



TOWN OF VERNON

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



STAFF MEETING MINUTES

March 6, 2017

Chiefs: Eppler, Arel, Babcock
 HSO: Hammick
 Captains: Andresen, Fisher, Maguda, McKinney, Robertson, Shepard, Solito, Tautic
 Lieut: Cascario, Schambach
 Engineer: Hadden
 Ambulance: Gauthier
 FMO: Walker, Call
 Fleet Mgmt: Robinson
 Fire Police: Prue
 Special Members: Carpenter, Galley

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VERNON TOWN CLERK
17 MAR 13 AM 8:07

The meeting was called to order @ 19:08 by Fire Chief, Stephen Eppler. Motion was made/seconded (Solito/Robertson) to accept the minutes from the February 6, 2017 meeting.

TRAINING REPORT - A/C Arel:

- February 16, 2017 Training Committee Meeting Minutes are attached. Next meeting Thursday, March 16th, 19:00 at the Public safety Building.
- Daytime drill will be the 2nd Saturday of March (March 11) 09:00 at Station 441.
- Training on Service 141 and flatbed trailer (new drivers) will be held on 5/27, 6/10, 6/24, 7/8 test date. Members must be 21 but no CDL or DQ endorsement required.
- In-house Driver Q will be coming shortly. Material will be emailed to those that took the class last time.
- DQ class for new potential drivers will be held on 5/20, 6/3, 6/17, test 7/1.
- March Staff Meeting Report is attached.
- March Drill Schedule is attached.
- Junior Drill Schedule is attached.
- American Heart Association Heartsaver/CPR Class Schedule is attached.

ADMINISTRATION REPORT - A/C Babcock:

- Awards Ceremony – Thank you to all who assisted with and attended this year’s Awards Ceremony. One of the largest audiences yet. The awards committee is considering compiling and reviewing recommendations on a quarterly or bi-annual basis. Please be sure to put recommendations with clear, descriptive information into firehouse software by creating an Activity “Recommend for Award”. Captains/LT’s that need assistance can meet with A/C Babcock for refresher. Members with suggestions for future awards ceremonies can forward them through their respective chain of command.
- Photos of the ceremony and the 2016 Year in Review were sent out via department email. Thanks again to FF Nick Bartos on a job well done with the Year in Review. It’s been viewed over 10K times.
- Meetings will be held shortly with members of the Executive Board, Board of Education, and Lt Augustus to discuss the preservation and progression of the Fire Tech Program at Rockville High School. This program has been very beneficial to our recruitment efforts and continues to allow students to earn college credit in Fire Technology while attending the class. Thank you to all members who support the program by visiting with apparatus and personnel. Please continue to do so!
- Departmental SOG’s will start to be sorted through and updated for review with the Chief. An easier, interactive, document that can be referenced on Station PC’s is the projected end result.

MEMBERSHIP:

New Junior Members:

Taylor Solito
Taylor Bernier

Full Membership:

Christopher Melite – Motion made/seconded (McKinney/Shepard) to approve.

Transfer:

Devon Buck from Recruit Training to ET-441 (support member until Live Burn completed)
Chase Gauthier from Jr Company to Recruit Training

HEALTH & SAFETY: - Hammick:

- Continued accidents with State Police vehicles was reported. Members continue to use good judgement to protect members on calls.
- Light upgrades are being pursued for apparatus exposed to highway incidents for better visibility.

- Chico is back and striving to get back up to speed with Fit testing. Any members receiving an email from Chico to present for fit testing will do so.
- Insurance review and renewal of non-workers compensation has been completed. The coverage will be for all volunteers, fire marshals, EMS director, and women's auxiliary.
- CorpCare is requesting us to reproduce their Physical forms. Forms can be picked up @ Station 641 lobby. It will also be scanned to the FD document folder. Fill out the packet before arriving for physical to avoid delays.
- Chris will be visiting the recruit class next week to discuss health and safety policies.

FIRE MARSHAL: Walker/Call – See attached

- Major hydrant program is underway. A meeting was held with town and water company officials. All hydrants including private hydrants will need to be tested annually. Nine additional hydrants have been approved in the Talcottville area. Color coded maps are also being prepared.
- Talcottville Mill certificate of occupancy is planned for early July. Walk thru plans are encouraged.
- The water company is almost done with their construction project.
- Members are reminded that full documentation of fire and accident scenes is mandatory in firehouse software history. This information is necessary whenever a loss is suffered and material is requested from insurance companies. Note the facts and what service was provided and by who. Do not put monetary estimated loss value in the report.
- The old Colony/Georges Restaurant is a do not enter facility in the event of fire.

EMD: No report.

COMMUNICATIONS: - Fisher

- At last month's Staff Meeting all Captains were to have submitted an update inventory of their member's pagers. I still only have inventories from ET 241, ET-341, R-441, ET 541, ET 141, Tower 141 & Fire Police. All others are overdue.
- Replacements and or repairs of the defective radios on Fox Hill have been ordered and should be in shortly. In the meantime we continue to operate on back up radios for our Tone and Voice paging and the Fire Police radios.
- At this time we have only limited older replacements of Tone & Voice pagers. Several are being sent out for repairs but they take two to three months turnaround and we are not sure how many of those will actually be repairable. Keep in mind we have not been buying any new Tone & Voice pagers due to the cost versus the Alpha pagers.

