



TOWN OF VERNON

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



STAFF MEETING MINUTES

November 2, 2015

- Chiefs: Eppler
- Captains: Lucas, Muniz, Robertson, Shepard, Solito
- Lieutenants: Arel, Dube, Hampton, Miceli, Schambach
- Ambulance: Marth
- Communications: Fisher
- EMD: Bova
- Fleet Mgmt: Robinson
- Fire Police: Konarski
- Special Members: Carpenter, Galley

RECEIVED BY EMAIL

RECEIVED
VERNON TOWN CLERK
15 NOV -5 AM 9:47

The meeting was called to order @ 19:03 by Assistant Chief, Steve Eppler. Motion was made/seconded (Galley/Muniz) to accept the minutes from the October 5, 2015 meeting.

TRAINING REPORT:

- Training Committee Minutes from 10/15/15 are attached. The final meeting for 2015 will be held on Thursday, November 19th. Attendance is strongly encouraged.
- November Staff Meeting Report is attached.
- November Drill Schedule is attached.

ADMINISTRATION REPORT – A/C Landry:

- Lieutenant resumes are due tonight. Aspiring Lt's will need to complete a written test and oral interview. Present Lt's will need to complete a job performance review. Dates tentatively set for Nov 16 and 23.
- Leave of Absence SOG is attached.

MEMBERSHIP:

- Full Membership:
Joshua Lisk – ET 441
Sheila Taridona – ET 241

HEALTH & SAFETY: Hammick

- Vest order has come in. Captains are asked to make sure all apparatus have riding vests.

FIRE MARSHAL: See attached.

- Members expressed interest in a tour @ Loom City Lofts.
- Grand Lofts III construction and knox box location was discussed.

EMD:

- Thanks were given to Chief Call, Jean and Clint for their participation in the Governor's Preparedness drill.
- The Emergency Preparedness grant is being worked on.

COMMUNICATIONS:

- All reprogramming is done except for a couple units. Fire Police radios are being worked on. All radios send an ID #. It is requested that for the November Dept. Drill, officer & apparatus portable radios be brought for drilling purposes.
- Policy change – No personal radios are allowed on any scene.

FLEET MGMT:

- Review of apparatus issues were discussed with James. As summary:
 - ET-141 – maintenance completed
 - ET-541 – maintenance is being done and the leaks have hopefully been found. The brake light was replaced with a mismatched bulb and is awaiting the correct bulb. DPW has held the vehicle for this part. Capt. Shepard reported it has been sitting for 2 weeks for a non-essential item. Extreme frustration was noted about the poor service this department receives from DPW and the length of time that apparatus is out of service.
 - R-141 – Transmission service light is on.
 - T-541 – Air leak problem. Aerial part is in DPW.
 - R-441 – Vibration/shaking continues.
 - ET-341 – leaking discharge valves.
 - Nothing new to report with ET-441, ET-241, ET-141, or T-141.

There are overall communication issues that need to be addressed. James was asked to contact DPW and try to get an update.

- Duty car has some missing apparatus checks.

TECHNOLOGY:

- Dave Galley discussed the Fortinet VPN Client access. If anyone has trouble, call him.
- Printers are being installed for stations 1 & 3.
- Two more PC's for upgrade from Windows XP to Windows 7 will follow.
- Captain Solito reported that a previously requested printer cartridge has not been received. Parts are ordered through Jean. Clint will investigate.

- New telephones for all stations are coming early next year. They will be placed with PC's. All phone numbers will change, but in-house paging should continue. This is a town wide implementation. New CAT wiring will need to be installed in some locations.

- For document safety reasons, it is strongly advised that data bases be routinely backed up to flash drives.

CENTRAL SUPPLY/UNIFORMS:

- Final uniform fittings/alterations tonight from 1900 – 2030 in Central Supply. All uniform activity is coordinated through Central Supply.

- Gear is ready for pick up for Hadden, Gagne, Cain, and Moore. Old gear must be cleaned prior to pick up.

- Inventory Report for gear was distributed to those present. Captains are asked to validate serial numbers and overall review of the list is requested. Return by the December Staff Meeting, if not sooner. It is suggested that Captains also keep a copy of the report.

SCBA:

- 79 packs were recently flow tested with Shipman's. Thanks were given to Larry King and James Robinson for their assistance with this project.

- Frag chamber needs to be moved.

- Capt. Shepard asked if Bolton cylinders are being sent out for hydro-testing?

CHAPLAIN: No Report

OLD BUSINESS:

- Gear washer problems were reported. It should be serviced this week.

NEW BUSINESS:

- Artic Splash is scheduled for Saturday, December 5, 2015. R-141, ET-141 and Ambulance will attend.

- Food Drive on Nov 21 & 22. Volunteers are needed to collect donated food at the Stop & Shops. See attached. Contact Jean if you can help.

- The next meeting for Winterfest planning will be coming soon.

New Business Continued:

- Toys for Tikes delivery is planned for 12/21. Relocation of trucks in the 2 upper bays is requested by 12/4 so that containers can be set up and toys sorted. Captain Robertson will coordinate.
- Eversource will be replacing a telephone pole @ Station 441 on Wednesday. Power will be temporarily shut down. James Robinson will standby at station while this is happening.

CORRESPONDENCE:

- Letter of thanks was received from the Broad Brook Fire Dept. for our assistance at the Niederwerfer Rd. barn fire – see attached.

UPCOMING EVENTS:

- Manchester Road Race, 11/26 – UTV needed. See attached.
- Artic Splash on 12/5/15 @ noon. Rain date 12/6/15. R-141, ET-141 and stand-by Ambulance will attend.
- Windsor Torch Light Parade – 12/12/15 @ 1830. Additional detail is needed.

GOOD & WELL BEING:

ADJOURNMENT:

Motion was made/seconded (Muniz/Solito) to adjourn the meeting at 20:15.

Respectfully submitted,



Diane Carpenter, Secretary