



TOWN OF VERNON

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



STAFF MEETING MINUTES

January 5, 2015

Chiefs: Call, Eppler, Landry
Captains: Andresen, Landry, Lucas, Maguda, Robertson, Shepard, Solito, Tautic
Lieutenants: Orłowski
Ambulance: Gauthier
Communications: Fisher
Fire Marshal: Libros
Fleet Mgmt: Westcott, Robinson
Fire Police: Fluckiger
Chaplain: Colter
Special Members: Carpenter, Galley

RECEIVED
VERNON TOWN CLERK
15 JAN - 6 PM 3: 58

The meeting was called to order @ 19:03 by Chief, William Call. Motion was made/seconded (Eppler/Galley) to accept the minutes from the December 1, 2014 meeting.

Paychecks are being distributed now. If anyone has moved, please advise anyone on the executive board ASAP so that addresses are correct for tax purposes.

TRAINING REPORT:

- Operations and Training Report for January is attached.
- January Drill Schedule is attached.
- Goldfeder Flyer is attached.
- Junior Company 2015 Training is attached.
- Next Training Committee Meeting will be on 1/15/15, 19:00 at the Public Safety Building.
- Target Solutions Bloodborne Pathogens assignment is due by the end of the month.
- In-house EMT Certification program will be conducted starting in February or March.

- Members are reminded that global email communications are the most efficient way to get information out to department members in real time.
- Complaints have been received regarding the Basic Training Program. The Executive Board is reviewing for a different plan. Certified Instructors are needed.

ADMINISTRATION REPORT:

- Chiefs will be contacting dept. members that are on the dead wood list. Captains are asked to speak with A/C Landry tonight to confirm status of those members.
- Reminder that the Knox Box access codes are the last 4 of your SS #
- Updated Duty Officer List is attached.
- Staff Meeting Review SOG is attached.

MEMBERSHIP:

Promotion:

- Ray Tautic Capt ET341
- Dan Robertson Capt E441
- Chris Pearson 1st Lt E441

Full Membership:

- Duanne Kelley

Leave of Absence:

- Tony Muniz – 30 day LOA
- Carlos Crespo – 6 months (personal)

Resignation:

- Muhammad Khan

HEALTH & SAFETY: Work schedule has changed to nights. Email Chris if there are any issues.

FIRE MARSHAL:

- Adam will be present at the next Staff Meeting to review his protocol procedures.
- Meeting was held with Town Administration regarding Fire Watch procedures for locations that have disruption of sprinkler service.
- Roosevelt Mills/Loom City - concrete is being poured. Project is moving along. There is temporary (propane) heat in the building.

- Spare Time addition for laser tag is in process.
- Opportunity Works sprinkler piping is in process.
- Santini blasting is in process for new Route 30 apartments. Approximately 18 buildings will be built.
- New Fire Prevention Code allows issuance of tickets. The ticket program allows the Fire Marshal to issue tickets; however, not Deputy Fire Marshals at this time. This process is hoped to be expanded. Overcrowding and blocking of egresses are reasons for tickets. A \$250 fine is instituted.

EMD: No Report.

COMMUNICATIONS:

- Four portable radios have been reported missing over the last year. Service 341 has been returned. UTV-441 and Ambulance radios & holsters are gone.
- Pagers are getting swapped within companies. This creates a problem if a specific person is being paged and they no longer have the unit. These assignments are given to QV in addition to our administration. Captains are asked to again complete an inventory with name/type/serial number of all members for Jack. Please get the information to Jack for the February Staff Meeting.

FLEET MGMT:

- Tower 141 Honda light is out for repair.
- ET-441 water tank leak is @ Public Works. It is under warranty. There are other issues needing repair as well.
- Decon Trailer has gone to Shipman's for inspection/repair.
- Undercarriage washers still need to be used on apparatus weekly due to ice/snow chemicals.

