



TOWN OF VERNON

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



STAFF MEETING MINUTES

April 1, 2013

Chiefs: Eppler

Captains: Andresen, Crespo, Landry, Lucas, Maguda, Shepard

Lieutenants: Coppinger, Redshaw

Firefighter: St. John

Communications: Fisher

Ambulance: Gauthier

Engineer: Mylek

Fire Police: Fluckiger

Special Members: Carpenter, Galley

RECEIVED
VERNON TOWN CLERK
13 APR - 3 PM 12: 20

The meeting was called to order at 7:00 p.m. by Asst. Chief Steve Eppler. Motion was made/seconded (Galley/Lucas) to approve the March minutes.

Training Report:

- Training Committee Report for March 28, 2013 is attached.
- Drill Schedule for April is attached.
- Operations and Training Report for April is attached.
- CPR Cards were distributed.

Administration Report:

- Resumes due tonight for position of Lead and Assistant Junior Advisors

MEMBERSHIP:

- Full
 - Randy Magnotta
 - Christopher Haas
- Resignation
 - Melissa Mazzola
- Admin Leave
 - Marc Barton

Health & Safety: No Report.

Fire Marshal: Report is attached.

EMD: Report is attached.

Communications:

- On Tuesday, 4/2 ET-341 will be out of service for headset installation.
- Tolland FD is no longer on 33.44. . now 33.86.
- TN86 is now TN44.
- Re-programming will be completed on the next upgrade.
- Hebron will be coming on board.
- Recommendation is to use Box Mountain/Bolton 44.
- TN 78 (cross band) is in radios but is not working. It should be activated within the next month.

Chief Engineer:

- Tower 141 is still out.
- Duty car is still out.
- Vehicle ID on the truck checks is truck #, not Town ID (i.e., use ET-441, ET-341, etc.).
- John will be retiring July 1st. Job posting will follow.

Technology:

- Two printers are on order for Station 4 back room and Central Supply/SCBA.
- UPS @ Station 4 is working. He cannot stop the beeping. A new one will be purchased in July.
- Incorrect Rosters are being reported. Please let Dave know if there are any issues. He can easily update.
- Contact Dave for assistance with VPN installation.
- 3/26/13 70 Loveland Hill Road record is locked. Dave will unlock.

SCBA:

- Fit Testing – Captain Shepard reported that Chico is doing a good job. Please contact Chico to get testing done.
- There are no SCBA inspection forms from several companies. Scott was asked to email the Chief with missing companies.
- Please complete the information correctly and legibly.
- Inventory of all equipment was completed. The tubes where bottles are stored need to be cleaned.
- Bottles should be reviewed and if they are compromised they should be retired. Let Scott know if there are issues. Some of them can be fixed.
- Forms will be updated for more space and will be put on the town server. It was suggested that submission of SCBA reports be done quarterly. Redesign of the page will be considered.
- Bottles/packs that have expired need to be documented. Scott was requested to provide a list.
- Any bottles needing to be filled should contain a note that stating they need to be filled. Please let Capt. Crespo know.
- The Cascade System for Station 3 is up and running. The old one will be serviced before it goes to Station 141. Synthetic oil must be used. Training will be provided.

Central Supply:

- All companies have received lists of member showing inventory of gear. Captains are asked to review and modify as needed. Return updates by the May Staff Meeting.



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Uniforms: No Report.

Old Business: None

New Business: None

Upcoming Events:

- Blue Mass Ceremony in honor of all active and retired Police, Fire, DOC and EMS personnel will be held on May 5th @ St. Joseph Cathedral in Hartford. Staging will begin at 10:00, procession @ 10:30, Mass @ 11:00. Class A uniform is preferred; no apparatus.
- Andover parade will be held in June.
- Manchester Eighth Utilities District 125th Anniversary will be held on Sunday, October 13th. Line-up @ noon at the Manchester High School parking lot off Brookfield Street; step off @ 1:00.
- South Windsor Volunteer Fire Dept. 75th Anniversary book advertising. The deadline has passed.

The parade committee is asked to coordinate and determine who will attend the events.

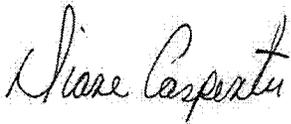
- ET-541 Mothers Day flower sale will be held May 10-11-12.

