



# TOWN OF VERNON

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



## STAFF MEETING MINUTES

February 6, 2017

- Chiefs: Eppler, Arel
- HSO: Hammick
- Captains: Andresen, Fisher, Lucas, Maguda, McKinney, Muniz, Robertson, Shepard
- Lieut: Dlubac, Hampton, St. John
- Ambulance: Gauthier
- FMO: Walker, Call
- EMD: Bova
- Fleet Mgmt: Westcott, Robinson
- Fire Police: Prue
- Special Members: Carpenter, Galley

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VERNON TOWN CLERK  
17 FEB 10 AM 9:30

The meeting was called to order @ 19:02 by Fire Chief, Stephen Eppler. Motion was made/seconded (Solito/Maguda) to accept the minutes from the January 3, 2017 meeting.

John LaBossiere is the new town Building Official. He was introduced and offered to assist whenever needed. If a vehicle hits a structure, please contact him for evaluation. For water pipe bursts that infringe on electrical, his office should be contacted immediately. For minor damage instances, they will follow up the next day. We should contact TN to dispatch if necessary. His phone # is (860) 870-3633; fax (860) 870-3589, email: [jlabbossiere@vernon-ct.gov](mailto:jlabbossiere@vernon-ct.gov).

### TRAINING REPORT - A/C Arel:

- First 2017 meeting of the Training Committee was held in January. The next meeting will be February 16<sup>th</sup>. Minutes are attached.
- February Staff Meeting Report is attached.
- February Drill Schedule is attached.
- 2017 Junior Training by Company is attached.
- DQ training driver testing is being worked on. Captain Solito will do the training class. Ron Scussel will be the designated person to sign off.
- The Chief Bobby Halton Seminar will be held Sunday, February 12th, 2017, 9am to 1pm at the Ellington Senior Center, 40 Maple Street.
- Fire Police will be out of town on 2/12/17 to attend a training session. The Vernon Police Dept. has been notified.

- Lt. Augustus has started the next Recruit Class of approximately 8 candidates.

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

- Awards Ceremony – Mon Feb 27, 2016 RHS Auditorium. 1845hrs doors will open. 19:00-19:30hrs Refreshments will be served. 19:30hrs ceremony will begin.
  - Captains please encourage your members to attend. Family and friends invited as well. Please take headcount of members/family members attending. A/C Babcock will reach out to Captains next week for headcount.
  - See invite attached to meeting minutes.
- Please ensure the completion of NFIRS reports on FH Software in a reasonable period of time after the incident.

**MEMBERSHIP:**

**Reactivation:**

Ray Walker, FM-141 Interim Fire Marshal

**New**

Sienna Hathaway  
Nicholas Ortiz  
Lucas Boothroyd  
Noor Kahn  
Sarah Carpenter  
Shawn Le  
Daniel Moura  
Haiden Caron  
David Wulfing

**Resignation**

Julie Thibodeau – ET-441  
Andrew Honan – Recruit Training  
Eric Riggott – TW-541

**Leave of Absence**

Lt Vince Avarista – ET-241 – 90 Day – Personal

**Return from Leave of Absence**

Brian Johnston – TW-141

**HEALTH & SAFETY:** - Hammick:

- Injury report for 2016 was sent into the Town.
- LOSAP Report & appeal sheets were distributed. Appeals must be submitted to Chief Eppler/HSO Hammick by 2/15.

**FIRE MARSHAL:**

- Call TN for Fire Marshal needs. Ray does not have a problem receiving a phone call. His access info is (860) 508-6186 for Fire Dept. personnel only.
- 200 West Main St, Rockville and Talcottville Mill sprinkler logistics were discussed.
- Swiss Laundry code pathways for roof access of scuttles, edges and HVAC with regards to photovoltaic panel placement was discussed.
- March 20<sup>th</sup> class has been set up by Ray Tautic to bring the TVFD updates on tall buildings of wood construction, including ongoing tests by the NFPA re CLT (cross laminated timber), the new allowance for landscaped roofs, the deletion by CT for required emergency communications infrastructure in new construction, etc.

**EMD:**

- Finishing initial draft AAR for IMPACT 2016.
- Working on a statewide training program with the deaf community for first responders.
- Submitted FY 2017 proposed budget to Town Finance Dept.
- Reviewing current fire department insurance coverages with the goal of ensuring that the proper levels/amounts of coverage are in place.
- UAS (drone aircraft) demonstration was discussed. We may demo at a future staff meeting.
- Submitted FY2016 EMPG grant to State Homeland Security.
- The Mayor has designated CREPC CRCOG as our LEPC for Tier II reporting.

**COMMUNICATIONS:** - Fisher

- This past month we lost two repeaters on Fox hill. The Main Tone & Voice paging radio is down and we are running on a backup radio at about 1/2 the power output. Please let me know if any issues are reported with tone & voice pagers failing to activate and if reported inquire as to where the individual may have been when they failed (assuming they know it should have gone off).

The second repeater that failed is the Fire police unit which is shared with the Parks & Rec department. This radio is also utilizing a spare radio at full power output.

- Caller ID issues. It was brought to my attention last week that while one of our people using a portable from the apparatus was listening to a different channel other than the Fox Hill primary channel #1 (33.48 crossband) they noticed that when one of West Stafford's units transmitted their caller ID on that channel was coming up as Rescue 441 on our display. We are well aware that this can happen and it will probably occur more often as other departments begin using the ID function. Right now each department is programming with their own code setups which because there is no County wide plan at this time, may cause these conflicts. The main issue is when any of the mutual aid departments come to Vernon or we go to other towns, this will become more prevalent.

