

## Centerville-Osterville Marstons Mills Fire Department

### Fire Commissioners' Meeting

December 16, 2019

#### 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 November 18, 2019 meeting. There was one payment offer - accepted. There was no public comment.

#### CORRESPONDENCE

#### PERSONNEL

- S. Greene – out on IOD as of 6/12/19
- J. Travis – out on neck injury IOD since 8/1. Light duty as of 12/13.

Per 2346 contract, the eligibility lists were posted on December 1<sup>st</sup>.

#### FIRE PREVENTION

The Fire Prevention Association of Massachusetts monthly meeting was held in Plymouth this past month. The educational portion of the meeting was new fire code orientation presented by Jen Hoyt, Chief Fire Protection Engineer at the Department of Fire Services and Matt Murray, Code Compliance Supervisor at the Department of Fire Services. FPO MacNeely was elected as the 1st Vice President of FPAM and FPO Grossman was elected as the 2nd Vice President of FPAM.

There were no site plan reviews in November. This past month a total of (117) permits were issued by the Fire Prevention Office while collecting \$2825.00 in permit fees. Resale inspections of homes was the most common type of permit (69) and inspection (75). Overall the Fire Prevention Officers completed 235 inspections and/or activities (41) of which were Senior Safe Grant visits.

#### EMS

- A significant amount of time and effort was put into resolving a problem with exporting EMS incidents to the state MATRIS reporting system. There were several glitches that I was unaware of that were causing the failure of some exports. This issues appear to be corrected with the help of Image Trend tech support.
- Working with Chief Winn and Mass Maritime Cadets on a MCI table top drill that will take place in the spring. The drill is part of the cadets' senior project.
- We have successfully tested out WiFi modems for the LifePak 15 cardiac monitors that quickly and efficiently transfers data from the LP-15 to the Image Trend Program. I will be looking to purchase 4 units. 1 for each ambulance. Total cost of approx. \$3,000.00.
- Along with Dave Scott, we are in the process of pricing out a new ambulance as part of the replacement schedule.
- Ambulance license for COMM has been renewed. There is one overall license that covers all of the ambulances.

## DISPATCH

With 20 days left in the calendar year as of this writing, it appears that dispatched call volume for COMM Fire and Rescue companies will exceed 5000 events for the first time in District history. At noon today we stand at 4824, just shy of last year's record of 4888, which was also a record, besting 2017 by 369 calls. November 2019 had 106 fire/service calls and 254 EMS calls for monthly total of 360, which was actually down by 27 compared to last November. For Cotuit Fire Department we dispatched 79 calls in November for an 11-month total of 824, which is down by 31 calls when compared to the previous year. **Deputy expects COMM to conclude the year with 5100 calls.**

## EQUIPMENT

- Full service completed on Engines 303, 304 and Ambulances 324, 325, 326.
- Commonwealth of Massachusetts Vehicle Inspections completed on all apparatus. Stickers issued.
- All fire pumps have been tested by Mobile Fire Apparatus Repair and passed annual testing.
- New priming pumps were installed on Engines 303 and 304.
- Ambulance 326 had its rear suspension pump replaced.
- Ambulance 326 had rear door handles and latches fixed.
- FPO Car 329 had its starter replaced.
- Engine 305 had steering repaired.
- Ambulance 326 had to be towed to Minuteman due to a stop engine light coming on during a transport to Plymouth Hospital. Minuteman repaired same.

## OPERATIONS

Nov. 25 Cape Regency call – mutual aid response. **Chief complimented Capt. Sargent for commanding call so thoroughly (Level 2 MCI.)**

150 applications were picked up for the three open positions. 115 completed applications were returned. All are currently being reviewed.

Officers meeting on January 21 will feature a speaker from BPD regarding new school security software.

## BUILDINGS AND GROUNDS

Outside landscaping is wrapped up for the season, leaf cleaning is complete and all equipment prepared for inevitable snow removal. New overhead door motors installed on Station 1, doors 1 and 7. Also at Station 1, the flag pole light and halyard were replaced due to the wind storm. The meeting hall floor was cleaned, stripped and re-waxed and holiday decorations installed at all three stations.

## BUDGET

FY 2020 is beginning week 25/52 or 48% complete. Please see provided information. **Overtime trending at \$40k per pay period. Overall YTD spending on target.**

Ambulance billing contract and transition. **Coastal Medical Billing was awarded RFP. Will begin transition on January 1, 2020.**

## TRAINING

### December:

- Cold Weather Emergencies: PowerPoint.
- Ice Rescue Operations: PowerPoint and review Marsars board and related equipment.
- Smoke detectors CO detectors: FPO's to teach all 4 shifts.

### January:

- CPR
- Mandatory Round-Robin: anti-harassment policy 1012, social media policy 1044, district computer policy 1600, and domestic violence leave policy 1040.
- Hazmat R&I. Review Natural Gas, Carbon Monoxide, and Propane Gas SOG's. **Deputy updated status of Lexipol. Chief discussed "accountability" component of program.**
- Ice Rescue Practical
- Monthly EMS class

## PLANNING

## COMMITTEES

## MISCELLANEOUS

Software updates at COMM – KVS and RedMx

Barnstable Co. Fire Chiefs' Test summary – 171 registered for test, 133 took test. 43% fail rate. Results have been sent. **The Fire Chiefs are currently reviewing the efficacy of the test.**

Dec. 24 – Holiday Brunch – Admin ½ day

Dec. 25 – Christmas – Admin closed

Jan. 1 – New Year's Day – Admin closed

Jan. 20 – MLK Day – Admin closed

**Chief mentioned a few items possibly being considered for next year's budget/articles including vehicles and maintenance for the 30-year old Station 1.**

## ADJOURNMENT AND NEXT MEETING

Adjourn meeting. The next meeting is scheduled for January 13, 27, 2020 (due to MLK Day.)

Respectfully submitted,



Scott Frank, Clerk

