# TOWN OF VERNON

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

## *STAFF MEETING MINUTES*

October 3, 2016

RECEIVED BY EMAIL

RECEIVED
VERNON TOWN CLERK
16 OCT 17 AM 11:08

| | |
|---|---|
| Chief: | Eppler |
| Captains: | Andresen, Fisher, Lucas, Maguda, McKinney, Muniz, Shepard, Solito, Tautic |
| Lieut: | Arel, Schambach |
| Engineer: | Robertson |
| Ambulance: | Marth |
| Deputy FMO: | Call |
| EMD: | Bova |
| Fleet Mgmt: | Westcott, Robinson |
| Fire Police: | Konarski |
| Special Members: | Carpenter, Galley |

The meeting was called to order @ 19:04 by Fire Chief, Stephen Eppler. Motion was made/seconded (Solito/Robertson) to accept the minutes from the September 6, 2016 meeting.

***TRAINING REPORT***: - Eppler

- Training Committee Minutes from September 15, 2016 is attached.
- October Staff Meeting Report is attached.
- October Drill Schedule is attached.
- Driver Qualification – there has been limited response received on the information requested of members cross trained.
- Live fire training was completed for half the companies last Sunday, 10/2. Live fire training for the New Recruits and the other half of the department will be next Saturday, 10/8, 07:00 – 13:00.

***ADMINISTRATION REPORT*** - A/C Landry*:*

- Resumes for position of Captain are due by Nov 1 and should be sent to Assist Chief Landry listing qualifications and training.

***MEMBERSHIP:***

- **Rank change:**
  Interim Fire Chief Eppler to Fire Chief as of Sept 21

- **New Members:**
  Daniel Levesque, JR
  Meghan Lueckel, JR
  Emily Fisher, JR
  Cassie Eppler, JR
  Selena Robinson, JR

- **Full Membership:**
  Charles Griffin – ET-341

***HEALTH & SAFETY:*** - Hammick

- Vest order will be placed shortly.
- The next grant period is opening.

***FIRE MARSHAL:*** Deputy Fire Marshal Call

- Starting Wednesday/Thursday phase 3 blasting will begin for Santini apartment expansion.
- R House will be occupied by a Mexican restaurant soon.
- Rte 83 Mini Plaza foundation has begun. It is located near Adams Polish Deli.
- Wendy's is being planned near Taco Bell.

***EMD:*** Bova

- Friday 10/7, IMPACT exercise will be held starting @ 15:00 until around 18:00. It is a huge event and volunteers are still requested. A headcount is needed for food planning. Many State agencies will be involved.
- ITAC radios will be replaced by the state within the next three years.

***COMMUNICATIONS:*** - Fisher

- We seem to still have some toning hiccups from TN as an Eng 441 call did not go out properly last Monday night. TN caught it and let me know the next day.

  Also I have notice several occasions recently where apparatus radio calls have been extremely low in audio. This is a reminder that the headset mics must be within 1/4 inch of your mouth or this will happen. Speak loudly also as these are noise cancelling microphones and as such block most background noises.

  Also make sure that if replacing the Alpha Pager battery you use the proper one. It must be a rechargeable one. I have spares for when you need one.

- I received a report that the low band radio in Car 341 has failed. I will try to get a look at it when I get back into Town later in the week. The UHF radio is reported to have a minor issue but is fully functional.

***Fleet Mgmt:*** - Westcott

- T-541 was sent to Public Works for ladder problem. Guide blocks that protect the ladder snapped and rail was damaged. DPW made repairs but the truck is still out of service until Top Rung completes an inspection.

- Pump test reports need to be put on flash drive (due to file size).

- Report provided by James Robinson is attached.

***TECHNOLOGY:*** - Galley

- Station 441 Active 911 monitor is in. One PC will be used for two monitors. The needed parts are on order and should be in later this week. Network wiring needs to be completed.

- PC order has been placed. 2 PC's (Tautic and Asst. Chief's Office). APC's will also be ordered.

- Scanner (radio) PC proposed to put in the PSC meeting room. Need to pursue further and talk with A/C Landry.

- New Phone system implementation is beginning; we are the 4th phase and will probably be completed in 2017.

- Printer @ Station 441 is not working properly. Dave was asked to get a quote for a new printer.

- Station 141 lower bay UPS battery issue was reported.

***CENTRAL SUPPLY/UNIFORMS:-*** Goric

- Class C Uniform name tag consistency needs to be reviewed. Many were done differently especially for the Fire Police Company. Chief Eppler will look into it with Captain Goric.

- An email will follow requesting who needs Class A or Class C Uniforms.

***SCBA:*** - Shepard

- Fixed Costs document has been provided to the Chief.

- OHD has received and completed yearly recalibration. Fit Tester should be back next week.

- Plan for fit testing will continue as each company being assigned a month to complete this. Issue is that members may not have completed physicals and discussed that physicals must be completed prior to being fit tested. HSO needs to get physical list to the Captains to show who needs physicals. CorpCare can schedule physicals quickly.

- T-141, ET-241, R-441 must get physicals done ASAP so that new SCBA's can be put in service and members fit tested.

- James Robinson can assist with non-Monday night fit testing activity.

- Flow testing will be completed the week of 10/17. James Robinson will assist.

***PUBLIC RELATIONS EVENTS - Muniz:***

- On September 24th we had fire prevention at Kmart with Kathy Call doing Community CPR. Kathy had around 42 people with hands on CPR. Vernon fire showed a lot of support with around 10 members. I want to say thank you for all the members that showed up.

- Events for October:
  October 13th - YMCA for fire Prevention. I need one truck 9am to 10:30am
  October 15th - Jack and Ally's Fire Prevention near Pedal Power. Need one truck with some 10:30am to 1pm.

  If anyone is interested in going please let me know ASAP.

***OLD BUSINESS:***

- Electronic lock status at Station 441 is being investigated by Chief Hammick. Dave Galley was asked to contact him to see about the needed network wiring.

- Dave Galley has contacted the Mayor's Office again regarding LOSAP.

***NEW BUSINESS:***

- Assistant Chief's Posting resumes are due Friday October 7.

- For those with regular contributing reports to the Monthly Staff meetings, it is requested your reports on the items you will be covering be emailed to Diane in advance of the meeting for inclusion in the Agenda (this can be a simple bullet point list) or Word document. This will aid with accuracy of information contained in the Minutes as well as assist with moving the meeting along promptly so that Officer Training can resume.

- Captain Fisher will be assisting with finance and budget activities.

- Winterfest will be coming. Participation will be requested.

- Cleaning crew complaints continued. No soap, paper towels, toilet paper maintenance is being completed. Keep sending in complaints. There is still one more year to the current contract.

***CORRESPONDENCE:*** None

***UPCOMING EVENTS:***

- Fire Police 2nd Annual Popcorn Fundraiser – see attached.
- Engine 441 Mohegan Sun Bus Trip has sold out.

***GOOD & WELL BEING:*** None

***ADJOURNMENT:***

Motion was made/seconded (Solito/Muniz ) to adjourn the meeting @ 20:12.

Respectfully submitted,

Diane Carpenter

Diane Carpenter, Secretary