



TOWN OF VERNON

P.O. Box 54
Vernon, CT 06066
www.vernonfire.com



STAFF MEETING MINUTES

August 6, 2012

Chiefs: Call, Eppler, Landry
Captains: Goric, Lavoie, Maguda, McKinney, Muniz
Lieutenants: Cascario, Crespo, Schambach
Firefighter: Bifolck, Robertson
Ambulance: Gauthier
Communication: Fisher
Fire Police: Konarski
Special Members: Carpenter

RECEIVED
VERNON TOWN CLERK
12 AUG - 8 PM 1:30

The meeting was called to order at 7:04 p.m. by Chief William Call. Motion was made/seconded (Landry/Fisher) to accept the July Staff Meeting Minutes.

Training Report:

- There was no July Training Committee Meeting due to several company representatives being away for the new apparatus pre-delivery inspection.
- Drill Schedule is not available yet.
- Info has gone out regarding Firefighter I and II classes. There is funding available for reimbursement.
- Smoke maze trailer is being researched.
- Target Safety Changes – some members have not completed the upgrade. This must be done. Once the bill is paid new classes will be forthcoming.
- The Town Driving Policy was discussed; staff was informed that seatbelt usage is mandatory in all apparatus.

Administration Report:

- Family Picnic Update – A meeting of the committee was held. The Rockville Fish & Game Club has been reserved for 9/22 from 1:00-5:00 p.m. There is a pavilion and the facility is being offered free of charge. An email will follow. Sign up list will be forwarded for active members/significant other/children to attend. **A head count is needed by September 1st**. Prior funding agreed to @ the July Association Meeting will be used. This will be a hamburger/hot dog/soft drink event. Companies may be asked to help supplement with salads/desserts once the count is known. Games will be provided for kids and adults.
- Company Transfers – Intra company transfers are not a problem for the Executive Board; however, there are a few companies that are short on manpower and a transfer out of a small company will not be permitted at this time due to staffing issues. The written letter of transfer request must be submitted to the Executive Board and signed by both captains.
- Staff Payroll – quarterly stipend #9 version 2 will be modified to version 3. The change is intended for those members that do not respond to emergency calls. These individuals are accountable for 24 hours in a quarter for full remuneration & time must be accounted for in Firehouse Software. The update will be sent to Captains to be loaded to desktops.
- SOG Sign off forms - A/C Landry had requested that all company members sign off confirmation of communication indicating they have been informed of the location of SOG information on the desk tops. The forms need to be returned to him ASAP.

Membership:

Full Membership:

- Josh Isham E-441

Resignation:

- Matt Perriera
- Lisa Knybal
- Edwin Heck
- Jim Christensen

Return from Leave:

- Brandon Getty
- Lars Owren
- Melissa Mazzola

Leave of Absence:

- Chris Deveaux – 60 days
- James Robinson (medical leave continued)
- Richard Harding (medical)
- Don Westcott (medical)
- Roger Parks (medical)

Health & Safety:

- Turnout Gear size 50 jacket/pants 40 waist/32 length is available. Contact Chris Hammick if someone can use it.
- The Gear order has not been placed yet. Boots have been. Several people did not show up for fittings. These people can contact the vendor directly they can make arrangements. Chief Call stated they have 30 days to make contact with the Vendor otherwise they will be removed from the list and the next person waiting for gear will be contacted. The Recruit Class has finished; they should now be attending company activities.

Fire Marshal: Report is attached.

- An email was forwarded for a site tour of the new Tractor Supply Co. and the Santini complex on Thursday. Contact Ray if anyone wants to attend.

EMD:

- All town dept heads attended a hurricane disaster EOC activation event. NIMS framework was used; appropriate paperwork was distributed. It worked out well. We may need to do dispatching and our members may need to be assigned for firehouse software input of incident address/date/time for future disaster events. FEMA has a form that must be completed correctly for reimbursement. The Town will be reimbursed from last year's storms. It was suggested that the forms be put on the shared drive; however, in the case of large storms, the electronic resource may not be available. Driver/date/duty performed should also be retained. This is for times when an emergency is declared and EOC is opened.

