

- 
1. Original OPRA Request: "Any and all personnel transfers for the Fire Officer's (Fire Captains) that were promoted to the Chief Fire Marshal and/or Assistant Chief Fire Marshal positions in the Fire Marshal's Office between 1997-2000."

Clarification: "Please provide records of personnel transfer forms for fire personnel moving from Fire Captain to Fire Official/Subcode position and/or the Supervising Fire Prevention Specialist position for the time period of 1985-2010."

2. Second original OPRA request: "Please provide Emails and all correspondence between President Samuel Munoz, Jason Asuncion (former Business Administrator), Lisa Picon (current Human Resources Director), Ciri Castro (former President of Local 788 the Firefighter's Union), Pete Perez (former Vice President of Local 788 the Firefighter's Union), David Munoz (Sam Munoz's brother) Fire Prevention Specialist and member of Local 788 the Firefighter's Union from 2017 to the present."

Clarification: "I write to clarify that I am requesting emails between those individuals regarding the following topic: discussions regarding the Fire Official/Fire Protection Subcode UFD aka Chief Fire Marshall or the Supervising Fire Prevention Specialist UFD aka the Assistant Chief Fire Marshall position."



[REDACTED]

From: MiHarper@ci.camden.nj.us
Sent: Friday, February 19, 2021 3:11 PM
To: JaAsunci@ci.camden.nj.us; MiSpear@ci.camden.nj.us
Cc: EdTruebl@ci.camden.nj.us; ShMoore@ci.camden.nj.us; JeFlax@ci.camden.nj.us
Subject: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance
Attachments: Improper Utilization of Acting Officers - Grievance (00131048xB1414).pdf

This was emailed to me today at 2:02pm and after reviewing this document I have noted the following:

- Page 2 of the Loccke, Correia & Bukosky LLC document
 - o Fire Prevention Specialist David Munoz only acts when the Fire Subcode/Fire Official-UFD is away on leave and he is the only one who can perform the function in that office. We do not have a Supervising Fire Prevention Specialist in our table of organization and have not had that position for 10 years. In 2010-2011 the DCA officials said that we did not need two supervisors for four people. The Civil Service Job Specification for Supervising Fire Prevention Specialist does not require the person with that title to do fire subcode work anyway so he would still be in a situation where he would be acting on occasion.
 - o Firefighter Gregory Clark is acting as a Fire Prevention Specialist-UFD because [REDACTED] the staffing for that office has been reduced by 33% following the RIF in June 2020. There is no current list for that position and FF Clark has worked in the office before and he has the training to do so.
 - o [REDACTED]
- Page 3 of the Loccke, Correia & Bukosky LLC document
 - o You cannot make someone provisional when you have an active Civil Service list.
 - o I agree this is having an adverse impact on pension considerations for the members who should have been and should be promoted
 - Gilberto Colon to Battalion Chief
 - Robert Scott to Fire Captain
 - Millike Winthers to Fire Captain (in place of Chris Broccoli)

Michael L. Harper

Fire Chief
Camden Fire Department

Knowledge is powerful when it is shared freely. When its lorded and hoarded it is divisive and destructive.

- Aaron Fields Seattle Fire Department

CONFIDENTIALITY NOTICE

The information contained in this communication from the Camden Fire Department is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. If you are not an intended recipient of this e-mail, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please immediately contact the Camden Fire Department at (856) 757-7520 to arrange for the return of this information.

From: Cindy Rodriguez [mailto:crodriguez@northeastlaborlaw.com]

Sent: Friday, February 19, 2021 2:02 PM

To: BusAdmin (Website) <BusAdmin@ci.camden.nj.us>

Cc: castrociirjr@gmail.com; smunoz@iafflocal2578.org; Michael J. DiPiero <mjdipiero@brownconnery.com>; Michael Harper <MiHarper@ci.camden.nj.us>; Michael Bukosky <mbukosky@northeastlaborlaw.com>

Subject: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance

Please contact the office should you have any questions regarding the attached.

On behalf of Michael A. Bukosky, Esq.

Regards,

Cindy

Cindy Rodriguez

Secretary to

Michael A. Bukosky, Esq., Corey M. Sargeant, Esq., Richard D. Loccke, Esq.

Loccke, Correia, & Bukosky, LLC

24 Salem Street

Hackensack, New Jersey 07601

T: 201-488-0880

F: 201-488-8051

crodriguez@northeastlaborlaw.com

LAW OFFICES
LOCCKE, CORREIA & BUKOSKY LLC

24 Salem Street
Hackensack, New Jersey, 07601
201-488-0880
Fax: 201-488-8051

MICHAEL A. BUKOSKY**
COREY M. SARGEANT*
MANUEL A. CORREIA (1948-1996)

OF COUNSEL
RICHARD D. LOCCKE
JAMES CARROLL*

* MEMBER N.Y. AND N.J. BARS
** MEMBER N.Y., PA, MA AND N.J. BARS

February 19, 2021

VIA REGULAR MAIL AND EMAIL busadmin@ci.camden.nj.us

Jason J. Asuncion, Esq., Business Administrator
Department of Administration
520 Market Street
City Hall, Room 409
P.O. BOX 95120
Camden, NJ 08101-5120

**Re: City of Camden
and
Camden Fire Officers IAFF Local 2578 (Supervisors)
and Camden Fire IAFF Local 788
Improper Utilization of Acting Officers
Joint Grievance**

Dear Administrator Asuncion,

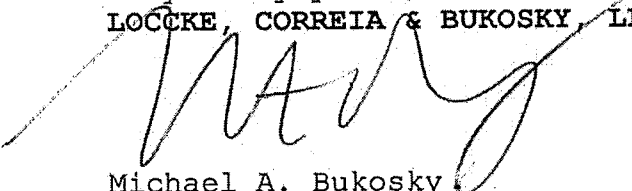
I believe that the grievance in this matter has already been provided to you by Local 2578. Local 788 hereby joins in that grievance. Mr. DiPiero has requested that correspondence related to this matter be sent to your attention.

Because this matter impacts both units please allow this letter to serve as a joint grievance on behalf of the respective units. Due to the nature and current status of this grievance within the step system we would understand you to be the proper step agent for provision of all petitions. If you do not share this understanding please contact me immediately so that the issue may be properly addressed. We are simultaneously re-providing a copy of this joint grievance to the Fire Chief for his review.

Would you please accept this letter as a joint Step Three of the formal grievance on behalf of IAFF Local 2578 Supervisors and the IAFF Local 788. Enclosed are the correspondence from the previous step and the letter previously sent to Mr. DiPiero which is incorporated herein by reference.

I thank you in advance for your kind courtesies in this matter and look forward to your contractual response.

Very truly yours,
LOCCKE, CORREIA & BUKOSKY, LLC



Michael A. Bukosky

cc:

w/enc:

IAFF Local 788

IAFF Local 2578

Michael J. DiPiero, Esq.

Chief Michael Harper, miharper@ci.camden.nj.us

Michael Bukosky

From: Michael J. DiPiero <mjdipiero@brownconnery.com> on behalf of Michael J. DiPiero
Sent: Thursday, February 18, 2021 3:09 PM
To: Michael Bukosky
Cc: Samuel Munoz; cirijr castro
Subject: Re: Camden Fire - Improper Utilization of Acting Officers

Mike

I'm not the person to send this to. I am not a step in the grievance procedure nor the attorney for every pending grievance.

Please address this the City Attorney's office or have your client continue to follow the proper chain of command. I am not the appropriate point of contact. Also be advised that sending correspondence to me does not toll or properly amend pending grievances.

I will not be taking action on this or any other matter that has not be assigned to me by the City. Thank you for your attention to this matter.

Sent via the Samsung Galaxy S10e

From: Michael Bukosky <mbukosky@northeastlaborlaw.com>
Sent: Thursday, February 18, 2021 1:41:38 PM
To: Michael J. DiPiero <mjdipiero@brownconnery.com>
Cc: Samuel Munoz <smunoz@iafflocal2578.org>; cirijr castro <castrocirijr@gmail.com>
Subject: Camden Fire - Improper Utilization of Acting Officers

This is an EXTERNAL email. STOP. THINK! DON'T click links or open files unless you know the sender!

Mr. DiPiero,
Please find attached a letter addressing the Acting/promotional issue. Please consider this a joint grievance on behalf of both unions.
We hope that with your help this matter can be remedied quickly to avoid litigation.
I thank you in advance for your kind courtesies.
Mike

Michael A. Bukosky, Esq.
Loccke, Correia & Bukosky
24 Salem Street
Hackensack, New Jersey 07601
(201) 488-0880
(201) 906-6083 (cell)

CONFIDENTIALITY NOTICE: This e-mail and any accompanying documents contain confidential information belonging to the sender which is legally privileged. The information is intended only for the use of the individual(s) or entity(ies) named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this e-mail in error, please reply as such and delete the e-mail.

LAW OFFICES
LOCCKE, CORREIA & BUKOSKY LLC

24 Salem Street
Hackensack, New Jersey, 07601
201-488-0880
Fax: 201-488-8051

MICHAEL A. BUKOSKY**
COREY M. SARGEANT*
MANUEL A. CORREIA (1948-1996)

OF COUNSEL
RICHARD D. LOCCKE
JAMES CARROLL*

* NEW JERSEY, N.Y. AND N.J. BARS
** NEW JERSEY, N.Y., PA, MA AND N.J. BARS

February 18, 2021

VIA REGULAR MAIL AND EMAIL mjdiplero@brownconnery.com

Michael J. DiPiero, Esq.
BROWN & CONNERY, LLP
360 Haddon Avenue
P.O. Box 539
Westmont, New Jersey 08108

**Re: City of Camden
and
International Association of Fire Fighters Local 2578
and Local 788
IMPROPER USE OF ACTING OFFICERS
MODIFICATION OF GRIEVANCE**

Dear Mr. DiPiero,

As you are aware our office represents Local 2578 and Local 788.

The City has been improperly utilizing Acting Officers. (See Grievance and former settlement attached and incorporated herein). We have not yet received a response from the City Manager. If we are unable to achieve a prompt resolution of this issue the unions reserve the right to file an action within the Superior Court or through an Unfair Labor Practice to address the repudiation of the prior settlement.

Would you please take action to correct this situation immediately.

As of now the members being improperly utilized in an acting capacity impacting Local 2578 are:

Captain Gilberto Colon acting Battalion Chief (was to be made permanent BC 12/1)

The members improperly be utilized in an acting capacity which impact Local 788 are:

Firefighter Robert Scott acting Fire Captain (was to be made permanent Captain 12/1)

Fire Inspector David Munoz acting Fire Subcode Official (should be promoted into Supervising Fire Prevention Specialist to remedy)

Firefighter Gregory Clark (should be promoted into Fire Prevention Specialist to remedy)

We are also modifying and further explicating the grievance as follows:

"All unit employees shall receive overtime for all hours worked in any acting capacity in violation of the agreements/settlements. An equal amount of overtime damages shall be provided to those employees who would be eligible for the acting assignments on an overtime basis. (ie: If a Fire Officer is working as a Captain in an acting capacity he shall be paid overtime for all hours working in the acting capacity). Additionally because such assignments should be filled rank for rank, the unit member who would be eligible for that staffing assignment will be paid overtime for all hours he was entitled to but which the employer has failed to pay. (for example - If Captain's assignment is filled with an acting employee, a permanent Captain who would be eligible for such assignment on an overtime basis, will be paid overtime for those hours he should have been assigned but not allocated to him) Additionally N.J.S.A. 40A:9-6 provides as follows:

"Any person who has held or may hereafter hold, defacto, any office or position in the public service of any County or Municipality and who has or shall have performed the duties thereof, shall be entitled to the emoluments and compensation appropriate to such office or

position for the time in fact so held and may recover therefore in any court of competent jurisdiction, notwithstanding any refusal or failure of any other person or officer to approve or authorize the payment of said emoluments and compensation."

The respective unions request that all unit members be made whole in every way and request contract compliance. The unions also request compliance and payment in accord with NJSA 40A:9-6.

The unions also request that immediate action be taken with Civil Service to correct the issue by requesting temporary and provisional promotional appointments in anticipation of permanent promotional appointment.

To the extent that the improper pay classification results in any adverse pension considerations any impacted unit member shall be made whole for such adverse impacts.

This is a continuing violation and a class grievance. The intentional repudiation of the settlement also mandates the payment of counsel fees necessary to prosecute this intentional contract violation. Please note that this grievance is brought on behalf of both unions as a joint filing."

Would you please accept this letter as modification/clarification of the grievances previously filed. The unions reserve all of their respective rights. If you have any issues with the manner in which this joint grievance is being modified or advanced please let me know so that we can remediate any issues forthwith.

I look forward to hearing from you and thank you again for your kind courtesies.

Very truly yours,
LOCCKE, CORREIA & BUKOSKY, LLC

Michael A. Bukosky

Enclosure

cc: Local 2578
Local 788

GRIEVANCE

TO: Michael Harper, Chief of Department

FROM: IAFF Local 2578 and 788 Joint Filing

DATE: 5 January 2021

RE: ***Step 1 & 2 Grievance - Use of "Acting" in the promotion of Battalion Chief G. Colon, FF G. Caraballo, and FF R. Scott.***

Contract reference: 1. Article XXXV - Standard Safety Staffing Procedure 2. Article XXXIII - Prevailing Rights 3. Memorandum of Understanding (DLGS) 4. Settlement Agreement - PERC Docket No. AR-2009-608

Chief,

This matter arises after three Camden Fire Department members were promoted in "Acting" capacity on or around 15 December 2020 (Personnel Order #2020-24). These members are: Battalion Chief, G. Colon, Firefighter G. Caraballo, and Firefighter R. Scott.

As per the CBA, the use of "Acting" officers is discouraged and must meet a detailed criteria found both in the CBA and in the 2009 Settlement Agreement before this action is utilized. The narrow criteria has not been met; thus, the current action is violating our CBA and subsequent Settlement Agreement on Acting. Additionally, any use of "Acting" must be negotiated with the Union which has not taken place.

Furthermore, the failure of the City of Camden to not promote vacancies that are deemed "one for one" is a deviation of past practice, generates bad faith in labor relations, and is not consistent with the acceptable promotions detailed in the City's Memorandum of Agreement with the DLGS. The delay in permanently promoting these members has caused great harm, which includes financial hardship, retirement delays, family anxiety, disruption of fire company operations and unnecessary legal expenses.

Remedy:

The Union requests that these members be permanently promoted without further delay. The Union also demands that the City cease its violation of our CBA and subsequent Settlement Agreement on Acting.

I thank you for your attention to this matter. Feel free to contact me to discuss this issue further.

Respectfully submitted,

**Samuel Muñoz
President, IAFF Local 2578
856.466.0842**

Settlement Agreement

Between

The City of Camden

And

International Association of Fire Fighters, Locals 788 and 2578

Whereas, International Association of Fire Fighters, Locals 788 and 2578 (the Unions) submitted a grievance to arbitration before the New Jersey Public Employment Relations Commission (PERC), in Docket No. AR-2009-608, alleging that the City of Camden had breached its collective negotiations agreements with the Unions in its use of Acting Officers rather than rank for rank overtime and by its restrictions on overtime;

Whereas, the Unions' grievance is pending hearing, on August 21, 2009, before Arbitrator Charles Coleman, the Arbitrator designated by PERC;

Whereas, the parties desire to amicably resolve the grievance through a final and binding settlement in advance of the scheduled arbitration hearing and in lieu of a decision and award of the Arbitrator;

The parties hereby agree as follows:

1. In making replacements in connection with roster staffing, replacements must be done on a rank for rank basis whenever possible, as follows:

Fire Fighter for Firefighter;
Captain for Captain;
Battalion Chief for Battalion Chief; and
Deputy Chief for Deputy Chief.

2. Acting status is to be discouraged and only allowed when no superior officer is available to fill such opening and in an emergency.

3. If acting in a higher rank is unavoidable, personnel required to act shall not be displaced after 12 hours and replaced by another actor for another 12 hours as a way to circumvent paying acting costs.

4. The Unions and the City agree to split any costs of Arbitration.

5. By entering into this final and binding settlement agreement, the parties do not

admit that they have violated their collective bargaining agreements.

6. This Settlement Agreement represents a final and enforceable interpretation of the parties' collective negotiations agreements and a resolution of the issues raised in Docket No. AR-2009-608.

Agreed, this 31st day of August, 2009.

For the City:

For IAFF Local 788 and 2578:


m: JaAsunci@ci.camden.nj.us
Sent: Saturday, February 20, 2021 12:21 PM
To: MiHarper@ci.camden.nj.us; MiSpearm@ci.camden.nj.us
Cc: EdTruebl@ci.camden.nj.us; ShMoore@ci.camden.nj.us; JeFlax@ci.camden.nj.us
Subject: RE: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance

Thanks Chief, I'm reviewing with Law Dept.

Sincerely,
Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: [609.330.2482](tel:609.330.2482) | Desk: [856.757.7150](tel:856.757.7150)

----- Original message -----

From: Michael Harper <MiHarper@ci.camden.nj.us>

Date: 2/19/21 3:10 PM (GMT-05:00)

To: "Jason J. Asuncion" <JaAsunci@ci.camden.nj.us>, Michelle Spearman <MiSpearm@ci.camden.nj.us>
: Edward Trueblood <EdTruebl@ci.camden.nj.us>, "Sharon D. Eggleston" <ShMoore@ci.camden.nj.us>, Jesse Flax <JeFlax@ci.camden.nj.us>

Subject: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance

This was emailed to me today at 2:02pm and after reviewing this document I have noted the following:

- Page 2 of the Locke. Correia & Bukosky LLC document
-



 **From:** Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Tuesday, April 6, 2021 5:12 PM
To: CityCouncil@ci.camden.nj.us
Cc: Steve McConlogue; cirijr castro
Subject: Camden Fire Department Staffing Needs
Attachments: Camden Fire Unions - CFD Staffing - Councilmembers.pdf

Greetings Honorable Councilmembers,

Attached you will find correspondence that summarizes the details of our recent meet-and-greet at Fire Headquarters on March 18th. Please feel free to contact us to further discuss any item listed. We hope that we can count on you all to support our members and help us provide the best fire protection to our residents.

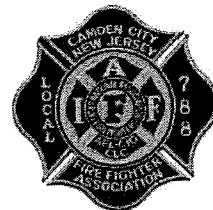
Respectfully,

Samuel Muñoz
President, IAFF Local 2578




CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

6 April 2021

Angel Fuentes
Councilmember At Large
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Felicia Reyes-Morton
Councilwoman 4th Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Shaneka Boucher
Councilwoman 1st Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Dear Councilmembers Fuentes, Reyes-Morton, and Boucher,

We want to thank you for granting us an audience on March 18th to discuss the staffing needs of the Camden Fire Department. As stated in our meet-and-greet, the Camden Fire Department has significant needs and we hope that we can count on you to prioritize these deficiencies with a corresponding course of action. As promised, you will find our staffing needs detailed below with its corresponding cost. These positions were eliminated after implementation of the Reduction In Force (RIF) Plan of 26 June 2020.





CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

Our immediate needs are as follows:

- Promote Jose Berrios to Deputy Chief of Training [Cost: \$10,000]
- Promote Samuel Balakas to Deputy Chief of Administration [Cost: \$10,000]
- Promote Ezequiel Tirado to Battalion Chief (*Replaces BC Berrios*) - [Cost: \$10,000]
- Promote Phillip Tally to Battalion Chief (*Replaces BC Balakas*) - [Cost: \$10,000]
- Promote Edward Stratton to Battalion Chief of Training - [Cost: \$10,000]
- Promote Robert Scott to Fire Captain - (*Replaces Gilberto Colon*) - [Cost: *Currently Acting*]
- Promote Milike Winthers to Fire Captain - (*Replaces Ezequiel Tirado*) - [Cost: \$23,000]
- Promote Daniel Gonzalez to Fire Captain - (*Replaces Phillip Tally*) - [Cost: \$23,000]
- Promote Gerald Hall to Fire Captain of Training - (*Replaces Edward Stratton*) - [Cost: \$23,000]
- Promote Gregory Clark to Fire Prevention Specialist (*Had been acting FM for over ten months which violates the CBA, CSC & NJAC statutes*) - [Cost: \$8,000]
- Promote David Muñoz to Supervising Fire Prevention Specialist - (*Has been acting out of title for large part of year to the sum of \$8,000*) - [Cost: \$10,000]
- Hiring six firefighters already approved by DLGS will bring staffing to 184
- Current cycle of SAFER Grant can be used to augment the staffing at the lower level. FEMA has waived the municipal contribution.

Summary: (2) Deputy Chiefs, (3) Battalion Chiefs, (4) Fire Captains, (1) Fire Prevention Specialists, (1) Supervising Fire Prevention Specialist

Total Cost: \$137,000.00





CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

The staffing positions listed above will effectively return all of our critical divisions to a minimally acceptable level. In order to provide the best community risk reduction possible, we would need to add several additional positions to those listed above in order to establish the necessary community programs that have proven successful in other urban departments. The positions listed above will have an immediate positive impact on our Fire Command Staff, Training Division, and Fire Prevention Division. As a note of significance, the Fire Prevention Division has generated an average of \$220,000.00 in revenue the past 3 years. This number could be negatively impacted if it remains understaffed.

In addition, the failure to replace the Deputy Chief positions has had a devastating impact on COVID Mitigation and Response capabilities. A significant amount of unnecessary overtime has been incurred due to basic steps such as contact tracing. Fire Administration does not have the personnel to keep track of personnel exposed while at the same time respond to emergency incidents. Our Fire Chief is one of the few urban Chiefs still responding to fire emergencies. This is due in large part to the absence of coverage with the elimination of two Deputy Chief positions.

We would like to reiterate that Camden Firefighters have responded to one major fire a week since June 26. We have suffered eight firefighter injuries, two of which were major and those members remain out. Three civilians have perished and ten civilians have been injured at fires. The CFD has also successfully rescued over thirty civilians from fires during this period. Nevertheless, we can't continue to operate without all of our safety mechanisms in place. The city of Camden is a very unique place to fight fire since the hazards are endless. We are also proud of being the busiest fire department in the state per capita; nevertheless, we need the staffing and equipment to do the job to keep our residents and firefighters safe.

As stated in the meeting, a large portion of our fire trucks are near or past ten years of service. For instance, our Rescue Truck was built in 1982. Thus, not only are we battling understaffing, a lack of adequate fireground supervision, and an



CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

absent training division, but we are also working with subpar equipment. Several of the apparatus deficiencies can be procured through federal grants. Some will need to be purchased outright due to the dire disrepair. Additionally, we want to reiterate that we have firehouses that are over 100 years old and are in desperate need of upgrades.

As you know, the American Rescue Plan Act will provide \$350 billion in aid to state, local, tribal and territorial governments to help deal with the budgetary impact of the pandemic, including \$195.3 billion for states and Washington, D.C.; \$130.2 billion for local governments; \$20 billion for tribal governments; and \$4.5 billion for U.S. territories. \$10.2 billion from the stimulus will flow into New Jersey. The City of Camden has been awarded \$63.2 million. We have learned that half of that amount will arrive by May 10, 2021.

