

Centerville-Osterville-Marstons Mills Fire Department
Fire Commissioners' Meeting
May 15, 2017
Minutes

The Board of Fire Commissioners meeting opened at 1701 hrs. Fire Commissioners Riley, Macallister, and Frank were in attendance along with Chief Winn, Deputy Chief Eldridge and K. Thut.

Roll call was taken. A motion was made and seconded to accept the minutes from the April 24, 2017 meeting. There were no ambulance waivers nor public comment.

CORRESPONDENCE

CVEC Report – initial reimbursement \$2,199.28. (Cape Cod Vineyard Electric Compact) **Chief explained the program entered into by the Prudential Cmte re energy credits. He will bring more material to next month's meeting.**

PPE Report from Tom Goodearl. **Lt. Goodearl reported on gear that needed repairs and replacing. He also researched vendors and other departments. It was decided to remain with the Morning Pride brand. Replacing expired gear will begin after July 1.**

The ledger report for the indemnification plan that was added to our insurance 2 years ago was handed out. Reimbursement totals more than \$37k for this year.

A letter from the Red Cross indicating that they will be limiting their services due to lack of volunteers was read.

PERSONNEL

- C. Schneckloth – out on a back IOD since 8/10/16, surgery on April 11 – no return date imminent. **Chuck continues to check in with the Chief each Monday. There was a discussion re hiring a temp employee.**
- R. O'Melia – out on back IOD since 2/16/17 – return expected on 5/24.

FIRE PREVENTION

COMM FPO's hosted a Fire Prevention Association of Massachusetts meeting on 5/9 at the Oyster Harbors Club. There were 107 attendees.

Commercial building/renovation work around the district appears to be picking up with a number of projects in various stages of planning and/or permitting. Some of these projects include a solar project at Cape Resources, a new tennis building at the Oyster Harbors Club, and a new multi-purpose building at the Seventh Day Adventist Church in Osterville. For commercial buildings already under construction the Craigville Beach Bath House interior renovations are nearing completion and should be completed for the upcoming summer. The Tradewinds Condominium final building is well under way with completion scheduled for this summer. The new MSPCA building has been in a holding pattern the last couple months as they apparently have switched engineering companies which may have delayed the project.

On the training side Inspector MacNeely attended the annual two day Fire Prevention Association Seminar in Southbridge, Massachusetts. Training was on a variety of Fire Prevention topics over the 2 days. In addition, both inspectors were involved in investigations of significant single family home fires in April on Connors Road in Centerville & Sea View Avenue in Osterville.

This past month a total of 91 permits were issued by the Fire Prevention Office while collecting \$2095.00 in fees. Resale inspections of homes was the most common type of permit (56) and inspection (84). Overall the Fire Prevention Officers completed 256 inspections and/or activities 15 of which were Senior Safe Grant visits.

BUDGET

FY 2017 is beginning week 46/52 or 88.4% complete. Please see attached information submitted by Sandra Mackey. **FF salaries are 87.96% and OT is at 77.5%, both within budget. The general maintenance line is at 73%.**

EMS

The new ambulance is working out well with the usual tweaking necessary (see EQUIPMENT report.) Members requiring the paramedic refresher completed the 2-week course last week and the monthly EMS training provided in-house has met its goal of saving time and money by providing an efficient resource for CEUs. The EMS budget is on track at 86.13% expended YTD and no overage is expected. All "first in" bags (bandaging, tourniquets, BP cuff and stethoscope) were replaced and/or updated to make all of them identical however our current Lucas machines could possibly need replacement in the next year or two as Physio will no longer maintain them due to age. A preview of end of FY information shows: EMS – 70%, Fire – 21% and public service – 8%. **Discussion regarding the age of our current Lucas machines.**

The car seat installation program will soon be advertising on the sign in front of Station 1 and continues to progress. (see draft SOG attached.) **Chief explained that appointments will be made for Friday. Commissioner Macallister asked about resulting OT. Chief agreed to report each month how many installs and how much money was spent. Program will be re-evaluated in a few months.**

DISPATCH

As of the end of April COMM apparatus had been dispatched and responded to 1303 calls in 2017, which is an increase of 40 over the same period a year ago. For the month of April, however, call volume was down 9 as compared to April 2016. Additionally 67 calls were dispatched for the Cotuit fire District in April for a total of 256 year to date. That is down 7 as compared to the same period a year ago.

The 2017 State wide open burning season ended on May 1st. For the open period of January 15th to May 1st, there were 24 days recorded when conditions did not allow for open burning. Citizen complaints and problems related to open burning were minimal. The method of Web Site posting and recorded telephone messages to communicate daily burning status continues to work well.

