

5th Annual
Fire Department
Law & Management Conference

**AT THE TURNING STONE
CASINO & RESORT!
March 21 - March 24, 2013**

Preparing leaders to conquer the legal
issues that face them.

- ◆ *Fire District Commissioner Mandated Training*
- ◆ *Training for chiefs, line officers, executive officers and members*

The law firm that represents over 400 fire departments, fire districts and ambulance services throughout N.Y.S.

SCICCHITANO &
PINSKY, PLLC

DESCRIPTION OF CLASSES

THURSDAY-PRECONFERENCE

Hiring your Volunteers as Housemen and Employees - In an effort to improve daytime responses, many departments are hiring employees in positions such as janitor, "housemen", EMT, and driver. Unfortunately, many of these arrangements violate both federal and state labor laws which could result in huge fines and penalties. Some arrangements may jeopardize the volunteer status and benefits of the individuals hired. Learn about the issues and potential solutions to these problems.

FRIDAY

Fire District Commissioner Sessions I & II including Treasurer & Secretary Training: Newly elected commissioners are required to obtain at least 6 hours of training within the first 270 days of taking office. Instead of cramming the training into one long day, this two day lecture provides additional hours for questions and moves at a slower pace through both basic and challenging issues facing commissioners. This training is approved by the Comptroller. Treasurer & Secretary Training is on Day 1 only.

Recruitment & Retention Incentives: Fire departments are trying everything to recruit and retain volunteers. However, some efforts violate the law, even though they seem harmless. This lecture will identify illegal practices, the dangers of providing these incentives, and recommend creative incentives which are permitted by law.

Must Have Policies for Fire Departments: Well written policies can prevent issues before they arise and guide a response to many issues after they occur. Fail to implement the right policies and your Department is exposed to liability. Learn about the most important policies to address and how to draft them.

Bullying, Practical Jokes and Hazing in the Firehouse: If you read the news in any given month, you will see tragic examples of practical jokes gone too far in a firehouse. How far is too far? What should you do to prevent hazing and bullying? What can happen to the department and the leaders for failing to stop this conduct or for participating in it? What protections and penalties does the law impose to the actors? These issues and many more will be addressed during this cutting edge discussion!

Youth Program Issues: Leaders of Youth Programs and Junior Member Programs beware! Many of you are permitting your youth members/participants to engage in illegal activities. As a result, you could end up charged with a crime or the subject of a lawsuit. Learn all of the laws and issues with Youth Programs and Junior Membership.

Fire Department Billing for Ambulance Services: Fire departments could receive significant income if only the law permitted billing for services. Although the law does not permit fire departments to bill, there are other ways to obtain reimbursement from ambulance services. This lecture reviews the proper methods of splitting off the ambulance services from the fire department and the benefits and detriments of doing so.

How to Steal from your Fire Company: Fire Companies are getting ripped off by their members every day, and we do little to prevent it. Learn how they are stealing from you and how to prevent the theft. You may find that the person you trust the most is the one stealing from you!

SATURDAY

Fire District Commissioner Training Part III: Control of a Fire District's Membership: Perhaps the most challenging issue in a fire district is the relationship between the district and its members. This lecture addresses every area where the district has and lacks control over the members. The failure to address some of these issues can result in a loss of death and disability benefits! This second day of fire district commissioner training is open to everyone.

Fire Chief Training: This first of its kind legal lecture is offered through the eyes of three attorneys, each of whom also have served or presently serve as a fire chief! Learn how to manage the fire department and carry out your responsibilities in a manner which will protect the department from lawsuits, and better protect the officers, members and governing municipality.

2% Money Rules: Did you know that there are criminal penalties associated with the improper expenditure of the 2% (foreign insurance) funds? Do you know which expenditures are permissible and which are not? This lecture will review the rules and prohibitions on these funds so that you can ensure that they serve their intended purposes.

Bylaw Provisions to Implement Now: Corporations and their bylaws are governed by the law. Failure to comply with laws can result in personal financial liabilities, loss of death and disability benefits, overturned elections, unauthorized purchases, improper votes, and more. A well drafted set of bylaws will protect the members, directors and officers of the fire department. Learn about the issues you must address and how to implement vital bylaw provisions before trouble arises.

Creating a Fire Service Training Program: Nothing in the fire service is more important than training, but many departments lack adequate training programs. Learn how to create and implement a training program. Numerous lesson plans will be provided on various topics to assist departments with providing formalized training.

Comptroller Audit Criticisms of Fire Districts: We have reviewed every published audit of fire districts in an effort to provide you with the most up to date list of the Comptroller's criticism of fire district operations. Once you have the list of issues you will be able to prevent a bad audit result and the embarrassment that comes with it.

NFPA Standards to Implement Now: NFPA may not be the law in New York, but the failure to follow the most basic of NFPA standards can lead to injuries, lack of credibility, and sometimes liability. In some instances, New York State Law incorporates NFPA. Learn which of the NFPA provisions departments should implement now.

Village Fire Departments 101: Village Fire Departments are governed by a very unique law. Many village departments have no idea what powers a village has with regard to its fire department, what actions the village is permitted to take, and what responsibilities lie on the shoulders of the fire department's leaders. This lecture will review all of the relevant laws and their impact upon your fire company, your officers and your members.