As such, we plead to your good graces to help us fight to restore our staffing as well as our command, fire prevention, and training divisions. In addition, help us develop a plan of sustainability for years to come. We need to develop a plan that hires a minimum of 5-10 firefighters every two years, not 30 firefighters every ten years. We are very proud of the diversity we have achieved with minority hiring to include the most women firefighters in the history of the CFD. Now that we have achieved this, we have been losing the critical resources to maintain this diversity and excellence in product delivery that Camden residents have come to expect from its firefighters. Once we return our staffing, we can then move our focus to equipment.

Finally, join us in praying for five our members who have battled or are currently battling occupational cancer. Studies have shown that there is a direct correlation between frequency of exposure to cancer-causing agents and developing cancer. Thus, hiring more firefighters helps us minimize exposure by reducing the need to staff personnel by use of overtime. This is also prudent financial practice and creates jobs.



CAMDEN FIRE LOCALS 2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

The aforementioned is a summary of what we discussed. If you have questions on any item, please do not hesitate to contact us. We thank you again for your time and consideration of this matter.

Respectfully submitted,

Samuel Muñoz
President, IAFF Local 2578

Ciri Castro
President, IAFF Local 788

C: Steve McConlogue, President - PFANJ





From:

Ciri Castro Jr . <icfire9@yahoo.com>

Sent:

Wednesday, April 7, 2021 4:23 PM

To:

Deputy Chief Jessie Flax

Subject:

Council members

Attachments:

Camden Fire Unions - CFD Staffing - Councilmembers.pdf; attachment.txt





CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

6 April 2021

Angel Fuentes
Councilmember At Large
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Felicia Reyes-Morton
Councilwoman 4th Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Shaneka Boucher
Councilwoman 1st Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

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CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

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Total Cost: \$137,000.00



CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

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In addition, the failure to replace the Deputy Chief positions has had a devastating impact on COVID Mitigation and Response capabilities. A significant amount of unnecessary overtime has been incurred due to basic steps such as contact tracing. Fire Administration does not have the personnel to keep track of personnel exposed while at the same time respond to emergency incidents. Our Fire Chief is one of the few urban Chiefs still responding to fire emergencies. This is due in large part to the absence of coverage with the elimination of two Deputy Chief positions.

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As stated in the meeting, a large portion of our fire trucks are near or past ten years of service. For instance, our Rescue Truck was built in 1982. Thus, not only are we battling understaffing, a lack of adequate fireground supervision, and an



CAMDEN FIRE LOCALS

2578 & 788



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As you know, the American Rescue Plan Act will provide \$350 billion in aid to state, local, tribal and territorial governments to help deal with the budgetary impact of the pandemic, including \$195.3 billion for states and Washington, D.C.; \$130.2 billion for local governments; \$20 billion for tribal governments; and \$4.5 billion for U.S. territories. \$10.2 billion from the stimulus will flow into New Jersey. The City of Camden has been awarded \$63.2 million. We have learned that half of that amount will arrive by May 10, 2021.

As such, we plead to your good graces to help us fight to restore our staffing as well as our command, fire prevention, and training divisions. In addition, help us develop a plan of sustainability for years to come. We need to develop a plan that hires a minimum of 5-10 firefighters every two years, not 30 firefighters every ten years. We are very proud of the diversity we have achieved with minority hiring to include the most women firefighters in the history of the CFD. Now that we have achieved this, we have been losing the critical resources to maintain this diversity and excellence in product delivery that Camden residents have come to expect from its firefighters. Once we return our staffing, we can then move our focus to equipment.

Finally, join us in praying for five our members who have battled or are currently battling occupational cancer. Studies have shown that there is a direct correlation between frequency of exposure to cancer-causing agents and developing cancer. Thus, hiring more firefighters helps us minimize exposure by reducing the need to staff personnel by use of overtime. This is also prudent financial practice and creates jobs.



CAMDEN FIRE LOCALS

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International Association of Fire Fighters AFL-CIO-CLC

The aforementioned is a summary of what we discussed. If you have questions on any item, please do not hesitate to contact us. We thank you again for your time and consideration of this matter.

Respectfully submitted,

Samuel Muñoz
President, IAFF Local 2578

Ciri Castro
President, IAFF Local 788

C: Steve McConlogue, President - PFANJ


From: Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Monday, April 12, 2021 2:49 PM
To: JaAsunci@ci.camden.nj.us
Cc: Elizer Agron; cirijr castro; Javier Matos; Chief Jose Berrios
Subject: Post meeting doc
Attachments: Camden Fire Unions - CFD Staffing - BA April 2021.pdf

Hi Jason,

Thanks again for meeting with us today. Attached you will find our priority needs regarding staffing. We are also counting with SAFER grant funding restoring our firefighters at the entry-level position. Again, there is more than one way to skin a cat. As stated in meeting, we would like to meet with you and the DCA in the near future. I will await your followup and hope for good news that immediate funding can be earmarked to be paired with the federal funding arriving May 10th. Please call me with any questions.

Best regards,

Samuel Muñoz
President, IAFF Local 2578



CAMDEN FIRE LOCALS

2578 & 788



President Samuel Muñoz

International Association of Fire Fighters AFL-CIO-CLC

President Ciri Castro

Presented to Business Administrator Jason Asuncion on 12 April 2021

Our immediate needs are as follows:

- Promote Jose Berrios to Deputy Chief of Training [Cost: \$10,000]
- Promote Samuel Balakas to Deputy Chief of Administration [Cost: \$10,000]
- Promote Ezequiel Tirado to Battalion Chief (*Replaces BC Berrios*) - [Cost: \$10,000]
- Promote Phillip Tally to Battalion Chief (*Replaces BC Balakas*) - [Cost: \$10,000]
- Promote Edward Stratton to Battalion Chief of Training - [Cost: \$10,000]
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- Promote Gregory Clark to Fire Prevention Specialist (*Had been acting FM for over ten months which violates the CBA, CSC & NJAC statutes*) - [Cost: \$8,000]
- Promote David Muñoz to Supervising Fire Prevention Specialist - (*Has been acting out of title for large part of 2020/2021 to the sum of \$8,000*) - [Cost: \$10,000]
- Hiring six-eight firefighters already approved by DLGS will bring staffing to 184
- Current cycle of SAFER Grant can be used to augment the staffing at the lower level. FEMA has waived the municipal contribution.

Summary: (2) Deputy Chiefs, (3) Battalion Chiefs, (4) Fire Captains, (1) Fire Prevention Specialists, (1) Supervising Fire Prevention Specialist

Total Cost: \$137,000.00





From: Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Tuesday, April 13, 2021 8:03 AM
To: JaAsunci@ci.camden.nj.us
Cc: Elizer Agron
Subject: CFD Needs
Attachments: Camden Fire Unions - CFD Staffing - Councilmembers.pdf

Good morning Jason,

Attached is a letter we recently sent to City Councilmembers. We wanted you to have as a reference since it provides greater detail of our department's needs which we verbally discussed at our labor management meetings.

Respectfully,

Samuel Muñoz
President, IAFF Local 2578





CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

6 April 2021

Angel Fuentes
Councilmember At Large
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Felicia Reyes-Morton
Councilwoman 4th Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Shaneka Boucher
Councilwoman 1st Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Dear Councilmembers Fuentes, Reyes-Morton, and Boucher,

We want to thank you for granting us an audience on March 18th to discuss the staffing needs of the Camden Fire Department. As stated in our meet-and-greet, the Camden Fire Department has significant needs and we hope that we can count on you to prioritize these deficiencies with a corresponding course of action. As promised, you will find our staffing needs detailed below with its corresponding cost. These positions were eliminated after implementation of the Reduction In Force (RIF) Plan of 26 June 2020.



CAMDEN FIRE LOCALS

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International Association of Fire Fighters AFL-CIO-CLC

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2578 & 788



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As you know, the American Rescue Plan Act will provide \$350 billion in aid to state, local, tribal and territorial governments to help deal with the budgetary impact of the pandemic, including \$195.3 billion for states and Washington, D.C.; \$130.2 billion for local governments; \$20 billion for tribal governments; and \$4.5 billion for U.S. territories. \$10.2 billion from the stimulus will flow into New Jersey. The City of Camden has been awarded \$63.2 million. We have learned that half of that amount will arrive by May 10, 2021.

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2578 & 788



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Respectfully submitted,

Samuel Muñoz
President, IAFF Local 2578

Ciri Castro
President, IAFF Local 788

C: Steve McConlogue, President - PFANJ


From: mmonrrow69 
Sent: Tuesday, April 20, 2021 1:57 PM
To: Norma Ruiz
Subject: FW: Camden Fire Unions - CFD Staffing - Councilmembers.pdf
Attachments: Camden Fire Unions - CFD Staffing - Councilmembers.pdf

Sent from my Galaxy

----- Original message -----

From: Pete Perez <petemaxperez1989@
Date: 4/20/21 12:34 PM (GMT-05:00)
To: mmonrrow69 
Subject: Camden Fire Unions - CFD Staffing - Councilmembers.pdf



CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

6 April 2021

Angel Fuentes
Councilmember At Large
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City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Felicia Reyes-Morton
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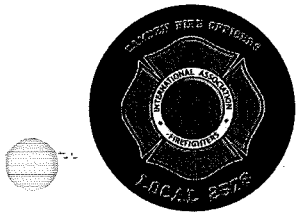
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Samuel Muñoz
President, IAFF Local 2578

Ciri Castro
President, IAFF Local 788

C: Steve McConlogue, President - PFANJ

[REDACTED]

From: JaAsunci@ci.camden.nj.us
Sent: Tuesday, May 4, 2021 9:50 AM
To: MiSpearm@ci.camden.nj.us; mjdipiero@brownconnery.com
Cc: EdTruebl@ci.camden.nj.us; DianeG@ci.camden.nj.us
Subject: FW: Breach of Contract Grievance
Attachments: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance; FW: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance; Improper Utilization of Acting Officers - Grievance (00131048xB1414).pdf; RE: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance; RE: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance

[REDACTED]

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Ciri Castro <icfire9@yahoo.com>
Sent: Tuesday, May 04, 2021 6:43 AM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>; Michael J. DiPiero <mjdipiero@brownconnery.com>; Raymond Heineman <rheineman@krollfirm.com>
Subject: Breach of Contract Grievance

Good Morning Jason,

We were hoping that you could take a few moments from your schedule today to address the Breach of Contract Grievance that was dated February 19, 2021. We have been trying to get a decision on this matter for quite some time and have not received any correspondence from your office on this Grievance. According to our CBA we should have already received an answer to this Grievance, we understand that your title has a lot going on with the transition of a Interim Mayor and not to take away from any other important duties that fall under your job title but this has gone on long enough and is an unacceptable business practice. We have filed for a PERC hearing and again I will remind you that if in our favor the expense falls on the City. The last thing we would want to be is an unnecessary expense to the City due to lack of communication or just blatantly being ignored. Please feel free contact me at your earliest convenience.

Howard McCoach

From: JaAsunci@ci.camden.nj.us
Sent: Tuesday, May 4, 2021 3:35 PM
To: MiHarper@ci.camden.nj.us; mjdipiero@brownconnery.com; LiPicon@ci.camden.nj.us
Cc: MiSpearm@ci.camden.nj.us; EdTruebl@ci.camden.nj.us; DianeG@ci.camden.nj.us
Subject: RE: Breach of Contract Grievance
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Fire Chief Harper - In addition to the information provided in your attached Fri 2/19/2021 3:11 PM email, please address yellow highlight below.

With respect to the promotions Chief Harper highlighted in his February 19th response:

1. Gilberto Colon to Battalion Chief – has since been promoted to Battalion Chief [REDACTED]

[REDACTED]

[REDACTED]

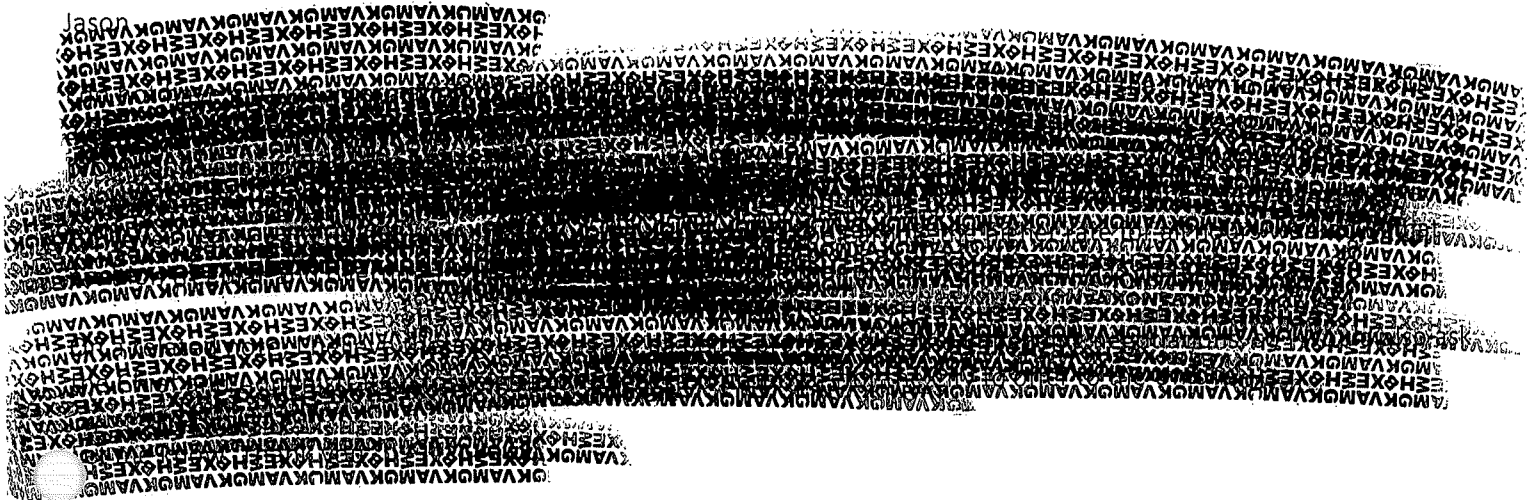
Sincerely,

Jason J. Asuncion, Esq., MPA

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Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Michael J. DiPiero <mjdi Piero@brownconnery.com>
Sent: Tuesday, May 04, 2021 10:20 AM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Cc: Edward Trueblood <EdTruebl@ci.camden.nj.us>; Diana Gonzalez <DianeG@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>
Subject: RE: Breach of Contract Grievance

Jason



Michael J. DiPiero, Esquire
Partner
BROWN & CONNERY, LLP
360 Haddon Avenue, Westmont, NJ 08108
Direct: (856) 858-8170 Fax: (856) 858-4967
mjdi Piero@brownconnery.com
www.brownconnery.com

From: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Sent: Tuesday, May 4, 2021 9:50 AM
To: Michelle Spearman <MiSpearm@ci.camden.nj.us>; Michael J. DiPiero <mjdi Piero@brownconnery.com>
Cc: Edward Trueblood <EdTruebl@ci.camden.nj.us>; Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: FW: Breach of Contract Grievance

This is an EXTERNAL email. STOP. THINK! DON'T click links or open files unless you know the sender!



Sincerely,

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CONFIDENTIALITY NOTICE: This e-mail and any accompanying documents contain confidential information belonging to the sender which is legally privileged. The information is intended only for the use of the individual(s) or entity(ies) named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this e-mail in error, please reply as such and delete the e-mail.

[REDACTED]

From: JaAsunci@ci.camden.nj.us
Sent: Tuesday, May 11, 2021 1:41 PM
To: icfire9@yahoo.com; smunoz@iafflocal2578.org
Cc: mjdipiero@brownconnery.com; MiSpearm@ci.camden.nj.us; EdTruebl@ci.camden.nj.us; DianeG@ci.camden.nj.us
Subject: FW: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance
Attachments: Improper Utilization of Acting Officers - Grievance (00131048xB1414).pdf

In follow up to our discussion yesterday: in response to the attached Joint Grievance, the City Administration denies same. As it appears the Unions may have elected to advance this matter to arbitration, as is there right to do so under the contract, going forward the matter will be handled by Brown & Connery to resolve and/or defend. Any resolution at this point would be through the attorneys in said process—hopefully, both sides can amicably and expeditiously resolve this Grievance to their mutual satisfaction.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Sent: Saturday, February 20, 2021 12:20 PM
To: Edward Trueblood <EdTruebl@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>
Subject: FW: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance

[REDACTED]

Sincerely,
Jason J. Asuncion, Esq., MPA
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Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

----- Original message -----

From: Michael Harper <MiHarper@ci.camden.nj.us>
Date: 2/19/21 3:10 PM (GMT-05:00)
To: "Jason J. Asuncion" <JaAsunci@ci.camden.nj.us>, Michelle Spearman <MiSpearm@ci.camden.nj.us>

[REDACTED]

From: Ciri Castro Jr. <icfire9@yahoo.com>
Sent: Tuesday, May 11, 2021 2:04 PM
To: Orlando Chandler; Lisa Picon; Terrance Jones; Jennifer Barrientos; William Johnson; Kevin Cooper; Aaron Spencer
Subject: Fwd: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance
Attachments: Improper Utilization of Acting Officers - Grievance (00131048xB1414).pdf; attachment.html

Sent from my iPhone

Begin forwarded message:

From: "Jason J. Asuncion" <JaAsunci@ci.camden.nj.us>
Date: May 11, 2021 at 1:39:02 PM EDT
To: "Ciri Castro Jr." <icfire9@yahoo.com>, Samuel Munoz <smunoz@iafflocal2578.org>
Cc: "Michael J. DiPiero" <mjdipiero@brownconnery.com>, Michelle Spearman <MiSpearm@ci.camden.nj.us>, Edward Trueblood <EdTruebl@ci.camden.nj.us>, Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: FW: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance

In follow up to our discussion yesterday: in response to the attached Joint Grievance, the City Administration denies same. As it appears the Unions may have elected to advance this matter to arbitration, as is there right to do so under the contract, going forward the matter will be handled by Brown & Connery to resolve and/or defend. Any resolution at this point would be through the attorneys in said process—hopefully, both sides can amicably and expeditiously resolve this Grievance to their mutual satisfaction.

Sincerely,

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Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Sent: Saturday, February 20, 2021 12:20 PM
To: Edward Trueblood <EdTruebl@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>
Subject: FW: City of Camden and Camden Fire Officers IAFF Local 2578, 788 Improper Utilization of Acting Officers - Joint Grievance

[REDACTED]

From: CityCouncil@ci.camden.nj.us
Sent: Wednesday, May 12, 2021 11:55 AM
To: angelfuentes1205@gmail.com; anfuente@ci.camden.nj.us; curtjenkins@comcast.net; mmonrrow69@gmail.com; ShDavis@ci.camden.nj.us; CuJenkin@ci.camden.nj.us; FeReyes@ci.camden.nj.us; MaTorres@ci.camden.nj.us; shaneka.boucher@gmail.com; ShBouche@ci.camden.nj.us; sheilabless143@yahoo.com; Vcarstarphen@holmescpas.com; ViCarsta@ci.camden.nj.us
Cc: HoMcCoac@ci.camden.nj.us; MiMolina@ci.camden.nj.us; NaFurLOW@ci.camden.nj.us
Subject: FW: Camden Fire Unions Followup
Attachments: Camden Fire Unions - CFD Staffing - Councilmembers.pdf

From: Samuel Munoz [mailto:smunoz@iafflocal2578.org]
Sent: Wednesday, May 12, 2021 8:38 AM
To: CITY COUNCIL MEMBERS <CityCouncil@ci.camden.nj.us>
Cc: Ciri Castro Jr <castrocirjr@gmail.com>; Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Subject: Camden Fire Unions Followup

Greetings Honorable Councilmembers,

Attached you will find correspondence that the Fire Unions submitted to council back on April 13th. The document details our immediate staffing needs in the Camden Fire Department. Please feel free to contact us to further discuss any item listed. For further education on the need for staffing our command positions, we have attached links to two unfortunate Line of Duty Death Incidents whereby inadequate training and lack of critical command positions were contributing factors. One of the incidents occurred right over the bridge in Philadelphia.

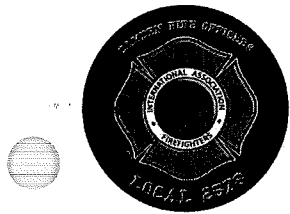
In light of the funding that has been awarded to city as of May 10th, we hope that we can count on you all to support our members and help us provide the best fire protection to our residents.

NIOSH Report 1: <https://www.cdc.gov/niosh/fire/pdfs/face201425.pdf>

NIOSH Report 2: <https://www.cdc.gov/niosh/fire/pdfs/face201818.pdf>

Respectfully submitted,

Samuel Muñoz
President, IAFF Local 2578



CAMDEN FIRE LOCALS

2578 & 788



International Association of Fire Fighters AFL-CIO-CLC

6 April 2021

Angel Fuentes
Councilmember At Large
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Felicia Reyes-Morton
Councilwoman 4th Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Shaneka Boucher
Councilwoman 1st Ward
520 Market Street
City Hall, Room 201
P.O. Box 95120
Camden, NJ 08101-5120

Dear Councilmembers Fuentes, Reyes-Morton, and Boucher,

We want to thank you for granting us an audience on March 18th to discuss the staffing needs of the Camden Fire Department. As stated in our meet-and-greet, the Camden Fire Department has significant needs and we hope that we can count on you to prioritize these deficiencies with a corresponding course of action. As promised, you will find our staffing needs detailed below with its corresponding cost. These positions were eliminated after implementation of the Reduction In Force (RIF) Plan of 26 June 2020.



CAMDEN FIRE LOCALS

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Our immediate needs are as follows:

- Promote Jose Berrios to Deputy Chief of Training [Cost: \$10,000]
 - Promote Samuel Balakas to Deputy Chief of Administration [Cost: \$10,000]
 - Promote Ezequiel Tirado to Battalion Chief (*Replaces BC Berrios*) - [Cost: \$10,000]
 - Promote Phillip Tally to Battalion Chief (*Replaces BC Balakas*) - [Cost: \$10,000]
 - Promote Edward Stratton to Battalion Chief of Training - [Cost: \$10,000]
 - Promote Robert Scott to Fire Captain - (*Replaces Gilberto Colon*) - [Cost: *Currently Acting*]
 - Promote Milike Winthers to Fire Captain - (*Replaces Ezequiel Tirado*) - [Cost: \$23,000]
 - Promote Daniel Gonzalez to Fire Captain - (*Replaces Phillip Tally*) - [Cost: \$23,000]
 - Promote Gerald Hall to Fire Captain of Training - (*Replaces Edward Stratton*) - [Cost: \$23,000]
 - Promote Gregory Clark to Fire Prevention Specialist (*Had been acting FM for over ten months which violates the CBA, CSC & NJAC statutes*) - [Cost: \$8,000]
 - Promote David Muñoz to Supervising Fire Prevention Specialist - (*Has been acting out of title for large part of year in absence of FM1 to the sum of \$8,000*) - [Cost: \$10,000]
 - Hiring six-eight firefighters already approved by DLGS will bring staffing to 184
 - Current cycle of SAFER Grant can be used to augment the staffing at the lower level.
- FEMA has waived the municipal contribution.