Communications:

- Re-programming of all radios is on hold. Hebron is scheduling to move to TN on July 1, 2013. The TN Radio Committee is in the process of possibly juggling the existing users on the existing frequencies. TVFD Radio reprogramming and narrow banding will be scheduled once the County changes are configured.
- Proper radio protocol – Chief Call discussed that too much radio chatter continues occurs on scenes. Only the first officer and first apparatus needs to be acknowledged by TN. Incident commanders are not responsible for parking vehicles, companies should know where their vehicles need to go instead of asking.
- It was suggested that channel “2” on portables and UHF radios in the truck can be used for local fire ground communication. The low band radios would then be used for mutual aid calls. The downside being the TN records all communication; however, local channels are not recorded. Jack and A/C Eppler will work towards a procedure and policy to review with the Executive board and then provide to members with any necessary training.
- Cell phone/texting list is to be provided to Jack.

Chief Engineer:

- Truck checks are to be given to A/C Eppler in John's absence (several are missing this month). Contact Chief Call if there are apparatus issues.
- Service 141 has been relocated to Station 441 permanently. Landscape trailer will be put outside. Desire to see if the trailer can be stored in the Steamer building. Jeff Bifolck was asked to investigate. Service 141 is not to be used as an emergency response vehicle. The log in the vehicle must be completed when being used. The duty officer car must be kept clean; otherwise it will be assigned for other uses. An immediate phone call should be placed to the Chief Engineer if the car is dirty when being picked up by the new Duty Officer...

Technology:

- Utilizing Firehouse Software for duty officer on call activity code was demonstrated. The duty officer activity should be completed for each date of the 7 day assignment. The TVFD Documentation folder is now on every desktop. All captains have administrative rights to access the folder/town server. Printing of forms was demonstrated by A/C Landry. Chief Call requested that the Admin. Assistants be contacted to provide screen prints of the process because people will not remember how to print locally. Contact Dave Galley if there are problems.
- 4 new PC's have been ordered for September. They will be assigned to Station 241, Station 441 & the remaining two TBD.
- Captain Muniz requested to provide Chief Call of a location to mount trailer hitch on R-441.

Uniforms:

- Chairman has sent out emails to captains for those needing uniforms.

Old Business:

- 2Q Class Driver Training will be scheduled. There is interest. August/September timeframe is being investigated.
- Storm damage of fan at Station 141, and mechanical problem with fan @ Station 441 were discussed. Dave Goric and Dana Robertson were requested to communicate the issues to Chief Call in email.

New Business:

- Dispatching of car vs. pedestrian calls was discussed. Email from Tyler Millix is attached.
- During the Phoenix St. van fire the PD was requested to contact the Fire Marshal. It appears the officer was not aware of their duty for this function. Captain Sereby should put this incident in writing to the Chief.

- The water company would like to be informed when we've used hydrants for firefighting activities.
- Both new engines are at Firematic. They are done and ready to be shipped to town soon. Radios and hose installs need to be completed. They will not be released until they are paid for.
- The new Rescue truck is still @ Pierce. New wireless headsets have been received.
- New hose was discussed.
- A show/tell at Henry Park has been scheduled for August 20th @ 9:00 a.m. R-441 will attend. Other companies are asked to participate.
- Lt. Babcock has offered his services to assist with photography. Chief Call would like the request in writing for further review.
- Per NFPA standards, 28" cones need to be purchased. Chief Call & Charlie Konarski are coordinating a time to shop.
- Parade chairman is needed.
- Honor Guard chair is also needed.

Correspondence: None

Upcoming Events:

- National Night Out event will be held on Tuesday, August 7th. The event will be held from 5:00 – 8:00 p.m. ET-241 and the Ambulance will attend. Additional pieces are requested (ET-541, ET-441 ?) It was suggested that Recruitment representation be available also.
- Tower 141 and ET 441 will attend flag hanging on 9/8/12, 11:00 a.m. at Coventry Station 11 dedication.
- Mohegan Sun Trip is being sponsored by E-441 on Saturday, November 10th. The price is \$25 per person. Flyer is attached.