TECHNOLOGY:

- AVG has been updated on PC's.
- Two PC's are in - ET-141 will receive, and possibly Station 4.
- Tower-141 reported an issue with the PC. Dave will investigate this week.
- Every PC in town has a UPS battery. Contact Dave if there are problems.
- UPS batteries @ Fox Hill have expired. Chief Call instructed Jack to obtain new batteries.
- Tablet program has not moved forward.

CENTRAL SUPPLY/UNIFORMS: No report

- Class A Uniform forms are being worked on. The Chief would like to know who needs a Class A uniform. The new two new Captains should be done now. Captain hardware also needs to be turned in for reissue. Captain Helmet Shields from Tabby Muniz and Carlos need to be temporarily given to new captains until new ones are received. There are no longer insignias noted on a name plate. Retirement and Lifetime Badges also need to be ordered.

SCBA:

- Sheets must be turned in by the next staff meeting so that 2014 reporting can be closed out.
- For companies missing items, please contact Capt. Shepard.
- There are no spare SCBA bottles on E-441.
- Scott is hopeful that Dana Robertson and Larry King will be assisting with SCBA's in their stations.
- New Bottles and new masks need to be ordered.
- 28 cylinders will be removed at the end of this year.
- When people are fit tested, both masks need to be fit.

CHAPLAIN:

- Nothing to report.

OLD BUSINESS:

- Damage is being done to Town equipment. Things happen and the chief understands this. Members need to report accidents & damage to the Executive Board when they occur.
- Work at Station 441, painting, floors, kitchen cabinets continues. Station 5 floor to be pursued. Station 3 bathroom, Station 2 lawn is done. Signs for all stations are underway. Any other station enhancements needed should be communicated to the Chief ASAP.
- Annual Banquet reports have not been submitted to Dave Galley from the last four years. He estimates the expense to be approx. \$3,500 for everything. Jean Gauthier will provide a full report from the Ambulance sponsored event.

The Elks Lodge is willing to provide the Carriage House for free. Capt. Lucas will verify the switch of location.

NEW BUSINESS:

- Chief Call is appealing that we need to recruit new members. Most companies are slim in manpower. Word of mouth is the best way to communicate our need.
- Dave Galley asked if a count of paid members could be provided to the Association Officers to help gauge potential income from annual dues. Acknowledging that the \$60 dues are submitted on the honor system, it would be extremely helpful if members support the continuance of our Association.
- Dave Galley is planning to meet with the Mayor to discuss modification of the LOSAP program.

CORRESPONDENCE: None

UPCOMING EVENTS:

- ET-541 and R-441 80's Dance on February 7th, at the TKB Club. Tickets are \$10 in advance, \$15 at the door.

GOOD & WELL BEING:

Motion was made/seconded (Westcott/Solito) to adjourn the meeting @ 20:50

Respectfully submitted,



Diane Carpenter, Secretary



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Operations and Training Report for January, 2015