Summary: (2) Deputy Chiefs, (3) Battalion Chiefs, (4) Fire Captains, (1) Fire Prevention Specialists, (1) Supervising Fire Prevention Specialist

Total Cost: \$137,000.00



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The staffing positions listed above will effectively return all of our critical divisions to a minimally acceptable level. In order to provide the best community risk reduction possible, we would need to add several additional positions to those listed above in order to establish the necessary community programs that have proven successful in other urban departments. The positions listed above will have an immediate positive impact on our Fire Command Staff, Training Division, and Fire Prevention Division. As a note of significance, the Fire Prevention Division has generated an average of \$220,000.00 in revenue the past 3 years. This number could be negatively impacted if it remains understaffed.

In addition, the failure to replace the Deputy Chief positions has had a devastating impact on COVID Mitigation and Response capabilities. A significant amount of unnecessary overtime has been incurred due to basic steps such as contact tracing. Fire Administration does not have the personnel to keep track of personnel exposed while at the same time respond to emergency incidents. Our Fire Chief is one of the few urban Chiefs still responding to fire emergencies. This is due in large part to the absence of coverage with the elimination of two Deputy Chief positions.

We would like to reiterate that Camden Firefighters have responded to one major fire a week since June 26. We have suffered eight firefighter injuries, two of which were major and those members remain out. Three civilians have perished and ten civilians have been injured at fires. The CFD has also successfully rescued over thirty civilians from fires during this period. Nevertheless, we can't continue to operate without all of our safety mechanisms in place. The city of Camden is a very unique place to fight fire since the hazards are endless. We are also proud of being the busiest fire department in the state per capita; nevertheless, we need the staffing and equipment to do the job to keep our residents and firefighters safe.

As stated in the meeting, a large portion of our fire trucks are near or past ten years of service. For instance, our Rescue Truck was built in 1982. Thus, not only are we battling understaffing, a lack of adequate fireground supervision, and an



CAMDEN FIRE LOCALS

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absent training division, but we are also working with subpar equipment. Several of the apparatus deficiencies can be procured through federal grants. Some will need to be purchased outright due to the dire disrepair. Additionally, we want to reiterate that we have firehouses that are over 100 years old and are in desperate need of upgrades.

As you know, the American Rescue Plan Act will provide \$350 billion in aid to state, local, tribal and territorial governments to help deal with the budgetary impact of the pandemic, including \$195.3 billion for states and Washington, D.C.; \$130.2 billion for local governments; \$20 billion for tribal governments; and \$4.5 billion for U.S. territories. \$10.2 billion from the stimulus will flow into New Jersey. The City of Camden has been awarded \$63.2 million. We have learned that half of that amount will arrive by May 10, 2021.

As such, we plead to your good graces to help us fight to restore our staffing as well as our command, fire prevention, and training divisions. In addition, help us develop a plan of sustainability for years to come. We need to develop a plan that hires a minimum of 5-10 firefighters every two years, not 30 firefighters every ten years. We are very proud of the diversity we have achieved with minority hiring to include the most women firefighters in the history of the CFD. Now that we have achieved this, we have been losing the critical resources to maintain this diversity and excellence in product delivery that Camden residents have come to expect from its firefighters. Once we return our staffing, we can then move our focus to equipment.

Finally, join us in praying for five our members who have battled or are currently battling occupational cancer. Studies have shown that there is a direct correlation between frequency of exposure to cancer-causing agents and developing cancer. Thus, hiring more firefighters helps us minimize exposure by reducing the need to staff personnel by use of overtime. This is also prudent financial practice and creates jobs.



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The aforementioned is a summary of what we discussed. If you have questions on any item, please do not hesitate to contact us. We thank you again for your time and consideration of this matter.

Respectfully submitted,

Samuel Muñoz
President, IAFF Local 2578

Ciri Castro
President, IAFF Local 788

C: Steve McConlogue, President - PFANJ


From: BrVilleg@ci.camden.nj.us
Sent: Friday, June 25, 2021 11:54 AM
To: JaAsunci@ci.camden.nj.us
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

BA Jason Asuncion,

Your actions to improve and effectuate municipal functions is greatly appreciated and beneficial for the residents and stakeholders in the City of Camden. As you know, the Office of the Fire Marshal enforces the NJ Uniform Fire Code (NJUFC) to ensure the quality and safety of commercial and residential building structures. Our objective is to safeguard the occupants of a building, and protect the building structure from various threats and exposures. The Department of Community Affairs, Division of Fire Safety (DCA, DFS) monitors every local enforcing agency (LEA) in the state to ensure the NJUFC is being properly enforced. In a 2017 field monitoring visit, the DCA, DFS identified operational and code enforcement activities not consistent with the standards of the Uniform Fire Code (see attached). The following represents the status of each.

LEA OPERATIONS

- Currently, there is a significant staffing shortage and an increased workload.
 - This office has not been able to annually inspect all of the Non-Life Hazard Use inspections due to staffing shortage.
 - Inspectors continue to draft and send NLHU invoices to businesses. Collection rate is currently at approximately 22 percent.
 - Our record-keeping remains insufficient. A secretary or clerk has not been hired or assigned to the Office of the Fire Marshal to establish and manage a record-keeping system for inspections, permits, finances, fire prevention/safety programs, and investigations.
 - I have experienced an increased workload in fire investigations involving civilian injuries and deaths, court proceedings, redevelopment planning and departmental meetings, sub code fire inspections and plan reviews, day-to-day problems, and various laborious tasks as described in the audit.
 - Currently, outstanding fire code violations exist in most of the firehouses. Please refer to Deputy Chief Jesse Flax.
 - Colonial Process abated/corrected outstanding fire code violations.
 - Vacant warehouse on 1895 Federal Street was demolished for redevelopment.
 - Fire code violations are outstanding at the vacant warehouse on 1625 Mickle Street.
 - Crane International and Northgate 1 Apartments are currently in court.

FINANCES

- A trust fund in accordance with state regulation was established for penalties. However, fees are placed in general funds and maintained by the City's Department of Finance. A coordinated effort between the Office of the Fire Marshal, Municipal Court, and Department of Finance is necessary to ensure fees and penalties are properly appropriated.

ORDINANCE

- Ordinance 244-4 has not been updated to state that the Chief Fire Marshal is the proper authority according to the Uniform Fire Safety Act to grant fireworks permits.

The recent budget cuts in the fire department have further exacerbated operations in the Office of the Fire Marshal. Currently, I am fulfilling the duties of four positions: Fire Official, Fire Protection Sub-code, Fire Protection Inspector, and Supervising Fire Prevention Specialist. Additionally, I have an added responsibility of being the on-duty chief 365 days a year. To aid in the staffing issues, it is essential that the Assistant Fire Marshal (aka Supervising Fire Prevention Specialist, UFD) be reinstated and a clerk be hired full-time. The 2017 DCA Division of Fire Safety audit and a 2019 Independent Study recommended reinstating the Assistant Fire Marshal position to aid in staffing.

The Assistant Fire Marshal will provide critical assistance during the course of the entire year, not only in my absence. This individual will ensure continuity of service when I am not available. Everyday responsibilities include, but is not limited to, administering and directing the enforcement of relevant fire safety codes and related regulations, establishing daily operating routines of personnel, coordinating and supervising Fire Prevention Specialists' activities and company fire inspections, investigations, maintaining fire investigative reports, attending redevelopment planning and departmental meetings, conducting fire sub-code inspections, ensuring all variance requests are properly prepared, documented, and approved in a timely manner, ensuring all appeals are referred to the Construction Board of Appeals, and more.

The Administrative Secretary / Clerk will establish a critical record-keeping system that ensures comprehensive and accurate records of all inspections (LHU and NLHU), permits, and finances. This individual will become affluent in our inspection software program and maintain the system. In addition, he/she will maintain constant communications with city and county agencies, the Division, and all other state/federal agencies. The administrative secretary / clerk will ensure payments are received/served and any administrative concerns with RIMS needing prompt attention.

Each year, the senior and most qualified fire marshal is compensated for acting in my absence. The city's yearly payout for several weeks is nearly what it will cost to reinstate the Assistant Fire Marshal position full-time. In addition, Life Hazard Use fees were increased by the Division thus increasing revenues that will help cover staffing.

It is important to note that the Non-Life Hazard Use fees established in City Ordinance have not increased since 2008. Consideration should be given to increase fees by 25 percent to aid in staffing and development of a new record-keeping system.

If you have any questions, please do not hesitate in contacting me.

Respectfully,

Braulio Villegas, MS, CPM

Chief Fire Marshal
Camden Fire Department
(856) 757-7510 (Office)
(856) 757-7243 (Fax)

"Don't be afraid to think outside the box. Don't be afraid to fail big. To dream big" – Denzel Washington

From: Jason J. Asuncion

Sent: Monday, June 21, 2021 4:10 PM

To: Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>

Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

I am working with DLGS in reviewing and effectuating actions to improve the efficiency and effectiveness of certain municipal functions. Please review and advise me ASAP on attached past letter to your Office, thanks!

 Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Sent: Friday, June 18, 2021 6:27 PM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Cc: Swain, William (DCA) <William.Swain@dca.nj.gov>
Subject: Fw: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,
Do you know if these issues were ever resolved that are mention in this report?
Rick



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO BOX 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, 2016 **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

Re: Field Monitoring Visit

Mr. Braulio Villegas:

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidenced by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according to Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the



current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

The field representative also found a vacant building at 1625 Mickel Street where the sprinkler system is not operational and the PIV is off. Also, 1895 Federal Street was supposed to be vacant, but appears to be occupied. There is not enough staffing to find these because of the work load.

Conditions in Camden City require much of Fire Marshal Villegas's time in conducting fire investigations, overseeing staff and inspectors, multiple court appearances where cases go on for months or years (i.e. Crane International and North Gate Apartments); fire prevention; Camden City required him to attend redevelopment planning and departmental meetings; sub code fire inspections and plan review; day to day problems; and laborious tasks required to be followed according to Camden procedures on different issues.

The State of New Jersey Division of Fire Safety has currently increased the Life Hazard Use fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and an Assistant Fire Marshal. Camden's City's Ordinance Chapter 55-16 has the title Supervising Fire Prevention which would serve as the back-up fire official and aid in staffing issues.

2. Our code representative noted that the current record-keeping system is inefficient. We suggest, therefore, that the record-keeping system be revised so that records of inspections, permits, finances, etc., are comprehensive and accurate. To facilitate record-keeping, we suggest hiring a secretary so records can be maintained by a single individual. The system should be cross indexed and allow quick determination of the current inspection's status. If you need guidance in developing such a system, you should contact our Local Assistance Unit. Again, the State has increased the Life Hazardous Uses fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and other staffing.
3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign – not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3, 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.

(continuing violation since January 21, 2006; abated at time of field
inspection);

N.J.A.C.5:70-3,904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);

N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);

N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);

N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal

N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.11(l).2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.11 Dwelling unit doors not rated;

N.J.A.C.5:70-4.9(a).3 Install interconnected smoke detectors in common
area.

(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);

N.J.A.C.5:70-4.9(a).3.v Install single station smoke alarms in all dwelling
units

(continuing violation since January 23, 2006; abated single station
battery installed on the same day as inspection);

N.J.A.C.5:70-4.19 Install carbon monoxide detectors in vicinity of
dwelling units;

(single station battery carbon monoxide alarms installed on the same
day as inspection);

N.J.A.C.5:70-4.11 Install hand railing on basement steps;

N.J.A.C.5:70-4.13 Vertical opening (stairways);

N.J.A.C.5:70-3,1011.1 Exit signs not illuminating

(continuing violation since 2006);

N.J.A.C.5:70-3,1006.1 Emergency lights not working;

(continuing violation since 2006).

- Engine 10/Ladder2
9th and Morgan

N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
(continuing violation since January 8, 2006; last test date on tag was
January 2014);

- N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.
- Engine 11 Fire House
27th & Hayes
N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove
(continuing violation since January 23, 2006;
N.J.A.C.5:70-4.11 (1)2 Dwelling unit doors required to be self-closures.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.7(h).6 Windowless basement;
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(single station battery operated carbon monoxide alarms installed on
the same day as inspection).
 - Squad 7 Fire House
1115 Kaign Avenue.
N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

(continuing violation since 2006);
N.J.A.C.5:70-4.11 (l) 2 Dwelling unit doors required to be self-closures
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);
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(continuing violation since January 23, 2006);
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Open violations for over one year
(currently being handled via the court system)
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FINANCES

4. N.J.A.C.5:71-3.3 (a) 10 states that the fire official shall collect all fees and penalties due the local enforcing agency ensure that they are properly accounted for. The field representative found that Fire Official did not do an annual budget. In review of the LEA's 2016 revenues collected a total of \$208,192.49 was deposited into Camden City's General Funds but only \$146,038 appeared as revenue on Camden's 2016 Annual Budget. It appears that Camden is not reporting all anticipated revenue collected from fees required by local ordinance such as; non-life hazard use fees; permit fee; and smoke detector, carbon monoxide certification fees.
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Camden City
Monitoring

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We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

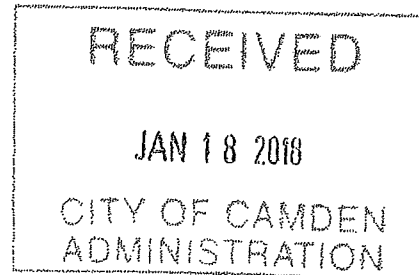
KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, 2016

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102



Re: Field Monitoring Visit

Mr. Braulio Villegas

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidence by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the



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(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign – not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3. 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.
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inspection);
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N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);
N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11(l)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors not rated;
N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area
(continuing violation since January 23, 2006; single station battery
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N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
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January 2014);

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N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House

27th & Hayes

N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);

N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.

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inspection);

N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove

(continuing violation since January 23, 2006;

N.J.A.C.5:70-4.11 (1)2 Dwelling unit doors required to be self-closures
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N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;

N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units

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- Squad 7 Fire House

1115 Kaign Avenue.

N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

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Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#

From: Jason J. Asuncion
Sent: Friday, June 25, 2021 12:54 PM
To: Michael Harper; Braulio Villegas, Chief Fire Marshall; Michelle Spearman
Cc: Diana Gonzalez
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021
Attachments: DCA Audit City of Camden Assistant Chief Fire Marshal.pdf; Ltr fr Frank Clark to Baulio Villegas 011818.pdf

Chief Harper

There's a DCA recommendation for a Secretary and Assistant Fire Marshal and I need your position with respect to same, particularly latter position. You have and continue to request additional secretarial support, which the City is currently working on. Appropriate DLGS Waivers will be processed, subject to internal approval.

Thanks for your input in this important matter.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Sent: Friday, June 18, 2021 6:27 PM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Cc: Swain, William (DCA) <William.Swain@dca.nj.gov>
Subject: Fw: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,
Do you know if these issues were ever resolved that are mention in this report?
Rick

From: Samuel Munoz <smunoz@iafflocal2578.org>

Sent: Thursday, June 17, 2021 7:05 PM

To: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>

Subject: [EXTERNAL] Fwd: Summary of meeting with Camden Fire Unions - 11 June 2021

Get Outlook for iOS

From: Samuel Munoz <smunoz@iafflocal2578.org>

Sent: Saturday, June 12, 2021 7:54 AM

To: Richardella, Rick (DCA); Coburn, Patrick (DCA); Steve McConlogue; Ciri Castro Jr

Cc: Suarez, Jacquelyn

Subject: Summary of meeting with Camden Fire Unions - 11 June 2021

Good morning Chief Richardella,

It was a pleasure meeting you and Chief Coburn yesterday. We are ecstatic that we will be restoring our staffing to 196 and possibly adding new administrative assistant positions. I have attached a summary of the promotions discussed. The additional box item of Assistant Chief Fire Marshal is also included. Please see attached audit conducted by the DCA calling for the Assistant Chief Fire Marshal spot to be filled. I have highlighted the section for your convenience. I will followup with an email detailing everyone's contact information as requested. Please feel to contact me with any questions.

Respectfully,

Samuel Muñoz
President, IAFF Local 2578


Regards, Howard

A Privileged and Confidential Communication from:
Howard McCoach, Esq.
Cell: (856) 701-0504

Please note that this e-mail and all files transmitted with it are privileged, confidential, and protected from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any reading, dissemination, distribution, copying, or other use of this communication or any of its attachments is strictly prohibited.



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, ~~2016~~ **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

Re: Field Monitoring Visit

Mr. Braulio Villegas

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27th & Hayes
N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove
(continuing violation since January 23, 2006;
N.J.A.C.5:70-4.11 (1)2 Dwelling unit doors required to be self-closures.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
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dwelling units.
(single station battery operated carbon monoxide alarms installed on
the same day as inspection).

- Squad 7 Fire House
1115 Kaign Avenue.
N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

(continuing violation since 2006);
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N.J.A.C.5:70-3.1011.1 Exit signs not maintained (not illuminating);
N.J.A.C.5:70-4.7(g) Install hood suppression system
(continuing violation since January 23, 2006; Note: station had a
cooking fire September 9, 2006).
N.J.A.C. 5:70-3.1(a) 5, F-512.2 Cooking suppression system requires six-
month inspection
(continuing violation since January 23, 2006);
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(continuing violation since 2006).

- Colonial
1930 South 6th Street
N.J.A.C. 5:70-2.16 [imminent hazard] Upon inspection of this building,
noxious fumes were present. Fire Marshal called Camden Rescue Squad
and Camden County Health Department to do air quality testing. The
testing results showed that the air quality was not safe for human
occupancy. The Camden City Building Department posted the building
unsafe.
- Vacant warehouse
1625 Mickle Street
N.J.A.C. 5:70-3,904 Failure to maintain sprinkler system and PIV was
closed
- Vacant warehouse
1895 Federal Street
Building was illegally occupied; no UCC C.C.O was taken out.

- Crane International
300 Atlantic Avenue
Open violations for over one year
(currently being handled via the court system)
- Northgate Apartments
433 North 7th Street
N.J.A.C. 5:70-4.7 install sprinkler system in garage underneath apartments
(continuing violations for over one year)

FINANCES

4. N.J.A.C.5:71-3.3 (a) 10 states that the fire official shall collect all fees and penalties due the local enforcing agency ensure that they are properly accounted for. The field representative found that Fire Official did not do an annual budget. In review of the LEA's 2016 revenues collected a total of \$208,192.49 was deposited into Camden City's General Funds but only \$146,038 appeared as revenue on Camden's 2016 Annual Budget. It appears that Camden is not reporting all anticipated revenue collected from fees required by local ordinance such as; non-life hazard use fees; permit fee; and smoke detector, carbon-monoxide certification fees.
5. N.J.A.C.5:71-2.6(d) states "All revenue generated pursuant to the Act or local implementing ordinance which are collected by or provided to a county or municipality shall be appropriated by the local body to the local enforcing agency for the purpose of enforcing the Code, operating the local enforcing agency and advancing local fire prevention interests. The field representative reviewed Camden City's 2016 Annual budget and found that only \$89,718.48 of the \$208,192 was appropriated to the LEA for salary and wages. Therefore, Camden City must appropriate back to the local enforcing agency the \$118,473.52.

ORDINANCE

6. Ordinance 244-4 does not state that the fire marshal is the proper authority according to Uniform Fire Safety Act to grant fireworks permits.

Page 7
Camden City
Monitoring

We request that you 1) promptly make or initiate the required corrections, and 2) within three (3) months, provide us a written status report regarding changes implemented or actions taken in response to this letter. We are obligated to inform you that your failure to either respond or to initiate the corrective actions indicated would subject you to the sanctions specified in N.J.A.C. 5:71-4.6. Consequently, if you disagree with any of the above items, please advise us in writing within 15 days.

We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#

[REDACTED]

From: Jason J. Asuncion
Sent: Friday, June 25, 2021 6:15 PM
To: 'Richardella, Rick (DCA)'; Swain, William (DCA)
Cc: Braulio Villegas, Chief Fire Marshal
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021
Attachments: DCA Audit City of Camden Assistant Chief Fire Marshal (002).pdf; Ltr fr Frank Clark to Baulio Villegas 011818.pdf

Please see attached status update from Chief Fire Marshall Villegas, the recipient of the 2017 DCA audit of the Camden Fire Dept.

Additionally, I am obtaining a status update on the DCA Audit from Fire Chief Harper, Deputy Fire Chief Flax, and City Attorney Banks-Spearman, particularly with respect to the Fire Code violations in the City firehouses.

I can coordinate a meeting next week with all pertinent CFD officials to discuss this important matter, as needed.

Please share this email with Mr. Lane as I don't have his email address.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>
Sent: Friday, June 25, 2021 11:54 AM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

BA Jason Asuncion,

Your actions to improve and effectuate municipal functions is greatly appreciated and beneficial for the residents and stakeholders in the City of Camden. As you know, the Office of the Fire Marshal enforces the NJ Uniform Fire Code (NJUFC) to ensure the quality and safety of commercial and residential building structures. Our objective is to safeguard the occupants of a building, and protect the building structure from various threats and exposures. The Department of Community Affairs, Division of Fire Safety (DCA, DFS) monitors every local enforcing agency (LEA) in the state to ensure the NJUFC is being properly enforced. In a 2017 field monitoring visit, the DCA, DFS identified operational and code enforcement activities not consistent with the standards of the Uniform Fire Code (see attached). The following represents the status of each.

LEA OPERATIONS

- Currently, there is a significant staffing shortage and an increased workload.
 - o. This office has not been able to annually inspect all of the Non-Life Hazard Use inspections due to staffing shortage.

- Inspectors continue to draft and send NLHU invoices to businesses. Collection rate is currently at approximately 22 percent.
- Our record-keeping remains insufficient. A secretary or clerk has not been hired or assigned to the Office of the Fire Marshal to establish and manage a record-keeping system for inspections, permits, finances, fire prevention/safety programs, and investigations.
- I have experienced an increased workload in fire investigations involving civilian injuries and deaths, court proceedings, redevelopment planning and departmental meetings, sub code fire inspections and plan reviews, day-to-day problems, and various laborious tasks as described in the audit.
- Currently, outstanding fire code violations exist in most of the firehouses. Please refer to Deputy Chief Jesse Flax.
- Colonial Process abated/corrected outstanding fire code violations.
- Vacant warehouse on 1895 Federal Street was demolished for redevelopment.
- Fire code violations are outstanding at the vacant warehouse on 1625 Mickle Street.
- Crane International and Northgate 1 Apartments are currently in court.

FINANCES

- A trust fund in accordance with state regulation was established for penalties. However, fees are placed in general funds and maintained by the City's Department of Finance. A coordinated effort between the Office of the Fire Marshal, Municipal Court, and Department of Finance is necessary to ensure fees and penalties are properly appropriated.

ORDINANCE

- Ordinance 244-4 has not been updated to state that the Chief Fire Marshal is the proper authority according to the Uniform Fire Safety Act to grant fireworks permits.