Good & Well Being:

- Dick Bowman is now home and doing well.

Motion was made/seconded (Galley/Lucas) to adjourn the meeting @ 7:50 p.m.

Respectfully submitted,



Diane Carpenter, Secretary



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Operations and Training Report for April, 2013

- The Training Committee met on March 28, 2013 at the Public Safety Building. Minutes from the meeting are attached. The April Training Committee meeting will be held on Thursday, April 18, 19:00 at the Public Safety Building.
- April Department training will include the Amerbelle standpipe practical that was cancelled in February due to weather. There will also be a class on blocking including a new blocking policy that will be coming out. The drill schedule is attached.
- A couple of members have offered to assist in the planning of a large Mass Casualty drill? I will try to get an update on the status of this drill.
- Introduction to Wildland Fire Behavior (MOD #2) was due March 31st, Captains need to run their reports to verify compliance.
- Wildland Fire Behavior (MOD #3) was assigned through Target Solutions and due April 30th. This is the third of 4 parts on wildland fire. It was assigned to all officers and firefighters. It was also assigned to Fire Police members to take for general knowledge. There is no Target Solutions assignment for Special Service members yet this month.
- The EMT / EMR Refresher class completed with 100% passing of members who took the class. One item of concern was class conduct. Although the tone of the class was casual, there was a significant disrespect shown by some of the members taking the class towards the instructor with talking, joking and other behavior that was not professional in nature. All members will be respectful to instructors, internal or external and should behave like professionals during classes and drills.
- The 2Q class will resume this month. The dates are Monday April 15, Saturday April 20, Saturday April 27, Saturday May 4 and final testing with DMV to be held Saturday May 11. Captain Solito should be contacting all members who were interested and signed up for the class.
- The new truck check form was posted on the web page, a copy still needs to be posted on the town server. The form was updated as suggested and should be now be used by all companies.
- Please let me know if any additional Target Solutions emails or other corrections need to be made.

Please contact me with any questions or clarifications,

A/C Eppler



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Training Division Training Meeting Minutes ~ March 28, 2013

Open Meeting

Meeting started @ 19:03 with the following members in attendance:

Exec.	A/C Eppler	ET-441	Lt. Redshaw
ET-141	FF Miceli	R-441	FF Tuttle
R-141	Lt. Schambach	ET-541	Lt. Turkington
T-141	No Representation	T-541	Capt. Maguda
ET-241	FF. Orłowski	Fire Police	Lt. Konarski
ET-341	Capt. Crespo	Ambulance	
E-441	No Representation	Special	

The reading of the minutes from the February 21, 2013 meeting was waived.

Review of the January Department Drills

- Night Drills:

2/18/13, 2/25/13: Amerbelle Pre-plan (lecture), drill was informative, good general information, some conflict between what was said at the staff level versus the department level regarding how the first due apparatus take the sprinkler connection. This will be addressed at the upcoming department drill. SCBA Maintenance and donning drill went very well, good information regarding how SCBA checks need to be completed and the paperwork. Good practical on the donning and doffing drill evolutions. Truck Check form review went well, form was updated to reflect suggestion of what items constitute taking the truck out of service immediately.

- Day Drills:

Extrication, drill went well.

- Junior Drill

The scheduled February Junior drill was SCBA presented by ET-441.

April Department Drills

- Night Drills

4/15/13:

- Blocking: ET-141, ET-441, ET-541, R-141, T-541, 19:00 @ Station 141.
- Amerbelle Standpipe and Survey: ET-241, ET-341, E-441, R-441, T-141, 19:00 @ Amerbelle (stage in building 2 parking lot off Grove Street).

4/22/13: No Department activities scheduled.

- Blocking: ET-241, ET-341, E-441, R-441, T-141, 19:00 @ Station 141.
- Amerbelle Standpipe and Survey: ET-141, ET-441, ET-541, R-141, T-541, 19:00 @ Amerbelle (stage in building 2 parking lot off Grove Street).

The Fire police company should split, half going to the lecture and half providing traffic control on Brooklyn Street for the drill.

4/27/13: Department Meeting, all companies, 19:00 at Station 141.

