



TOWN OF VERNON

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



STAFF MEETING MINUTES

June 4, 2018

Chiefs: Eppler, Babcock, Hammick
Captains: Andresen, Fisher, Lucas, McKinney, Muniz, Robertson, Shepard, Solito, Tautic
Lieut: Dube, Johnston, Schambach
Ambulance: Gauthier
FMO: Walker, Call
Fire Police: Prue
Support Members: Carpenter, Galley

RECEIVED
VERNON TOWN CLERK
18 JUN 11 AM 9:50

The meeting was called to order @ 19:09 hrs. by Fire Chief, Stephen Eppler. Motion was made/seconded (Galley/Johnston) to accept the minutes from the May 7, 2018 meeting.

Sarah Grove was introduced to the staff. She is the Fire Protection Summer Intern that will be working on several projects with the FMO.

ADMINISTRATION REPORT - A/C Babcock:

- New Department Photographer (Katelyn Lisk) has completed initial training and will likely be taking photos at incidents/training shortly. She will be clearly identifiable as she will be wearing a TVFD Photographer vest. She was introduced at the Staff Meeting.
- Exit interview surveys have been completed and are in use for members resigning from the department as well as one specifically for those leaving the Recruit Training Program.
- Accountability Tags for those requesting them will arrive shortly.
- Class C Uniform Fittings from those who have submitted request forms (TVFD Share Drive) have been completed. Class A request forms have been received and will be discussed with the Chief if we can proceed with some.
- Thanks to all who participated with the Memorial Day Parade and the Walkway Dedication.
- Evaluation forms for new officers and new members are due at the July Staff Meeting.

MEMBERSHIP:

Resignation: Tim Campominosi (Recruit Training)

Transfer: Joycelyn Gionfriddo (Recruit Training to TW-141)

Leave of Absence: Taylor Bernier (3 Months)

TRAINING REPORT – A/C Arel:

- Training Committee Minutes from May 24, 2018 are attached.
- June Operations and Training Report is attached.
- June Drill Schedule is attached.
- There will be a walkthrough of the new Senior Center in July.

HEALTH & SAFETY - Hammick:

- Physicals are on hold until the new budget begins. Contact Chief Eppler if something is needed sooner.
- Turnout gear measurements were completed tonight.
- Cory Lafontaine has been assisting with key access with I.D. cards (those with a serial number) as a second means of access into our firehouses. Those with the appropriate cards can send email to Chris if you desire this access.
- Two injuries were reported. One was a tripping at firehouse and the other a stretcher accident at a call. Members are reminded to be careful and aware of their surroundings for safety. Jean Gauthier must be notified of injuries ASAP for insurance coverage. Make sure your “Firehouse” profile is up to date, especially address and phone number, this is where Jean gets some of the information for the reports from.
- A very minor property accident with apparatus was also discussed. Reminder of the TVFD policy that you must stop and contact VPD for documentation. If transporting a patient via ambulance and a minor accident occurs, use your judgement on timing of the immediate report versus necessary patient care.

FIRE MARSHAL: Walker/Call – See attached.

- Open burning continues to be an issue. Chris asked if an email could be drafted for VPD (first to get the calls) that outlines what can be burned, when they can burn, and what defines a legal open burn. When does FMO want VPD to respond? Ray likes to do an initial friendly visit. Repeat enforcement may be needed from VPD or DEEP.