The recent budget cuts in the fire department have further exacerbated operations in the Office of the Fire Marshal. Currently, I am fulfilling the duties of four positions: Fire Official, Fire Protection Sub-code, Fire Protection Inspector, and Supervising Fire Prevention Specialist. Additionally, I have an added responsibility of being the on-duty chief 365 days a year. To aid in the staffing issues, it is essential that the Assistant Fire Marshal (aka Supervising Fire Prevention Specialist, UFD) be reinstated and a clerk be hired full-time. The 2017 DCA Division of Fire Safety audit and a 2019 Independent Study recommended reinstating the Assistant Fire Marshal position to aid in staffing.

The Assistant Fire Marshal will provide critical assistance during the course of the entire year, not only in my absence. This individual will ensure continuity of service when I am not available. Everyday responsibilities include, but is not limited to, administering and directing the enforcement of relevant fire safety codes and related regulations, establishing daily operating routines of personnel, coordinating and supervising Fire Prevention Specialists' activities and company fire inspections, investigations, maintaining fire investigative reports, attending redevelopment planning and departmental meetings, conducting fire sub-code inspections, ensuring all variance requests are properly prepared, documented, and approved in a timely manner, ensuring all appeals are referred to the Construction Board of Appeals, and more.

The Administrative Secretary / Clerk will establish a critical record-keeping system that ensures comprehensive and accurate records of all inspections (LHU and NLHU), permits, and finances. This individual will become affluent in our inspection software program and maintain the system. In addition, he/she will maintain constant communications with city and county agencies, the Division, and all other state/federal agencies. The administrative secretary / clerk will ensure payments are received/served and any administrative concerns with RIMS needing prompt attention.

Each year, the senior and most qualified fire marshal is compensated for acting in my absence. The city's yearly payout for several weeks is nearly what it will cost to reinstate the Assistant Fire Marshal position full-time. In addition, Life Hazard Use fees were increased by the Division thus increasing revenues that will help cover staffing.

It is important to note that the Non-Life Hazard Use fees established in City Ordinance have not increased since 2008. Consideration should be given to increase fees by 25 percent to aid in staffing and development of a new record-keeping system.

If you have any questions, please do not hesitate in contacting me.

Respectfully,

Braulio Villegas, MS, CPM

Chief Fire Marshal
Camden Fire Department
(856) 757-7510 (Office)
(856) 757-7243 (Fax)

"Don't be afraid to think outside the box. Don't be afraid to fail big. To dream big" – Denzel Washington

From: Jason J. Asuncion

Sent: Monday, June 21, 2021 4:10 PM

To: Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>

Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

I am working with DLGS in reviewing and effectuating actions to improve the efficiency and effectiveness of certain municipal functions. Please review and advise me ASAP on attached past letter to your Office, thanks!

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>

Sent: Friday, June 18, 2021 6:27 PM

To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>

Cc: Swain, William (DCA) <William.Swain@dca.nj.gov>

Subject: Fw: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,

Do you know if these issues were ever resolved that are mention in this report?

Rick



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, 2016

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

RECEIVED

JAN 18 2018

CITY OF CAMDEN
ADMINISTRATION

Re: Field Monitoring Visit

Mr. Braulio Villegas

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidenced by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according to Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the



current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

The field representative also found a vacant building at 1625 Mickel Street where the sprinkler system is not operational and the PIV is off. Also, 1895 Federal Street was supposed to be vacant, but appears to be occupied. There is not enough staffing to find these because of the work load.

Conditions in Camden City require much of Fire Marshal Villegas's time in conducting fire investigations, overseeing staff and inspectors, multiple court appearances where cases go on for months or years (i.e. Crane International and North Gate Apartments); fire prevention; Camden City required him to attend redevelopment planning and departmental meetings; sub code fire inspections and plan review; day to day problems; and laborious tasks required to be followed according to Camden procedures on different issues.

The State of New Jersey Division of Fire Safety has currently increased the Life Hazard Use fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and an Assistant Fire Marshal. Camden's City's Ordinance Chapter 55-16 has the title Supervising Fire Prevention which would serve as the back-up fire official and aid in staffing issues.

2. Our code representative noted that the current record-keeping system is inefficient. We suggest, therefore, that the record-keeping system be revised so that records of inspections, permits, finances, etc., are comprehensive and accurate. To facilitate record-keeping, we suggest hiring a secretary so records can be maintained by a single individual. The system should be cross indexed and allow quick determination of the current inspection's status. If you need guidance in developing such a system, you should contact our Local Assistance Unit. Again, the State has increased the Life Hazardous Uses fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and other staffing.
3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign – not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3. 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.
(continuing violation since January 21, 2006; abated at time of field
inspection);
N.J.A.C.5:70-3,904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);
N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11(I)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors not rated;
N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area
(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; abated single station
battery installed on the same day as inspection);
N.J.A.C.5:70-4.19 Install carbon monoxide detectors in vicinity of
dwelling units;
(single station battery carbon monoxide alarms installed on the same
day as inspection);
N.J.A.C.5:70-4.11 Install hand railing on basement steps;
N.J.A.C.5:70-4.13 Vertical opening (stairways);
N.J.A.C.5:70-3,1011.1 Exit signs not illuminating
(continuing violation since 2006);
N.J.A.C.5:70-3,1006.1 Emergency lights not working;
(continuing violation since 2006).
- Engine 10/Ladder2
9th and Morgan
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
(continuing violation since January 8, 2006; last test date on tag was
January 2014);

N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
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N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House

27th & Hayes

N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
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N.J.A.C. 5:70-3.1(a) 5, F-512.2 Cooking suppression system requires six-
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ORDINANCE

6. Ordinance 244-4 does not state that the fire marshal is the proper authority according to Uniform Fire Safety Act to grant fireworks permits.

Page 7
Camden City
Monitoring

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We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, ~~2016~~ **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

Re: Field Monitoring Visit

Mr. Braulio Villegas:

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

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We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidence by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the



current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

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3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign – not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3, 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.
(continuing violation since January 21, 2006; abated at time of field
inspection);
N.J.A.C.5:70-3,904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);
N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11(1)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors not rated;
N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area.
(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; abated single station
battery installed on the same day as inspection);
N.J.A.C.5:70-4.19 Install carbon monoxide detectors in vicinity of
dwelling units;
(single station battery carbon monoxide alarms installed on the same
day as inspection);
N.J.A.C.5:70-4.11 Install hand railing on basement steps;
N.J.A.C.5:70-4.13 Vertical opening (stairways);
N.J.A.C.5:70-3,1011.1 Exit signs not illuminating
(continuing violation since 2006);
N.J.A.C.5:70-3,1006.1 Emergency lights not working;
(continuing violation since 2006).

- Engine 10/Ladder 2
9th and Morgan
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
(continuing violation since January 8, 2006; last test date on tag was
January 2014);

N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House
27th & Hayes
N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove.
(continuing violation since January 23, 2006;
N.J.A.C.5:70-4.11 (1)2 Dwelling unit doors required to be self-closures.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.7(h).6 Windowless basement;
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(single station battery operated carbon monoxide alarms installed on
the same day as inspection).

- Squad 7 Fire House
1115 Kaign Avenue.
N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

(continuing violation since 2006);
N.J.A.C. 5:70-4.11 (l) 2 Dwelling unit doors required to be self-closures
(continuing violation since January 23, 2006);
N.J.A.C. 5:70-4.11 Dwelling unit doors are not fire rated;
N.J.A.C. 5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);
N.J.A.C. 5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C. 5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C. 4.9 Install interconnected smoke detectors in common area.
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C. 5:70-3,1011.1 Exit signs not maintained (not illuminating);
N.J.A.C. 5:70-4.7(g) Install hood suppression system
(continuing violation since January 23, 2006; Note: station had a
cooking fire September 9, 2006).
N.J.A.C. 5:70-3.1(a) 5, F-512.2 Cooking suppression system requires six-
month inspection
(continuing violation since January 23, 2006);
N.J.A.C. 5:70-3, 601.1 Emergency lighting inoperable
(continuing violation since 2006).

- Colonial
1930 South 6th Street
N.J.A.C. 5:70-2.16 [imminent hazard] Upon inspection of this building,
noxious fumes were present, Fire Marshal called Camden Rescue Squad
and Camden County Health Department to do air quality testing. The
testing results showed that the air quality was not safe for human
occupancy. The Camden City Building Department posted the building
unsafe.
- Vacant warehouse
1625 Mickle Street
N.J.A.C. 5:70-3,904 Failure to maintain sprinkler system and PIV was
closed
- Vacant warehouse
1895 Federal Street
Building was illegally occupied; no UCC C.C.O was taken out.

- Crane International
300 Atlantic Avenue
Open violations for over one year
(currently being handled via the court system)
- Northgate Apartments
433 North 7th Street
N.J.A.C. 5:70-4.7 install sprinkler system in garage underneath apartments
(continuing violations for over one year)

FINANCES

4. N.J.A.C.5:71-3.3 (a) 10 states that the fire official shall collect all fees and penalties due the local enforcing agency ensure that they are properly accounted for. The field representative found that Fire Official did not do an annual budget. In review of the LEA's 2016 revenues collected a total of \$208,192.49 was deposited into Camden City's General Funds but only \$146,038 appeared as revenue on Camden's 2016 Annual Budget. It appears that Camden is not reporting all anticipated revenue collected from fees required by local ordinance such as; non-life hazard use fees; permit fee; and smoke detector, carbon monoxide certification fees.
5. N.J.A.C.5:71-2.6(d) states "All revenue generated pursuant to the Act or local implementing ordinance which are collected by or provided to a county or municipality shall be appropriated by the local body to the local enforcing agency for the purpose of enforcing the Code, operating the local enforcing agency and advancing local fire prevention interests. The field representative reviewed Camden City's 2016 Annual budget and found that only \$89,718.48 of the \$208,192 was appropriated to the LEA for salary and wages. Therefore, Camden City must appropriate back to the local enforcing agency the \$118,473.52.

ORDINANCE

6. Ordinance 244-4 does not state that the fire marshal is the proper authority according to Uniform Fire Safety Act to grant fireworks permits.

Page 7
Camden City
Monitoring

We request that you 1) promptly make or initiate the required corrections, and 2) within three (3) months, provide us a written status report regarding changes implemented or actions taken in response to this letter. We are obligated to inform you that your failure to either respond or to initiate the corrective actions indicated would subject you to the sanctions specified in N.J.A.C. 5:71-4.6. Consequently, if you disagree with any of the above items, please advise us in writing within 15 days.

We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#


From: BrVilleg@ci.camden.nj.us
Sent: Friday, June 25, 2021 7:22 PM
To: smunoz@iafflocal2578.org
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021
Attachments: DCA Audit City of Camden Assistant Chief Fire Marshal (002).pdf; Ltr fr Frank Clark to Baulio Villegas 011818.pdf

Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

----- Original message -----

From: "Jason J. Asuncion" <JaAsunci@ci.camden.nj.us>
Date: 6/25/21 6:15 PM (GMT-05:00)
To: "'Richardella, Rick (DCA)'" <Richard.Richardella@dca.nj.gov>, "Swain, William (DCA)" <William.Swain@dca.nj.gov>
Cc: "Braulio Villegas, Chief Fire Marshall" <BrVilleg@ci.camden.nj.us>
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

Please see attached status update from Chief Fire Marshall Villegas, the recipient of the 2017 DCA audit of the Camden Fire Dept.

Additionally, I am obtaining a status update on the DCA Audit from Fire Chief Harper, Deputy Fire Chief Flax, and City Attorney Banks-Spearman, particularly with respect to the Fire Code violations in the City firehouses.

I can coordinate a meeting next week with all pertinent CFD officials to discuss this important matter, as needed.

Please share this email with Mr. Lane as I don't have his email address.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120

From: Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>
Sent: Friday, June 25, 2021 11:54 AM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

BA Jason Asuncion,

Your actions to improve and effectuate municipal functions is greatly appreciated and beneficial for the residents and stakeholders in the City of Camden. As you know, the Office of the Fire Marshal enforces the NJ Uniform Fire Code (NJUFC) to ensure the quality and safety of commercial and residential building structures. Our objective is to safeguard the occupants of a building, and protect the building structure from various threats and exposures. The Department of Community Affairs, Division of Fire Safety (DCA, DFS) monitors every local enforcing agency (LEA) in the state to ensure the NJUFC is being properly enforced. In a 2017 field monitoring visit, the DCA, DFS identified operational and code enforcement activities not consistent with the standards of the Uniform Fire Code (see attached). The following represents the status of each.

LEA OPERATIONS

- Currently, there is a significant staffing shortage and an increased workload.
 - This office has not been able to annually inspect all of the Non-Life Hazard Use inspections due to staffing shortage.
 - Inspectors continue to draft and send NLHU invoices to businesses. Collection rate is currently at approximately 22 percent.
 - Our record-keeping remains insufficient. A secretary or clerk has not been hired or assigned to the Office of the Fire Marshal to establish and manage a record-keeping system for inspections, permits, finances, fire prevention/safety programs, and investigations.
 - I have experienced an increased workload in fire investigations involving civilian injuries and deaths, court proceedings, redevelopment planning and departmental meetings, sub code fire inspections and plan reviews, day-to-day problems, and various laborious tasks as described in the audit.
 - Currently, outstanding fire code violations exist in most of the firehouses. Please refer to Deputy Chief Jesse Flax.
 - Colonial Process abated/corrected outstanding fire code violations.
 - Vacant warehouse on 1895 Federal Street was demolished for redevelopment.
 - Fire code violations are outstanding at the vacant warehouse on 1625 Mickle Street.
 - Crane International and Northgate 1 Apartments are currently in court.

FINANCES

- A trust fund in accordance with state regulation was established for penalties. However, fees are placed in general funds and maintained by the City's Department of Finance. A coordinated effort between the Office of the Fire Marshal, Municipal Court, and Department of Finance is necessary to ensure fees and penalties are properly appropriated.

ORDINANCE

- Ordinance 244-4 has not been updated to state that the Chief Fire Marshal is the proper authority according to the Uniform Fire Safety Act to grant fireworks permits.

The recent budget cuts in the fire department have further exacerbated operations in the Office of the Fire Marshal. Currently, I am fulfilling the duties of four positions: Fire Official, Fire Protection Sub-code, Fire Protection Inspector, and Supervising Fire Prevention Specialist. Additionally, I have an added responsibility being the on-duty chief 365 days a year. To aid in the staffing issues, it is essential that the Assistant Fire Marshal (aka Supervising Fire Prevention Specialist, UFD) be reinstated and a clerk be hired full-time. The 2017 DCA Division of Fire Safety audit and a 2019 Independent Study recommended reinstating the Assistant Fire Marshal position to aid in staffing.

The Assistant Fire Marshal will provide critical assistance during the course of the entire year, not only in my absence. This individual will ensure continuity of service when I am not available. Everyday responsibilities include, but is not limited to, administering and directing the enforcement of relevant fire safety codes and related regulations, establishing daily operating routines of personnel, coordinating and supervising Fire Prevention Specialists' activities and company fire inspections, investigations, maintaining fire investigative reports, attending redevelopment planning and departmental meetings, conducting fire sub-code inspections, ensuring all variance requests are properly prepared, documented, and approved in a timely manner, ensuring all appeals are referred to the Construction Board of Appeals, and more.

The Administrative Secretary / Clerk will establish a critical record-keeping system that ensures comprehensive and accurate records of all inspections (LHU and NLHU), permits, and finances. This individual will become affluent in our inspection software program and maintain the system. In addition, he/she will maintain constant communications with city and county agencies, the Division, and all other state/federal agencies. The administrative secretary / clerk will ensure payments are received/served and any administrative concerns with RIMS needing prompt attention.

Each year, the senior and most qualified fire marshal is compensated for acting in my absence. The city's yearly payout for several weeks is nearly what it will cost to reinstate the Assistant Fire Marshal position full-time. In addition, Life Hazard Use fees were increased by the Division thus increasing revenues that will help cover staffing.

It is important to note that the Non-Life Hazard Use fees established in City Ordinance have not increased since 2008. Consideration should be given to increase fees by 25 percent to aid in staffing and development of a new record-keeping system.

If you have any questions, please do not hesitate in contacting me.

Respectfully,

Braulio Villegas, MS, CPM

Chief Fire Marshal
Camden Fire Department
(856) 757-7510 (Office)
(856) 757-7243 (Fax)

"Don't be afraid to think outside the box. Don't be afraid to fail big. To dream big" – Denzel Washington

From: Jason J. Asuncion

Sent: Monday, June 21, 2021 4:10 PM

To: Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>

Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

I am working with DLGS in reviewing and effectuating actions to improve the efficiency and effectiveness of certain municipal functions. Please review and advise me ASAP on attached past letter to your Office, thanks!

ncerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Sent: Friday, June 18, 2021 6:27 PM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Cc: Swain, William (DCA) <William.Swain@dca.nj.gov>
Subject: Fw: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,
Do you know if these issues were ever resolved that are mention in this report?
Rick





State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, ~~2016~~ **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

Re: Field Monitoring Visit

Mr. Braulio Villegas:

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidence by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the



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Broadway and Liberty

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dwelling units;
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day as inspection);
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N.J.A.C.5:70-3,1011.1 Exit signs not illuminating
(continuing violation since 2006);
N.J.A.C.5:70-3,1006.1 Emergency lights not working;
(continuing violation since 2006).

- Engine 10/Ladder2
9th and Morgan
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
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(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
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(continuing violation since January 8, 2006);
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(continuing violation since January 23, 2006);
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(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.13 Vertical openings;
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27th & Hayes

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dwelling units.
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stove
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N.J.A.C. 5:70-2.16 [imminent hazard] Upon inspection of this building,
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 - Vacant warehouse
1625 Mickle Street
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Building was illegally occupied; no UCC C.C.O was taken out.

- Crane International
300 Atlantic Avenue
Open violations for over one year
(currently being handled via the court system)
- Northgate Apartments
433 North 7th Street
N.J.A.C. 5:70-4.7 install sprinkler system in garage underneath apartments
(continuing violations for over one year)

FINANCES

4. N.J.A.C.5:71-3.3 (a) 10 states that the fire official shall collect all fees and penalties due the local enforcing agency ensure that they are properly accounted for. The field representative found that Fire Official did not do an annual budget. In review of the LEA's 2016 revenues collected a total of \$208,192.49 was deposited into Camden City's General Funds but only \$146,038 appeared as revenue on Camden's 2016 Annual Budget. It appears that Camden is not reporting all anticipated revenue collected from fees required by local ordinance such as; non-life hazard use fees; permit fee; and smoke detector, carbon monoxide certification fees.
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ORDINANCE

6. Ordinance 244-4 does not state that the fire marshal is the proper authority according to Uniform Fire Safety Act to grant fireworks permits.

Page 7
Camden City
Monitoring

We request that you 1) promptly make or initiate the required corrections, and 2) within three (3) months, provide us a written status report regarding changes implemented or actions taken in response to this letter. We are obligated to inform you that your failure to either respond or to initiate the corrective actions indicated would subject you to the sanctions specified in N.J.A.C. 5:71-4.6. Consequently, if you disagree with any of the above items, please advise us in writing within 15 days.

We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

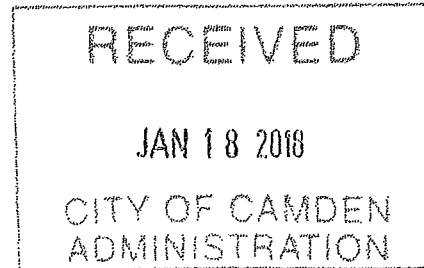
KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, 2016

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102



Re: Field Monitoring Visit

Mr. Braulio Villegas

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidenced by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according to Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the



current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

The field representative also found a vacant building at 1625 Mickel Street where the sprinkler system is not operational and the PIV is off. Also, 1895 Federal Street was supposed to be vacant, but appears to be occupied. There is not enough staffing to find these because of the work load.

Conditions in Camden City require much of Fire Marshal Villegas's time in conducting fire investigations, overseeing staff and inspectors, multiple court appearances where cases go on for months or years (i.e. Crane International and North Gate Apartments); fire prevention; Camden City required him to attend redevelopment planning and departmental meetings; sub code fire inspections and plan review; day to day problems; and laborious tasks required to be followed according to Camden procedures on different issues.

The State of New Jersey Division of Fire Safety has currently increased the Life Hazard Use fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and an Assistant Fire Marshal. Camden's City's Ordinance Chapter 55-16 has the title Supervising Fire Prevention which would serve as the back-up fire official and aid in staffing issues.

2. Our code representative noted that the current record-keeping system is inefficient. We suggest, therefore, that the record-keeping system be revised so that records of inspections, permits, finances, etc., are comprehensive and accurate. To facilitate record-keeping, we suggest hiring a secretary so records can be maintained by a single individual. The system should be cross indexed and allow quick determination of the current inspection's status. If you need guidance in developing such a system, you should contact our Local Assistance Unit. Again, the State has increased the Life Hazardous Uses fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and other staffing.
3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign – not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3. 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.

(continuing violation since January 21, 2006; abated at time of field
inspection);

N.J.A.C.5:70-3,904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);

N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);

N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);

N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal

N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.11(l)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.11 Dwelling unit doors not rated;

N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area

(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);

N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units

(continuing violation since January 23, 2006; abated single station
battery installed on the same day as inspection);

N.J.A.C.5:70-4.19 Install carbon monoxide detectors in vicinity of
dwelling units;

(single station battery carbon monoxide alarms installed on the same
day as inspection);

N.J.A.C.5:70-4.11 Install hand railing on basement steps;

N.J.A.C.5:70-4.13 Vertical opening (stairways);

N.J.A.C.5:70-3,1011.1 Exit signs not illuminating
(continuing violation since 2006);

N.J.A.C.5:70-3,1006.1 Emergency lights not working;
(continuing violation since 2006).

- Engine 10/Ladder 2
9th and Morgan

N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
(continuing violation since January 8, 2006; last test date on tag was
January 2014);

N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House
27th & Hayes
N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove
(continuing violation since January 23, 2006;
N.J.A.C.5:70-4.11 (1)2 Dwelling unit doors required to be self-closures
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We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

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Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#

MiHarper@ci.camden.nj.us
Monday, June 28, 2021 9:15 AM
JaAsunci@ci.camden.nj.us; MiSpearm@ci.camden.nj.us
DianeG@ci.camden.nj.us
RE: Summary of meeting with Camden Fire Unions - 11 June 2021

The items in the DCA Audit were addressed following the report that was issued. I was never consulted by any of the DCA personnel regarding the report so how they would reference positions in the fire department without speaking to me is questionable. The position of "Supervising Fire Prevention Specialist-UFD" was eliminated January 1, 2011 along with other fire department positions and fire companies. There was a request made for the City to hire a dedicated Fire Subcode Official instead of our Fire Marshal working out of two separate departments while only being paid by one. If my memory serves me correctly Ms. Hinson was objectionable to the city doing that although all of the other urban cities in the state function with a Fire Subcode Official who works out of their Building Bureaus. The position of a Fire Subcode Official falls under the Building Code Official similar to the Plumbing Code and Electrical Code Officials. Many people assume because they see the word Fire that it is a function that is governed by the fire department but it is not.