- Day Drills

The March Day Drill will be announced once finalized.

- Junior Drill

4/1/13, Hose and Deployment, presented by ET-241.

Feedback From Staff Meeting / Executive Board / Standing Committees

- Staff Meeting Highlights – (Staff meeting notes were distributed via email)
- Recruitment Committee / New Recruit Training – Last class completed, working with instructors on getting out more information to the Captains regarding the new members. Next Recruit class is underway, recruits are meeting with Lt. Augustus for introduction portion.

Training Committee Issues

Old Business

- Target Solutions Wildland module was assigned for March and due at the end of the month. Members will receive one formal study assignment per month via Target Solutions. Additional assignments during the month will be more along the lines of informative items (short videos) and/or administrative information (i.e. policy updates).
- The EMT-R EMR-R class has completed, all members who took the class passed. Although the tone of the class was casual, there was a significant disrespect shown by some of the members taking the class towards the instructor with talking, joking and other behavior that was not professional in nature. All members will be respectful to instructors, internal or external and should behave like professionals during classes and drills.
- Another reminder that the 2Q class will resume (with openings available) this Spring. The dates are Monday April 15, Saturday April 20, Saturday April 27, Saturday May 4 and final testing with DMV to be held Saturday May 11.

- CT Fire Officer's Weekend in Emmetsburg MD was successful and enjoyed by all members who attended. Members are encouraged to attend this program.
- The UTV tie-down makeup class was held, no further details.
- There were a couple interested members in planning the Mass Casualty drill that was brought up last month. No update for this month.
- Other Old Business – None

New Business

- Contacted the State regarding a Confined Space class (weekend certification class) to be brought into town. Looking at a tentative date in May for this class.
- Looking for information on an EPA Haz Mat Tech refresher class.
- Need a day time UTV tie down and trailer class.
- Other New Business – None.

Close Meeting

The meeting was adjourned at 19:48. *The next scheduled Training Committee meeting is Thursday, April 18, 2013, 19:00 at the Public Safety Building.* All companies need to be represented and all interested members are welcome.



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Training Division DEPARTMENT DRILLS FOR APRIL, 2013

CAPTAIN'S, PLEASE POST THIS NOTICE

April Department Drills:

Monday, April 15th:

- Blocking:

ET-141, ET-441, ET-541, R-141, T-541, 19:00 @ Station 141.

- Amerbelle Standpipe and Survey:

ET-241, ET-341, E-441, R-441, T-141, 19:00 @ Amerbelle (stage in building 2 parking lot off Grove Street).

Monday, April 22nd:

- Blocking:

ET-241, ET-341, E-441, R-441, T-141, 19:00 @ Station 141.

- Amerbelle Standpipe and Survey:

ET-141, ET-441, ET-541, R-141, T-541, 19:00 @ Amerbelle (stage in building 2 parking lot off Grove Street).

The Fire police company should split, half going to the blocking drill and half providing traffic control on Brooklyn Street for the drill.

Monday, April 29th :

- Department Meeting:

All Companies, 19:00 @ Station 141.



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From the office of the Fire Marshal

Fire Marshal's Monthly Report For March, 2013 (April Staff Meeting)

Current FMO Projects:

Regular inspections based upon a periodic schedule, in response to complaints, and inspections of new work continue, 40 existing buildings and 6 new construction sites were inspected during March.

The Amerbelle Mill complex continues to be monitored.

The FMO, TVFD Chiefs, and Board of Education facilities staff worked together on several projects including school fire lane revisions at Center Rd and Lake St Schools and school security measures at several schools.

Job meetings were held and plans were reviewed for work at 333 Talcottville Rd, 14, 295, and 348 Hartford Turnpike, and 361 Kelly Rd.

FM Walker and the Deputy Fire Marshals handled 7 fires and alarms assisting the TVFD in the successful resolution of these calls. These included responses to: 79 Brooklyn St (2 calls), 20 East Main St, 451 Hartford Tpke, 25 School St, 29 Skinner Rd, and 121 West Main St.

Upcoming FMO Projects:

During April the FMO will be working on updating the annual haz mat reports from local business and industrial sites.

It is anticipated that neighborhood walks and area surveys will resume focused on areas based upon conditions, complaints, nuisance activity levels, etc.