You Can't Make This Stuff Up!: The title says it all. You have to hear it to believe it! This lecture is intended to open our eyes to the insane things people do in the fire service in the hopes of preventing the same issues in our fire departments.

Live Recording of Fire Engineering's "Fire Service Court Radio" - Top Liability Issues & How to Prevent Them: The four lawyers from Fire Engineering's "Fire Service Court Radio" will discuss the issues which create the most liability for fire departments. Audience members will have the chance to ask questions and chime in on the discussion. Most important is that you will learn how to limit the fire department's risk of liability. Don't just listen to the radio show, be a part of it!

SUNDAY

How to handle a Public Media Crisis: In an instant, your department can be the focus of a local, state or even national news story. Your response or your failure to respond during and after the news breaks will affect the public's confidence in the department, its reputation, its funding, and even its existence. Part of this lecture will examine actual fire department responses to media events. This lecture will be provided by nationally recognized, professional media relations professional and is designed to provide you and your department the insight and knowledge necessary to avert a public image disaster.

DAY	TIME	CONFERENCE SCHEDULE		
Thurs.	12:00 pm - 5:30 pm	Registration		
	3:30 pm - 5:30 pm	Hiring your Volunteers as Housemen and Employees		
Fri:	9:00 am — 5:00 pm	Registration		
	12:30 pm — 2:30 pm	Recruitment & Retention Incentives	Fire District Commissioner Training Part I	Must Have Policies for Fire Departments
	2:45 pm - 4:30 pm	Bullying, Practical Jokes & Hazing in the Firehouse	Fire District Commissioner Training Part II and District Treasurer & Secretary Training	
	4:45 pm — 6:00 pm	Youth Program Issues	Fire Department Billing for Ambulance Services	How to Steal From your Fire Company
	6:30 pm — 8:30 pm	Reception		
Sat.	8:00 am — 11:00 am	Registration		
	7:00 am — 9:00 am	Breakfast		
	9:00 am — 10:30 am	Fire Chief Training	Fire District Commissioner Training Part III Control of a Fire District's Membership	2% Money Rules
	10:45am — 12:30 pm			Bylaw Provisions to Implement Now
	12:00 pm — 1:30 pm	Lunch		
	1:30pm — 3:00 pm	Creating a Fire Service Training Program	Comptroller Criticisms of Fire Districts	NFPA Standards to Implement Now
	3:15 pm — 4:30pm		Village Fire Departments 101	You Can't Make This Stuff Up
	4:45 pm — 5:45 pm	Live Recording of Fire Engineering's "Fire Service Court Radio" with Audience Participation on Top Liability Issues & How to Prevent Them		
Sun.	8:00am — 10:00 am	Breakfast		
	9:30 am — 12:00 pm	How to Handle a Public Media Crisis		

Registration Form: Due by March 1, 2013

Mail Registration form and check or money order to: Scicchitano & Pinsky, PLLC,
5789 Widewaters Parkway, Syracuse, NY 13214

Each attendee should complete a form. Copy as needed.

Name: _____ Organization: _____

Phone: (____) _____ Fax: (____) _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Email: _____

SEMINARS YOU PLAN TO ATTEND:

Thursday (Pre-Conference):

____ Hiring your Volunteers as Housemen and Employees

Friday:

- ____ Recruitment & Retention Incentives
- ____ Fire District Commissioner Training (Part 1)
- ____ Must Have Policies for Fire Departments
- ____ Bullying, Practical Jokes & Hazing in the Firehouse
- ____ Fire District Commissioner Training Part II and District Treasurer and Secretary Training
- ____ Youth Program Issues
- ____ Fire Department Billing for Ambulance Services
- ____ How to Steal From your Fire Company

Saturday:

- ____ Fire Chief Training
- ____ Fire District Commissioner Training Part III: Control of a Fire District's membership
- ____ 2% Money Rules
- ____ Bylaw Provisions to Implement Now
- ____ Creating a Fire Service Training Program
- ____ Comptroller Criticisms of Fire Districts
- ____ NFPA Standards to Implement Now
- ____ Village Fire Departments 101
- ____ You Can't Make This Stuff Up

Sunday:

- ____ How to Handle a Public Media Crisis

GUEST MEAL PRICING

Guest Name: _____

MEALS ATTENDING

- FRI reception (\$70.00) _____
- SAT Breakfast (\$30.00) _____
- SAT Lunch (\$30.00) _____
- SUN Breakfast (\$30.00) _____

◆ *Please indicate if your guest will accompany you to any of the meals as there will be an additional fee per meal.*

REGISTER EARLY AS SPACE IS LIMITED!

Call Turning Stone directly 1-800-771-7711 to make hotel accommodations in order to receive the discounted rates!! (Fri & Sat \$169 each night)

Turning Stone Inn (800) 771-7711 (Fri & Sat \$89.00 each night)

La Quinta Inn & Suites (315) 231-5080 (Fri & Sat \$139.00 each night)

***Do not make reservations online.**

Cost

\$195 per attendee

Check or money order only!

Includes:

Friday Night Reception: Open bar and hors d'oeuvres

Saturday: Breakfast and Lunch; Sunday: Breakfast

All conference materials

Call with questions (315) 428-8344 ask for Nicole or

Visit our website at www.emsfirelaw.com