HAYDUCKA



ACTION CHECKLIST



Updated: August, 2023

Dispatch

Include on initial dispatch in addition to fire department:

1. Traffic Incident Management resources - probable long-term incident (over 4 hours)
2. Hazmat (Initially can just be a team representative)
3. EMS, add ALS if any exposure to smoke or runoff. Persons exposed to smoke should get additional evaluation for inhalation of hazards associated with toxic byproducts in smoke (e.g. hydrogen fluoride, H₂S, toxic metals, etc.).

Arrival to Scene

1. Secure the scene and move all bystanders to a safe distance.
2. Evaluate smoke travel and consider down-wind, down-hill evacuation due to toxic smoke and runoff.
3. Maintain heightened situational awareness at all times due to dynamic environment and hazards.

Initial Attack

Remember:

- Traffic Incident Management for these incidents could be prolonged with a working period in excess of 4 hours based on current reports.
- Fire departments should brief their police departments on this issue prior to an incident.
- Always wear full PPE.
- **Access Emergency Response Guides ASAP.**

EV Rescue



autorescueapp.com

NFPA



bit.ly/3G0nD7e

ESA



bit.ly/3DQUysh

Disclaimer: This document was prepared and reviewed by the DVRPC Electric Vehicle Task Force and is not an official guidance or training source. DVRPC serves strictly as an advisory agency. Actual authority for carrying out recommendations rest solely with the governing bodies that have the responsibility to implement transportation policy. The following recommendations are based on local industry best practices and should be taken in conjunction with hands-on training and individual vehicle manual instructions. All personnel should be properly trained before operating at an electric vehicle incident.

Recommended Order of Operations & Considerations

1. Perform initial traffic incident management principles of creating a safe work area with temporary traffic control, advanced warning, blocking, tapers, etc. to protect responders working in the area.
2. Rescue injured persons. Consider treating HF exposure/poisoning (see attached *Supplemental Information* section).
3. Isolate vehicle power as soon as reasonably possible.
 - a. **Unless otherwise advised by an ERG or vehicle manufacturer**, find the battery, cut 12 volt negative cable or first responder loop (look for cut diagram). **DO NOT CUT ORANGE CABLE(S)**.
 - b. Remove the electronic key fob from the vehicle and move at least 50' from the vehicle or isolate it in a RFID, EMF, EMI, or signal blocking/isolation type bag (Faraday bag).
 - c. Obtain vehicle state of charge from vehicle operator.
4. Treat as HazMat response level (HazMat Lite), as needed.
5. Fight fire from a distance, protect exposures, and avoid smoke whenever possible. Limit persons in the Hot Zone.
 - a. Smoke contains high concentrations of Hydrogen Fluoride (HF) / Hydrofluoric Acid. HF permeates turnouts and is very difficult to remove. Smoke also contains heavy metals.
6. **Cool battery to ambient temperature or no hotter than 120F.**
 - a. Battery temperature monitoring should be a continuous process. Vehicles should not be released until battery compartment temperature is stabilized for at least 30 minutes post-suppression.
 - b. Air should be continually monitored. Increasing carbon monoxide and other gas levels could be an indication that batteries are still in thermal runaway.
7. Extinguish small fires that do not involve the high voltage battery using typical vehicle fire fighting procedures, monitoring the underneath battery compartment with the TIC to ensure it is not heating up.
8. Consider defensive operations if there are no life safety or exposure concerns. It is exceedingly difficult to put water directly on the cells to effectively cool them and prevent further runaway.
9. If an open area and no hazards or exposures consider letting the vehicle burn. The battery can take up to 1.5 hours to burn out.
10. Do not try to open/pierce the battery for water application, damage to the battery could result in electrocution.
11. Monitor throughout the incident for HF (gas monitor with HF sensor & F paper) and consider fog streams to knock down or reduce vapors if indicated. HF compounds are extremely toxic and can be inhaled, as well as absorbed through the skin.

a. See link for more details on health hazards:

www.emergency.cdc.gov/agent/hydrofluoricacid/basics/facts.asp.

12. Use a thermal imager (TIC) to monitor the battery compartment during the fire. Temperatures can reach >1400F (Lack of flames is not a sufficient indication that thermal runaway is not taking place).
13. When safe, chock the wheels. EVs move silently, so never assume it is powered off. Never assume that an EV will not move.
14. Use of foam (Class A or Class B) is not recommended.
15. Consider applying "specialized" agents, surfactants and encapsulating agents (F-500, Fire-Ice, Pryo-Cool, etc.).
16. Batteries should always be treated as energized. During overhaul do not make contact with any high voltage components (see above for battery isolation).
17. Note that runoff can be hazardous.
18. Plan for multiple hours of operation, traffic control (TTC safety), light and air unit, water tenders, and coverage/move-up issues.
19. Fire hoses can become easily contaminated, and must be bagged and properly cleaned.
20. When fire is suppressed sufficiently, lift the car on one side so the battery can be exposed to continue to cool and monitor (lift at least 24"). Have access to the full profile of the battery compartment. Consider other continuous cooling methods such as tanks and pools. Gear and personnel can become contaminated. Gross decontamination to be done on anyone in the Hot Zone at the scene. Bag gear for commercial cleaning due to heavy metals in addition to HF in smoke.

Incident Demobilization

First responders should brief the towing company and their personnel on associated EV hazards.

