

Centerville-Osterville-Marstons Mills Fire Department
Fire Commissioners' Meeting
June 11, 2018
Minutes

The Board of Fire Commissioners meeting opened at 1705 hrs. Fire Commissioners Macallister, Riley 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 May 14, 2018 meeting. There was a follow-up to the ambulance waiver from a transport from the ferry accident. The disposition of older outstanding ambulance bills was decided.

CORRESPONDENCE

EAP Network status report including their involvement in debriefing recent calls.

PERSONNEL

- C. Schneckloth – out on a back IOD since 8/10/16, surgery on April 11, 2017. COMM has requested to repeat IME.
- A. Reed – granted limited FMLA leave for family member.

FIRE PREVENTION

The last day in April and the 1st Day in May was the annual Fire Prevention Association of Massachusetts Seminar which was held in Southbridge Hotel and Conference Center. Both Fire Prevention Officers attended the conference and each obtained 8 credits toward the Fire Inspector Credentialing requirements. In addition, to the seminar both inspectors attended the all-wheel steer training class for Ladder 307 held this past month.

As we draw closer to the end of the school year our final Junior Firefighter Program was held at Centerville Elementary School. This last session is our 8th visit to the three 1st grade classrooms at the school since October and as part of this class all students receive a certificate of participation and a COMM FD t-shirt. In addition, Inspector MacNeely recently taught a small group of Senior's about home fire safety and the Senior Safe Program offered by the department. This is our 2nd class this year at the Senior Center in Hyannis as part of our partnership in promoting the grant.

This past month a total of 112 permits were issued by the Fire Prevention Office while collecting \$2800.00 in fees. Resale inspections of homes was the most common type of permit (84) and inspection (86). Overall the Fire Prevention Officers completed 274 inspections and/or activities 22 of which were Senior Safe Grant visits.

BUDGET

- FY 2018 is beginning week 50/52 or 96.1% complete. Please see attached information. **The salary line and OT line COMBINED even out to the 96% target. The maintenance spending YTD is at 76%. In anticipation of the close of the FY any remaining funds are being encumbered as appropriate. There is a 2013 article re Dispatch that must be closed out – Chief will use the money to purchase radios to communicate with the schools (all on the same channel.)**

DISPATCH

During the month of May COMM Fire and Rescue units were dispatched to 390 calls for emergency service. Of those, 280 were EMS related and the remaining 119 were fire or public service related. The five month total of 2012 calls is 327 more than the same period of 2017. In addition we dispatched 56 calls for Cotuit FD in May, for a year to date total of 387, an increase of 53 over last year.

On May 21st COMM FD hosted a seminar conducted by APCO (Association of Public Communications Officials) on Bullying and Negativity in the Communications Center. It was attended by 15 dispatchers from neighboring departments and as far away as Stoughton, all four Permanent Dispatchers from COMM. Chief Winn has indicated the Department will consider hosting additional seminars for dispatchers of various topics, perhaps twice per year.

As noted last month, the speakers and controls for radios have been replaced in the first floor kitchen at Headquarters station. All indications are that the sound quality is greatly improved as to clarity and intelligibility. The old speakers, installed when the building was built in 1990, definitely showed signs of age and wear, having delaminated around most of the sealed edges which provide for even vibration and good sound quality. We are at present mapping the speaker locations throughout the building, and developing a plan for prioritizing the replacement of the locations with the greatest need.

EMS

- Update on CCH policy/procedures re infectious disease exposures.
- New stretchers and load systems approved at District Meeting have been ordered and expected to arrive in July. They will be installed at HQ by a Stryker-approved vendor. 2 old stretchers will be sold for \$4000 each to a medical device sales company.
- Lucas 3 devices and 2 AED's approved at district Meeting will be ordered this week after a meeting with the Physio Control Sales Rep.
- New C-323, a 2019 Tahoe has been ordered. Unknown date of delivery.
- New ambulance 325 purchase has started. The cab and chassis has been ordered. A rough estimate for production time is 190 days to complete.
- COMM will host a daylong 12 lead EKG recognition class on Wednesday 6/13. We have invited paramedics from the area to attend.
- All EMS supplies and equipment are in good working order as we close out the FY. We will continue to upgrade as needed.