The Next Generation 911 Telephone answering equipment has been installed in Dispatch, but it not yet operational, as technicians are still trouble shooting the system. No date for cutover has been

communicated. **Chief explained that this has not been a smooth project as there have been 3 cutover dates that have been cancelled, non-working equipment installed and testing that failed. No one can guarantee our CAD system will work once the cutover occurs. The Chief will not allow turnover at this point until all equipment has been thoroughly tested for functionality. [The Commissioners would like to ensure that they will receive texts during structure fires.]**

BUILDINGS & GROUNDS

Prudential and Fire Departments initiated a massive records cleanup culminating in shredding on May 5. **Permission granted by Secretary of State to dispose of over 150 boxes. Records will now have a facesheet on the outside to quickly reference “what is in the box” and “when it can be destroyed.” Commissioners thanked everyone for their help.**

EQUIPMENT

The new ambulance is at the Maine International dealership for a “check engine” light and a snapping noise in the back end. During recent incidents Mechanic Scott did the required checks of the engines during the Sea View fire and towed a Sandwich brush breaker out of the woods in West Barnstable. Engine 305 required a deck gun valve seal replacement (big job as you have to remove the piping and pump to gain access.) **COMM also hosted the week-long Pierce training. Great attendance.**

Antique Model A Fire Engine – **The Chief had been contacted a year ago by an elderly gentlemen who had an original C&O truck (Engine 3?) completely restored. He was interested in getting it back to C&O. This 1930 Pumper was purchased by the COMM FF’s Association and should arrive within the next few weeks (no tax money to be spent.) It will stay in the trailer at Station 2. The muster truck (currently in Station 2) will be offered to the Vineyard to buy.**

COMMITTEES

PLANNING

COMM is or has hosted the following training opportunities:

- Pierce training was held 5/8-12. Thirty mechanics from as far away as Maine participated in training on topics such as multiplex electrical, airbag diagnostics and aerial maintenance.
- May 17 – Maritime Response Training for Dispatchers and Officers by the Sheriff’s Department. **There is a new program, Cape Cod Maritime Response System, will include Dispatchers and any other Cape Department interested.**

TRAINING

May 30th joint BPD & COMM Fire MCI/Rescue Task Force Training is expected to include 75 people including both fire (27 COMM) and police (25 BPD) personnel. A walk-through is scheduled for May 22. The gift account will purchase lunch on the drill day for participants. **Chief requested use of gift account**

funds to provide lunch for the participants. Commissioners were invited to attend. COMM will have a high turnout - 27 attendees plus the on duty crew.

Required Monthly Training Completed for April:

- Humat Valve Hook Up.
 - MPO-HV This 3 hour drill is the second in a series of Motor Pump Operator (MPO) Training and is designed for the pump operator who is assigned to supply water from a hydrant to apparatus already at the fire scene.
 - Proper hydrant connection of the Humat Valve
 - MPO Supply Pump sending water to Attack Pump using hydrant connection
 - MPO Supply Pump pumping water through Humat
 - Total training Hours (3)

We will be conducting Train the Trainers for our STI's which will include the following topics.

- MPO-MS Motor Pump Operator-Master Streams: This 3 hour drill will show the proper steps needed to operate out master stream devices (deck guns) on the fire scene.
- FFSS-001 SCBA Endurance / Air Consumption Drill STI's T-t-T: consists of an "obstacle course" were the firefighter, in full protective clothing and SCBA, navigates through several stations that simulate fireground operations. Throughout the exercise the firefighters air consumption is monitored to determine how long in real "working time" a firefighter can expect to his/her air supply to last. **Chief explained that the drill is as close as possible to "real" conditions where anxiety or panic can cause a FF to increase breathing rate and use O2 quickly.**

Massachusetts Firefighting Academy Program:

- On December 20-21, 2017 we will be hosting ICS for Structural Collapse Program conducted by MFA. This 2-day (14hrs) course was designed by the National Fire Academy and describes all aspects of a structural collapse, including the basic command procedures and ICS organizational structure; identifies various resource levels, types and capabilities used for structural collapse incidents.

Online Fire & EMS Training:

- Lt Davern and Capt. Greene have been looking into online training programs that we could utilize to supplement our fire and EMS training. Previously COMM subscribed to a program called FETN which was very effective in complementing training goals. Unfortunately this program is no longer available. **The software Lexipol (vetted SOP/SOGs) was discussed.**

Thermal Imaging Cameras:

- Currently contacting vendors in order to review the most current products that are out there.

OPERATIONS

Digital 911 cutover date has been changed again (3rd time.)

MISCELLANEOUS

Open Meeting Law information and review. **Chief suggested that the OML handbook be reviewed and we sign off as “good housekeeping.” All Commissioners agreed.**

Annual Meeting information:

- May 15 – Annual Election at Station 1 – 0800-1900 hrs
- May 16 – Annual Meeting at West Villages Elementary – 1900 hrs

May 29 (Monday) – Administration will be closed for Memorial Day.

Summer events have begun: Hyannis Triathlon, Best Buddies and the Centerville Memorial Day Parade are just a small sampling. In 2016 there were 25 events from May to August.

Union physical fitness – June trial program - **Tom DeGraan would like to provide Crossfit training at Station 1. The Union would pay for it but Chief requesting use of gym at Station 1 to hold. No overtime provided. Use approved.**

NEXT MEETING AND ADJOURNMENT

The next meeting is scheduled for June 19, 2017 at 1700 hrs.

Respectfully submitted,

Scott Frank, Clerk