Michael L. Harper
Fire Chief
Camden Fire Department

Camden Fire Department
Knowledge is powerful when it is shared freely. When its lorded and hoarded it is divisive and destructive.
 - Aaron Fields Seattle Fire Department

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From: Jason J. Asuncion
Sent: Friday, June 25, 2021 12:54 PM
To: Michael Harper <MiHarper@ci.camden.nj.us>; Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>; Michelle Spearman <MiSpearman@ci.camden.nj.us>
Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

Subject: FW: Summary of meeting with Camden Fire Chief

Chief Harper —

There's a DCA recommendation for a Secretary and Assistant Fire Marshal and I need your position with respect to same, particularly latter position. You have and continue to request additional secretarial support, which the City is currently working on. Appropriate DLGS Waivers will be processed, subject to internal approval.

Thanks for your input in this important matter.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Sent: Friday, June 18, 2021 6:27 PM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Cc: Swain, William (DCA) <William.Swain@dca.nj.gov>
Subject: Fw: Summary of meeting with Camden Fire Unions - 11 June 2021

son,
Do you know if these issues were ever resolved that are mention in this report?
Rick

From: Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Thursday, June 17, 2021 7:05 PM
To: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Subject: [EXTERNAL] Fwd: Summary of meeting with Camden Fire Unions - 11 June 2021

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From: Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Saturday, June 12, 2021 7:54 AM
To: Richardella, Rick (DCA); Coburn, Patrick (DCA); Steve McConlogue; Ciri Castro Jr
Cc: Suarez, Jacquelyn
Subject: Summary of meeting with Camden Fire Unions - 11 June 2021

Good morning Chief Richardella,

was a pleasure meeting you and Chief Coburn yesterday. We are ecstatic that we will be restoring our staffing to 196 and possibly adding new administrative assistant positions. I have attached a summary of the promotions discussed. The additional box item of Assistant Chief Fire Marshal is also included. Please see

attached audit conducted by the DCA calling for the Assistant Chief Fire Marshal spot to be filled. I have highlighted the section for your convenience. I will followup with an email detailing everyone's contact information as requested. Please feel to contact me with any questions.

Respectfully,

Samuel Muñoz
President, IAFF Local 2578



From:
Sent:
To:
Subject:

JaAsunci@ci.camden.nj.us
Monday, June 28, 2021 9:21 AM
LiPicon@ci.camden.nj.us
FW: Summary of meeting with Camden Fire Unions - 11 June 2021

Fyi. Please review below and comment with respect to recommended Fire Dept. positions, thanks.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
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City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
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I will research my response to the audit and hopefully I have what Ms. Ilene Lampitt drafted as well. The secretary position for the Fire Marshal's office has always been requested even if it has to start off as a part time position.

Michael L. Harper

Fire Chief

Camden Fire Department

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Subject: Summary of meeting with Camden Fire Unions - 11 June 2021

Good morning Chief Richardella,

It was a pleasure meeting you and Chief Coburn yesterday. We are ecstatic that we will be restoring our staffing to 196 and possibly adding new administrative assistant positions. I have attached a summary of the promotions discussed. The additional box item of Assistant Chief Fire Marshal is also included. Please see attached audit conducted by the DCA calling for the Assistant Chief Fire Marshal spot to be filled. I have highlighted the section for your convenience. I will followup with an email detailing everyone's contact information as requested. Please feel to contact me with any questions.

Respectfully,

Samuel Muñoz
President, IAFF Local 2578



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, 2016

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

RECEIVED

JAN 18 2018

CITY OF CAMDEN
ADMINISTRATION

Re: Field Monitoring Visit

Mr. Braulio Villegas

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidenced by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according to Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the

current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

The field representative also found a vacant building at 1625 Mickel Street where the sprinkler system is not operational and the PIV is off. Also, 1895 Federal Street was supposed to be vacant, but appears to be occupied. There is not enough staffing to find these because of the work load.

Conditions in Camden City require much of Fire Marshal Villegas's time in conducting fire investigations, overseeing staff and inspectors, multiple court appearances where cases go on for months or years (i.e. Crane International and North Gate Apartments); fire prevention; Camden City required him to attend redevelopment planning and departmental meetings; sub code fire inspections and plan review; day to day problems; and laborious tasks required to be followed according to Camden procedures on different issues.

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2. Our code representative noted that the current record-keeping system is inefficient. We suggest, therefore, that the record-keeping system be revised so that records of inspections, permits, finances, etc., are comprehensive and accurate. To facilitate record-keeping, we suggest hiring a secretary so records can be maintained by a single individual. The system should be cross indexed and allow quick determination of the current inspection's status. If you need guidance in developing such a system, you should contact our Local Assistance Unit. Again, the State has increased the Life Hazardous Uses fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and other staffing.
3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign – not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3. 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.
(continuing violation since January 21, 2006; abated at time of field
inspection);
N.J.A.C.5:70-3,904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);
N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11(l)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors not rated;
N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area
(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; abated single station
battery installed on the same day as inspection);
N.J.A.C.5:70-4.19 Install carbon monoxide detectors in vicinity of
dwelling units;
(single station battery carbon monoxide alarms installed on the same
day as inspection);
N.J.A.C.5:70-4.11 Install hand railing on basement steps;
N.J.A.C.5:70-4.13 Vertical opening (stairways);
N.J.A.C.5:70-3,1011.1 Exit signs not illuminating
(continuing violation since 2006);
N.J.A.C.5:70-3,1006.1 Emergency lights not working;
(continuing violation since 2006).
- Engine 10/Ladder 2
9th and Morgan
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
(continuing violation since January 8, 2006; last test date on tag was
January 2014);

N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House

27th & Hayes

N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);

N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.

(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);

N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove

(continuing violation since January 23, 2006;

N.J.A.C.5:70-4.11 (l)2 Dwelling unit doors required to be self-closures
(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;

N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units

(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);

N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006; single station battery

installed on the same day as inspection);

N.J.A.C.5:70-4.11 Install hand railings on basement stairs;

N.J.A.C.5:70-4.7(h).6 Windowless basement;

N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.

(single station battery operated carbon monoxide alarms installed on
the same day as inspection).

- Squad 7 Fire House

1115 Kaign Avenue.

N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

(continuing violation since 2006);
N.J.A.C.5:70-4.11 (l) 2 Dwelling unit doors required to be self-closures
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(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating);
N.J.A.C.5:70-4.7(g) Install hood suppression system
(continuing violation since January 23, 2006; Note: station had a
cooking fire September 9, 2006).
N.J.A.C. 5:70-3.1(a) 5, F-512.2 Cooking suppression system requires six-
month inspection
(continuing violation since January 23, 2006);
N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable
(continuing violation since 2006).

- Colonial
1930 South 6th Street
N.J.A.C. 5:70-2.16 [imminent hazard] Upon inspection of this building,
noxious fumes were present. Fire Marshal called Camden Rescue Squad
and Camden County Health Department to do air quality testing. The
testing results showed that the air quality was not safe for human
occupancy. The Camden City Building Department posted the building
unsafe.
- Vacant warehouse
1625 Mickle Street
N.J.A.C. 5:70-3,904 Failure to maintain sprinkler system and PIV was
closed
- Vacant warehouse
1895 Federal Street
Building was illegally occupied; no UCC C.C.O was taken out.

- Crane International
300 Atlantic Avenue
Open violations for over one year
(currently being handled via the court system)
- Northgate Apartments
433 North 7th Street
N.J.A.C. 5:70-4.7 install sprinkler system in garage underneath apartments
(continuing violations for over one year)

FINANCES

4. N.J.A.C.5:71-3.3 (a) 10 states that the fire official shall collect all fees and penalties due the local enforcing agency ensure that they are properly accounted for. The field representative found that Fire Official did not do an annual budget. In review of the LEA's 2016 revenues collected a total of \$208,192.49 was deposited into Camden City's General Funds but only \$146,038 appeared as revenue on Camden's 2016 Annual Budget. It appears that Camden is not reporting all anticipated revenue collected from fees required by local ordinance such as; non-life hazard use fees; permit fee; and smoke detector, carbon monoxide certification fees.
5. N.J.A.C.5:71-2.6(d) states "All revenue generated pursuant to the Act or local implementing ordinance which are collected by or provided to a county or municipality shall be appropriated by the local body to the local enforcing agency for the purpose of enforcing the Code, operating the local enforcing agency and advancing local fire prevention interests. The field representative reviewed Camden City's 2016 Annual budget and found that only \$89,718.48 of the \$208,192 was appropriated to the LEA for salary and wages. Therefore, Camden City must appropriate back to the local enforcing agency the \$118,473.52.

ORDINANCE

6. Ordinance 244-4 does not state that the fire marshal is the proper authority according to Uniform Fire Safety Act to grant fireworks permits.

Page 7
Camden City
Monitoring

We request that you 1) promptly make or initiate the required corrections, and 2) within three (3) months, provide us a written status report regarding changes implemented or actions taken in response to this letter. We are obligated to inform you that your failure to either respond or to initiate the corrective actions indicated would subject you to the sanctions specified in N.J.A.C. 5:71-4.6. Consequently, if you disagree with any of the above items, please advise us in writing within 15 days.

We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#

From: JaAsunci@ci.camden.nj.us
Sent: Monday, June 28, 2021 9:43 AM
To: MiHarper@ci.camden.nj.us
Cc: LuRuiz@ci.camden.nj.us; BrVilleg@ci.camden.nj.us; MiSpearm@ci.camden.nj.us; LiPicon@ci.camden.nj.us; DianeG@ci.camden.nj.us
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021
Attachments: DCA Audit City of Camden Assistant Chief Fire Marshal (002).pdf

Thanks, Chief. The recommendations with respect to CFD personnel were based on internal City/DLGS review that predated my term as Business Administrator. Since then, you, Dir. Ruiz and Fire Marshal Villegas have opined on the below issue to me. Former DLGS Fiscal Oversight Monitor Liston with Personnel/Lisa P. also reviewed the issue. At this point, the new DLGS Monitors are reviewing all aspects of the City's Departmental operations, including subject matter of the prior CFD Audit. City Administration would be supportive of effectuating DCA-Fire Safety prior recommendation under 2017 Audit, "LEA Operations," para. #1 to address critical staffing issues for the flagged function, subject to yours and other cc'd officials' comments.

With respect to Law Dept./former ACA Lampitt's work on the matter, I do recall she was diligently addressing the flagged Audit issues prior to leaving the City service.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Michael Harper <MiHarper@ci.camden.nj.us>
Sent: Monday, June 28, 2021 9:15 AM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>
Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,

The items in the DCA Audit were addressed following the report that was issued. I was never consulted by any of the DCA personnel regarding the report so how they would reference positions in the fire department without speaking to me is questionable. The position of "Supervising Fire Prevention Specialist-UFD" was eliminated January 1, 2011 along with other fire department positions and fire companies. There was a request made for the City to hire a dedicated Fire Subcode Official instead of our Fire Marshal working out of two separate departments while only being paid by one. If my memory serves me correctly Ms. Hinson was objectionable to the city doing that although all of the other urban cities in the state function with a Fire Subcode Official who works out of their Building Bureaus. The position of a Fire Subcode Official falls under the Building Code Official similar to the Plumbing Code and Electrical Code Officials. Many people assume because they see the word Fire that it is a function that is governed by the fire department but it is not.

I will research my response to the audit and hopefully I have what Ms. Ilene Lampitt drafted as well. The secretary position for the Fire Marshal's office has always been requested even if it has to start off as a part time position.

Michael L. Harper

Fire Chief

Camden Fire Department

Knowledge is powerful when it is shared freely. When its lorded and hoarded it is divisive and destructive.

- Aaron Fields Seattle Fire Department

CONFIDENTIALITY NOTICE

The information contained in this communication from the Camden Fire Department is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. If you are not an intended recipient of this e-mail, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please immediately contact the Camden Fire Department at (856) 757-7520 to arrange for the return of this information.

From: Jason J. Asuncion

Sent: Friday, June 25, 2021 12:54 PM

To: Michael Harper <MiHarper@ci.camden.nj.us>; Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>; Michelle Spearman <MiSpearman@ci.camden.nj.us>

Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>

Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

Chief Harper

There's a DCA recommendation for a Secretary and Assistant Fire Marshal and your position with respect to same, particularly latter position. You have and continue to request additional secretarial support, which the City is currently working on. Appropriate DLGS Waivers will be processed, subject to internal approval.

Thanks for your input in this important matter.

Sincerely,

Jason J. Asuncion, Esq., MPA

Business Administrator

City of Camden | Department of Administration

City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120

Camden, NJ 08101-5120

Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>

Sent: Friday, June 18, 2021 6:27 PM

To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>

Cc: Swain, William (DCA) <William.Swain@dca.nj.gov>

Subject: Fw: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,

Do you know if these issues were ever resolved that are mention in this report?

ck

From: Samuel Munoz <smunoz@iafflocal2578.org>

Sent: Thursday, June 17, 2021 7:05 PM

To: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>

Subject: [EXTERNAL] Fwd: Summary of meeting with Camden Fire Unions - 11 June 2021

Get Outlook for iOS

From: Samuel Munoz <smunoz@iafflocal2578.org>

Sent: Saturday, June 12, 2021 7:54 AM

To: Richardella, Rick (DCA); Coburn, Patrick (DCA); Steve McConlogue; Ciri Castro Jr

Cc: Suarez, Jacquelyn

Subject: Summary of meeting with Camden Fire Unions - 11 June 2021

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Respectfully,

Samuel Muñoz
President, IAFF Local 2578

[REDACTED]



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

CHARLES A. RICHMAN
Commissioner

KIM GUADAGNO
Lt. Governor

December 29, ~~2016~~ **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
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 - Squad 7 Fire House
1115 Kaign Avenue.
N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

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Camden City
Monitoring

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Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#

From:
Sent:
To:
Subject:
Attachments:

BrVilleg@ci.camden.nj.us
Monday, June 28, 2021 9:48 AM
smunoz@iafflocal2578.org
FW: Summary of meeting with Camden Fire Unions - 11 June 2021
DCA Audit City of Camden Assistant Chief Fire Marshal (002).pdf

Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

----- Original message -----

From: "Jason J. Asuncion" <JaAsunci@ci.camden.nj.us>
Date: 6/28/21 9:43 AM (GMT-05:00)
To: Michael Harper <MiHarper@ci.camden.nj.us>
Cc: "L. Frankie Ruiz, Director of Code Enforcement" <LuRuiz@ci.camden.nj.us>, "Braulio Villegas, Chief Fire Marshall" <BrVilleg@ci.camden.nj.us>, Michelle Spearman <MiSpearm@ci.camden.nj.us>, Lisa Picon <LiPicon@ci.camden.nj.us>, Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

Thanks, Chief. The recommendations with respect to CFD personnel were based on internal City/DLGS review that predated my term as Business Administrator. Since then, you, Dir. Ruiz and Fire Marshal Villegas have opined on the below issue to me. Former DLGS Fiscal Oversight Monitor Liston with Personnel/Lisa P. also reviewed the issue. At this point, the new DLGS Monitors are reviewing all aspects of the City's Departmental operations, including subject matter of the prior CFD Audit. City Administration would be supportive of effectuating DCA-Fire Safety prior recommendation under 2017 Audit, "LEA Operations," para. #1 to address critical staffing issues for the flagged function, subject to yours and other cc'd officials' comments.

With respect to Law Dept./former ACA Lampitt's work on the matter, I do recall she was diligently addressing the flagged Audit issues prior to leaving the City service.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Michael Harper <MiHarper@ci.camden.nj.us>
Sent: Monday, June 28, 2021 9:15 AM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>
Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

son,

the items in the DCA Audit were addressed following the report that was issued. I was never consulted by any of the CA personnel regarding the report so how they would reference positions in the fire department without speaking to me is questionable. The position of "Supervising Fire Prevention Specialist-UFD" was eliminated January 1, 2011 along with other fire department positions and fire companies. There was a request made for the City to hire a dedicated Fire Subcode Official instead of our Fire Marshal working out of two separate departments while only being paid by one. If my memory serves me correctly Ms. Hinson was objectionable to the city doing that although all of the other urban cities in the state function with a Fire Subcode Official who works out of their Building Bureaus. The position of a Fire Subcode Official falls under the Building Code Official similar to the Plumbing Code and Electrical Code Officials. Many people assume because they see the word Fire that it is a function that is governed by the fire department but it is not.

I will research my response to the audit and hopefully I have what Ms. Ilene Lampitt drafted as well. The secretary position for the Fire Marshal's office has always been requested even if it has to start off as a part time position.

Michael L. Harper

Fire Chief

Camden Fire Department

Knowledge is powerful when it is shared freely. When it is lorded and hoarded it is divisive and destructive.

- Aaron Fields Seattle Fire Department

CONFIDENTIALITY NOTICE

The information contained in this communication from the Camden Fire Department is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. If you are not an intended recipient of this e-mail, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please immediately contact the Camden Fire Department at (856) 757-7520 to arrange for the return of this information.

From: Ron J. Asuncion

Sent: Friday, June 25, 2021 12:54 PM

To: Michael Harper <MiHarper@ci.camden.nj.us>; Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>;

Michelle Spearman <MiSpearm@ci.camden.nj.us>

Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>

Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

[REDACTED]

Chief Harper - a

[REDACTED] There's a DCA recommendation for a Secretary and Assistant Fire Marshal and I need your position with respect to same, particularly latter position. You have and continue to request additional secretarial support, which the City is currently working on. Appropriate DLGS Waivers will be processed, subject to internal approval.

Thank you for your input in this important matter.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Sent: Friday, June 18, 2021 6:27 PM
To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>
Cc: Swain, William (DCA) <William.Swain@dca.nj.gov>
Subject: Fw: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,
Do you know if these issues were ever resolved that are mention in this report?
Rick

From: Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Thursday, June 17, 2021 7:05 PM
To: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Subject: [EXTERNAL] Fwd: Summary of meeting with Camden Fire Unions - 11 June 2021

Get Outlook for iOS

From: Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Saturday, June 12, 2021 7:54 AM
To: Richardella, Rick (DCA); Coburn, Patrick (DCA); Steve McConlogue; Ciri Castro Jr
Cc: Suarez, Jacquelyn
Subject: Summary of meeting with Camden Fire Unions - 11 June 2021

Good morning Chief Richardella,

It was a pleasure meeting you and Chief Coburn yesterday. We are ecstatic that we will be restoring our staffing to 196 and possibly adding new administrative assistant positions. I have attached a summary of the promotions discussed. The additional box item of Assistant Chief Fire Marshal is also included. Please see attached audit conducted by the DCA calling for the Assistant Chief Fire Marshal spot to be filled. I have highlighted the section for your convenience. I will followup with an email detailing everyone's contact information as requested. Please feel to contact me with any questions.

Respectfully,

Samuel Muñoz
President, IAFF Local 2578





State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO Box 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, ~~2016~~ **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

Re: Field Monitoring Visit

Mr. Braulio Villegas

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidenced by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according to Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the



current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

The field representative also found a vacant building at 1625 Mickel Street where the sprinkler system is not operational and the PIV is off. Also, 1895 Federal Street was supposed to be vacant, but appears to be occupied. There is not enough staffing to find these because of the work load.

Conditions in Camden City require much of Fire Marshal Villegas's time in conducting fire investigations, overseeing staff and inspectors, multiple court appearances where cases go on for months or years (i.e. Crane International and North Gate Apartments); fire prevention; Camden City required him to attend redevelopment planning and departmental meetings; sub code fire inspections and plan review; day to day problems; and laborious tasks required to be followed according to Camden procedures on different issues.

The State of New Jersey Division of Fire Safety has currently increased the Life Hazard Use fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and an Assistant Fire Marshal. Camden's City's Ordinance Chapter 55-16 has the title Supervising Fire Prevention which would serve as the back-up fire official and aid in staffing issues.

2. Our code representative noted that the current record-keeping system is inefficient. We suggest, therefore, that the record-keeping system be revised so that records of inspections, permits, finances, etc., are comprehensive and accurate. To facilitate record-keeping, we suggest hiring a secretary so records can be maintained by a single individual. The system should be cross indexed and allow quick determination of the current inspection's status. If you need guidance in developing such a system, you should contact our Local Assistance Unit. Again, the State has increased the Life Hazardous Uses fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and other staffing.
3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign - not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3, 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.
(continuing violation since January 21, 2006; abated at time of field
inspection);
N.J.A.C.5:70-3,904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);
N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11(l)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors not rated;
N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area.
(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
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N.J.A.C.5:70-4.11 Install hand railing on basement steps;
N.J.A.C.5:70-4.13 Vertical opening (stairways);
N.J.A.C.5:70-3,1011.1 Exit signs not illuminating
(continuing violation since 2006);
N.J.A.C.5:70-3,1006.1 Emergency lights not working;
(continuing violation since 2006).

- Engine 10/Ladder2
9th and Morgan
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
(continuing violation since January 8, 2006; last test date on tag was
January 2014);

N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
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N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House
27th & Hayes

N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
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Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#

[REDACTED]

From: JaAsunci@ci.camden.nj.us
Sent: Monday, June 28, 2021 10:03 AM
To: Richard.Richardella@dca.nj.gov; William.Swain@dca.nj.gov
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021
Attachments: DCA Audit City of Camden Assistant Chief Fire Marshal (002).pdf

Fyi. I understand from Fire Marshal that DCA-Fire Safety may be conducting its own separate status update of its 2017 Audit.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

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Sent: Monday, June 28, 2021 9:43 AM
To: Michael Harper <MiHarper@ci.camden.nj.us>
L. Frankie Ruiz, Director of Code Enforcement <LuRuiz@ci.camden.nj.us>; Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>; Lisa Picon <LiPicon@ci.camden.nj.us>; Diana Gonzalez <DianeG@ci.camden.nj.us>
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With respect to Law Dept./former ACA Lampitt's work on the matter, I do recall she was diligently addressing the flagged Audit issues prior to leaving the City service.

Sincerely,

Jason J. Asuncion, Esq., MPA
Business Administrator
City of Camden | Department of Administration
City Hall, 520 Market Street, 4th Floor, Suite 409 | P.O. Box 95120
Camden, NJ 08101-5120
Email: JaAsunci@ci.camden.nj.us | Mobile: 609.330.2482 | Desk: 856.757.7150

From: Michael Harper <MiHarper@ci.camden.nj.us>
Sent: Monday, June 28, 2021 9:15 AM

To: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>
Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason,

The items in the DCA Audit were addressed following the report that was issued. I was never consulted by any of the DCA personnel regarding the report so how they would reference positions in the fire department without speaking to me is questionable. The position of "Supervising Fire Prevention Specialist-UFD" was eliminated January 1, 2011 along with other fire department positions and fire companies. There was a request made for the City to hire a dedicated Fire Subcode Official instead of our Fire Marshal working out of two separate departments while only being paid by one. If my memory serves me correctly Ms. Hinson was objectionable to the city doing that although all of the other urban cities in the state function with a Fire Subcode Official who works out of their Building Bureaus. The position of a Fire Subcode Official falls under the Building Code Official similar to the Plumbing Code and Electrical Code Officials. Many people assume because they see the word Fire that it is a function that is governed by the fire department but it is not.

