

TOWN OF SOUTHLINGTON
BOARD OF FIRE COMMISSIONERS

Chairperson Bunko called the special meeting of the Board of Fire Commissioners, held at Headquarters on July 13, 2017, to order at 5:04 p.m. Commissioners Bunko, Stanforth, Kanute and Robertson were present. Vice Chairperson Baker arrived at 5:05 p.m. Also in attendance were Chief Heath and Asst. Chief Wisner.

Roll Call

Pledge of Allegiance

MOTION: by Stanforth, seconded by Kanute, to adjourn to Executive Session, excluding the public and the press with the exception of the Chief and Asst. Chief, to conduct interviews for the positions of entry-level firefighter at 5:04 p.m. Motion carried unanimously.

EXECUTIVE SESSION:

Candidates were interviewed

MOTION: by Kanute, seconded by Stanforth, to return to open session at 6:04 p.m. Motion carried unanimously.

NEW BUSINESS:

MOTION: by Kanute, seconded by Stanforth, to approve a hiring order for entry-level firefighter/EMT positions, but deferring the announcement pending the approval to make formal offer. Motion carried unanimously.

Chairperson Bunko thanked the candidates for their time.

MOTION: by Kanute, seconded by Baker, to approve the minutes of the May 18, 2017, regular meeting as circulated. Motion carried with four ayes and one abstention.

MOTION: by Baker, seconded by Kanute, to approve the minutes of the June 1, 2017, special meeting as circulated. Motion carried unanimously.

MOTION: by Baker, seconded by Stanforth, to approve the minutes of the June 22, 2017, special meeting as circulated. Motion carried with three ayes and two abstentions.

MOTION: by Kanute, seconded by Stanforth, to approve payment of bills for May and June 2017 for \$125,633.64. Motion carried unanimously.

Secretary's Report:

Memo from Chief Heath recommending approval of FF Vincenzo Infante's one-year leave of absence request.

Memo from Chief Heath recommending approval of FF Doug Kalwat's six-month leave of absence request.

Memo from Chief Heath recommending the increase of the volunteer per call reimbursement to \$7.23 for firefighters and \$7.90 for officers.

CHIEF'S REPORT:

Chief Heath reported:

Apparatus and Equipment

- The mid-trip inspection for new pumper on June 11-13 went well. The trip for the final inspection is anticipated in early to mid-August and delivery a few weeks after that.
- Whelan fixed some issues found with the warning lights on C3. The work was covered under warranty.
- Awaiting the arrival of some ordered fire equipment to be dispersed to different companies/apparatus.
- A second broker has been added to help facilitate the sale of E32 and E61.

Operations and Administration

- John Solury has accepted the position as deputy fire marshal beginning August 5, 2017.
- Of the nine members who reported to be noncompliant with their required ride time, eight have met the requirement and one member has chosen to resign from the department for personal reasons.
- In May, Deputy Chief DiBattista, Director of Health Shane Lockwood, and AMR coordinated the World CPR Challenge during EMS Week. Approximately 2,000 students from Kennedy Middle School, DePaolo Middle School, and Southington High School participated in compression only CPR training.
- The Fleet Committee and the Training Division are working to schedule a day in August with Company 2 to complete pump and driver training on the 2015 Sutphen, in preparation of reallocating apparatus after the new engine is put in service. Members of Company 1 have been working with Company 2 members to help prepare them for the changeover.
- On July 9, E11 and L1 responded to Cheshire for mutual aid on a working fire. Their assistance was greatly appreciated.
- The current promotional list for battalion chief and captain will expire in October. A new exam has been announced for October.
- Effective July 3, the "All Call" procedure was implemented for Monday through Friday 0600-1800. This is being done to try to provide more manpower during those hours.

- Capt. Wisniewski and Lt. Rennie have taken over the administration of the I Am Responding program.
- The annual report for the 2016-2017 fiscal year is being working on. A draft will be emailed to the Board for their approval.