- DFM Landry began the inspection of manufacturing facilities based upon code changes that move this work from the State Labor Dept. to local Fire Marshals. Ultimately inspections will be required every four years.
- Sarah is working on Knox Box/cap project, make sure all apparatus have a Knox FDC cap key.
- The Baptist Church on 825 Hartford Tpke. will be visited on Thursday, June 7th @ 9:30 to view a Nitrogen based sprinkler system to help aid with pipe corrosion. Training material will follow. Members are welcome to attend.
- 243 Talcottville Road construction begins soon. There will be 2 entrances that are gated & locked (Knox). Road will be completed first followed by hydrants. A 300 unit complex is anticipated. Numbering system planned is much easier to comprehend (Building #, Floor #, Apt. #).
- The Executive Board has been sent an updated Knox box list.
- The FMO is working with the Ct. Water Company regarding ongoing Hydrant issues. Hydrants are being painted. Response for hydrant repairs has improved and several have been replaced.
 - If any hydrant and/or water issues are noted, the FMO needs an email ASAP so that documentation can be obtained.
 - With regards to the “Black Cap” hydrant system, 2 on East Main St. are permanently out of service and will be painted blue, all others have been tested and ok to use.
 - The water company has provided detailed maps that will be kept at the FMO and town hall.
 - Due to the nature of the ongoing issues, members are not to interact directly with Water Company personal regarding issues or problems, positively or negatively. Please continue to provide feedback only to Executive Board and/or the Fire Marshal’s Office.

EMD –Purcaro:

- The town continues to actively take part in local, regional and state tabletop & paper exercises for various Homeland Security initiatives.

COMMUNICATIONS: - Fisher:

- The Fox Hill upgrade project is still moving forward.
- A few issues have been brought to my attention recently and although we have discussed them before it appears a reminder is in order.

First, keep in mind that especially with apparatus windows open the siren noise becomes even more amplified over the radio and making it difficult for others to hear your transmissions . The downside of wearing the headsets are that they mute most of the noise to those in the apparatus but not the radio so you do not realize the problem.

- Second issue, again with headsets, remember to keep the boom mic within about 1/4” of your mouth. Tower 141 is especially sensitive. The mics are noise cancelling so they need max audio input.
- Reminder that only the first apparatus on the scene reports in.
- Lastly, be very careful of what is being said while in the apparatus or using the portable radios. If someone is transmitting using the headsets the regular mics on the dash are actually live and can pick up unwanted conversations. Likewise when using portable radios, especially with speaker mics, it is very easy to wind up with a stuck mic.
- Fire Police share frequency with Parks and Rec. Please keep discussions short to avoid interference with their needs.
- Alpha pagers and Active 911 notification for 109 Irene Drive call failed.

FINANCE – Fisher:

- The last couple of weeks have been especially busy now that the budget is closing for the fiscal year.
- The next fiscal year budget should open July 1. Town Administration is planning on a zero based budget plan.

FLEET MGMT - Westcott/Robinson:

- ET-541 headliner is being replaced.
- T-541 climate control panel is needed.
- R-441 is looking for DMV plates.
- ET-341 side warning lights are out.

If issues are reported to Eric, please email the Executive Board as well.

TECHNOLOGY – Galley:

- Printers are on order.
- New Station 141 PC is in (but reported slow).
- Existing ET-141 PC will be moved for Active 911 use.
- Station 341 PC was re-imaged.
- Second new PC was assigned to A/C Babcock.

- Probationary members need to be assigned numbers. Send email to Dave Galley with names.
- To reduce logon issues members must “Enroll” in Firehouse Software.

CENTRAL SUPPLY/UNIFORMS - Goric:

- Some of the new equipment has been received.
- Class C Uniform order is complete. Class A order will be placed with the next budget.

SCBA: - Shepard:

