

**Centerville-Osterville Marstons Mills Fire Department**

**Fire Commissioners' Meeting**

**April 2, 2020**

**Minutes**

**The Board of Fire Commissioners meeting opened virtually at 1700 hrs. Fire Commissioners Macallister, Riley and Frank were in attendance along with Chief Winn, Deputy Chief Eldridge, 2346 President M. Rogers, K. Thut and various COMM members.**

**Roll call was taken. A motion was made and seconded to accept the minutes from the February 24, 2020 meeting. There were no ambulance waivers nor any public comment.**

**Chairman Macallister thanked Chief Winn for the efforts made to keep personnel safe and the stations running during this outbreak.**

**OPERATIONS**

**COVID – 19 Chief Winn described current status of virus in the Town of Barnstable including that we can expect waves of patients, possibly throughout the summer months. He also informed Commissioners of the stations being closed to the public, daily rollcalls and the dissemination of information to firefighters and staff. (see attached COVID Update #8 for details.) Dispatch is screening every call with questions related to virus to inform crew “before they go out the door.” Social distancing is being practiced in all stations and Chief discussed stress levels of providers. Firefighters have come up with ingenious ways of cleaning equipment, etc. and all suggestions are heavily considered.**

**EMS**

**COVID – 19 Lt. Davern gave an update on current stock levels of PPE and the ever-changing protocols when dispatched to suspected COVID patients. COMM is sending one crew member into residence first with rest to follow after donning appropriate level of PPE. Temps of crew are monitored 2x/day. Lt. Davern expressed appreciation for the PPE donations and cooperation of crew.**

**PLANNING**

**COVID – 19 – The full effect of virus is unknown. Continuity of Operations Planning (COOP) has been planned including alternate staffing benchmarks due to staff unable to report for duty due to illness. Including the use of FPOs in Dispatch if needed (re-training already begun.) Chief Winn described efforts on the state-level regarding stimulus monies to fire departments.**

**BUDGET**

**FY 2020 is beginning week 40/52 or 76.9% complete. Updated information for FY20 based on COVID-19. Overall YTD spending at 77% however OT expenditures (both current and future) discussed.**

**EQUIPMENT**

**All 4 ambulances and 321 have been serviced. Mechanic Scott is currently working Mondays and Fridays to reduce exposure as he cannot be replaced.**

**FIRE PREVENTION**

The Fire Prevention Association of Massachusetts monthly meeting was held in Auburn this past month. The educational portion of the meeting was on Night Club Inspections presented by Dean Melanson, Deputy Chief Retired. A meeting of the Fire Inspectors for the Town of Barnstable was held at Sta. 1. Multiple fire prevention topics were discussed including 200 Main St. procedures.

There were (4) Site Plan reviews held at 200 Main St. for the following:

European Cakery 624 Flint Street Marstons Mills  
Bed and Breakfast 454 Main St. Centerville  
Brazilian Church 20 Camp Opechee Rd. Centerville  
Land or Sea Welding (spray booth) 381 Old Falmouth Rd. Unit 43 Marstons Mills

This past month a total of (85) permits were issued by the Fire Prevention Office while collecting \$2045.00 in permit fees. Resale inspections of homes was the most common type of permit (51) and inspection (36). Overall the Fire Prevention Officers completed 198 inspections and/or activities (31) of which were Senior Safe Grant visits.

## BUILDINGS AND GROUNDS

Due to Covid-19, working on cleaning and maintenance duties with a strong emphasis on sanitizing all surface, door handles, switches, etc. There has been tremendous cooperation from all personnel at the Department. We will continue this effort as long as the Covid-19 outbreak is with us. Outdoor spring cleanup duties have begun, when the weather has permitted.

## DISPATCH

As of the end of February dispatched call volume was 695 year-to-date, down 7 as compared to the first two months of 2019. February was busier this year as compared to last 354 to 333, thanks to the February 7<sup>th</sup> wind storm which generated 41 calls in the late afternoon. For Cotuit Fire Department we dispatched 88 calls in February, putting them 49 calls ahead of the same two month total for 2019.

As reported last month, Emergency Medical Dispatch recertification is due this month for three of the four full time dispatchers, and all paperwork and payment has been made to APCO.

Dispatch has the Department Communications revolving around the response to the COVID 19 virus, as well as communications with BPD Dispatch which is the Primary Answering Point for our 911 calls. We are reviewing these procedures each day at shift change, as the Department's and the nation's response is evolving on a daily basis.

## TRAINING

### March:

- Wildland/Urban Interface: Josh Nigro from DCR will be here teaching all 4- 2 shifts.
- Members will also review the Brush PowerPoint and practical evolutions with F-318 and F-317.
- Cancer: IAFC Company Officers Section monthly cancer flyer.
- Area Familiarization: Review of 8 lakes and ponds in the district. Focus is on boat access.
- NIMS: Review of the National Incident Management System. Yearly review per Lexipol.

### April Training:

- Extrication for Groups 3 and 4

- Marine Operations: Marine 310, Review Nantucket Maritime Response Plan
- Boat Yards Familiarization: Flushing the standpipes

**Due to COVID Capt. Morrison will be making changes to upcoming training schedules. Lt. Davern has rolled out Prodigy software to facilitate online EMS training.**

## PERSONNEL

The 5 new hires have been assigned to groups, 4 counting as floor strength.

- Andrew Reed – out on due to illness since 3/23/20
- Mike Carney – out due back 5/27
- Mike Simmons – out on Admin leave

## CORRESPONDENCE

## COMMITTEES

## MISCELLANEOUS

Upcoming events:

3/18	<del>OSHA Inspection</del>
3/20	<del>New hire reception 1530 hrs Station 1</del>
3/27	<del>Bob O'Melia's last day lunch 12-1400 hrs</del>
4/17	<del>DFS skin cancer screening at COMM</del>
4/20	Patriot's Day – Admin closed

**The Prudential Committee meeting has been postponed and the District Annual meeting will be rescheduled. If unable to hold the FY20 budget will continue past July 1, 2020 with 30-day extensions if necessary.**

## ADJOURNMENT AND NEXT MEETING

**Meeting adjourned at 1754 hrs. The next meeting is scheduled for April 27, 2020 (rescheduled due to Patriot's Day) and will held virtually.**

Respectfully submitted,

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Scott Frank, clerk

Typed: KT