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Good & Well Being: None

Motion to adjourn was made/seconded (Lavoie/Muniz) @ 8:52 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Carpenter". The signature is written in dark ink and is positioned above the printed name.

Diane Carpenter, Secretary



TOWN OF VERNON FIRE DEPARTMENT

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Vernon, CT 06066
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From the office of the Fire Marshal

Fire Marshal's Monthly Report August 6th, 2012

Ongoing FMO Projects:

Regular inspections based upon a periodic schedule, in response to complaints, and inspections of new work continue. 25 existing buildings and 8 new construction sites were inspected. The Office also investigated 14 fires and / or fire alarms during July.

The 30,000 gal bulk propane storage tank at the Amerbelle Mill complex has been removed from the site.

The FMO, along with DPW, VPD, Building, Zoning, and the Town Administration resumed neighborhood walks in areas with blight, code compliance issues, etc. High St. was the site of the July walk.

FM Walker attended the NFPA's Northeastern Regional Fire Code Development Comm. mtg..

The FM attended the Vernon Traffic Authority mtg, the VTA reviewed the Talcott Mill project for traffic issues. The entire project is now going before the IWC and the P&Z Comm.

The FM participated in the Hurricane Exercise, serving as the Planning Section Chief.

Upcoming FMO Projects:

The FMO is working with the Santini Apts. and Tractor Supply to schedule site tours to view work in progress and overall site conditions.

During August the FMO anticipates doing the final 13R sprinkler and hydrant inspections at the Hockanum Mansions complex. TVFD members will be asked to assist. The contractor expects to be fully built out by this fall with approximately 700 dwelling units.

Planning and preparation for the 2012 fall fire prevention programs will start soon.

The 2012 DOT ERG Books have arrived at the FMO, from the State FMO, they will be distributed by the Chief.

From: tmillix@tollandcounty911.org
To: CALLSW@aol.com
Sent: 8/2/2012 9:56:04 A.M. Eastern Daylight Time
Subj: RE: Wed. Night Call

Chief,

Car vs. pedestrians are processed in the CAD as ALS in the call for service list. This is what the dispatchers refer to when classifying a call during the interrogation and dispatch process. The FD response in the CAD is driven based on the call for service. (ALS, BLS, structure fire etc.) If you would like to have a Rescue Company started to all car vs. pedestrians we can explore that in the CAD and try to develop a way to have it become apparent for the staff. In this case specifically, the dispatcher talked to the victim as she was the one who called 911. There is always some common sense that comes into play with calls that fall into the "grey" area. If the dispatcher through the interrogation discovered that a victim was unresponsive, or there were serious injuries that met the DIAL Protocol than the FD would be started due a helicopter being dispatched.

I hope this clarifies this issue, and if you have any questions call or email at any time.

Mohegan Sun Trip

Saturday November 10, 2012

Sponsored by TVFD Engine 441

Come out with the members of E-441 and try your luck at Mohegan Sun casino in Uncasville, CT. At only \$25.00 per person, this is what you get:

-Motor Coach Transportation

-\$10.00 Meal Coupon

-\$10.00 Free Bet

-Bus driver gratuity

We will be leaving from the Exit 65 Commuter Lot at 4:00 PM Sharp, and will leave Mohegan Sun at approximately 11:00 PM

**There will be a 50/50 Raffle on board the bus,
\$2.00 a ticket, \$5.00 for 5 tickets**

For more information or to reserve your seat, contact

Anthony Litwin at ajlitwin@comcast.net
Tabby Muniz at tabbymuniz@ymail.com

Must be 21+ to attend, payment reserves seat. Make checks payable to the Fitch Hose Company. Winning 50/50 ticket will be pulled prior to arrival at Mohegan Sun.