Respectfully,

Raymond A. Walker, Jr.
Fire Marshal



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SCBA SHOP/APRIL 2013

Chief Call,

Fit Testing is running fairly well at this time. Chico is whittling down the infamous HSO list of members that had not been fit tested within the last year. Some of those individuals had been to the shop to be fit tested but problems arose that prevented them from being fit tested.

There are still companies that have not turned in any scba inspection forms at all. I have no paperwork at all for the year 2012 from them.

On the subject of paperwork, many forms are illegible, and are not filled out completely. Many come in without the pak number on the form. Errors could be prevented by simply paying a little more attention to detail.

The inspection forms that are distributed by the shop are the only forms that should be used.

I am going to update the inspection forms so that more inspections can be completed on the same sheet.

This is being changed since many members have asked for it.

I have recently conducted a department wide inventory of the scba equipment, I do have to go back and go over a few trucks that have been OOS. I noticed that the spare cylinder tubes in our trucks have accumulated quite a bit of sand and grit in them. Two things that need to be doing is cleaning them out and when money becomes available buying rubber sheets that can be inserted into the tubes to prevent damage.

Last item, I found a cylinder that was worn down to the carbon fiber, this cylinder was mounted on a pak and was in service. I placed the cylinder OOS and it will be trashed as there is no way to fix it. Also, on many air paks I found the clear coat to be chipped off the cylinder. The shop can fill in these chips with a two part epoxy that we have. **Cylinder inspections need to be completed more thoroughly so these issues can be addressed .**

Respectfully submitted,
Captain Scott Shepard



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EMD Report for April, 2013

Training

- April 4th, 2013 from 0900 to 1030 hrs: CIRMA Accident and Incident Investigation Training, Vernon Board of Education
- May 8th, 2013 from 0800 to 1500 hrs: Connecticut Emergency Management Symposium, Crowne Plaza Hotel, Cromwell.
- June 20-22, 2013: participating in statewide exercise and planning preparedness initiative (more details will be shared as they are received from State Homeland Security).
- April, 2014: Working with NCDHD to host a training and exercise program for the mass dispensing of pharmaceutical countermeasures in response to a pandemic or biological terrorist incident.
- Reviewing Federal CDP Courses for FY2013-14.

Planning

- Blizzard 2013 – after action review meeting completed; draft AAR pending.
- Storm Charlotte – Presidential Declaration of Emergency received for all Connecticut counties; FEMA public assistance applicant briefing scheduled for Thursday, April 4th, 2013.
- Updating Town EOP to include updated contact information, revised general EOC and shelter operations, EOC IT operations, as well as updated NCDHD mass dispensing plan.

Preparedness

- Working with CERT to establish a dedicated HAM and Satellite Radio Room (PSB 2nd Floor).
- Monthly siren test scheduled for Saturday, April 6th, 2013 @ 1200 hrs.

Grant Management

- FFY13 EMPG Grant approved by Mayor and Town Council in the amount of \$14,600; application package sent to State Homeland Security for final processing.
- Closing –out current AFG grant award; facilitated grant close-out meeting for Thursday, April 4th, 2013 @ 1530 hrs.

Administration

- FY14 budget presentation to the Town Council is scheduled for April 1st, 2013.

Please contact me with any questions or clarifications.

Respectfully submitted,

Michael J. Purcaro

March 26, 2013

To: Captains

From: Central Supply

Attached please find a list of the members from your company and what Central Supply has on record for their gear. Kindly verify the information and return this list back to Central Supply within 30 days (by April 29th, 2013).

- Please put a check mark "✓" next to all of the fields in the row if the information is correct.
- Please put a single-line through any wrong information and write the correct information in the space below the field.
- If a person has two rows of information, just cross off the incorrect / wrong information.
- The column titled "S/N# leather only" stands for the serial number of leather boots only. Please provide the serial number for members that have leather boots. They have a (L) next to their size. The serial number can be found in the inside **right** boot under the bar code.
 - This is an example of a serial number: 60166453.
 - This is not a valid serial number 1201400

If we have missed any members, please write their information on the bottom of the list.

If you have any questions, please stop by Central supply on a Monday night or contact Dave Goric or Tami Hahn.

Thank you,

Central Supply