Personnel

- Battalion Chief Saucier has informed me of his intent to retire. His last shift will be August 31. He has been with the department for 36 years. We will need to look at promotional interviews prior to or at the August meeting.

Miscellaneous

- The State of Connecticut OEMS Department has notified DC DiBattista that they are in process of eliminating the acceptance of online EMT re-certification training and will require all training to be done in a classroom setting. This change is not currently in effect but is anticipated before the March re-certification. The department has been successfully using the online classes for the last four years. The change will affect the budget by increasing training overtime and volunteer stipend expenses.

MOTION: by Kanute, seconded by Robertson, to accept the Chief's Report.
Motion carried unanimously.

Training Report: (See Attached)

Chief Heath reported that the new probationary class started on Monday, July 10, 2017. The class is comprised of two members from Company 1, Company 2, and Company 3.

Vice Chairperson Baker asked if there would be an awards ceremony in October. Chief Heath reported that it is in the planning stages.

ASSISTANT CHIEF'S REPORT:

Activities of the Southington Fire Department for the month of May 2017:

- Fire Marshal's Inspections – 105
- CRRS - 5
- Reports to the State Fire Marshal – 187
- Damage to property involved in fire - \$10,000
- Damage to motor vehicles involved in fire - \$2,600
- Other losses - \$6,000
- Total - \$18,600

Activities of the Southington Fire Department for the month of June 2017:

- Fire Marshal's Inspections – 63
- CRRS - 0
- Reports to the State Fire Marshal – 184
- Damage to property involved in fire - \$75,000
- Damage to motor vehicles involved in fire - \$13,200
- Other losses - \$25,500
- Total - \$113,700

Assistant Chief Wisner reported significant incidents:

- May 30, 2017 - Kitchen fire on Hobart St.
- June 3, 2017 – Garage fire on Pratt St.
- June 7, 2017 – Kitchen fire on Todd Rd.
- July 11, 2017 – Electrical fire on Anne Rd.

Assistant Chief Wisner reported the following Fire Marshals Bureau's activities:

- The Bureau has been busy with plan review
- The plans for the plaza on Queen St. that includes Aldi's, Chick Filet, and Chipotle are being reviewed
- Plans for industrial site on Industrial Dr. are being reviewed
- Working on a problem with the alarm at 99 Executive Blvd.
- Minor issues with the Calendar House involving proposed changes

MOTION: by Kanute, seconded by Baker, to accept the Assistant Chief's Report. Motion carried unanimously.

Chief Selection Committee

Chairperson Bunko reported that the committee had removed the Board of Finance request for funds to hire an outside recruiter for the chief's position, before the Town Council approved the minutes of the meeting. The action was taken so that the committee could resubmit a more detailed request. The committee's intent is to submit a revised request as soon as possible.

Commissioner Robertson asked when the next committee meeting was scheduled. Chairperson Bunko stated that a date had not been set but August 15 or 16 are being considered.

COMMISSIONS COMMENTS AND COMMUNICATIONS:

Commissioner Stanforth asked Chief Heath about the status of the cost recovery research. Chief Heath reported that he is working with Deputy Chief Palmieri, from the Police Department, to gather more information. Chief Heath reported that he has a proposal from a second company that has offered numbers that are more conservative. Chief Heath has discussed his research with Town Manager Brumback. If the Board approves the proposal, the next step would be to get approval from the Ordinance Committee. Chief Heath will continue to research.

Commissioner Stanforth asked Chief Heath about the status of the cadet program. Chief Heath reported that FF Phillips is still working on the program and has recruited additional department members including Commissioner Kanute. Commissioner Kanute reported that the committee is looking into donations for the gear and supplies that will be needed for the cadets. Chief Heath reported that FF Phillips is going to reach out to the Southington High School First Responders Club.

COMMUNICATIONS FROM THE PUBLIC: None

UNFINISHED BUSINESS: None

OLD BUSINESS: None

NEW BUSINESS:

MOTION: by Baker, seconded by Stanforth, to approve FF Vincenzo Infante's one-year leave of absence request. Motion carried unanimously.

