

**Centerville-Osterville Marstons Mills Fire Department**

**Fire Commissioners' Meeting**

**September 16, 2019**

**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 Eldridge, D. Osgood and K. Thut.**

**Roll call was taken. A motion was made and seconded to accept the minutes from the August 12, 2019 meeting. There were no ambulance waivers presented and no public comment.**

**CORRESPONDENCE**

**PERSONNEL**

- C. Schneckloth – retirement case to be reviewed by retirement board on 9/30/19
- T. Burchell – filed retirement papers with board to end employment 9/15/19
- S. Greene – out on IOD as of 6/12/19.
- J. Travis – out on neck injury IOD since 8/1/19. Expected return of 9/24
- C. Rogers – out on back injury since 7/18/19. Expected return of 10/6.

**FIRE PREVENTION**

The sprinkler system and fire alarm system at 1575 Iyannough Road were tested on 8/27/19.

Centerville Elementary, West Villages Elementary, Barnstable United Elementary, and Cape Cod Collaborative schools were inspected August 20th through August 22, and Cape Cod Academy was inspected on August 29th. Fire drills were conducted at all schools on Sept. 4 (**Group 1 also went to test radio and do pre-planning.**)

There were no site plans for COMM Fire District in August.

This past month a total of 108 permits were issued by the Fire Prevention Office while collecting \$2615.00 in permit fees. Resale inspections of homes was the most common type of permit (66) and inspection (73). Overall the Fire Prevention Officers completed 237 inspections and/or activities 26 of which were Senior Safe grant visits.

**EMS**

- Image Trend Elite bugs appear to have been worked out and is working well. All data is exporting to the state as it should.

- Working with Stryker, our EKG monitor vendor, to transition to a modem for the downloading of vital signs and EKG rhythm strips into Elite via the cloud vs Bluetooth. This should make for a more reliable connection for the crews.
- Department wide C-Spine education will take place at the end of September and early October. The intent is to ensure all crews are on the same page with the stabilization of patients with possible C-spine injury. **This will be department-wide training.**
- Assessing and looking into quotes to replace Stryker Stair Chairs for ambulances which are coming up on end of life (10 years) in the next budget.

## DISPATCH

During the month of August we dispatched 344 EMS calls and 153 fire or service related calls for a monthly total of 497, which is 36 more events than the previous August. The 8 month total of 3308 is down 65 calls when compared to the same period of 2018. We also dispatched 91 calls for Cotuit in August, down 2 from the previous August and down 66 for the year-to-date.

On September 6th the dispatchers and spares had a meeting with the Chief and Deputy to review policies and procedures and upcoming equipment and software changes. New 911 phone lines are in place in preparation for removal of NG911 phones and equipment, likely to take place in November. Deputy is reviewing proposal from NICE regarding new logging recorder equipment and software. Chief gave approval for four career dispatchers to attend the upcoming APCO Regional Conference which is November 11th to 13th at the Seacrest Resort in Falmouth. It is 3 days of seminars and includes a trade show where vendors will display the latest technology of radios and other dispatch equipment and software.

On September 9th Valley Communications was at Station 3 to complete connection of overhead door controls to the security system in Dispatch. Overhead doors and public access doors at all 3 stations can now be viewed and controlled from the Dispatch console.

Over the last week the in house announcement system for Station 1 (Zetron Model 26) has been intermittent. Technician has changed and cleaned all contacts, and still system sometimes works and sometimes does not. Technician is working on a price to replace the panel, which is the oldest component in our system, dating from 1990 when the station opened.

## EQUIPMENT

- Air Cleaning Specialties extended the Plymovent system in bay 3 to reach the dive truck (new exhaust fabricated to exit right side now.) They also repaired both drops in bay 2 and installed a hose reel in the shop bay.
- Independent Compressor Service installed air dryers on the air compressors in all three stations.
- 302 required 2 new tires and a front end alignment.
- 327 – replace latches
- 303 – belt tensioner was sheared off of engine. Broken bolt was drilled out and new tensioner and belt installed. The cab lift motor and pump were also replaced on 303.
- 324 – an air leak in the brake system was repaired and the rear seat & starter replaced.
- The generator belt on 306 was tightened 305 was sent to Minuteman for its steering system. They were unable to determine the issue with the light tower which will be removed and sent to factory for repairs.
- 323 and 326 were serviced (including replacing rear brakes and liquid spring upper control arms).

