

**Centerville-Osterville-Marstons Mills Fire Department
Fire Commissioners' Meeting
September 17, 2018
Minutes**

The Board of Fire Commissioners meeting opened at 1704 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 August 13, 2018 meeting. There were 3 ambulance bill waivers, all 3 were approved as presented. There was no public comment.

CORRESPONDENCE

PERSONNEL

- C. Schneckloth – out on a back IOD since 8/10/16, surgery on April 11, 2017. A repeat IME was conducted on July 11. Chief gave update and plans on meeting with Chuck in early October. His future options were discussed. The Fire Commissioners asked Chief to begin looking at retirement on October 1.
- Ryan Scott – One year anniversary tomorrow. Officially off of probation.

FIRE PREVENTION

August was a challenging month for the Fire Prevention Office as Inspector Grossman remained on sick time or light duty for a majority of the month. Focus was mainly on keeping up with and completing routine inspections.

Existing commercial projects still under construction include the following Tradewinds Condominiums – 3 unit building, units are for sale and waiting for final inspections. MSPCA site work and removal of old building was completed in August. EJ Jaxtimer- storage building still pending final inspections. Construction of the new Aimee Bakery on Main Street Osterville continued with framing work.

This past month a total of 97 permits were issued by the Fire Prevention Office while collecting \$2395.00 in fees. Resale inspections of homes was the most common type of permit (68) and inspection (74). Overall the Fire Prevention Officers completed 259 inspections and/or activities 18 of which were Senior Safe Grant visits.

DISPATCH

For the month of August 461 calls for emergency services were dispatched for COMM units. Of those, 309 were EMS and 152 were Fire or Service Call related. That is an increase of 16 calls when compared to August of 2017, and represents an increase of 335 calls when compared to the first 8 months of last year. In addition we dispatched 93 calls for the Cotuit Fire District in August, up 8 over the previous August and an increase of 92 compared to the previous year to date.

Replacement of the in house radio and telephone speakers in the Headquarters Building is underway, likely completed by the Commissioners Meeting on 9/17. All reports from on duty crews are that the sound quality is much improved and transmissions are much easier to understand. The vendor is Audio Associates, of Orleans.

All four Dispatchers spent two hours recently at the Barnstable Police/Hyannis Fire Department Dispatch Center. We went over operational procedures, discussed some concerns and provided some guidance to their personnel regarding areas of town near district lines where responses can be confusing to those not familiar with the area. We also introduced their Supervisor to the Town of Barnstable GIS Department mapping system, which they were not aware of, and are now using to augment their other software, as we do here at COMM. Invitations have also been extended for their staff to visit our COMM center in the future.

BUDGET

- FY 2019 is beginning week 12/52 or 23% complete. Please see attached information. **All line items are at expected YTD spending.**

EMS

- The Lucas machines and Stryker upgrades appear to be working out well.
- With the help of FF Carpenter, we have upped our bleeding control supplies in all department vehicles. We will now carry an extra 5 CAT tourniquets, 1 Quick Clot packing gauze and 2 Israeli bandages in the blue jump bags located in each car, engine and the spare bag on each ambulance.
- Con- Ed class schedule has been set. Classes began Wednesday 9/12.
- The new Ambulance 325 is in production with an estimated delivery of after the first of 2019.
- New 2019 Chevy Tahoe, EMS Officer vehicle is almost complete. Expect delivery this week.
- Handtevy Training dates set for end of the month for all crews.

BUILDINGS AND GROUNDS

At all three stations there is ongoing lawn and landscape maintenance including weed control and preparation for fall fertilization. At Station 1 the administration and Prudential offices were treated for bugs. At Station 2, Shepley's window rep will order parts for additional repairs and sealed the cracks in the apparatus floor with epoxy sealant. The garage door at Station 2 is ongoing problem that we are working with Mid-Cape to solve. At Station 3 the washing machine hoses were replaced. The washing machines at all 3 stations were cleaned thoroughly as well.

EQUIPMENT

The starter was replaced on the dive truck this month. Engine 305 had the gearcase repaired and 306's transmission issue was fixed, the steering box adjusted, belts replaced and fluid changed in the gearcase. Ambulance 326 was sent to Minuteman for a tank sensor problem still under warranty and 327's broken side draw slides were repaired. Deputy is working with Minuteman on the Ladder 307 still has an A/C compressor issue. Minor door issues were resolved.

OPERATIONS

Senior Safe grant submitted by Fire Prevention for 2019.

Car seat installations:

- # August: 11 (same as July)
- August OT hours: 2 (up 2 from July)
- August OT cost: \$114.90 (up \$114.90 from July)

TRAINING

Required Monthly Training Assigned for **October**

- Ground Ladder Training
 - Groups have been assigned the following Ground Ladder Training
 - LD-1 Ladder Placement for Vent/Rescue/Firefighting/Roof Ops
 - LD-2 24'/28' 1 FF Low Shoulder Carry/Raise
 - LD-3 24'-28' 2 FF Low Shoulder Carry/Raise
 - LD-4 24'/28' 2 FF Beam/Alley Raise
 - *Ground Ladder Training includes skill sheets and ladder placement videos.
- Tools & Equipment
 - Groups have been assigned the following Humat Valve Operations Training
 - MPO-HVC Humat Valve Connection
 - MPO-HOT Humat Operating Tips
 - MPO-HV Set Up Sheets
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 - *Humat Valve training scenario that replicates 2nd due engine in to hydrant that connects into and supplies 1st due engine with water supply. Includes Humat operating instructions and skill sheets.
- Building Area Familiarization / Orientation
 - Groups have been assigned the following building familiarization
 - First Due Pre-Fire Size up
 - *Individual crews select location/building in their assigned district.
- Other Projects
 - I am close to completing my Dispatching The Mayday Program that I have been working on. It is my intention to have it ready in the next couple of weeks.

PLANNING

AFG grant attempted for remainder of SCBA replacement funding. **This funding, if granted, will allow COMM to supplement the funds already set aside to upgrade our current equipment to industry standard and replace broken compressor.**

COMMITTEES

MISCELLANEOUS

10/1 & 10/10 Annual Policy Training for all COMM members (**Lexipol rollout date 1/1/19**)
10/2 & 10/4 – flu shots available at Station 1
10/12 – Captains promotional process written exam (10/25 & 10/26 presentation & interviews)
10/15 – 1700 – Recognition Reception – Station 1
10/16 – Officers meeting and VFIS training for middle management
Various dates in October – fitness assessments per 2346 contract

NEXT MEETING

Adjourned at 1747 hrs. The next meeting is scheduled for October 15, 2018 to convene after the Recognition Reception.

Respectfully submitted,



Scott Frank, Clerk

Typed by K. Thut