



TOWN OF VERNON

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



STAFF MEETING MINUTES

May 2, 2011

RECEIVED BY EMAIL

- Chiefs: Call, Eppler, Landry
- Captains: Goric, Hahn, Johnston, Landry, Lavoie, Maguda, Muniz, Sereby
- Lieut: Babcock
- Ambulance: Gauthier
- FMO: Walker
- EMD: Sheridan
- Fire Police: Konarski
- Chief Engineer: Westcott
- Retention/Recruit: Augustus
- Special Members: Carpenter, Galley, Hahn, Marth

RECEIVED
VERNON TOWN OLEEM
MAY - 3 AM 8:28

The meeting was called to order at 7:03 p.m. by Chief William Call. Motion was made and seconded (Lavoie/Goric) to approve the April 4th Minutes.

Training Report:

- Training minutes are attached.
- Drill Schedule will follow.
- Is there interest in holding a 2Q driver training class? Please discuss with your members for an August/September timeframe and advise A/C Eppler.
- Photo Voltaic Solar Panels and an Article from Firehouse Forum on the subject are attached. Public buildings will be equipped.
- Target Safety 2011 Affirmative Action Policy has been released. It needs to be completed within the month.
- Captains are now set up to pull their own Target Safety Reports for their companies.
- Certificates from Fire Academy were distributed as well as First Aid & CPR cards.
- June Fire School applications need to be submitted.

Administration Report:

- Inventory sheet for company hardware and leather helmet shields were distributed. Captains please complete and return @ June Staff Meeting.
- List of Retired Members from each company is again requested. Return a list even if there are none known.
- The swearing in of new officers and pinning ceremony will occur at the Banquet going forward in upcoming years. The Executive Board is looking for additional ideas for future Banquets.

Health & Safety: No report.

Fire Marshal Report:

- Santini 1085 Hartford Tpke, sprinkler installation will be completed in certain areas.
- 1 Ellington Ave – multi-family apartment building will be fully sprinklered.
- Mobil Station on Talcottville Rd gas tanks will be removed next week.
- Let Ray know if visits are desired.
- Rt. 83 existing hotel has been determined to fall into Manchester territory. The new hotel will belong to Vernon.

EMD:

- OEM has been awarded a grant of \$89,568 for installation of generator @ VCMS.
- North Central Health District training event including vaccinations will be held on May 4th. Sr. fire members are encouraged to attend.

Chief Engineer:

- Truck checks have been coming in.
- Chief Call will meet with the council tomorrow night requesting repair of ET-541 since other vehicles are out of service.

Communications:

- Chanel 1 radio problems were still reported with the Fire Police.
- ET-441 Knox Box still needs to be done.
- Re-banding project outline is underway. Chief Call has approved hands free wireless headset for T-141 to see if it works. If so 2 sets will be ordered for each new apparatus. If there is enough money remaining, we may do it for all apparatus.

Technology:

- Firehouse Software needs to be File/Logout upon leaving the machine to reduce problems.
- It was suggested that Dave Galley develop a list of software that is installed on all PC's. Discussed if Windows 7 should be installed or wait for version 10.
- AVG license has been received.
- Station 141 & Station 541 hard drives should be available within the week.
- The chief's PC has been fixed.
- Laptops can be removed from apparatus by Galley. Chief Call put this activity on hold at this time.
- Webpage updates have been moving forward. Car accident activity "Twisted Metal" shows many accidents. Fire Stations and Truck information (request from last month) needs to be returned to Tami & Kathleen.

Uniforms:

- Hardware issues are being addressed. The order will be placed in June. Captains are asked to provide information on their company members for the uniform committee. The information should be retained within the company.

Chaplain: No Report.

Membership:

- New Recruit class starts tonight.
- February Recruit members are obtaining company assignments tonight.
- ET-441, ET-541, R-441 and Fire Police. Captains should see these members every other week until the new class catches up. All Recruits will be at the same training level by the burn activity. Nobody has been outfitted yet and gear is an issue at this time.

- Discussion of a timeline of members who leave the department should be created. Lifetime/Retired Member status was discussed. Criteria needs to be developed. There is no classification for a retired member at this time. Lifetime membership status requires 20 years of service. LOSAP is 10 years to be vested; however, benefits are not received until 30 years is achieved. The list should state if the members are still alive and how many years of service were achieved. Start discussing with company members to begin the information.
- AED K1000's are being ordered.
- Exit interviews may be conducted by Steve Augustus in future.
- Probationary member has nothing to do with interior firefighter duties. Green trapezoids indicate you can go into a building. Orange you cannot go into a building; you cannot wear a SCBA. A letter from the Captain must be submitted to A/C Landry to remove a member from Probationary status. Trapezoid color changes must go through A/C Eppler. A/C Landry will email the department with colors/descriptions soon.

New Members

Chris Bartos
Raymond Canales (Jr Membership)
Matthew Eschbach
Zachary Jurewicz
Muhammad A Khan
Gregory Lockwood
Christopher Prue (FP)
Matthew Racine
Luis Rolon (Jr Membership)
Aashir Saleem (Jr Membership)

Company Assignments

Christian Devaux – ET-441
Collin Plante – ET-541
Matthew Thibodeau – ET-441
Richard Wilcox – R-441
Daniel Yorgensen- ET-441
Steven Newth (Junior Program)
William Trimmer - Fire Police

Full Membership

Lindsay Adelson
Brian Gagnon

Leave of Absence

Andy Gagne – Military Leave

Resignation

Vincent Bifolck
Ian Brierly
Jessica James
Sandra Bothelho
Matthew Isham
Tyler Fitting
Mark Wieland

Finance:

- Do not spend any money without prior approval from Chief Call.
- Air equipment is being reviewed by Capt. Sereby.
- There may be extra money remaining from the Grant and AED's may be pursued for the remainder of the department.

Old Business:

- Annual Reports are due by next Monday.
- ET-141, ET-541 and R-141 representatives are asked to attend RFP for new apparatus on May 3rd @ 7:00 p.m. Vendors will be present. Written record of who is here and bid companies/amounts needs to be documented.
- Mock Car crash RHS 5/25 from 9:00-1:00. Capt. Landry will be running the event. Both rescues and Fire Police, two ambulances, two engines will attend.
- Safety Day will be held this fall.
- ID system is being held @ Town Hall at this time. The administration has not released the unit yet.

New Business:

- Osama Bin Ladin potential terrorist implications information was distributed.
- Maple Street School event information was assigned.
- Bolton Banquet will be held on 5/7. Coverage was requested. ET-241 will cover.
- Prospect Street construction final phase begins 5/9 for 150 days from 8:00 – 4:00 for road/sidewalk paving repair. The street will remain open for emergency services.

- Needs for Central Supply items should come through the Company Captain. Capts. Goric, Landry, and Lavoie have access to the stock. Captains also should try to obtain items upon the exit of members. Extra helmet shields were discussed to be purchased for stock supply. A copy of the Central Supply form will be emailed to the captains. Discussed adding pdf information into Firehouse Software.

Correspondence:

- Letter of thanks was received from the Kentfield family for our support given upon the death of their son Mark.

Upcoming Events:

- ET-541 Annual Mothers Day Flower Sale
- Memorial Day Parade. No information is available yet.
- Parade schedule will be emailed to the Executive Board tomorrow. It will also be posted on the website.

Good & Well Being:

Motion to adjourn was made/seconded (Lavoie/Johnston) @ 8:42 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Carpenter". The signature is written in dark ink and is positioned above the printed name.

Diane Carpenter, Secretary