

**Centerville-Osterville Marstons Mills Fire Department  
Fire Commissioners' Meeting  
July 20, 2020  
Minutes**

The Board of Fire Commissioners meeting opened at 1707 hrs. Fire Commissioners Macallister, Riley and Frank were in attendance along with Chief Winn, Deputy Chief Eldridge, 2346 Representative M. Grossman and K. Thut.

Roll call was taken. A motion was made and seconded to accept the minutes from the June 15, 2020 meeting. There were no ambulance waivers nor any public comment.

#### INTERVIEWS FOR LT POSITION

1700 hrs – Zach Hunter  
1715 hrs – Malone  
1730 hrs – M. Rogers

**A motion was made, and seconded, to promote FF Michael Rogers to the position of LT.**

#### COVID-19

**Chief Winn reported that COMM FD has made no change in restrictions from last month and remains vigilant in wearing PPE and social distancing in stations. District's skilled nursing facilities are reporting being COVID free however conflicting information keeps EMTs on guard and in full PPE. The number of cases reported in TOB was discussed.**

#### CORRESPONDENCE

#### PERSONNEL

- David Scott – shoulder surgery on 6/9/20, expected return October 2020
- Mike Simmons – out on Administrative leave
- Eric Bengston – out on back injury, indefinitely (DOI: 6/5/20)
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#### FIRE PREVENTION

Fire prevention began re-opening on June 8<sup>th</sup>. Resale inspections and some business inspections resumed. We look to begin including additional types of inspections in the coming weeks as conditions permit, including the Senior Safe program.

The Fire Prevention Association of Massachusetts monthly meeting was cancelled for June and all meetings have been cancelled through the remainder of 2020.

Site Plan review was conducted via Zoom for a new 6-unit contractor bay building at 1330 Main Street in Osterville. There were also Site Plan Reviews held via Zoom to increase or add outdoor seating for Crisp, 791 Main St., Osterville, and for Wequaquet Lake Yacht Club, 150 Annable Point Road. Construction continued on Garrett's Family Market, 1617 Falmouth Road,

Centerville and construction has resumed on the Cape Cod Healthcare Urgent Care Center at 770 Main Street, Osterville.

This past month a total of 136 permits were issued by the Fire Prevention Office while collecting \$3293.00 in permit fees. Resale inspections of homes was the most common type of permit (102) and inspection (83). Overall the Fire Prevention Officers completed 194 inspections and/or activities, 2 of which were Senior Safe Grant visits.

## EMS

COMM continues to purchase and store PPE for the possibility of an increase in COVID- 19 related emergencies. Currently we have better-than-adequate inventory available on hand. Equipment upgrades approved in the District meeting article for EMS are being purchased i.e., all portable suction units have been replaced on each of the 4 ambulances and E-306, two new Stryker stair chairs will be purchased and in-service shortly and video laryngoscopes are being evaluated to determine which brand and model will work best for us.

All Stryker LifePak 15 monitors, AED's and Lucas machines were serviced and are in excellent working order. For your consideration, our Lifepak 15 monitors are first generation and are approximately 15 years old. In the coming years, we will need to look at replacement all 5. The approximate cost is \$45,000.00 per unit.

EMS continuing education and refreshers will have a very different look for the foreseeable future. The traditional 2 week "in classroom refresher" for paramedics will now consist of a split between classroom and video conference attendance. CIEMSS is working on a feasible plan to begin classes again in September.

As previously reported, Prodigy is working very well for us in providing monthly EMS training for all members. Captain Morrison and Lt. Davern have been assigning 1-2 courses per month with 100% compliance for completion.

## DISPATCH

Through 6 months of the calendar year, dispatched call volume is down 43 runs when compared to last year. The month of June had 379 calls, compared to 429 the previous June. In contrast, the month of May was up by 93 calls. We also dispatched 63 calls for Cotuit Fire Department in June for a 6-month total of 418, up 16 compared to the previous year.

The dispatchers and spares continue to work with Captain Sargent on the new Red NMX program, simulating calls and attempting to find addresses on the map in a timely manner. Updates are being made on almost a daily basis, adding to the functionality of the map and program. **Chief Winn thanked Deputy Eldridge for his exhaustive work on the transition.**

## EQUIPMENT

FirstNet through AT&T – **Chief Winn explained the service allowing first responders first access in case of restricted availability of cell lines. This is at no cost to COMM.**

Rich Randall is helping out with servicing vehicles.

## OPERATIONS

Medflight landing zones – **First choice of landing zones will be the Mills airport. Chief Winn wants to restrict the use of Station 1’s parking lot to protect our Dispatch Center and neighboring houses.**

## BUILDINGS AND GROUNDS

Weed control and lawn maintenance continues at all stations including pest control and the spraying for black soot mold on the holly trees at Station 3. The septic ejector failed at Station 1 causing a minor backup of the floor drains in the basement. The area was cleaned, sanitized and repaired. Also at Station 1, annual District voting and meeting was set up and then broken down. The broken motor in the outside chiller unit as replaced as well. The front lawn area at Station 2 has been over-seeded and the grass raked. The irrigation heads and controller at Station 3 were repaired and serviced. **Deputy Eldridge is awaiting quotes to repair the pump in the Station 1 basement.**

## BUDGET

Completion of FY20 report. CARES money able to accrue until Dec. 31, 2020. **FY20 ended with an \$11k budget surplus.**

FY 2021 is beginning week 4/52 or 7.7% complete. Please see provided information. **Current spending is on track.**

## TRAINING

### August Training:

#### **Fire Training**

- Hurricane/Prolonged Event tool kit
- Emergency Vehicle and Roadway Safety PowerPoint and quiz (Prodigy)
- Traditions Training: Howard County, Maryland LODD 7/23/2018 (8400 sq ft house)

#### **First Due Size-Up**

- School walk-throughs (tentative)

#### **Officer Training**

- IAFC “MAYDAY” message

## PLANNING

## COMMITTEES

**Health & Safety Committee requesting an ambulance be initially dispatched on each structure fire calls.**

## MISCELLANEOUS

BCFCA – FF entry-level test options being considered for 2020.

## EXECUTIVE SESSION

Executive Session to “To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.”

**A motion was made, and seconded, to table the Executive Session. Passed unanimously.**

## ADJOURNMENT AND NEXT MEETING

Adjourn meeting. The next meeting is scheduled for August 17, 2020 **(will include interviews for the FPO and Lead Dispatcher positions.)**

Respectfully submitted,



Scott Frank, clerk

Typed by KT