I will research my response to the audit and hopefully I have what Ms. Ilene Lampitt drafted as well. The secretary position for the Fire Marshal's office has always been requested even if it has to start off as a part time position.

Michael L. Harper

Fire Chief
Camden Fire Department

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From: Jason J. Asuncion

Sent: Friday, June 25, 2021 12:54 PM

To: Michael Harper <MiHarper@ci.camden.nj.us>; Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>

Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>

Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021

Chief Harper -

There's a DCA recommendation for a Secretary and Assistant Fire Marshal and I need your position with respect to same, particularly latter position. You have and continue to request additional secretarial support, which the City is currently working on. Appropriate DLGS Waivers will be processed, subject to internal approval.

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Sent: Thursday, June 17, 2021 7:05 PM
To: Richardella, Rick (DCA) <Richard.Richardella@dca.nj.gov>
Subject: [EXTERNAL] Fwd: Summary of meeting with Camden Fire Unions - 11 June 2021

Get Outlook for iOS

From: Samuel Munoz <smunoz@iafflocal2578.org>
Sent: Saturday, June 12, 2021 7:54 AM
To: Richardella, Rick (DCA); Coburn, Patrick (DCA); Steve McConlogue; Ciri Castro Jr
Cc: Suárez, Jacquelyn
Subject: Summary of meeting with Camden Fire Unions - 11 June 2021

Good morning Chief Richardella,

It was a pleasure meeting you and Chief Coburn yesterday. We are ecstatic that we will be restoring our staffing to 196 and possibly adding new administrative assistant positions. I have attached a summary of the promotions discussed. The additional box item of Assistant Chief Fire Marshal is also included. Please see attached audit conducted by the DCA calling for the Assistant Chief Fire Marshal spot to be filled. I have highlighted the section for your convenience. I will followup with an email detailing everyone's contact information as requested. Please feel to contact me with any questions.

Respectfully,

Samuel Muñoz

President, IAFF Local 2578





State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO BOX 809
TRENTON, NJ 08625-0809

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

December 29, ~~2016~~ **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

Re: Field Monitoring Visit

Mr. Braulio Villegas

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local

current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

The field representative also found a vacant building at 1625 Mickel Street where the sprinkler system is not operational and the PIV is off. Also, 1895 Federal Street was supposed to be vacant, but appears to be occupied. There is not enough staffing to find these because of the work load.

Conditions in Camden City require much of Fire Marshal Villegas's time in conducting fire investigations, overseeing staff and inspectors, multiple court appearances where cases go on for months or years (i.e. Crane International and North Gate Apartments); fire prevention; Camden City required him to attend redevelopment planning and departmental meetings; sub code fire inspections and plan review; day to day problems; and laborious tasks required to be followed according to Camden procedures on different issues.

The State of New Jersey Division of Fire Safety has currently increased the Life Hazard Use fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and an Assistant Fire Marshal. Camden's City's Ordinance Chapter 55-16 has the title Supervising Fire Prevention which would serve as the back-up fire official and aid in staffing issues.

2. Our code representative noted that the current record-keeping system is inefficient. We suggest, therefore, that the record-keeping system be revised so that records of inspections, permits, finances, etc., are comprehensive and accurate. To facilitate record-keeping, we suggest hiring a secretary so records can be maintained by a single individual. The system should be cross indexed and allow quick determination of the current inspection's status. If you need guidance in developing such a system, you should contact our Local Assistance Unit. Again, the State has increased the Life Hazardous Uses fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and other staffing.
3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign - not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3, 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.
**(continuing violation since January 21, 2006; abated at time of field
inspection);**
N.J.A.C.5:70-3, 904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3, 1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);
N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3, 904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11(l)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors not rated;
N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area.
**(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);**
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
**(continuing violation since January 23, 2006; abated single station
battery installed on the same day as inspection);**
N.J.A.C.5:70-4.19 Install carbon monoxide detectors in vicinity of
dwelling units;
**(single station battery carbon monoxide alarms installed on the same
day as inspection);**
N.J.A.C.5:70-4.11 Install hand railing on basement steps;
N.J.A.C.5:70-4.13 Vertical opening (stairways);
N.J.A.C.5:70-3, 1011.1 Exit signs not illuminating
(continuing violation since 2006);
N.J.A.C.5:70-3, 1006.1 Emergency lights not working;
(continuing violation since 2006).
- Engine 10/Ladder2
9th and Morgan
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
**(continuing violation since January 8, 2006; last test date on tag was
January 2014);**

N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House
27th & Hayes
N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).
(continuing violation since January 23 2006);
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove
(continuing violation since January 23, 2006;
N.J.A.C.5:70-4.11 (1)2 Dwelling unit doors required to be self-closures
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.7(h).6 Windowless basement;
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(single station battery operated carbon monoxide alarms installed on
the same day as inspection).

- Squad 7 Fire House
1115 Kaign Avenue.
N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

(continuing violation since 2006);
N.J.A.C.5:70-4.11 (l) 2 Dwelling unit doors required to be self-closures
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;
N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.
(continuing violation since January 23, 2006; single station battery
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inspection);
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units
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.4.9 Install interconnected smoke detectors in common area.
(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);
N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating);
N.J.A.C.5:70-4.7(g) Install hood suppression system
(continuing violation since January 23, 2006; Note: station had a
cooking fire September 9, 2006).
N.J.A.C. 5:70-3.1(a) 5, F-512.2 Cooking suppression system requires six-
month inspection
(continuing violation since January 23, 2006);
N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable
(continuing violation since 2006).

- Colonial
1930 South 6th Street
N.J.A.C. 5:70-2.16 [imminent hazard] Upon inspection of this building,
noxious fumes were present. Fire Marshal called Camden Rescue Squad
and Camden County Health Department to do air quality testing. The
testing results showed that the air quality was not safe for human
occupancy. The Camden City Building Department posted the building
unsafe.
- Vacant warehouse
1625 Mickle Street
N.J.A.C. 5:70-3,904 Failure to maintain sprinkler system and PIV was
closed
- Vacant warehouse
1895 Federal Street
Building was illegally occupied; no UCC C.C.O was taken out.

- Crane International
300 Atlantic Avenue
Open violations for over one year
(currently being handled via the court system)
- Northgate Apartments
433 North 7th Street
N.J.A.C. 5:70-4.7 install sprinkler system in garage underneath apartments
(continuing violations for over one year)

FINANCES

4. N.J.A.C.5:71-3.3 (a) 10 states that the fire official shall collect all fees and penalties due the local enforcing agency ensure that they are properly accounted for. The field representative found that Fire Official did not do an annual budget. In review of the LEA's 2016 revenues collected a total of \$208,192.49 was deposited into Camden City's General Funds but only \$146,038 appeared as revenue on Camden's 2016 Annual Budget. It appears that Camden is not reporting all anticipated revenue collected from fees required by local ordinance such as; non-life hazard use fees; permit fee; and smoke detector, carbon monoxide certification fees.
5. N.J.A.C.5:71-2.6(d) states "All revenue generated pursuant to the Act or local implementing ordinance which are collected by or provided to a county or municipality shall be appropriated by the local body to the local enforcing agency for the purpose of enforcing the Code, operating the local enforcing agency and advancing local fire prevention interests. The field representative reviewed Camden City's 2016 Annual budget and found that only \$89,718.48 of the \$208,192 was appropriated to the LEA for salary and wages. Therefore, Camden City must appropriate back to the local enforcing agency the \$118,473.52.

ORDINANCE

6. Ordinance 244-4 does not state that the fire marshal is the proper authority according to Uniform Fire Safety Act to grant fireworks permits.

Page 7
Camden City
Monitoring

We request that you 1) promptly make or initiate the required corrections, and 2) within three (3) months, provide us a written status report regarding changes implemented or actions taken in response to this letter. We are obligated to inform you that your failure to either respond or to initiate the corrective actions indicated would subject you to the sanctions specified in N.J.A.C. 5:71-4.6. Consequently, if you disagree with any of the above items, please advise us in writing within 15 days.

We thank you for the opportunity to review your office and for your ongoing enforcement efforts, and we ask that you or interested others contact me at (609) 633-6738 with any questions. Our representative will pay specific attention to these matters on the follow-up audit of your LEA.

Sincerely,

Frank Clark

Frank Clark
Supervisor of Local Assistance
Local Assistance and Monitoring Unit
New Jersey Division of Fire Safety

c: Robert Corrales, Camden City Business Administrator
FCAR Beckett
LEA File#

[REDACTED]

From: LuRuiz@ci.camden.nj.us
Sent: Monday, June 28, 2021 11:42 AM
To: JaAsunci@ci.camden.nj.us; MiHarper@ci.camden.nj.us
Cc: BrVilleg@ci.camden.nj.us; MiSpearm@ci.camden.nj.us; LiPicon@ci.camden.nj.us;
DianeG@ci.camden.nj.us
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

Jason Asuncion, B.A.

In the matter of the assistant Fire Marshal position as endorsed by DCA Audit, I support the position as it will be beneficial for both the department of Code Enforcement (Building Bureau of Inspection) and the fire department. There was also a study done by an independent group hire by the City of Camden in 2018 that also agreed with the DCA Audit.

Respectfully submitted

Director L. Frankie Ruiz
Camden Code Enforcement.

From: Jason J. Asuncion
Sent: Monday, June 28, 2021 9:43 AM
To: Michael Harper <MiHarper@ci.camden.nj.us>
& L. Frankie Ruiz, Director of Code Enforcement <LuRuiz@ci.camden.nj.us>; Braulio Villegas, Chief Fire Marshall <BrVilleg@ci.camden.nj.us>; Michelle Spearman <MiSpearm@ci.camden.nj.us>; Lisa Picon <LiPicon@ci.camden.nj.us>; Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

Thanks, Chief. The recommendations with respect to CFD personnel were based on internal City/DLGS review that predated my term as Business Administrator. Since then, you, Dir. Ruiz and Fire Marshal Villegas have opined on the below issue to me. Former DLGS Fiscal Oversight Monitor Liston with Personnel/Lisa P. also reviewed the issue. At this point, the new DLGS Monitors are reviewing all aspects of the City's Departmental operations, including subject matter of the prior CFD Audit. City Administration would be supportive of effectuating DCA-Fire Safety prior recommendation under 2017 Audit, "LEA Operations," para. #1 to address critical staffing issues for the flagged function, subject to yours and other cc'd officials' comments.

With respect to Law Dept./former ACA Lampitt's work on the matter, I do recall she was diligently addressing the flagged Audit issues prior to leaving the City service.

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Michelle Spearman <MiSpearm@ci.camden.nj.us>

Cc: Diana Gonzalez <DianeG@ci.camden.nj.us>

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Respectfully,

Samuel Muñoz

President, IAFF Local 2578



From: MiHarper@ci.camden.nj.us
Sent: Monday, June 28, 2021 12:20 PM
To: JaAsunci@ci.camden.nj.us; MiSpearm@ci.camden.nj.us
Cc: DianeG@ci.camden.nj.us
Subject: Fire Code Inspections
Attachments: Fire Prevention Specialist - Fire Protection Inspector - UFD.pdf; Fire Prevention Specialist - Fire Protection Inspector - non UFD.pdf

Jason here is some of the documented email dialogue from 2018 on the position you asked about in your email on June 25, 2021. I will send you more information related to this and the DCA Audit shortly.

Michael L. Harper

Fire Chief

Camden Fire Department

Knowledge is powerful when it is shared freely. When its lorded and hoarded it is divisive and destructive.

- Aaron Fields Seattle Fire Department

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From: MiHarper@ci.camden.nj.us [mailto:MiHarper@ci.camden.nj.us]
Sent: Monday, April 2, 2018 6:17 PM
To: AnJohnst@ci.camden.nj.us; ElAgron@ci.camden.nj.us
Cc: MiSpearm@ci.camden.nj.us; JoSalvat@ci.camden.nj.us; John.Salvatore@dca.nj.gov; JaRizzo@ci.camden.nj.us; LuRuiz@ci.camden.nj.us; PaKeatin@ci.camden.nj.us
Subject: RE: Fire Code Inspections

Sorry I forgot to add the attachments for a Civil Service title if one should be created as a backup for the current Fire Official/Fire Protection Subcode Official – UFD which Woody has presently.

From: Michael Harper
Sent: Monday, April 02, 2018 6:00 PM
To: Angela Johnston; Elizer Agron
Cc: Michelle Spearman; John Salvatore; Salvatore, John; James Rizzo; L. Frankie Ruiz, Director of Code Enforcement; Patrick Keating, Director of Finance
Subject: FW: Fire Code Inspections

Angela,

I spoke to FPS David Munoz and he will go over to the Construction Official's office tomorrow morning. Please review the email chain listed below to help get a better understanding on the dilemma associated with the Fire Subcode work that falls under the Construction Official and not the Fire Department. While the Fire Official/Fire Subcode - UFD title is listed

contractually in the fire department the Fire Subcode portion is governed by the Construction Official Mr. James Rizzo. As stated below the DCA and the former administration said there was no need for two (2) supervisors for an office of only 6 people. Those positions were considered non-emergent and the span of control per supervisor increases to 8 – 10. The bottom line is that City Administration will have to decide whether they wish to hire a dedicated Fire Subcode Official or to create a title (see attachments) for the members in our department to compete in a Civil Service testing process for a title that supports Fire Subcode inspections and approvals. The other decision that will have to be made is if the city wants to continue requiring the "UFD" classification. Having the UFD title requires the members in the Fire Marshal's office to also work in the field as firefighters which as stated below is associated with the risk based salary. If UFD is removed then the test could be open to anyone possessing the required licenses and the "non-risk" salaries could be modified accordingly.

Michael L. Harper

Fire Chief

Camden Fire Department

(856)757-7518

(609)705-7509 cell

"Long time exposure to hazards without incident can lead to loss of appreciation of risk"

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From: Michael Harper

Sent: Monday, April 02, 2018 7:12 AM

To: Jason J. Asuncion

Cc: Patrick Keating, Director of Finance; Daniel Rossi; Ilene M. Lampitt

Subject: Fwd: Fire Code Inspections

As you can see based on the email chain below that the position of Fire Subcode Official is once again experiencing a coverage problem. This problem goes back several years and always happens when our Fire Marshal Villegas is not around. The Chief Fire Marshal is what we we call Braulio Villegas but his civil service title is actually Fire Official/Fire Subcode Official - UFD. The unfortunate thing is that the position requires someone to work out of two separate departments (Fire and Construction) but the full salary is paid out of the Fire Department budget. When CFM Villegas works out of the Construction Official's office he works under Jim Rizzo not the fire department. The UFD requirement requires any of personnel in the Fire Marshal's office that has it to still be subject to fighting fires and the risk associated with that task which is consistent with the risk based salary.

Fire Prevention Specialist - UFD Dave Munoz and others have acted in the absence of Chief Fire Marshal Villegas in the past but they also [REDACTED] Their position has always been to have the city reinstate an Assistant Chief Fire Marshal position (officially Supervising Fire Prevention Specialist - UFD) that was eliminated in 2011 following the layoffs. That civil service title does not require Fire Subcode responsibilities so that still would not be a solution to the backlog of work needing to be done in the Construction office. The DCA decided that there was no need to have two supervisors for only four (4) subordinates.

What Director Ruiz may not understand is that all of the personnel assigned to the Fire Marshal's have responsibilities and fire department duties assigned to them requiring fire prevention education, inspections, and investigations. So when we send over Fire Department members to act in CFM Villegas absence we short our office by two personnel. This

entire dilemma will have to be solved sooner than later because it just keeps rearing it's ugly head. We will have talk about a viable solution (preferably not today) when all parties are available.

 Michael Harper
Fire Chief

Begin forwarded message:

From: David Munoz <DaMunoz@ci.camden.nj.us>
Date: March 30, 2018 at 8:34:50 AM EDT
To: Michael Harper <MiHarper@ci.camden.nj.us>
Cc: Daniel Rossi <DaRossi@ci.camden.nj.us>, "Ilene M. Lampitt" <IlLampit@ci.camden.nj.us>
Subject: RE: Fire Code Inspections

Chief Harper,

I reviewed the thread at your request and submit the following response.

1. As the senior Fire Marshal with the UCC Licenses I am contractually the next FM to assume the duties of the Chief Fire Marshal in his absence. The dilemma becomes the ongoing issue with "Acting Status" which both unions are against. From day one I have been an advocate of promoting the Assistant Chief Fire Marshal which would pretty much dissolve all the inconveniences, disruptions, inefficiency, and backlogs that occur in the absence of the Chief Fire Marshal. I am more than willing to assume this role and provide the City of Camden, Fire Administration, and all stakeholders the continuity of professional services of such demand.
2. The current situation poses a major hardship on me as a licensed UCC Inspector. It is extremely difficult to show up to perform plan reviews or fire inspections on million dollar projects and effectively and safely perform the necessary required work with no knowledge of the project. However, I am willing to assist in any manner I can but critical decisions or approvals will most likely have to wait for the return of Chief Villegas because of the reasons I stated. The time devoted to these projects is essential and necessary.
3. The current directive regarding the UFD training will only contribute to the problems as stated on #2. Given the fact that Chief Villegas has been out 2-weeks, I could only imagine that there has been serious disruption to the operation in the Building Bureau. My availability to the Building Bureau one day here and there will only serve as smoke and mirrors to a much larger issue.

There is plenty more that can be said but for the time being this should provide a quick glance at my position. Again, I am willing and able to perform all the duties of the Chief Fire Marshal but serious consideration must be given to what has been mentioned. In addition, I am willing to meet with you personally to further discuss this matter.

David Muñoz, MAS, EFO
Fire Prevention Specialist
Camden City Fire Marshal's Office
Camden, New Jersey 08102
856-757-7527
damunoz@ci.camden.nj.us

From: Michael Harper
Sent: Thursday, March 29, 2018 3:22 PM
To: David Munoz <DaMunoz@ci.camden.nj.us>

Cc: Daniel Rossi <DaRossi@ci.camden.nj.us>; Ilene M. Lampitt <ILampit@ci.camden.nj.us>
Subject: RE: Fire Code Inspections
Importance: High

Dave,
Please review the email chain below and let me know what your position is.

Michael L. Harper
Fire Chief
Camden Fire Department
(856)757-7518
(609)705-7509 cell

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From: L. Frankie Ruiz, Director of Code Enforcement
Sent: Thursday, March 29, 2018 2:17 PM
To: Michael Harper
Cc: Jason J. Asuncion; David Munoz; Daniel Rossi; Patrick Keating, Director of Finance
Subject: RE: Fire Code Inspections

Chief Harper, I am sure all your fire officials are well verse in the inspection process, but because of the two week back log I would prefer Dave Munoz for his familiarity, with Chief Villegas inspection process. Please have Dave Munoz report to us Monday. Thank you again.

From: Michael Harper
Sent: Thursday, March 29, 2018 2:04 PM
To: L. Frankie Ruiz, Director of Code Enforcement <LuRuiz@ci.camden.nj.us>
Cc: Jason J. Asuncion <JaAsunci@ci.camden.nj.us>; Daniel Rossi <DaRossi@ci.camden.nj.us>; Patrick Keating, Director of Finance <PaKeatin@ci.camden.nj.us>; David Munoz <DaMunoz@ci.camden.nj.us>
Subject: Fire Code Inspections

Director Ruiz,

I intended to reach out to you today to inform you that Chief Fire Marshal has been out [REDACTED] for the past "two" weeks. I am glad he called and spoke to you [REDACTED] and were going to reach out to him as well. Being out for that period of time is unusual so we were getting concerned. We have been getting calls, emails, and verbal complaints about inspections not being completed and we thought you should know about it.

As far as Fire Prevention Specialist Dave Munoz is concerned, as everyone is aware works in a title that does not require him to perform Fire Subcode functions. With the absence of Chief Fire Marshal Villegas our Fire Marshal's office is running short staffed since he also serves as our Fire Official. We have two other licensed Fire Subcode personnel in our Fire Marshal's office but like Dave they are not required by

title to perform that function. We have had grievances filed in the past for having them work out of title even when they know they will be compensated at the higher salary rate for performing the work. If Dave agrees to perform the function we would have to hope that the other two members don't feel that they were somehow slighted of an opportunity to perform those tasks.

All of our Fire Marshals have recently been given a training schedule to assist them in maintaining their UFD portion of their job titles which I have attached. If Dave or one of the others can assist your office without impeding their current duties I will not have a problem with it.

Michael L. Harper
Fire Chief
Camden Fire Department
(856)757-7518
(609)705-7509 cell

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From: L. Frankie Ruiz, Director of Code Enforcement
Sent: Thursday, March 29, 2018 1:38 PM
To: Michael Harper
Cc: Jason J. Asuncion
Subject: Fire Code Inspections

Good Afternoon, Chief Harper

Again Welcome Back to work, Sir I am reaching out to you, after first discussing the Fire Code inspector shortage with the Business Administrator, Jason Asuncion. Fire Marshall, Chief Braulio Villegas is assigned to the Building Bureau, Code Enforcement Department as you know Chief Villegas has been [REDACTED] this week, I called him to check [REDACTED] his return status, [REDACTED] Mr. Asuncion has asked that I contact you to have a replacement assigned [REDACTED] Capt. David Munoz, Fire Marshalls office, knows our system so I am requesting that he be assigned to follow up the fire code inspections until further notice. I look forward to your response.

Thank you in advance,

Director L. Frankie Ruiz



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Job Specification

FIRE PREVENTION SPECIALIST UFD / FIRE PROTECTION INSPECTOR

FIRE PREVENTION SPECIALIST, UFD 06357

DEFINITION

Under direction inspects premises of buildings to detect and eliminate fire hazards and to enforce the provisions of relevant fire safety codes and related regulations, and responds to fire alarms and participates in extinguishing fires; does related work as required.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Inspects various buildings, structures, and premises to detect and eliminate fire hazards.

In accord with established regulations, guidelines, standards, and procedures, inspects buildings classified as highrise and life hazard use for compliance with the Uniform Fire Safety Code in accord with the schedule established by the Code.

Inspects fire extinguishing and fire protection equipment to ensure equipment is operable and prepares reports identifying deficiencies.

Observes tests of fire prevention or protection equipment in plants where explosive or flammable materials are processed or stored.

Observes tests of equipment and inspects storage conditions to ensure conformance to fire and safety codes.

Notes and investigates unsafe conditions and practices which might cause or increase fire hazards.

May instruct employees of business establishments in fire safety practices.

Inspects buildings of six stories or more that are used for human occupancy to ensure that such buildings are equipped with standpipes that have been installed in accord with applicable regulations.

Reports findings to Fire Official on authorized forms detailing violations and corrective action.

Inspects areas in which flammable or combustible materials are stored and reports undesirable conditions or takes steps to correct such conditions.

Serves penalty notices, orders, rulings, and other legal process including notices of violation.

Ensures that automatic fire alarm systems, when required, are present, operable, and properly maintained in accord with pertinent regulations.