## OPERATIONS

### ***Car seat installations:***

# August: 4

August OT hours: 1.5 hours

August OT costs: \$93.91

## BUILDINGS AND GROUNDS

In preparation for the cold weather the grass has been fertilized and repaired where needed. Station 1 doors in both the medical supply room and the Prudential Office needed repair. Also at Station 1 the grass was removed from around the generator and stone installed. The clapboard areas on the front and side of Station 3 needed scraping, cleaning and painting.

## BUDGET

FY 2020 is beginning week 12/52 or 23% complete. Please see attached information. **Overtime amounts were discussed.**

## TRAINING

### **August training has been completed:**

- Dave Giberti from Industrial Protection Services came 5 times to train the firefighters on the new air-pak's.
- Videos on how to remove the air-pak harnesses were watched.
- Two handouts were reviewed regarding cancer in the fire service. (At the last 2 fires, firefighters have been using the wipes, metering the interior of the structure prior to removing there air-pak, and doing gross decon.)
- School walk-throughs were completed and the firefighters also practiced using the 400 mhz "school" radios.

### **September training:**

- Kubota: Practical evolutions with the Kubota and review of the trails (West Barnstable Conservation area/Joshua's pond.)
- SCBA: a.) Practical evolution, taking the air-pak shoulder and waist straps off and putting it back on. (After a fire, the shoulder and waist straps will be taken off, spare straps put back on and the dirty straps laundered in the extractor to get dirt/carcinogens off of the material.) b.) Review of the COMM FD Respiratory Protection Program document. c.) View the annual SCBA PowerPoint. (Required by OSHA.)
- Roadway Safety: a.) View the Emergency Vehicle and Roadway Scene Safety PowerPoint. b.) Review two handouts on temporary traffic control.
- EMS: a.) Spinal protocol class for all 4 shifts. b.) Monthly EMS class 9/11/19 was cancelled.

## PLANNING

Possibly expanding hiring practices to include applicants not on BCFCA list. **Chief requested approval to explore widening the hiring pool and putting a policy and MOU in place. A vote was taken and approved unanimously.**

## COMMITTEES

## MISCELLANEOUS

- Sept. 30 – Registration closes for the Barnstable Co. Fire Chiefs' exam
- Oct. 1 & 3 – flu shots available at COMM FD
- Oct. 9 – LT promotional assessment – orientation
- Oct. 10 – All officers meeting with TOB schools security training
- Oct. 12 – Osterville Fall Festival
- Oct. 14 – Administration closed for Columbus Day
- Oct. 15 – CPE Medicaid reimbursement paperwork due
- Oct. 16 – Fire Chiefs of MA luncheon at Oyster Harbors Club
- Oct. 17 – LT promotional assessment – written test at Osterville Library
- Oct. 21 – Recognition Reception
- Oct. 24 – LT promotional assessment – teaching segment and fire problem at Osterville Library
- Oct. 25 – LT promotional assessment – oral interviews at Osterville Library
- Oct. 31 – Osterville Halloween parade

## INTERVIEWS FOR CAPTAIN AND LIEUTENANT POSITIONS

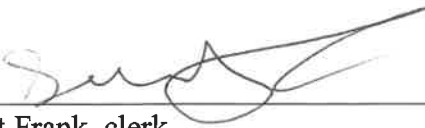
**For Captain position:** Lt. Arrascue, Lt. Goodearl and Lt. Adams **Christopher Adams promoted to Captain.**

**For Lieutenant position:** FF M. Rogers, FF Malone and FF Williams **Gordon Williams promoted to Lieutenant.**

## ADJOURNMENT AND NEXT MEETING

Meeting adjourned. The next meeting is scheduled for October 21, 2019. Recognition Reception prior to meeting at 1700 hrs.

Respectfully submitted,



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Scott Frank, clerk