1. Provide 50' clear space around the vehicle once stored and never inside a building.
2. EVs must be towed "wheels up," either on a flatbed or dolly.
3. An engine company may need to escort the vehicle to the storage/salvage location.
4. Be aware of the stranded energy potential that could cause the battery to ignite again.
5. As the vehicle is moved, and the potential need to follow the tow truck to the yard.

Other Considerations

- Use Fluoride Test Paper (F paper) to test the atmosphere (tape to SCBA mask and/or turnouts to test for contamination). Also use the F paper for testing turnouts, hose, and other equipment used at the incident.
- Be alert for signs of a lithium-ion battery fire (leaking fluids, increased temperature, gurgling sounds, popping or hissing noises from the battery compartment, smoke, flames, sparks). If a lithium-ion battery fire is suspected, vent the passenger area, and remain alert for reignition.
- Remove the electronic key fob from the vehicle and move at least 50' from the vehicle or isolate it in a RFID, EMF, EMI, or signal blocking/isolation type bag (Faraday bag).

Supplemental Information

Physical and Chemical Properties for Hydrofluoric Acid Vapors

Formula: HF Molecular Weight: 20

Flash Point: Non-Combustible Boiling Point: 151°F

Melting Point: -96°F

Rel Vapor Density 1.9 (Heavier than air)

Vapor Pressure @68°F: 0.16 atm (121.6 mm Hg) Liquid Specific Gravity: 1.26 (Heavier than water)

Ionization Energy/IP: 15.98 eV

Toxic Levels of Concern NIOSH (IDLH/STEL/TWA)

IDLH: 30 ppm (24.54 mg/m³)

STEL: 6 ppm (4.91 mg/m³)

TWA: 3 ppm (2.45 mg/m³)

Acute Exposure Guideline Levels (One Hour AEGL)

AEGL-1: 1 p

Recommended Equipment for EV Fire Incidents

- Thermal Imaging Camera/TIC
- Fluoride Paper
- Air/Gas monitor with Fluoride sensor
- Special Extinguishing Agent to control battery - Lithium fires
- Large plastic bags (drum liners) to contain contaminated turnouts, hose, etc.

Notes

1. The electrolyte (Polymer Gel that the charging nodes are encased in) includes a volatile hydrocarbon-based liquid (electrolyte will contain petroleum/organic solvent and fluoride compounds) and a dissolved lithium salt (which is a source of lithium ions) such as lithium hexafluorophosphate. Another toxic gas, hydrogen fluoride (HF) may be also generated from the decomposition of electrolytes.

2. With a higher state of charge, battery failure and cell propagation will be much more energetic. It also takes less physical or thermal insult to cause a failure and subsequent thermal runaway. With less charge, it can take more to get it to fail. Once battery failure occurs, the state of charge has little effect on involvement of the available fuels in the form of electrolyte and anything else surrounding the cells. It also doesn't affect the compounds produced and released as a part of the post fire debris, smoke or water run-off. Overall duration of an EV fire is influenced more by construction and things that either allow or don't allow for propagation, such as being able to apply water to cells or modules that have not yet failed.

Additional Resources

ESA: www.energysecurityagency.com/

Fire Research: www.tkolb.net/tra_sch/CarFires/HybridVehicles/FFTacticsElecVeh.pdf

NFPA: www.nfpa.org/EV

NHTSA: www.nhtsa.gov/battery-safety-initiative

NVFC: <http://virtualclassroom.nvfc.org/products/electric-vehicle-safety-an-awareness-level-training>

Industrial Emergency Council: www.iectraining.org/ (special thank you!)



**Here you can access
the digital version
of this checklist:**

For more information on DVRPC's EV Task Force contact [Kayla Bancone](#).



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Print name	County	Township	District
Lew Corley	Cape May	Lower Township	Dist. 2
Scott Brown	Cape May	Lower Township	Dist. 2
BRIAN WALKER	✓ FLS		
Russ GULBERG	OCEAN	L. E. H.	Dist #2
CRAIG Avmack	Middlesex	Piscataway	Dist 4
Michael Tompkins	OCEAN	REN Dist	Dist 2
John Borja	Monmouth	Marlboro	Dist. 1
Greg Santomaso	Middlesex	Piscataway	Dist. 2
Gary Keyser	Morris	Hanover	#3
BILL STENGER	OCEAN	LITTLE EGGS HARBOR	#2
Robert Donahue	Monmouth	Howell	#5
John Buck	Howell	FD 1 PPS	Dist 1
Sean Kurbek	Monmouth	Howell	19-5
Jimmy Harper			19-5
Karl Mannik			19-5
Melissa Ford	DCA-		



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Print name	County	Township	District
Kenn Harper	Monmouth	Howell	5
JOHN WIENERS III	MORRIS	PARSIPPANY	4
Jeff Chaplin	Ocean	LEHT	2
Mike Coover	Ocean	LEHT	2
Tim Kinkland	monmouth	Manalapan	2
michael Dowdell	MIDDLESEX	OLD BRIDGE	4
Matthew Molloy	Monmouth	Marlboro	2
Debra Brown	Somerset	Bridgewater	2
JAMES A. BROWN	SOMERSET	BRIDGEWATER	2
Nick Lombardi	Middlesex	PISCATAWAY	1
John Mazzigallo	Somerset	Bridgewater	2
Howie Kinner	same division	Fire SAKEE	
Edward McDermott	Middlesex	Piscataway	4
LYNDA JOY	MIDDLESEX	So. Bruns.	#2
Kathleen Carter	monmouth	Howell	2
William Ruppel	Salem	Pittsgrove	#2