- There was no December Training Meeting, the January Training Committee Meeting is scheduled to be held on Thursday, January 15, 2015, 19:00 at the Public Safety Building.
- January Department training will be CPR, First Aid and AED refreshers. The schedule is attached.
- The 2015 Junior Training by Company Schedule is attached.
- Target Solutions Bloodborne Pathogens assignment was sent out. This assignment is mandatory and is due 1/31/15.
- If you have a member having problems with Target Solutions access, please let me know.
- Several members took the HazMat IQ class held in December in South Windsor. Positive feedback from those attending.
- Global email went out for the upcoming Billy Goldfeder (Firefighter Close Calls) presentation on February 19, 2015 at 18:30. Vernon is co-sponsoring this so that all are members can attend free of charge. Chief Goldfeder is a dynamic speaker on the topic of firefighter safety. Members interested should email me (or have their company officer email me) and I will email the ticket back to the members. I will need final headcount by 1/24/15.
- Global email went out for the upcoming Connecticut Fire Officers weekend in Emmitsburg MD, April 17-19, 2015. Interested members need to get their applications back to be by January 15, 2015.
- As global email is the most efficient way to get information out to department members in real time, a reminder to check with your members to ensure they are getting these email. Please contact me if not so I can get it corrected.
- After conducting an informational meeting and receiving feedback, we will be moving forward with an in-house EMT certification program. Details will be coming out shortly.
- In order to supplement and enhance our training activities we will be adding a monthly Sunday day drill starting in 2015. This project was suggested by and will be headed up by Lt. Dave Williams from Tower 541. Drill will occur on the first Sunday of every month, starting at 09:00 at Station 441. This training is open to all department members. Reminder emails will be going out monthly.
- After lively discussion regarding the Junior Division at the December Department Meeting we will look into the thoughts and suggestion made by those present. In the meantime, there are a few Junior Members who are "cleared" (by current Junior Division procedure) to respond to fire calls. They can be identified by the older style Metro helmets (with a black stripe across the top). These members, in the absence of a Junior Advisor, may report to the IC as per the current SOG. These members are limited in what they can do on the fire ground and they (as well as the officers in the department) should know these limitations as outlined in the current SOG's.

Please contact me with any questions or clarifications,

A/C Eppler



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Training Division DEPARTMENT DRILLS FOR JANUARY, 2015

CAPTAIN'S, PLEASE POST THIS NOTICE

January Department Drills:

Monday, January 19st and Monday January 26th:

- CPR and First Aid / AED Refresher:

New CPR:

Members who require "new CPR" (members who have never taken a CPR class or whose cards have expired more than 2 years ago) will have a training session set up along with the new recruits and new Juniors. Additional information will be out shortly.

CPR Refresher (MRT / EMT):

Station 441 and 541 MRT's and EMT's and all other EMT's and MRT's who need a Health Care Provider re-certification class, 19:00 @ Station 641 (Public Safety Building).

CPR Refresher:

Station 441, 541, Fire Police, and all other non MRT / EMT members needing Heartsaver CPR with AED refresher, 19:00 @ Station 441.

First Aid and AED Refresher:

Station 141, 241 and 341, 19:00 @ Station 141 (Currently certified EMT's and MRT's need an AED refresher only and will attend only the second night.)

Monday, February 2nd:

- CPR Refresher, First Aid and AED Refresher **MAKE-UP NIGHT:**

Make-up night if necessary for CPR refresher, first aid and AED refresher, 19:00 @ Station 641 (Public Safety Building), second floor.

**The Ellington, Vernon, Broad Brook
and Somers Fire Departments are
proud to host:**

FIREFIGHTER DEATH & INJURY

◆2015◆

**Fire Fighters and Fire Officers
Survival Program**

Presented By:

Chief Billy Goldfeder, E.F.O., Deputy Fire Chief of the Loveland-Symmes FD,
Associate/Contributing Editor for FIRE ENGINEERING, FIRE-RESCUE & FIREHOUSE
MAGAZINES, monthly columnist: Firehouse Magazine's "CLOSE CALLS" and co-host of
www.FireFighterCloseCalls.com

**Thursday, February 19th, 6:30pm at the Ellington High
School auditorium, 37 Maple Street, Ellington.**

To RSVP: E-mail or call Deputy Chief Karl Neubecker at (860) 268-4093 /
ksneubec@gmail.com

Cost: \$20

Chief Billy Goldfeder will present through video, audio and **"WAKE UP"** lecture, an in-depth program featuring specific and very recent fireground events with a strong focus on **DWELLING FIRES**-that ended with tragic results. The program focuses specifically on the **LESSONS LEARNED** so that these incidents (and those involved) don't ever become forgotten. This very personal, high energy direct and frank operation and tactics program (**updated regularly to assure timeliness**) is presented, providing the attendees an excellent opportunity to apply the **LESSONS LEARNED** to their own departments...and themselves, when returning home...potentially avoiding history tragically repeating itself.

