



# TOWN OF VERNON

P.O. Box 54  
Vernon, CT 06066  
[www.vernonfire.com](http://www.vernonfire.com)



## STAFF MEETING MINUTES

February 3, 2014

Chiefs: Call, Eppler, Landry

HSO: Hammick

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

Lieutenants: Babcock, Pearson

Firefighter: Redshaw

Ambulance: Gauthier

Communications: Fisher

Fleet Mgmt: Westcott, Robinson

Fire Police: Fluckiger

Inventory: Gauthier

Special Members: Carpenter, Galley

RECEIVED BY EMAIL

RECEIVED  
VERNON TOWN CLERK  
14 FEB - 6 PM 12:42

The meeting was called to order at 7:09 p.m. by Chief William Call. Motion was made/ (Galley/Westcott) to accept the January Staff Meeting Minutes.

### **Training Report:**

- Training Committee Minutes from January are attached. The next meeting will be on February .
- Operational and Training Report for February is attached.
- Department Drill Schedule for February is attached.
- Upcoming EMT course is still on schedule. Approx. 10 members are signed up to attend.
- Consideration of remuneration includes compliance with Target Safety assignments. Captains must run Target Safety reports prior to submitting payroll to the Chief to ensure that members are completing the required tasks.
- Bloodborne Pathogens has been assigned in Target Safety and is due by mid February.

- Payroll needs to be submitted in early March. Members have until the March Staff Meeting to complete the Target Safety assignments
- Vehicle undercarriage washing instructions were emailed to all officers. Washing needs to be completed at least once a week and noted on the weekly truck check reports.
- Trailer driving training will be forthcoming. Station 441 UTV trailer is out of service at this time.
- Discussion was held about use of the specialized apparatus. Help will not be turned away at scenes, however, be sure to discuss with company officer before removing equipment. Make sure that protocols and safety are being followed.
- Daytime Drill Schedule was distributed with the Agenda. Lt. J. Pearson and FF Riggott are the new Day Training Coordinators.
- Junior Company Training Schedule is attached.

***ADMINISTRATION REPORT:***

- Lt Swearing in Ceremony to be held at the Annual Banquet. Please return a Lt Badge to AC Landry before that night to be passed on. People that are getting sworn in cannot drink alcohol prior to the event.
- Service Award recommendations should be sent to Capt Lucas and AC Landry before 19:00 on Feb 10. Officer, FF, and Jr of year recommendations should be sent to Chief Call and EMT of the Year should be sent to Capt Gauthier.
- Vr 3 of duty officer list attached (2 phone number changes).
- Non-Active Membership reports are due tonight. The Executive Board is looking for updates of those who may not be completing mandated standards. Those members need to be identified.
- Comedy Tour will be held on April 11 at the TKB club. Ticket prices were discussed. It is a BYOB/snack event. Content of the show is "R" Rated so consent forms may be needed for adolescent attendance. TKB holds 300 people. Sales will begin with fire dept. members but will also be available for sale outside the dept relatively soon after release. It was agreed that \$25 per person will be the ticket price.

**MEMBERSHIP:**

**Full Membership:**

Sean Dzurdenda

**Resignation:**

Robert Thomas

Robin Putnam

**Transfer:**

Chris Oliver from ET 141 to R 441

Chris Devaux from ET 441 to Fire Police

**Return to Service:**

Muhammad Khan from LOA

***Health & Safety:***

- Chris reviewed the LOSAP report that will be submitted to the town soon.
- I.D. Badges are still missing for some members. Chris will again discuss with Cory.

***Fire Marshal:*** See attached.

- Private hydrant review will start soon.

***EMD:*** No Report

***Communications:*** J. Fisher

- TN has finished the recent furniture renovation. Equipment updates will be completed next year.
- Re-tone procedures were discussed. Something needs to be written about toning protocols that can be provided to TN. There have been instances that mutual aid appears to be toned quicker than desired. It was also suggested that Lieutenants could call TN to notify they are responding. This will stop TN from a mutual aid re-tone. An email will follow with the next steps.

**SCBA:**

- Capital Improvement request has been made. HSO Hammick has submitted a grant request also. We will know about the grant in the summer.
- Chico is fit testing E-441 and ET-441 starting next week.
- Cascade @ Stations 1, 4 & 2 are out of hydro. Cascade systems are leaking. Valves and pigtailed have issues. Don will attempt to obtain. Dave Goric may also be a reference. Bottles need to be brought to Station 3 to be filled. Carlos will provide a list to Chief Call of all issues.

***Fleet Mgmt:*** Westcott

- Truck checks are needed. All of them must be submitted for the next meeting.
- East Hartland Parade will be on July .

***Technology:***

- Laptops are in. They need to be set up.
- VM web server is being rebuilt.
- The Town is pursuing one domain for the department. Many changes will be coming in May/June.

***Central Supply:*** No Report

***Uniforms:*** No Report.

***Old Business:***

- The Chief would like to purchase National Gold foam; however, the expense is large. In the meantime, if foam is needed, request ET-241 to the scene. Send an email to Chief Call with missing companies.
- Many station projects were discussed for the Capital Improvement work list.

***New Business:***

- Next Monday, Station 4 Company Captains & current officers of Station 441 Association, and Fire Police are asked to meet @ 1900 with the Executive Board.

- 2013 Annual Report Status:

Reports have been received from:

Operations & Training, Administration, Retention/Recruitment, Fleet Mgmt., Fire Marshal, Ambulance and Communications.

Remaining reports are needed from:

HSO, EMD, SCBA, IT, Central Supply, Inventory, Uniforms, Junior Firefighters.

Please provide reports to Diane by February .

***Upcoming Events:***

- Comedy Review – April , TKB Club. More information & tickets will follow.

***Good & Well Being:***

Motion was made/seconded (Shepard/Westcott) to adjourn the meeting @ 8:35 p.m.

Respectfully submitted,



Diane Carpenter, Secretary

**NOT ORIGINAL SIGNATURE**