MOTION: by Kanute, seconded by Stanforth, to approve FF Douglas Kalwat six-month leave of absence request. Motion carried unanimously.

MOTION: by Kanute, seconded by Stanforth, to approve the increase of the volunteer per call reimbursement to \$7.23 for firefighters and \$7.90 for officers starting on July 1, 2017. Motion carried unanimously.

Commissioner Stanforth discussed his support for adopting a tiered reimbursement plan based on training levels. Chief Heath discussed the option as being an incentive to meet training requirements and that it will be discussed in the September's officer meeting. Chairperson Bunko stated that the Board agrees that feedback from the officers is needed before a decision is made.

MOTION: by Stanforth, seconded by Baker, to adjourn to Executive Session, excluding the public and the press with the exception of Chief Heath and Assistant Chief Wisner, to discuss personnel and contractual matters at 7:25 p.m. Motion carried unanimously.

EXECUTIVE SESSION:

MOTION: by Kanute, seconded by Robertson, to return to open session at 7:50 p.m. Motion carried unanimously.

NEW BUSINESS:

MOTION: by Stanforth, seconded by Robertson, to extend the interim chief's contract for ninety days. Motion carried unanimously.

Vice Chairperson Baker stated how pleased the Board is with Chief Heath's performance.

MOTION: by Kanute, seconded by Baker, to revise the chief's benefit package language to strike the wording *providing that the unused time is available after 45 days have been carried over into the next fiscal year* from the current document and have the benefit retroactive to the fiscal year 2016-2017. Motion carried unanimously.

MOTION: by Robertson, seconded by Baker, to adjourn at 7:51 p.m.. Motion carried unanimously.

Wayne Stanforth, Secretary
Board of Fire Commissioners

Training Division Report

Training Summary for 2nd Quarter April-June 2017

COMPANY	CLASSES	HOURS
Company 1	6	7.00
Company 2	5	7.58
Company 3	7	12.72
Company 5	7	8.75
Headquarters A Shift	16	16.91
Headquarters B Shift	12	16.33
Headquarters C Shift	12	8.85
Headquarters D Shift	33	23.58

Department wide inclusive of all members – 182 classes totaling 431.52 hours

Current Status of Recruit Program

Recruit Class	Firefighters Started	Firefighters Retained	Fire Police Started	Fire Police Retained	LOA
1	10	5	-	-	0
2	7	0	1	1	0
3	3	2	1	1	0
4	7	1	-	-	0
5	6	1	1	0	1
6	6	1	-	-	0
7	2	1	-	-	0
8	5	0	-	-	0
9	8	4	-	-	0
10	2	1	-	-	0
11	4	4	-	-	0
12	2	2	2	2	0
13	10	7	0	0	0
TOTAL	72	29	5	4	0

Recruit Training program:

Class 13: 4 members completed Firefighter I at Wolcott State Fire School (awaiting results)

Class 14: begins July 10, 2017

Current status: Ride Along

Recruit Class	Firefighters	Completed	Not Completed	Required Completion Date
1	6	6	0	08/7/2012
2	0	0	0	11/6/2012
3	2	2	0	04/01/2013
4	1	1	0	10/08/2013
5	2	2	0	04/01/2014
6	2	2	0	10/07/2014
7	1	1	0	04/01/2015
8	0	0	0	10/01/2015
9	4	4	0	04/01/2016
10	1	1	0	10/01/2016
11	4	4	0	04/01/2017
12	2	0	0	10/01/2017

Upcoming Events: Mandatory Training: July – Fire Behavior, August – HAZMAT 1. September HAZMAT 2.

5 Officers and 1 firefighter completed Fire Officer I Class (Awaiting Certification results)

2 HQ Officers have completed Fire Officer IV

FF Jeff Roy completed CFA Recruit Class #59

2 FF Completed Firefighter II (awaiting certification results)

2 FF received Incident Safety Officer – Fire Suppression Certification

6 FF received certificates in Aerial Strategy and Tactics

Respectfully submitted,

Scott DiBattista

Deputy Chief of Safety and Training