Inspects buildings for proper and adequate means of egress as determined by use, design, and layout, and ensures that means of egress are accessible, safe, properly equipped and maintained, and meet the requirements of the New Jersey Uniform Fire Code or other relevant codes or ordinances.

Ensures that all exit and information signs are properly displayed and maintained and meet the requirements of the New Jersey Uniform Fire Code with regard to location, illumination, height, and so forth.

Reinspects buildings, structures, or premises that have been identified as having violation(s) of applicable fire codes and that constitute imminent hazard to the health, safety, or welfare of the occupants or intended occupants, firefighters, or the general public for abatement of said violation(s).

Reinspects buildings, structures, or premises within a prescribed time after they have been cited for violations to determine if the violations have been properly and completely abated.

Issues penalty notices for fire hazards not corrected on subsequent inspection.

Examines interiors and exteriors of buildings, structures, and premises to detect hazardous conditions or violations of fire regulations and laws.

Prepares reports of violations and penalty orders.

Discusses conditions with owner or agent and recommends safe methods of storing flammable or other hazardous materials.

Informs owner or agent of conditions requiring correction such as deficient egress facilities, improper fire protection equipment and faulty wiring, and issues violation notices.

Explains the New Jersey Uniform Fire Code and regulations to owners and provides advice on how to abate existing violations.

Ensures permit applications are obtained where Code requires and performs inspections on uses related to the permit.

Inspects to ensure that conditions of permit issued by the Fire Official are being complied with.

Works closely with fire officials, fire departments, and municipal officials in interpreting and applying the New Jersey Uniform Fire Code and ensuring construction permits are obtained.

Prepares inspection reports which are complete and properly filed.

Prepares violation notices and orders to abate the violations which are served to owners.

Investigates complaints of alleged fire code violations and provides reports on findings, conclusions, and recommendations.

Investigates fires to determine origin, cause, and spread.

Maintains file of inspection records, prepares reports of activities, and coordinates activities with other officials responsible for ensuring fire and life safety.

Prepares and maintains accurate inspection records of actions taken, violations found, progress made, and other conditions observed and takes photographs pertinent to assignments.

Prepares clear, sound, accurate, and comprehensive reports of inspections and other reports containing findings, conclusions, and recommendations.

Maintains essential records and files.

Gives testimony in court and at hearings and acts as a witness in behalf of the local community.

Speaks before civic, school, and community organizations and groups on matters concerning fire prevention methods and to encourage the use of fire prevention methods by community residents.

Gives talks and demonstrations before adults and/or children on the methods for ensuring proper use of fire safety procedures in the home, school, or other buildings.

Participates in fire drills and other training courses.

Responds to fire alarms, drives or accompanies fire apparatus, and assists other uniformed personnel in extinguishing fires.

Operates and uses fire hoses and other firefighting equipment and apparatus.

Performs special duty at theaters, schools, and other public gatherings to help maintain proper fire precautionary measures.

Responds to calls concerning bomb threats and conducts bomb searches.

Inspects condition of fire protection apparatus in public and private buildings.

Inspects fire hydrants.

Performs rescue work.

Pumps out cellars.

Receives fire alarms and notifies proper fire company.

Keeps needed records.

Will be required to learn to utilize various types of electronic and/or manual recording and computerized information systems used by the agency, office, or related units.

REQUIREMENTS:

NOTE: Positions in this class may be filled through promotional examination procedures only. Candidates must meet those requirements and qualifications for promotion specified in Civil Service law, rules, and regulations.

EDUCATION:

Graduation from high school, vocational high school, or possession of an approved high school equivalency certificate.

LICENSE AND CERTIFICATION

Possession of a current and valid fire inspector certification issued by the New Jersey Department of Community Affairs.

NOTE: Applicants who possess the higher level certification as a Fire Official are considered to have met the above certification requirement.

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

AGE:

Not less than 18 years of age.

MEDICAL EXAMINATION

As a prerequisite for appointment, appointees may be required to pass a thorough medical and psychiatric examination to be administered by the appointing authority. Any psychological, medical, or physical condition or defect which would prevent efficient performance of the duties of the position, cause appointees to be a hazard to themselves or others, or become aggravated as a result of performance of these duties will be cause for rejection.

KNOWLEDGE AND ABILITIES:

Knowledge of basic fire prevention measures required in residential, commercial, industrial, and other buildings and structures.

Knowledge of laws, rules, and regulations concerning all types of fire prevention measures.

Knowledge of practices and procedures of fire code enforcement.

Knowledge of fire safety systems of buildings and uses including but not limited to means of egress, fire suppression systems, fire alarm systems, and methods for limiting the flame spread, flammability, or combustibility of materials.

Knowledge of the safe use and maintenance of facilities, buildings, and the uses of such structures which are subject to the New Jersey Uniform Fire Code.

Knowledge of safe handling of materials which pose a fire hazard.

Knowledge of modern standards for installation of fire detection, fire alarm, and suppression systems.

Knowledge of requirements for means of egress including exit, access, exit discharge, and exit signs.

Knowledge of requirements of the New Jersey Uniform Fire Code regulating use and occupancy of buildings.

Knowledge of procedures used in inspection and evaluation of buildings and structures for fire hazards and fire safety.

Knowledge of code requirements related to fire ratings of structural components, arrangement, sizing, protection of means of egress, and flamespread.

Knowledge of operation and maintenance of smoke detectors and alarms.

Knowledge of laws and ordinances which are significant from the firefighting point of view.

Knowledge of methods likely to be effective in fighting various types of fires.

Knowledge of varied kinds of firefighting equipment and apparatus.

Knowledge of the location of schools, large buildings, streets, and fire alarm boxes in the municipality.

Knowledge of types of fire alarm communications that are useful and feasible in the fire department.

Knowledge of procedures likely to be effective in enlisting support of citizens and others in taking fire precautionary

measures.

Ability to comprehend and interpret basic laws and regulations.

Ability to make inspections to determine hazardous conditions.

Ability to recognize existing and potential fire safety hazards, call these to the attention of the proper persons, and prepare detailed reports thereon.

Ability to act as a witness in hearings and court procedures and give testimony under oath.

Ability to establish cooperative work relationships with local police, fire officials, owners, agents, tenants, and other interested individuals.

Ability to make field visits, inspections, and investigations.

Ability to prepare inspection reports in accord with established procedures and guidelines.

Ability to maintain inspection and other records and files.

Ability to prepare correspondence relating to the work of the agency.

Ability to prepare clear, technically sound, accurate, and informative reports containing findings, conclusions, and recommendations.

Ability to perform strenuous physical activities such as lifting heavy firefighting equipment, climbing standard and aerial ladders, and lifting and carrying people and equipment for rescue and salvage.

Ability to work under conditions of heavy physical exertion in extreme heat and dust, in high and confined areas and smoke filled spaces, in all kinds of weather, and to maintain physical activity for prolonged periods of time.

Ability to understand and carry out instructions.

Ability to record information in written form.

Ability to function independently and without direct supervision.

Ability to think clearly and to apply knowledge under stressful conditions and to handle more than one task at a time.

Ability to work closely with people including functioning as a team member to exercise tact or diplomacy and display compassion, understanding, and patience.

Ability to use and maintain firefighting equipment and to apply the theory necessary for effective firefighting and equipment operation.

Ability to apply basic techniques of fighting fires and rendering first aid.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of

communication.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

CODE: 06357 02/04/2006

FIRE PROTECTION INSPECTOR

DEFINITION

Under direction, reviews plans and performs fire protection inspection work involved in enforcement of the State Uniform Construction Code, the fire protection subcode, and relevant fire protection laws within the concerned jurisdictions; does other related duties.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Examines and approves plans for fire protection work to see that they comply with the fire protection subcode of the Uniform Construction Code (UCC).

Inspects and evaluates work in construction projects to ensure that all work and materials installed conform to approved plans and the fire protection subcode of the UCC and relevant fire protection laws/regulations.

When violations of the fire protection subcode are found, determines the cause and takes corrective action.

Gives testimony in court cases.

Prepares recommendations regarding both temporary and final certificates of occupancy.

Prepares reports.

Establishes and maintains records and files.

Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

REQUIREMENTS:

LICENSE:

Possession of a valid license as a Fire Protection Inspector of the appropriate grade, issued by the New Jersey Department of Community Affairs. There are two (2) licenses issued based on the class structure to be reviewed, industrial and commercial (ICS), or high-rise and hazardous (HHS).

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

KNOWLEDGE AND ABILITIES:

There are two (2) classes of licenses, which are cumulative in terms of knowledge and abilities. The basic license (ICS) comprises the core knowledge and abilities for this title:

Knowledge of the organization and content of Uniform Construction Code regulations and of the organization and content of the fire protection subcode.

Knowledge of the fire protection subcodes background, purpose, history, place in local government structure, and relation to construction code enforcement programs at other levels of government.

Knowledge of classification of structures into class categories.

Knowledge of systems design and installation practices required by the UCC and/or its referenced standards for active/passive fire suppression, fire detection, and fire alarm systems sufficient to permit the review of plans to determine adequacy of the systems.

Knowledge of basic fire protection requirements.

Knowledge of height and area limitations.

Knowledge of fire resistance ratings of structural components.

Knowledge of arrangement, sizing, and protection of means of egress.

Knowledge of flame spread and smoke generated requirements.

Knowledge of combustibility of materials.

Knowledge of requirements for installation of fire detection, alarm, and suppression systems.

Knowledge of chimneys, flues, and vents.

Knowledge of heating equipment and appliances.

Knowledge of basic plan reading sufficient to perform duties of the position.

Knowledge of testing methods, agencies, and test verification procedures incorporated in the code for combustibility and flame spread of materials.

Knowledge of the use of basic inspection tools and test methods.

Knowledge of the construction process for smaller buildings and the points at which inspection must be made.

Knowledge of basic inspection report writing including preparation of violation notices and required inspection record keeping.

Knowledge of the material requirements found in the electrical code.

Knowledge of proper installation methods for all approved materials.

Knowledge of the relationship of fire prevention codes which regulate use/occupancy of industrial and commercial buildings, and fire protection codes which regulate their construction.

Knowledge of fire prevention code provisions, enforcement procedures, and objectives including the protection of places of assembly.

Knowledge of the fire prevention code regulatory process which will ensure an understanding of the manner in which those fire hazards not regulated by the construction code can be regulated in the interest of public safety and fire protection.

Knowledge of the information pertaining to structural, architectural, mechanical, fire protection, and electrical features of buildings which must be shown on the plans to ensure compliance with requirements of the code.

Knowledge of analysis methods needed to ensure that fire protection elements of buildings depicted on plans do in fact conform to code requirements.

Knowledge of field inspection and controlled inspection techniques necessary to ensure that materials installed at the construction site are of appropriate strength and quality.

Ability to analyze and interpret the Uniform Construction Code.

Ability to examine and approve plans for residential and small commercial structures.

Ability to carry out field inspection activities for structures in classes I and II.

Ability to organize assigned fire protection field inspections and investigative work and to make the required field visits/inspections/investigations.

Ability to prepare detailed and technical correspondence.

Ability to maintain records and files.

Ability to compile factual fire safety data relating to a particular structure and prepare clear, sound, accurate, and detailed reports containing findings, conclusions, and recommendations for approval or disapproval.

Ability to recognize approved materials found in the electrical code.

Ability to understand standards and test methods which lead to approval.

Ability to ensure that all materials are installed in accord with proper methods.

The highest level license (HHS) incorporates all knowledge and abilities previously listed, and the following:

Knowledge of fire protection material requirements established by the code including testing and listed procedures, and an understanding of test methods.

Knowledge of code requirements related to fire divisions in buildings exceeding the height and area limitations established in the code.

Knowledge of code requirements related to unlimited area buildings.

Knowledge of design analysis methods needed to ensure that fire protection elements of buildings depicted on plans do in fact conform to code requirements.

Ability to read, understand, and interpret test reports for both active/passive fire protection requirements of systems of the type required to be incorporated in class I buildings.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position. American Sign Language or Braille may also be considered as

acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

CODES: LG - 05053 DJ 9/24/99

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DUAL TITLE CODE: 06363



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Job Specification

FIRE PREVENTION SPECIALIST / FIRE PROTECTION INSPECTOR

FIRE PREVENTION SPECIALIST

DEFINITION

Under direction inspects buildings and premises to identify and eliminate fire hazards and enforce the provisions of relevant fire safety codes and related regulations; does related work as required.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Inspects various buildings, structures, and premises to identify and eliminate fire hazards.

In accordance with established regulations, guidelines, standards, and procedures, and schedules, inspects buildings classified as High-rise and Life Hazard Use for compliance with the Uniform Fire Safety Code.

Inspects fire extinguishing and fire protection equipment to ensure that it is operable and prepares reports identifying any deficiencies.

Observes tests of fire prevention or protection equipment in plants where explosive or flammable materials are processed or stored.

Observes tests of equipment and inspects storage conditions to ensure conformance to fire and safety codes.

Notes and investigates unsafe conditions and practices which might cause or increase fire hazards.

May instruct employees of business establishments in fire safety practices.

Inspects buildings of six or more stories, used for human occupancy, to ensure that they are equipped with standpipes installed in accordance with applicable regulations.

Reports findings to the Fire Official utilizing authorized forms and detailing violations and corrective action.

Inspects areas in which flammable or combustible materials are stored and reports, or takes steps to correct, undesirable conditions.

Serves penalty notices, orders, rulings, and other legal process, including notices of violation.

Ensures that automatic fire alarm systems, when required, are present, operable, and properly maintained in accordance with pertinent regulations.

Inspects buildings for proper and adequate means of egress as determined by use, design, and layout.

Ensures all means of egress are accessible, safe, properly equipped and maintained, and meet the requirements of the

New Jersey Uniform Fire Code or other relevant codes or ordinances.

Ensures that all exit and information signs are properly displayed and maintained and meet the requirements of the New Jersey Uniform Fire Code with regard to location, illumination, height, and so forth.

Reinspects buildings, structures, and premises that have been identified as having violation(s) of applicable fire codes, and that constitute imminent hazard to the health, safety, or welfare of the occupants or intended occupants, firefighters, or the general public, for abatement of said violation(s).

Reinspects buildings, structures, or premises within a prescribed time after they have been cited for violations to determine that violations have been properly and completely abated.

Issues penalty notices for fire hazards not abated on subsequent inspection.

Examines interiors and exteriors of buildings, structures, and premises to detect hazardous conditions or violations of fire regulations and laws.

Prepares reports of violations and penalty orders.

Discusses conditions with owner or agent and recommends safe methods of storing flammable or other hazardous materials.

Informs owner or agent of conditions requiring correction such as deficient egress facilities, improper fire protection equipment and faulty wiring, and issues violation notices.

Explains the New Jersey Uniform Fire Code and regulations to owners and provides advice on how to abate existing violations.

Ensures permit applications are obtained where Code requires and performs inspections on uses related to the permit.

Performs inspections to ensure compliance with conditions of permits issued by the Fire Official.

Works closely with the Fire Official, fire department, and municipal officials in interpreting/applying the NJ Uniform Fire Code and ensuring construction permits are obtained where necessary.

Prepares and files inspection reports.

Prepares and serves violation notices and orders.

Investigates complaints of alleged fire code violations and provides reports on findings, conclusions, and recommendations.

Investigates fires to determine origin, cause, and speed.

Maintains file of inspection records, prepares reports of activities, and coordinates activities with other officials responsible for ensuring fire and life safety.

Prepares and maintains inspection records of actions taken, violations found, progress made, and other conditions observed.

Takes photographs pertinent to assignments.

May perform building inspections to identify health and safety violations.

Gives testimony in court and at hearings and acts as a witness when required

May speak before civic, school, and community organizations/groups to encourage use of fire prevention methods by community residents.

May give talks/demonstrations to adults and/or children on appropriate fire safety procedures in the home, school, or other buildings.

Prepares clear, sound, accurate, and comprehensive reports of inspections and other reports containing findings, conclusions, and recommendations.

Maintains essential records and files.

Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

REQUIREMENTS:

LICENSE AND CERTIFICATION

Possession of a current, valid Fire Inspector Certification issued by the New Jersey Department of Community Affairs.

NOTE: Applicants who possess the higher level certification as a Fire Official are considered to have met the above certification requirement.

NOTE:: Appointees may be required by some jurisdictions to possess a license as an Inspector Hotels and Multiple Dwellings, issued by the New Jersey Department of Community Affairs, when assigned to a municipality approved to conduct cyclical inspections of multiple dwellings in conjunction with the State Local Cooperative Housing Inspection Program (SLCHIP).

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

KNOWLEDGE AND ABILITIES:

Knowledge of basic fire prevention measures required in residential, commercial, industrial, and other buildings/structures.

Knowledge of laws, rules, and regulations concerning all types of fire prevention measures.

Knowledge of practices/procedures of fire code enforcement.

Knowledge of fire safety systems of buildings and uses including but not limited to means of egress, fire suppression systems, fire alarm systems, and methods for limiting flame spread, flammability, or combustibility of materials.

Knowledge of the safe use and maintenance of facilities, buildings, and the uses of such structures which are subject to the NJ Uniform Fire Code.

Knowledge of safe handling of materials which pose a fire hazard.

Knowledge of standards for installation of fire detection, fire alarm, and suppression systems.

Knowledge of requirements for means of egress including exit, access, exit discharge, and exit signs.

Knowledge of requirements of the NJ Uniform Fire Code regulating use/occupancy of buildings.

Knowledge of procedures used in inspection/evaluation of buildings/structures for fire hazards and fire safety.

Knowledge of code requirements related to fire ratings of structural components, arrangement, sizing, protection of means of egress, and flame spread.

Knowledge of operation and maintenance of smoke detectors and alarms.

Ability to comprehend and interpret basic laws and regulations.

Ability to make inspections to determine hazardous conditions.

Ability to recognize existing/potential fire safety hazards, call these to the attention of the proper persons, and prepare detailed reports thereon.

Ability to act as a witness in hearings and court procedures and give testimony under oath.

Ability to establish cooperative work relationships with local police, fire officials, owners, agents, tenants, and other interested individuals.

Ability to make required field visits, inspections, and investigations.

Ability to prepare inspection reports in accord with established procedures/guidelines.

Ability to maintain essential records and files.

Ability to prepare correspondence relating to the work of the agency.

Ability to prepare clear, technically sound, accurate, and informative reports containing findings, conclusions, and recommendations.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job with or without reasonable accommodation. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

CODE: 06356 2/13/2018

FIRE PROTECTION INSPECTOR

DEFINITION

Under direction, reviews plans and performs fire protection inspection work involved in enforcement of the State Uniform Construction Code, the fire protection subcode, and relevant fire protection laws within the concerned jurisdictions; does other related duties.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Examines and approves plans for fire protection work to see that they comply with the fire protection subcode of the Uniform Construction Code (UCC).

Inspects and evaluates work in construction projects to ensure

that all work and materials installed conform to approved plans and the fire protection subcode of the UCC and relevant fire protection laws/regulations.

When violations of the fire protection subcode are found, determines the cause and takes corrective action.

Gives testimony in court cases.

Prepares recommendations regarding both temporary and final certificates of occupancy.

Prepares reports.

Establishes and maintains records and files.

Will be required to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

REQUIREMENTS

LICENSE:

Possession of a valid license as a Fire Protection Inspector of the appropriate grade, issued by the New Jersey Department of Community Affairs. There are two (2) licenses issued based on the class structure to be reviewed, industrial and commercial (ICS), or high-rise and hazardous (HHS).

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

KNOWLEDGE AND ABILITIES:

There are two (2) classes of licenses, which are cumulative in terms of knowledge and abilities. The basic license (ICS) comprises the core knowledge and abilities for this title:

Knowledge of the organization and content of Uniform Construction Code regulations and of the organization and content of the fire protection subcode.

Knowledge of the fire protection subcodes background, purpose, history, place in local government structure, and relation to construction code enforcement programs at other levels of government.

Knowledge of classification of structures into class categories.

Knowledge of systems design and installation practices required by the UCC and/or its referenced standards for active/passive fire suppression, fire detection, and fire alarm systems sufficient to permit the review of plans to determine adequacy of the systems.

Knowledge of basic fire protection requirements.

Knowledge of height and area limitations.

Knowledge of fire resistance ratings of structural components.

Knowledge of arrangement, sizing, and protection of means of egress.

Knowledge of flame spread and smoke generated requirements.

Knowledge of combustibility of materials.

Knowledge of requirements for installation of fire detection,

alarm, and suppression systems.

Knowledge of chimneys, flues, and vents.

Knowledge of heating equipment and appliances.

Knowledge of basic plan reading sufficient to perform duties of the position.

Knowledge of testing methods, agencies, and test verification procedures incorporated in the code for combustibility and flame spread of materials.

Knowledge of the use of basic inspection tools and test methods.

Knowledge of the construction process for smaller buildings and the points at which inspection must be made.

Knowledge of basic inspection report writing including preparation of violation notices and required inspection record keeping.

Knowledge of the material requirements found in the electrical code.

Knowledge of proper installation methods for all approved materials.

Knowledge of the relationship of fire prevention codes which regulate use/occupancy of industrial and commercial buildings, and fire protection codes which regulate their construction.

Knowledge of fire prevention code provisions, enforcement procedures, and objectives including the protection of places of assembly.

Knowledge of the fire prevention code regulatory process which will ensure an understanding of the manner in which those fire hazards not regulated by the construction code can be regulated in the interest of public safety and fire protection.

Knowledge of the information pertaining to structural, architectural, mechanical, fire protection, and electrical features of buildings which must be shown on the plans to ensure compliance with requirements of the code.

Knowledge of analysis methods needed to ensure that fire protection elements of buildings depicted on plans do in fact conform to code requirements.

Knowledge of field inspection and controlled inspection techniques necessary to ensure that materials installed at the construction site are of appropriate strength and quality.

Ability to analyze and interpret the Uniform Construction Code.

Ability to examine and approve plans for residential and small commercial structures.

Ability to carry out field inspection activities for structures in classes I and II.

Ability to organize assigned fire protection field inspections and investigative work and to make the required field visits/inspections/investigations.

Ability to prepare detailed and technical correspondence.

Ability to maintain records and files.

Ability to compile factual fire safety data relating to a particular structure and prepare clear, sound, accurate, and

detailed reports containing findings, conclusions, and recommendations for approval or disapproval.

Ability to recognize approved materials found in the electrical code.

Ability to understand standards and test methods which lead to approval.

Ability to ensure that all materials are installed in accord with proper methods.

The highest level license (HHS) incorporates all knowledge and abilities previously listed, and the following:

Knowledge of fire protection material requirements established by the code including testing and listed procedures, and an understanding of test methods.

Knowledge of code requirements related to fire divisions in buildings exceeding the height and area limitations established in the code.

Knowledge of code requirements related to unlimited area buildings.

Knowledge of design analysis methods needed to ensure that fire protection elements of buildings depicted on plans do in fact conform to code requirements.