The Radio Committee at TN has begun to address this issue and will be setting up a County wide data base with each department being given a set up codes unique for their departments, which hopefully will not cause this conflict in the future, although never the less will come with its' own unique issues. This of course is going to mean that Vernon will have to again reprogram all our portable and mobile radios.

- We have assigned the radio call number of Command 141 to the Chief's vehicle so that in the event this vehicle being used as a command center while not being specifically be used by the Chief can properly be identified. This really replaces the old Command 441 we discontinued several years ago.
- Tony Muniz mentioned attending a Tolland incident today. They were unable to hear communications on Fireground Red. This is most likely due to a PL programming issue (Vernon FD portables are correctly programmed) This will be brought back to the TN Radio Committee as well for discussions.

#### ***FINANCE - Fisher:***

- We are currently finalizing the Budget for 2017/2018. The Mayor has asked for no increases again so we are reviewing the current expenditures with those considerations.

As for the current budget funds, at this time we are doing okay for the most part but there are some accounts that are growing very short. So just a warning, if you need something just make sure to check with the Chief of I before committing and as a reminder, please use the Purchase Requisition form for any significant expense requests.

- W-2 forms were returned for Russo, Lopez, and Gagne for invalid addresses. Corrected information needs to be submitted to Chief Eppler ASAP.
- A power stretcher, stretcher lifts, the last round of new SCBA, a replacement ambulance were requested for next fiscal year's capital budget. The 6 year plan does list ET-341, ET-441, T-541 and R-441 for replacement.

#### ***Fleet Mgmt: - Westcott/ Robinson***

- UTV 4 battery problem was reported.
- R-141 is @ public works.
- Truck checks are needed.
- T-141 gated intake on passenger side seized up.

- T-541 also has gated intake issues.
- Ladders that failed testing are to be picked up. Don will follow-up.
- ET-341, ET-441, ET-241 rear lights are barely visible and should be replaced.

***TECHNOLOGY - Galley:***

- Station 241 active monitor up and working. VGA splitter on order.
- Tentative date for phone cutover is March 24. Need discussion with Capts. All firehouse doors (wherever a phone is located) must be unlocked for access. PA system within the station is not known at this time. Station 341 does not appear to be in the plan.
- 2nd Wireless AP installed at station 141 on the 2nd floor. Same password.
- Migration to Firehouse Cloud software was discussed.
- Station 541 now has a new printer, the old one did not work at all.
- The scanner feed computer is broken and non-repairable. Chief Eppler is looking into a used desktop that can be used to replace the defective one.
- Station 241 & 441 had hardware space issues. They have been fixed.
- Fire House software has a problem with oversize files. Problems need to be resolved prior to the Cloud conversion. EMS Charts it tentatively being cut over on 2/15/17 with Firehouse cloud to follow as long as issues are resolved.
- Station 441 Wi-Fi is not working.

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

- Boots are in for the Following: K. Botteron, J. Isham, J. Lisk, S. Padget, C. Plante, R. Scussel, Ashley Shepard, R. Tautic and F. Velez. You will need to turn in your existing boots when picking up the new ones.
- J. Pearson, repaired Bunker pants are in. Please wash the loaner pants and bring them with you.
- No delivery date for New Bunker Gear. Estimate end of March at the earliest.
- Gear Washer for Station 141 to be pursued.
- Members should have black nomex hoods. Please contact Central Supply if you need one.

**SCBA: - Shepard**

- Every air pack that is in service on our apparatus has had the HUD/PASS batteries replaced.
- I met with Jack Regier from Shipman's regarding the SCBA mounting brackets. Spring clips need to be replaced on many trucks. At this time springs will be replaced. R-441 will be first repaired.
- All inspection reports for 2016 have been received. Majority are fine; however, not every pack is getting inspected weekly. Every company needs to inspect every pack every week.
- Please include pack number on the reports.
- There is encumbered money available for SCBA items. We will be using for bottles and masks. A quote is being put together. More masks are needed than bottles.

**PUBLIC RELATIONS EVENTS - Muniz:**

- May 21<sup>st</sup> Safety Day @ the National Guard on West Road is being planned at 11:00.

**OLD BUSINESS:**

- Insurance coverage has been changed. USI is now directing our general insurance for non-WC injuries.

**NEW BUSINESS:**

- Toner/paper/equipment needs were requested from the Captains.
- R-441 chain saw needs repair.
- 4 Gas meters will be mounted by Public Works. Horizontal mounting is preferred.
- Batteries on thermal imaging cameras are needed. Jack was asked to send Bill Call an email and he will assist with order info.
- Halligan tool is missing from ET-141 from Union Street Fire.

**CORRESPONDENCE:**

- A letter of thanks was received from Stephen Bilow to the Honor Guard for participating in Fred Bilow's services.
- The Firehouse Grill in Monroe, CT is seeking department patches for their collection. Dave Goric provided a Vernon patch.

***UPCOMING EVENTS:***

- East Hartland 71<sup>st</sup> Anniversary Parade/Carnival on 7/29/2017.
- Taftville 134<sup>th</sup> Annual CT State Firefighters Association Convention & Parade, September 15 – 17. Anyone wishing to attend needs to respond by the March Staff meeting.

Parade paperwork was given to James Robinson.

- Boston Bus Trip is tentatively scheduled for June 10<sup>th</sup>.
- The Department Gala will be held on March 4<sup>th</sup>. T-541 requires the head count/money by Feb. 27<sup>th</sup>.

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

***ADJOURNMENT:***

Motion was made/seconded (Westcott/Andresen) to adjourn the meeting @ 20:56

Respectfully submitted,



Diane Carpenter, Secretary