FINANCE:

- For the most part we are still holding our own on budget although some accounts are becoming a little tight. Physicals are still good at this time but I suggest you have them done sooner than later.
- As a side note, the new telephone systems should be installed later this month so make sure that all access is available within each station where phones are located. Some station paging systems may no longer work through the telephones therefore, where applicable, desk mics may need to be used. Training on new phones will be made available.
- T-541 new intake valve is on order.
- No word on budget or capital budget at this time. The State budget will have a huge impact on the Town finances.
- Garden hose is needed for ET-541. Scott was told to purchase.

Fleet Mgmt: - Robinson

- Thermostat is needed for C-341.
- Special Hazards 241 air dryer has been repaired, truck back in service.
- ET-441 is in for work.
- Truck checks are current.
- UTV 441 out of service – needs a new battery. JR to investigate and coordinate, Scofield's should be able to assist.
- Small engine PM service has not been resolved. Junior Gauthier will be asked for inventory and James will obtain quotes.

TECHNOLOGY - Galley:

- Firehouse Software is offline. Dave will check into it in the morning.
- New Wi-Fi procedures. Need to accept the policy every time you use Wi-Fi at Stations 4 & 5.
- Station 341 has a new switch to support the new phone system.
- Phone install is still a go for March 24th. All interior doors need to be unlocked at all stations. There will be a single voice mail box per station. Training will be provided.
- Station 241 – VGA splitter for Active 911 is still on order. Should be here next week.

- Stan provided the following scanner feed information. Scanner feed is back in operation. Members will need to go to the feed site they were using (Radio reference or Broadcastify on computers) or (which ever app they use on smart devices) and save the new feed name "Vernon Fire Ops". If they have "Vernon Fire" saved as a favorite, it will not work (it says it is off line).
- EMS Charts is up and running. Firehouse Cloud is next for implementation. User list is needed of every firehouse user. The database still needs to be minimized.

CENTRAL SUPPLY/UNIFORMS - Goric:

- Hardware was requested for ET-141. Jon was requested to send an email to the Chief.
- Captains should email request for small hand tools that are needed and email to A/C Arel by the 15th.
- ET-241 and ET-641 hose bed covers were requested. James Robinson will investigate price with Manchester Awning.

SCBA: - Shepard – Nothing to report.

PUBLIC RELATIONS EVENTS - Hadden:

- VOLUNTEER FIREFIGHTER DAY (OPEN HOUSE) - Sunday April 23rd 2017 from 9 a.m. to 2 p.m. we will be having an open house at Station 141. I please ask for support and participation from the Department. This is to open our doors and show the community what we are all about. I am working on a couple of displays and possibly free food for the community. I am looking for possibly a driver and a couple of members from station 141 to pull out the trucks and go over them has people will be asking about the apparatus. Others are welcome also to come down and partake in this event. If you are coming down from another station and planning on bringing down your own apparatus, please contact me before doing. This event is getting sponsored by Connecticut everyday Heroes. Regardless of what station you are from, if you'd like to assist, please let Tony know by the next Staff Meeting.
- SAFETY DAY - Sunday May 21st 2017. The event will be taking place at the Vernon Middle School. We are looking for apparatus manpower and a couple of props to show the community. The time is undetermined at this time; once I get the times I will forward this out ASAP. In the years past companies have done demonstrations. If you are one of those companies that would like to do a demonstration on something fire-related, please let me know so we can fit it in the program.
- Ready-Set-School Fair – April 29, 2017, from 1000-1300 at Center Road School. See attached. A fire and rescue truck is requested. A community CPR table will be set up.

OLD BUSINESS:

- Chief Kenny and Chief Eppler helped keep the Fidelco Bowling trophy in Vernon.
- The LOSAP program updates have been reviewed by the mayor and Administration. It will next go to Council for review and approval. Chief Eppler will follow up with the Mayor on status.
- Failed hose from last year's hose testing is still piled at Station 141. Couplings that are attached need to be saved. The hose can be taken to bulky waste. JR and Captain Solito will address. Ladders inside Station 141 lower bay need to be resolved. Two Ladders need repair, the other two need asset disposal paperwork completed so they can be gotten rid of (damaged beyond repair).

NEW BUSINESS:

- Captain McKinney discussed an event held at the Historical Society. Vehicles were parked in areas that blocked exit of apparatus.
- Fire house cleaning by the membership was not 100% supported so the fire house cleaning will continue through the town cleaning service.
- Remuneration sheets are due tonight.

CORRESPONDENCE:

UPCOMING EVENTS:

GOOD & WELL BEING: None

- Congratulations to North Coventry new apparatus Truck 111. It will go in service soon.

ADJOURNMENT:

Motion was made/seconded (Shepard/Robinson) to adjourn the meeting @ 20:45

Respectfully submitted,



Diane Carpenter, Secretary