The goal of the program is to have the Firefighters and Officers leave more knowledgeable, educated and informed but most importantly **THINKING HARD** about their role, their **SIZE UP** responsibilities before, on

arrival and while operating at FIRE and RESCUE operations: to themselves and their families. These factual "**LESSONS LEARNED**" and related **CASE STUDIES** will help insure that history is not repeated...and your department.

NOT EVERYONE GOES HOME. Some firefighters do and some don't...this seminar will help you understand HOW AND WHY.

ABOUT THE INSTRUCTOR:

Chief Billy Goldfeder, EFO, a firefighter since 1973, serves as Deputy Fire Chief of the Loveland-Symmes FD in S.W. Ohio. LSFDF is an ISO Class 2, full service ALS department providing a full range of traditional and non-traditional emergency & community services. A Chief Officer since 1982, he has served as a Fire Chief in Ohio, Virginia and Florida. Chief Goldfeder also served as a Public Protection representative covering southern New York, for I.S.O. as well as a Company Officer, starting with the Manhasset-Lakeville F.D., in Long Island, N.Y. (Con't)

A 1993 graduate of the National Fire Academy's Executive Fire Officer Program, he is the former Chair of the International Association of Fire Chiefs VCOS Comm. In 2001, Chief Goldfeder was honored with an appointment of Hon. Battalion Chief of F.D.N.Y. and is a member of the Board of Directors of: The International Association of Fire Chiefs, The September 11th Families Association, The National Fallen Firefighters Foundation and is a subject matter expert for the CDC NIOSH Fire Fighter Fatality Investigation and Prevention Program.

Goldfeder is the recipient of numerous operational and administrative awards and recognitions including most recently the Loveland-Symmes FD Departmental Award of Excellence in 2003 and 2010, the Int'l Assoc. of Fire Service Instructors Fire Instructor of The Year Award for 2004, the Dana Hannon Fire Training Award for 2004, the Int'l Assoc. of Fire Chiefs Presidential Award for 2005, the 2007 (IFSTA) Int'l Fire Service Training Assoc's Everett E. Hudiburg Memorial Award for Firefighter Training Excellence, the 2007 Nassau County (N.Y.) Frances X. Pendl Fire Service Humanitarian Award, the 2008 Firefighter Cancer Support Network Dallas Jones Memorial Award, an IAFC Exemplary Service Award in 2013 and in 2008, the Annual Billy Goldfeder Fire Service Organizational Safety Award was named and created through the IAFC and is co-sponsored by VFIS.

Chief Goldfeder completed a 6 year term as a Commissioner on the Commission of Fire Accreditation International (CPSE) and he serves as an Associate/Contributing Editor for FIRE ENGINEERING, FIRE RESCUE, FIREHOUSE Magazines (including several regional fire publications) as well as a news editorial columnist for Firehouse.Com. He has spoken on, as well as published, numerous articles on subjects such as fire service risk management, leading combination FD's, fire command and tactics, firefighter/fireground safety, apparatus design/deployment and fireground staffing. His monthly column "Close Calls" appears in FIREHOUSE Magazine and his podcast radio show "Through The Smoke" is hosted on Firehouse.com.

Chief Goldfeder has served on several NFPA and IAFC Committees, was Chair of the Int'l Assoc. of Fire Chiefs Safety, Health and Survival Section and also serves on the National Firefighter Near-Miss Reporting Task Force Board (IAFC). He is and has been an Instructor at all national fire service training conferences including Fire-Rescue International, Firehouse Expo, Firehouse World, FD Safety Officers Association, the FDNY Fire Officers Management Institute (F.O.M.I.) and at the Fire Department Instructors Conference (F.D.I.C.), where he has instructed for the past 31 years as well as serving as a member of the FDIC Advisory Board for the past 21 years. He has and does provide consulting services for municipal and private corporations with a clear focus on firefighter safety and survival.