- 2 COMM TEMS Paramedics have completed a 4 day training conducted by an ATF SWAT Paramedic. The training included TECC certification, movements and tactics, K9 care and running several scenarios at the closed M.M. Elementary School.

BUILDINGS AND GROUNDS

Damaged trees have been cut down and removed from Station 1. Landscaping is ongoing including lawn cutting and weed control. New hinges have been ordered and adjustments made to the doors at Station 1. Repairs made: shelves in Dispatch, toilet and urinal valves and overhead door repairs at Station 3. **Chief gave an update on the ongoing security system installation.**

EQUIPMENT

- 307 - Driver training completed, knox locks and thermal cameras installed, rewired fuse panel to main batteries, new tires, rewired Kussmaul battery charger, O-ring changed to pump valve. Brought back to Minuteman on 5/29 for punchlist.
- Light tower repairs including disassembling light heads and sheet metal. All dents removed with hammer and dolly and the broken fan blade repaired.

COMMITTEES

OPERATIONS

Car seat installations:

May: 8 (+2 compared to April)
 May OT hours: 4 (no change from April)
 May OT cost: \$218.92 (-\$5.18 from April)

We are currently planning a car seat installation/check event in conjunction with Cotuit Fire Dept. on Saturday, June 23, 2018.

TRAINING

Required Monthly Training Assigned for April:

- SCBA training in April
 - SCBA-5 SCBA Familiarization / Orientation Drill
 - SCBA-3 SCBA Endurance / Air Consumption
- Tools & Equipment
 - TE-001 Vent & Chain Saws Start Up Chain Replacement
- Building Area Familiarization / Orientation
 - First Due Pre-Fire Size Up

Required Monthly Training Assigned for May:

- L-307 Training
 - AL-307 All Steer Training
 - AL-307 S/U Aerial Set Up & Operations **
 - SCBA-3 SCBA Endurance / Air Consumption

** AL-307 S/U Aerial Set Up & Operations training was postponed when 307 went out of service for repairs. We will reschedule the training when it is back in service.

- Building Area Familiarization / Orientation
 - First Due Pre-Fire Size Up

Required Monthly Training Assigned for June:

- Ground Ladder Training
- L-307 training in June
 - LD-24-1 One FF Low Shoulder Carry
 - LD-24-2 Two FF Low Shoulder Beam Raise
 - LD-24-3 Three FF Low Shoulder Carry
- Building Area Familiarization / Orientation
- Tools & Equipment training
 - First Due Pre-Fire Size Up

Chief Winn discussed an overview of the needed components of any training program i.e., a consistent, accurate mechanism for documenting a record of any training is necessary. Capt. Greene has assigned to each monthly drill a particular name so every drill has a narrative and objectives. This are training evolutions that can be conducted anytime during the day, sometimes in under an hour, at the fire stations.

PLANNING

Oyster Harbors fireworks and private wedding fireworks are both happening in the same weekend requiring tricky scheduling of details (see below.)

MISCELLANEOUS

- Interviewing BHS interns next week and survey conducted regarding optimum number of interns each year (attached.) **Discussion re expectations of interns.**
- Website compliance with "508" (ADA)
- Events for the summer:
 - Hyannis Sprint Triathlon – 6/16
 - Model A Club meets at COMM – 6/20
 - Fireworks for wedding in Osterville – 6/30
 - Oyster Harbors fireworks – 7/1
 - COMM hosting hazmat team – 7/10

Chief gave Commissioners' 3 MOU's to consider: Allowing Chief and Deputies uniform accounts to roll over each year (as Firefighters) and Kathleen Thut's agreed upon salary for FY19 and FY20.

Chief informed Fire Commissioners' of his upcoming vacation.

NEXT MEETING

Meeting was adjourned at 1805 hrs. The next meeting is scheduled for July 16, 2018 at 1700 hrs.

Typed by KThut

[Handwritten signature] 7/15/18

Fire Commissioner