Ability to read, understand, and interpret test reports for both active/passive fire protection requirements of systems of the type required to be incorporated in class I buildings.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

CODE: 05053 9/24/1999

DUAL TITLE CODE: 07038

Howard McCoach

From: MiHarper@ci.camden.nj.us
Sent: Monday, June 28, 2021 12:39 PM
To: JaAsunci@ci.camden.nj.us; MiSpearm@ci.camden.nj.us
Cc: DianeG@ci.camden.nj.us
Subject: Additional Information
Attachments: Fire Subcode Official Concerns 4-4-18.pdf; Fire Subcode Correspondence 5-1-2019.pdf; LEA Report rebutals from submitted document 1-22-18.pdf

Here are other documents including my response to the LEA report. There is no mention of the Fire Marshal Staff in the contract other than that of the salaries. The contract doesn't address the on call pay as was instructed in the last arbitration ruling about it. The permanent rank for all of the Fire Marshals (Fire Prevention Specialists-UFD) including CFM Villegas is Firefighter if the FM office didn't exist. They get paid for their licensing which allows them to make more than Firefighters. CFM Villegas makes considerably more because his position is supervisory and he doesn't have holidays like that of the firefighters and Fire Prevention Specialists. We have a policy that requires the Fire Prevention Specialist-UFD to work at least 120hrs in the field in an active fire company to maintain their UFD requirement of their Civil Service title. We do not require CFM Villegas to do it for because he is in the supervisors union (IAFF Local 2578) and he cannot work as a Fire Captain or Battalion Fire Chief.

Michael L. Harper

Fire Chief

Camden Fire Department

(856)757-7518 office

(609)705-7509 cell

Knowledge is powerful when it is shared freely. When its lorded and hoarded it is divisive and destructive.

- Aaron Fields Seattle Fire Department

CONFIDENTIALITY NOTICE

The information contained in this communication from the Camden Fire Department is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. If you are not an intended recipient of this e-mail, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please immediately contact the Camden Fire Department at (856) 757-7520 to arrange for the return of this information.



CITY OF CAMDEN FIRE DEPARTMENT

4 North 3rd Street Camden, New Jersey 08102

Michael L. Harper
CHIEF OF DEPARTMENT

Daniel Rossi
DEPUTY FIRE CHIEF

Edward Glassman
DEPUTY FIRE CHIEF

Jesse Flax
DEPUTY FIRE CHIEF

Braulio Villegas
CHIEF FIRE MARSHAL

May 1, 2019

Jason Asuncion
Business Administrator
City of Camden

Jason,

This morning we had a meeting with Chief Fire Marshal Braulio Villegas about the numerous complaints that are being received at Fire Administration in reference to inspections being scheduled and inspectors not showing up to complete them. We have people coming to our building and calling our building on a daily basis. The following people were in attendance for the meeting:

Chief Michael Harper
Deputy Chief Dan Rossi
Chief Fire Marshal Villegas
Fire Prevention Specialist David Munoz
Fire Prevention Specialist Robert Allen
Administrative Secretary Blanca Aponte

CFM Villegas informed us that he is the only one who can do the inspections and he doesn't schedule them which is part one of the problem. If an inspection is set up it should be done in conjunction with CFM Villegas schedule of availability to eliminate business owners' waiting for several hours all to find out that no one is coming. The complainants are reporting that they are paying people to be present for these inspections and they are losing money on rent and mercantile services waiting on these inspections. Chief Villegas leave time this year (i.e. vacation, sick) has also diminished his ability to perform these inspections in a timely manner. When CFM Villegas is off on vacation leave or extended sick leave we assign one of our Fire Prevention Specialists who holds the proper licenses to "act" in his capacity until he returns per the collective bargaining agreement (CBA). We currently have three (3) of our Fire Prevention Specialists who on their own acquired fire subcode licensing.

This problem has been going on for several years and yet the issues still remain. In 2011, the fire department lost several positions, companies, and units due to the financial constraints the city was in. In the Fire Marshal's Office one of the positions lost was the Supervising Fire Prevention Specialist-UFD. The alias name for that position here in the fire department was the Assistant Chief Fire Marshal. The DCA determined that there was "no need to have two supervisors for the four remaining members" of the Fire Marshal's Office staff. The subordinate to supervisor ratio would have been 2 to 1.

For many years the City of Camden had a separate Fire Subcode Official outside of the fire department. This was principally because the fire subcode responsibilities fall under the Construction Official just like that of the Plumbing Code and Electrical Code Officials for the city. When the former Fire Subcode Official for the city retired one of our former Chief Fire Marshals struck a deal with the city for more money to have him serve in a dual role capacity working out of two separate departments. This was obviously at a time when new construction in the city didn't exist and most of the activity was demolition not renewal so both of the jobs could be performed with relative ease. At that time the idea worked and satisfied the needs of the Construction Office and it didn't have a significant effect on the fire department. Well now demolition is decreasing and new construction has increased exponentially.

I personally called several other urban cities throughout New Jersey to solicit them for information on how they handled their fire subcode position for their cities and most if not all of them have a separate Fire Subcode Official. Some of the people I spoke with actually told me that the way we are operating is very inefficient and unproductive. The work load is too great (especially right now) and we have someone working out of two completely separate departments with two separate roles and responsibilities to two different bosses. The risk based salary for the Fire Official/Fire Protection Subcode Official-UFD (Code 06362) also known as our Chief Fire Marshal is paid from the fire department salary and wages budget.

It is my opinion that we can no longer kick this can down the road and some sort of solution should be drafted. In light of the continuing complaints, I offer the following options and/or suggestions to help us all with this ongoing predicament:

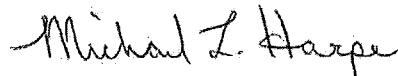
- City hires a full-time Fire Subcode Official (this is usually the case for cities our size)
- City hires a part-time Fire Subcode Official (to assist CFM Villegas)
- City pays the other three (3) Fire Prevention Specialists who have the license money in their pensionable pay for those licenses and have them do Fire Subcode inspections, plan reviews, etc. If the members are being paid for the license they will be required to perform the service. Ms. Lisa Picon, Ilene Lampitt, Esq. and I discussed this some time ago (see correspondence 4/3/2018) and thought it would be the cheapest option.
- Adopt a new Civil Service title via ordinance that requires the person to perform Fire Subcode duties along with their normal Fire Prevention Specialist-UFD duties. This would give you a backup person or additional person to help out with the present situation with fire subcode functions but may reduce time available for FPS-UFD duties. **The Civil Service title for Supervising Fire Prevention Specialist-UFD that we once had "does not require" that person to do Fire Subcode functions so reinstatement of that title would not be beneficial.** The Civil Service title that I found through my research was Fire Prevention Specialist-UFD/Fire Protection Inspector Fire Prevention Specialist-UFD (Code 06357). This position does not exist in city ordinance. For impartiality and fairness this position would have to be appointed following some form of Civil Service testing if only one person is selected.

After rehashing all of this information once again it is my opinion that if the city does not acquire a dedicated Fire Subcode Official to work under the Construction Official in that office, the following action should take place:

- Any member assigned permanently to the Fire Marshal's office who holds the R.C.S., I.C.S, and/or H.H.S. licenses be entitled to payment based on the highest license which they hold in the current pay schedule for each license or a monetary amount consistent with the additional work load. For those individuals their titles should be changed to a non-supervisory Civil Service title of Fire Prevention Specialist-UFD/Fire Protection Inspector Fire Prevention Specialist-UFD (Code 06357).

That is the least we can do for utilizing their self-gained knowledge, skills and abilities for performing tasks outside of their current job classification. The new classification would be for only those members holding the additional licensing and they must keep their licenses current to continue to collect the additional funding in the pensionable pay and the newly formed Civil Service title. Other cities have inspectors that do inspections of plans that are reviewed and approved by the Fire Subcode Official. I have attached the Civil Service Job Specification for the suggested position.

Respectfully,



Michael L Harper
Chief

C: Patrick Keating – Director of Finance
Michelle Banks-Spearman – City Attorney
Marc Riondino – Assistant City Attorney
Angela Johnston – Chief of Staff to Mayor
Lisa Picon – Personnel Office
L. Frankie Ruiz – Director of Code Enforcement
James Rizzo – Construction Official
John Salvatore – Department of Community Affairs – LGS
Deputy Chief Daniel Rossi – Deputy Chief of Administration
Chief Fire Marshal Braulio Villegas – Fire Marshal's Office
Affected Fire Marshal Staff – R. Allen, J. Barrientos-Morris, D. Munoz



CITY OF CAMDEN

FIRE DEPARTMENT

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Braulio Villegas
CHIEF FIRE MARSHAL

January 22, 2018

This is information I have to offer in reference to the document that was sent by the DCA Field Monitor. All of the requirements involving the firehouse violations will be explained by Deputy Chief Flax because that falls under his area of responsibility.

The Mr. Clark stated that in 2016 there were only 434 non-life hazard inspections done out of a total of 938 that were required. Also the revenue collection rate was only 40%. These are some items that we need to discuss about the report:

- We have six (6) Fire Marshals working in the Fire Prevention Office on a four day – 10 hour shift work week. Just utilizing 4 days per week (although members are here from Monday – Friday) there are 208 available work days for each member. If you consider 5 days per week there are 260 days available for the office as a whole.
- 968 inspection divided by the 6 members in the Fire Marshal's office would mean that each member would have to do 161.33 non-life hazard inspections per year. If you divide 208 days (four per week) by 161.33 each inspector would have to do 1.235 inspections per day. If you don't consider the Fire Official/Fire Subcode Official Villegas and only consider 5 inspectors they would have to do 193.6 inspections each per year. This would then mean each inspector would have to complete 1.074 inspections per day.
- The report stated that the office has approximately 100 Fire Investigations each year. That would equate to 17 investigations per year on average per member using the count of six (6) and 20 investigations per member utilizing a count of 5 inspectors.
- To put in place an Assistant Fire Marshal appointment would require an act of Council to create a new position and salary.
- A Secretary is a necessary position for the office and we had a civilian who passed away and was never replaced.

Hopefully some of this information will be helpful in us coming up with a viable solution for the letter that was drafted.

Yours truly,

Michael Harper
Chief


From: BrVilleg@ci.camden.nj.us
Sent: Monday, June 28, 2021 5:15 PM
To: fm6munoz@aol.com
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021
Attachments: DCA Audit City of Camden Assistant Chief Fire Marshal (002).pdf

Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

----- Original message -----

From: "Braulio Villegas, Chief Fire Marshall" <BrVilleg@ci.camden.nj.us>
Date: 6/28/21 9:47 AM (GMT-05:00)
To: 'Samuel Munoz' <smunoz@iafflocal2578.org>
Subject: FW: Summary of meeting with Camden Fire Unions - 11 June 2021


Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

----- Original message -----

From: "Jason J. Asuncion" <JaAsunci@ci.camden.nj.us>
Date: 6/28/21 9:43 AM (GMT-05:00)
To: Michael Harper <MiHarper@ci.camden.nj.us>
Cc: "L. Frankie Ruiz, Director of Code Enforcement" <LuRuiz@ci.camden.nj.us>, "Braulio Villegas, Chief Fire Marshall" <BrVilleg@ci.camden.nj.us>, Michelle Spearman <MiSpearm@ci.camden.nj.us>, Lisa Picon <LiPicon@ci.camden.nj.us>, Diana Gonzalez <DianeG@ci.camden.nj.us>
Subject: RE: Summary of meeting with Camden Fire Unions - 11 June 2021

Thanks, Chief. The recommendations with respect to CFD personnel were based on internal City/DLGS review that predated my term as Business Administrator. Since then, you, Dir. Ruiz and Fire Marshal Villegas have opined on the below issue to me. Former DLGS Fiscal Oversight Monitor Liston with Personnel/Lisa P. also reviewed the issue. At this point, the new DLGS Monitors are reviewing all aspects of the City's Departmental operations, including subject matter of the prior CFD Audit. City Administration would be supportive of effectuating DCA-Fire Safety prior recommendation under 2017 Audit, "LEA Operations," para. #1 to address critical staffing issues for the flagged function, subject to yours and other cc'd officials' comments.

 With respect to Law Dept./former ACA Lampitt's work on the matter, I do recall she was diligently addressing the flagged Audit issues prior to leaving the City service.



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS

101 SOUTH BROAD STREET

PO Box 809

TRENTON, NJ 08625-0809

CHRISTIE
Governor

GUADAGNO
Governor

CHARLES A. RICHMAN
Commissioner

December 29, ~~2016~~ **2017**

CERTIFIED MAIL / RRR

Braulio Villegas, Fire Official
Camden City Fire Prevention Bureau
4 North 3rd Street
Camden, New Jersey 08102

Re: Field Monitoring Visit

Mr. Braulio Villegas:

N.J.A.C. 5:71-2.10 provides that the Division of Fire Safety shall institute a regular program of monitoring local enforcing agencies to ensure the Code is being properly enforced. Recently, a Division Fire Code Assistance Representative made an initial field visit to your local enforcing agency.

Our representative reviewed your LEA operation's including matters involving the local ordinance, staffing, finances and records relating to registration, permits, inspections and penalties. After considering the information, it appears that the LEA operation and Code enforcement activities are not consistent with the standards of the Uniform Fire Code as noted below.

We require you make the changes or take the corrective action indicated in order to comply with Code requirements.

LEA OPERATIONS

1. Our code representative noted that your personnel resources are limited and the technical responsibilities of the LEA exceed the available personnel resources. This situation adversely affects your ability to properly enforce the Code as evidenced by the fact that inspections are behind schedule. Therefore, we recommend that you consider hiring additional staffing to assist you in performing code enforcement responsibilities. The field representative found that according to Camden's 2016 Annual Report only 434 out of 968 non-life hazard use inspections were completed. Camden's Ordinance requires annual non-life hazard use inspections. The inspectors are drafting and sending N.L.H.U. invoices to business according to their fee in Camden's ordinance. Collection of N.L.H.U. fees is approximately 40%. Also, the

current fire inspectors investigate approximately 100 fires a year plus do their own clerical work and participate in fire prevention at school and public events.

The field representative also found a vacant building at 1625 Mickel Street where the sprinkler system is not operational and the PIV is off. Also, 1895 Federal Street was supposed to be vacant, but appears to be occupied. There is not enough staffing to find these because of the work load.

Conditions in Camden City require much of Fire Marshal Villegas's time in conducting fire investigations, overseeing staff and inspectors, multiple court appearances where cases go on for months or years (i.e. Crane International and North Gate Apartments); fire prevention; Camden City required him to attend redevelopment planning and departmental meetings; sub code fire inspections and plan review; day to day problems; and laborious tasks required to be followed according to Camden procedures on different issues.

The State of New Jersey Division of Fire Safety has currently increased the Life Hazard Use fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and an Assistant Fire Marshal. Camden's City's Ordinance Chapter 55-16 has the title Supervising Fire Prevention which would serve as the back-up fire official and aid in staffing issues.

2. Our code representative noted that the current record-keeping system is inefficient. We suggest, therefore, that the record-keeping system be revised so that records of inspections, permits, finances, etc., are comprehensive and accurate. To facilitate record-keeping, we suggest hiring a secretary so records can be maintained by a single individual. The system should be cross indexed and allow quick determination of the current inspection's status. If you need guidance in developing such a system, you should contact our Local Assistance Unit. Again, the State has increased the Life Hazardous Uses fees where Camden's anticipated revenue will increase to help cover the cost of a secretary and other staffing.
3. The following premises were inspected and violations of the Code were found. Please provide a copy of the following violations to the DFS field representative:
 - Camden City Fire Department
Fire Administration 4th and 3rd Street
N.J.A.C.5:70-4.19 Install smoke detectors in sleeping area
(abated the same day as field inspection);
N.J.A.C.5:70-3,907.2 Fail to maintain smoke detector in dormitory
(continuing violation since March 1, 2006);
N.J.A.C.5:70-3,904.5.1 Cooking suppression not maintained- continuing
(violation since March 1, 2006);
N.J.A.C.5:70-4.13, Vertical openings not rated;
N.J.A.C.5:70-3, 1011-1 Fail to maintain exit sign – not illuminating
(continuing violation since March 1, 2006).
 - Liberty Fire Station
Broadway and Liberty

N.J.A.C.5:70-3, 904 Failure to maintain fire alarm system
(installed battery smoke alarm on same day as inspection);
N.J.A.C.N.J.A.C.5:70-4.19 Install Carbon Monoxide detectors in sleeping
area.
(continuing violation since January 21, 2006; abated at time of field
inspection);
N.J.A.C.5:70-3,904.5.1 Cooking suppression system not maintained
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,1011.1 Exit signs not maintained - not illuminating
(continuing violation since January 21, 2006);
N.J.A.C.5:70-901.6 Failure to provide annual sprinkler system report
(continuing violation since January 21, 2006);
N.J.A.C.5:70-3,904.11.5 Portable fire extinguisher to match cooking
suppression not installed.

- Engine 9/ Ladder 3 Fire House
27th and Federal
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.7(h).6 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11(l)2 Install self-closures on dwelling unit doors
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.11 Dwelling unit doors not rated;
N.J.A.C.5:70-4.9(a)3 Install interconnected smoke detectors in common
area.
(continuing violation since January 23, 2006; single station battery
smoke alarms installed on the same day as inspection);
N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units
(continuing violation since January 23, 2006; abated single station
battery installed on the same day as inspection);
N.J.A.C.5:70-4.19 Install carbon monoxide detectors in vicinity of
dwelling units;
(single station battery carbon monoxide alarms installed on the same
day as inspection);
N.J.A.C.5:70-4.11 Install hand railing on basement steps;
N.J.A.C.5:70-4.13 Vertical opening (stairways);
N.J.A.C.5:70-3,1011.1 Exit signs not illuminating
(continuing violation since 2006);
N.J.A.C.5:70-3,1006.1 Emergency lights not working;
(continuing violation since 2006).
- Engine 10/Ladder2
9th and Morgan
N.J.A.C.5:70-3, 904.5.1 Failure to maintain cooking suppression system
(continuing violation since January 8, 2006; last test date on tag was
January 2014);

N.J.A.C.5:70-3,907.20.1 Failure to maintain fire alarm system
(continuing violation since January 8, 2006; single station battery
operated smoke alarm installed on the same day as inspection);
N.J.A.C.5:70—3,604.3 Failure to maintain emergency lighting
(continuing violation since January 8, 2006);
N.J.A.C.5:50-4.7 Windowless basement
(continuing violation since January 23, 2006);
N.J.A.C.4.9 Install interconnected smoke detectors in communal area.
(continuing violation since January 23, 2006);
N.J.A.C.5:70-4.13 Vertical openings;
N.J.A.C.5:70-4.11 Install hand railings on basement stairs;
N.J.A.C.5:70-4.11 Dwelling unit doors not rated and not on self-closures;
N.J.A.C.5:70-3 Stairway steps to basement needs repair.

- Engine 11 Fire House

27th & Hayes

N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating).

(continuing violation since January 23 2006);

N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.

(continuing violation since January 23, 2006; single station battery
operated carbon monoxide alarms installed on the same day as
inspection);

N.J.A.C.5:50-4.7 Windowless basement

(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.7 Install ventilating hood and fire suppression over kitchen
stove

(continuing violation since January 23, 2006;

N.J.A.C.5:70-4.11 (1)2 Dwelling unit doors required to be self-closures.

(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;

N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling
units

(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);

N.J.A.C.4.9 Install interconnected smoke detectors in communal area.

(continuing violation since January 23, 2006; single station battery
installed on the same day as inspection);

N.J.A.C.5:70-4.11 Install hand railings on basement stairs;

N.J.A.C.5:70-4.7(h).6 Windowless basement;

N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of
dwelling units.

(single station battery operated carbon monoxide alarms installed on
the same day as inspection).

- Squad 7 Fire House

1115 Kaign Avenue.

N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

(continuing violation since 2006);

N.J.A.C.5:70-4.11 (l) 2 Dwelling unit doors required to be self-closures

(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.11 Dwelling unit doors are not fire rated;

N.J.A.C.5:70-4.19(d) Install carbon monoxide alarms in vicinity of dwelling units.

(continuing violation since January 23, 2006; single station battery operated carbon monoxide alarms installed on the same day as inspection);

N.J.A.C.5:70-4.7(h).6 Windowless basement

(continuing violation since January 23, 2006);

N.J.A.C.5:70-4.9(a)3.v Install single station smoke alarms in all dwelling units

(continuing violation since January 23, 2006; single station battery installed on the same day as inspection);

N.J.A.C.4.9 Install interconnected smoke detectors in common area.

(continuing violation since January 23, 2006; single station battery installed on the same day as inspection);

N.J.A.C.5:70-3,1011.1 Exit signs not maintained (not illuminating);

N.J.A.C.5:70-4.7(g) Install hood suppression system

(continuing violation since January 23, 2006; Note: station had a cooking fire September 9, 2006).

N.J.A.C. 5:70-3.1(a) 5, F-512.2 Cooking suppression system requires six-month inspection

(continuing violation since January 23, 2006);

N.J.A.C.5:70-3, 601.1 Emergency lighting inoperable

(continuing violation since 2006).

- Colonial
1930 South 6th Street
N.J.A.C. 5:70-2.16 [imminent hazard] Upon inspection of this building, noxious fumes were present. Fire Marshal called Camden Rescue Squad and Camden County Health Department to do air quality testing. The testing results showed that the air quality was not safe for human occupancy. The Camden City Building Department posted the building unsafe.
- Vacant warehouse
1625 Mickle Street
N.J.A.C. 5:70-3,904 Failure to maintain sprinkler system and PIV was closed
- Vacant warehouse
1895 Federal Street
Building was illegally occupied; no UCC C.C.O was taken out.

- Crane International
300 Atlantic Avenue
Open violations for over one year
(currently being handled via the court system)
- Northgate Apartments
433 North 7th Street
N.J.A.C. 5:70-4.7 install sprinkler system in garage underneath apartments
(continuing violations for over one year)

FINANCES

4. N.J.A.C.5:71-3.3 (a) 10 states that the fire official shall collect all fees and penalties due the local enforcing agency ensure that they are properly accounted for. The field representative found that Fire Official did not do an annual budget. In review of the LEA's 2016 revenues collected a total of \$208,192.49 was deposited into Camden City's General Funds but only \$146,038 appeared as revenue on Camden's 2016 Annual Budget. It appears that Camden is not reporting all anticipated revenue collected from fees required by local ordinance such as; non-life hazard use fees; permit fee; and smoke detector, carbon monoxide certification fees.
5. N.J.A.C.5:71-2.6(d) states "All revenue generated pursuant to the Act or local implementing ordinance which are collected by or provided to a county or municipality shall be appropriated by the local body to the local enforcing agency for the purpose of enforcing the Code, operating the local enforcing agency and advancing local fire prevention interests. The field representative reviewed Camden City's 2016 Annual budget and found that only \$89,718.48 of the \$208,192 was appropriated to the LEA for salary and wages. Therefore, Camden City must appropriate back to the local enforcing agency the \$118,473.52.

ORDINANCE

6. Ordinance 244-4 does not state that the fire marshal is the proper authority according to Uniform Fire Safety Act to grant fireworks permits.