His new book "**PASS IT ON...What We Know-What We Want You To Know**" is a compilation of stories from nearly 100 fire service contributors sharing their life experiences. 100% of Goldfeder's royalties are being donated to the Nat'l Fallen FF Foundation and the Chief Ray Downey Scholarship Fund.

Chief Goldfeder, along with Captain Gordon Graham, police/fire service risk management expert, and attorney hosts and sponsors the website: www.FireFighterCloseCalls.com, a 100% non-commercial, independent and free site with only 1 focus: Firefighter Safety, Survival and Getting Everyone Home.



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2015 Officer Duty Schedule

Dec 1, 2014 Vr 1

Week of			
Jan 5	Port ET441	Lt Thibodeau	860-604-6119
Jan 12	Port T541	Lt Williams	860-883-6087
Jan 19	Port ET541	Lt Turkington	860-424-1179
Jan 26	Car 941	Capt Andresen	860-604-9446
Feb 2	Car 1241	Capt Landry	860-930-1723
Feb 9	Car 1341	Capt McKinney	860-646-0774
Feb 16	Car 1041	Capt Lucas	860-951-6563
Feb 23	Car 1141	Capt Tautic	860-5734251
Mar 2	Car 441	Capt Roberston	860-878-5421
Mar 9	Car 541	Capt Solito	860-209-7045
Mar 16	Car 641	Capt Tony Muniz	860-977-8670
Mar 23	Car 841	Capt Maguda	860-870-7305
Mar 30	Car 741	Capt Shepard	860-870-9040
Apr 6	C241	AC Landry	860-978-0568
Apr 13	Port C941	Lt Miceli	860-970-3807
Apr 20	Port C1241	LT Schambach	860-209-7351
Apr 27	Port C1341	Lt Arel	860-707-5817
May 4	Port Car 1041	Lt Avarista	860-707-9028
May 11	Port C441	Lt Chris Pearson	860-830-4735
May 18	Port C541	Lt St. John	860-331-1061
May 25	Port C641	Lt Orlowski	860-558-9668
Jun 1	Port C741	Lt Babcock	860-818-3008
Jun 8	Port C841	Lt Dube	860-209-4523
Jun 15	Port ET141	Lt Bush	860-966-4133
Jun 22	Port R141	Lt Josh Pearson	774-264-1426
Jun 29	Port ET241	Lt Cascario	860-214-1595

Week of			
Jul 6	Port ET341	Lt Hampton	860-306-8440
Jul 13	Port ET441	Lt Thibodeau	860-604-6119
Jul 20	Port T541	Lt Williams	860-883-6087
Jul 27	Port ET541	Lt Turkington	860-424-1179
Aug 3	Car 941	Capt Andresen	860-604-9446
Aug 10	Car 1241	Capt Landry	860-930-1723
Aug 17	Car 1341	Capt McKinney	860-646-0774
Aug 24	Car 1041	Capt Lucas	860-951-6563
Aug 31	Car 1141	Capt Tautic	860-5734251
Sep 7	Car 441	Capt Roberston	860-878-5421
Sep 14	Car 541	Capt Solito	860-209-7045
Sep 21	Car 641	Capt Tony Muniz	860-977-8670
Sep 28	Car 841	Capt Maguda	860-870-7305
Oct 5	Car 741	Capt Shepard	860-870-9040
Oct 12	C241	AC Landry	860-978-0568
Oct 19	Port C941	Lt Miceli	860-970-3807
Oct 26	Port C1241	LT Schambach	860-209-7351
Nov 2	Port C1341	Lt Arel	860-707-5817
Nov 9	Port Car 1041	Lt Avarista	860-707-9028
Nov 16	Port C441	Lt Chris Pearson	860-830-4735
Nov 23	Port C541	Lt St. John	860-331-1061
Nov 30	Port C641	Lt Orlowski	860-558-9668
Dec 7	Port C741	Lt Babcock	860-818-3008
Dec 14	Port C841	Lt Dube	860-209-4523
Dec 21	Port ET141	Lt Bush	860-966-4133
Dec 28	Port R141	Lt Josh Pearson	774-264-1426