- Still waiting on AA Batteries. They should arrive this week.
- New air pack case has arrived and is ready with C341-1 air pack, to be placed into Duty officer car - Lt. Johnston picked it up for Lt. Kerr.
- Two air packs left in SCBA shop, ET341-6 and R441-6- Both Packs were picked-up.
- ET341-3 repaired please pick up.
- ET541- , ET141- and ET141- packs have been sent to Shipman’s for repair.
- Who needs masks or masks bags? There are Medium and Large masks that can be picked up. All masks should be stored in mask bags.
- Have 12 cylinders that need hydro testing, they will go out after July 1.
- Two pack trackers have been received, they need to be identified, inventory tags affixed and mounted in the rescues – Junior has been notified. Chief Arel will coordinate training on them.
- Two 60 min cylinders in shop need their inventory tags affixed – Junior notified.
- 10 30-minute cylinders received need their inventory tags affixed – Junior notified.
- Need more cylinder ID stickers starting at number 350 – Lt. Schambach notified.
- Cascade cylinders on Towers need to be sent out for hydro testing.
- Old wire frame air packs, AV-2000 and AV-3000 masks have been packed away, awaiting decision of Executive board as to where these will be sent to. Space is needed in the SCBA shop.
- The latch for ET-141-3 should be covered under warranty.
- Disinfectant Wipes (2 boxes) have been received. Masks should be washed with warm soapy water first, then use wipe. Members are asked to use them and advise how they work.
- Central Supply Key is missing from key box in office.

PUBLIC RELATIONS EVENTS - Muniz:

- On Friday 6/8/18 at station 141 we are looking for man power to take Northeast School around station 141 as well as the trucks. Members need to be there for 815 and it will last no later than 1130. If membership can call me and let me know if they are going that would be wonderful.
- The Red Cross has asked us to do a Blood Drive. Tony is researching and will advise of feasibility.
- DPW Touch-A-Truck has been rescheduled for September 15th from 9a - 12p.

OLD BUSINESS:

NEW BUSINESS:

- Reminder on Fire Police and POV's parking on scene. These vehicles should be parked away from the fire ground (or incident scene) and hydrants. Please make sure there is room for the apparatus and access to hydrants.
- Bolton ET-334 out of service for 2 weeks, be aware of potentially more frequent Mutual Aid requests for ET-241.
- Annual Reports are due by the end of June.
- Remuneration reports are due tonight.
- Pleasant view bridge construction starting June 22 (for approximately 10 weeks). Mutual aid agreements have been set up with South Windsor (as the only access to that area is through South Windsor. There will be automatic South Windsor response for reported smoke in the building or structure fire. There is an arrangement for Police as well. EMS will still be Vernon Ambulance. All Engineers should familiarize themselves with the access route through South Windsor to get to that neighborhood. ET-341 will be training with South Windsor on 6/12/18 as they have different equipment and different methods of hydrant hookup. All members are welcome to attend.
- West Street going into Ellington is being milled for re-pavement. Traffic flow is disrupted in the area during construction.
- A member's car was recently broken into. Make sure cars are locked. Officers, bring radios in at night.
- Kathy Call organized the HOCPR class at Rockville High School where 13 instructors taught 128 students the Hands Only CPR skills. This helps the High School meet the requirements of all students learning CPR prior to graduation.
- New brick orders are being taken. Jean was requested to determine a due date for the next order.

CORRESPONDENCE:

- Thank you card was received from Rockville High School, thanking us for our help with the RHS Mock car Crash.
- New England Silica is offering a 10% discount in 2018 in recognition of our dedicated service. Flyer is attached.

UPCOMING EVENTS:

- Beacon Hose Company Parade Saturday, June 9 @ 1800 step off. See attached.
- RHS Graduation is June 19th at 18:00 hrs. An ambulance will be standing by.
- Windsor Locks Fire Department Parade, June 30th at 1830 hrs. See attached.
- July in the Sky will be July 10th, rain date July 11th. More details to follow.
- Tunxis Hose Company 125th Anniversary Parade, Saturday, July 14th. Lineup begins a 1700 hours.

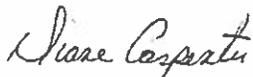
GOOD & WELFARE:

- The July Staff Meeting will be held at the new Senior Center, 135 Bolton Road at 19:00. A facility walkthrough will follow.

ADJOURNMENT:

Meeting was adjourned @ 20:55 hrs.

Respectfully submitted,



Diane Carpenter, Secretary