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FIRE DEPARTMENT

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## *Department Meeting Minutes*

July 30, 2018

The meeting was opened with members reciting the Pledge of Allegiance and then called to order at 1900 hrs. by Assistant Fire Chief, Robert Babcock. Motion was made seconded (Lafontaine/Boulette) to approve the minutes from the April 30, 2018 meeting.

### *Training Report:*

- A/C Arel is working tonight. Training Report will follow with the August Staff Meeting.

### *Administration Report:*

- A/C Babcock discussed the ongoing SOG Project. He displayed the current document and informed that hyper-links have been set up to navigate down to detail on each subject. Once finished it will be located on the firehouse shared drive and the online portal through our website.
- Active 911 and Firehouse Software issues were discussed. Calls cleared through TN CAD may not be going through to Firehouse Software. If calls are not being populated, please keep paper logs until it can be manually pushed.
- Active 911 paging issues were also reported. Members are reminded that alpha page and tone/voice paging are still the primary means of alerting. Report any issues through the chain of command.
- Two new members, A.J. Fichera and Andrew Slicer were introduced to the membership.
- Any media or legal inquiries must be directed to the Chief's Office.
- Text to 911 will be coming out soon. Members were informed that if their cell phones are set to "auto reply", then a text will automatically generate a new Text to 911 call to TN. Be aware of this potential issue.
- Plymovent will be visiting our stations on 7/31/18. Contact A/C Babcock if there are questions for them.

*Health & Safety Report:* No Report

*Board of Firefighters:* No Report.

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***Uniform Committee:***

- Uniform guidelines were distributed last month. They are located on the shared drive.

***Awards Committee:***

- Michelle Kerr is the new Chairman for this committee. Vice Chairman and Secretary need to be named. If there are award recommendations, it is preferred that they are submitted sooner rather than later. If there are any changes desired to the format of the event, please send suggestions through your company representative. The next meeting will be held on September 27, 2018.

***Old Business:*** None

***New Business:***

- Captain Solito nominated Clarence Redshaw for Life Membership.

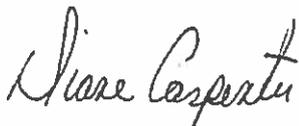
***Upcoming Events:***

- Department Picnic on Saturday, September 15<sup>th</sup> at Camp Newhoca from 1200 – 1700 hrs.

***Good of the Order:*** None

Motion was made/seconded (Fischer/Kerr) to adjourn the meeting at 1925 hrs.

Respectfully submitted,



Diane Carpenter, Secretary