Duty starts at 18:00-0600 each day of the week (Monday-Sunday)

VERNON-CT.GOV



ON THE MOVE

**Adam B. Libros
Fire Marshal**

alibros@vernon-ct.gov

**Office of the Fire Marshal
Monthly Report for December 2014**

The following inspections were completed during December:

- Code inspections/license inspections: 7
- Construction/Certificate of Occupancy inspections: 19
- Re-inspections: 0
- Complain inspections: 3
- Burn permits: 0
- Blasting permits: 0

The following activities took place in December:

- Attended the Capitol Region Fire Marshals Association meeting in Wethersfield on December 4.
- Conducted a fire origin and cause investigation at 13 Vassar St on December 14. The fire cause was most likely accidental.
- Attended a meeting on December 17 with Mayor Champagne, Town Administrator John Ward, Finance Officer James Luddecke and Fire Chief William Call regarding fire watch procedures/billing.
- Attended a Fire Marshal Enforcement Review class at CCSU on December 18. The class was taught by the State of CT Judicial Branch.

Respectfully submitted,

**Adam B. Libros
Fire Marshal**

55 West Main Street, Vernon CT 06066

Tel: (860) 870-3652

www.vernon-ct.gov

Fax: (860) 870-3589



Town of Vernon Fire Department Training Division

TO: All Company Captains
FROM: TVFD Training Committee
DATE: December 8, 2014
RE: 2015 Junior Company Training
CC: Executive Board, Junior Program Advisors

Captain's,

As in the past, support from all companies is requested for helping with training the Junior Members of the Town of Vernon Fire Department. 2015 will mark the tenth year of this process which has been very successful in not only training the Junior Division members, but more importantly, allowing them to meet and work with the other companies in the department. Again, all training is to be either held at or started/finished at Station 141 (this is where the Juniors meet, are dropped off and picked up and therefore is the easiest way to manage this).

<u>DATE</u>	<u>COMPANY</u>	<u>TOPIC</u>
January 5 th	ET-141	SCBA
February 2 nd	ET-241	Search and Rescue
March 2 nd	ET-441	Fire Behavior
April 6 th	E-441	Hydrants / Fire Streams
May 4 th	t.b.d.	Ventilation / Overhaul
June 1 st	T-541	Sprinklers
July 6 th	ET-341	Ropes and Knots
August 3 rd	T-141	Ladders
September 8 th (Tuesday)	ET-541	Hose Deployment
October 5 th	R-141	Extrication
November 2 nd	t.b.d.	Portable Extinguishers
December 7 th	R-441	Rehab

Thank you for your help and support with this, if you have any questions regarding this program, please contact Capt. Mike Colt (Junior Advisor) or Assistant Chief Eppler.



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SOG # XXX.X (vr 1)

COMMUNICATIONS **Staff Meeting Review**

Date 12/1/2014

Purpose:

The purpose of this guide is to insure that all department members are kept informed of department business that comes out of the monthly staff meetings.

Policy:

At the next company gathering after the staff meeting, the company captain (or his/her delegate) shall host a mandatory meeting. During this session, he/she is responsible for reviewing the information/minutes from the previous staff meeting. The meeting shall be recorded in Firehouse Software as "SMCR" staff meeting company review. These minutes shall be printed and posted for 1 month either on the company bulletin board or in a binder known to the company members.

Those members who are excused by the company captain, shall be responsible for reviewing the minutes and if any questions or concerns, discussing it with the company captain (or his delegate that attended the staff meeting) no later than one week after that company meeting. That member is responsible for recording it in Firehouse Software as "SMIR" staff meeting individual review. Special Services Members shall also use the individual review, checking with their supervisor with any questions.