



# TOWN OF VERNON

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



---

## STAFF MEETING MINUTES

---

August 2, 2010

Chiefs: Call, Eppler, Landry  
HSO: Hammick  
Captains: Goric, Hahn, Johnston, Landry, Lavoie, McKinney  
Lieutenants: Muniz, Shepard  
Firefighter: Morse  
Ambulance: Gauthier  
Fire Marshal: Walker  
EMD: Sheridan  
Fire Police: Konarski  
Chief Engineer: Mylek  
Communication: Fisher  
Special Members: Carpenter

RECEIVED  
VERNON TOWN CLERK  
10 AUG -4 AM 9:59

The meeting was called to order at 7:00 p.m. by Chief William Call. Minutes from the July Staff Meeting were accepted Goric/Shepard.

### *Training Report:*

- July Training Committee Minutes were distributed.
- Drill Schedule for August was distributed.
- Bill Kerr provided information regarding the Bridgeport Firefighter Deaths.
- Aerial Operators Class is planned in mid August. More info to follow.
- FFI to hopefully start mid September.
- 2Q Driver Training will hopefully be tested in Mid-Sept. also.
- The "roof prop" has been reviewed by the HSO (per the Chief's request at the July Staff Meeting) and additional work has been finished, however, it is not to be used until the use and safety documentation is complete and a "train the trainer" session is completed.

- Target Safety is up and running. 47 people have signed on to date. Please email A/C Eppler if Captains believe they have any members who may have trouble with the training. If there is a problem with a fire house computer, contact A/C Eppler. The problems will be reported to Dave Galley or Rich Maselek in Town Hall.
- LAH Funds have been issued. We have approx \$6,500 to be used at the Academy for training. More discussion to be held @ the next Training Committee Meeting.
- Hartford County will be conducting FFI/FFII training. More information will follow.

***Administration Report:***

- Administrative Assistant position is open and is being posted to fill. Interested members should submit their resume to A/C Landry by 8/30/10.
- Acting Lieutenant Positions for R 141, ET341 and Tower 541 were discussed.

***Health & Safety:***

- Several fires have occurred lately. HSO Hammick is pleased with the handling. Auto Accidents have been handled well also to protect people.
- Reminder to wear vests & keep ambulance in front of other apparatus to prevent injury.
- Station 441 online door locks should be operational soon.
- Spare key is in HSO mailbox for gear washing. It must be returned following each usage.
- Comments have been made that senior officers are not wearing turnout gear at scenes. Setting a good example is the best way to get members to comply. Beards also cannot inhibit the use of SCBA masks. If members are to display facial hair, it must be maintained to not interfere with their equipment.
- Driving issues were discussed for low level responses. HSO asks that members be reminded that speed and driving be monitored while responding to non threatening incidents.

***Fire Marshal Report:*** Attached.

- Old Knox Box Keys are of no value. When the boxes are removed, the keys can be destroyed.
- Fuels should be stored in safe cabinets. Chief Call is investigating new units.
- Tool fuels were discussed. Seafoam fuel additive was recommended for use. Captain Landry was asked to obtain and try it.

***EMD:***

- Thanks were given to those participating in the New England Disaster Training held last week.
- Training Class for Basic ICS in November conducted by Chief Dunn
- North Central Health District is planning future event. More information will follow.
- July in the Sky great turnout and CERT Teams were able to assist. This was their first major event.
- Several other events were discussed where the CERT members assisted.

***Finance Report:***

- SCBA, E-441, R-141, gas meters, ET-541 wish lists have been received. ET-441 is to resend. All other companies need to send in their requests by the end of the week. Capt. Goric & James requested that last year's requests be used again.

***Chief Engineer:***

- Please use the town phone (860) 371-5682 when trying to contact John.
- Truck checks have come in. A few are missing.
- Ambulance maintenance account is already in trouble.
- Tires are also going to be needed for ambulance.
- Meeting with Bob Kleinhans, Dwight, Chief Call and John has been requested for tomorrow @ 10:00.
- Service-141 is going to New Britain 3 days weekly with Jay Karliner. Staff car needs to go to Kar Klean for detailing on Wednesday. Service-141 is scheduled to go on Thursday.
- 8/25 John will be out of service for a week.

***Communications:***

- EMS Channel & Fire Police are having radio problems.
- Repeater is not needed while on a fireground. Talk around "channel 2" should be used.
- Batteries are still needed.

Page 4

***Uniforms:***

- Uniform measurements will be completed on August 16<sup>th</sup>. Six members will be outfitted.

***Chaplain:*** No report

***Membership:***

**Resignation**

- Hannah-Lafontaine, Katherine (gear may be needed)
- Samantha McDonald

**Remove**

- Jim Oulundsen

**Reinstatement**

- Jason Webb from E-441 to R-441
- Alfred Dreher – Fire Police (pending review & physical)

**Company Assignments**

- Barton, Marc – Engine 441
- Brogran, Chase – ET 441
- Creech, Andrew – Tower 141
- Fenner, Christopher – ET 341
- Gannon, Bryan – R 441
- Hampton, Walter – ET 341
- LaFontaine, Cory – ET 441
- Litwin, Andrew – Engine 441
- Lopez, Zach – R 441
- Olk, Luke – ET 341

Company Captains should contact members ASAP

***Old Business:***

- Computer Report – Issues were discussed with the EMS component. Filling out reports on the fire side has also had issues. Server issues also have been reported.
- Flags @ firehouses must be lit at night. If there is no lighting, it must be taken down. Captains are asked to send Chief Call a list of stations requiring lights. Let HSO know if new flags are needed.
- Old extrication equipment was donated to a Maine Fire Department. They truly appreciated the donation.
- Chief Call discussed watering bushes and discussion held with the Mayor & Department Heads. If anybody has members interested in taking a truck out to Tri-City Plaza & Lafayette Square, the mayor has said to do so.
- A food drive for the Tri-Town Pantry may be coming in September.

***New Business:***

- The town council will be using the Community Room @ Station 641 at 7:00 for those who helped build the Training Prop.
- Hose Testing contract has been signed. A date needs to be determined for our test to be completed in September or October. All hose will need to be available on the date.
- Old cylinders are needed to be tested every 3 years, not 5. Lt. Shepard will provide numbers.
- Discussion held again about members leaving a scene without being dismissed by an officer. This needs to be enforced.
- Many companies are not completing their incident reports accurately or thoroughly with complete information of what assignments were completed. Itemize what members are doing on a scene. Details are important. The Company Report can be summary level. Each individual login has a spot to add their comments. If a company is actively engaged in a scene, more details should be provided.
- Box Light is missing from ET-141. 2 Pass clips & 1 from ET-441 are missing.

***Upcoming Events:***

- National Night Out on 8/3/10. ET-241 will attend.
- Warehouse Point 8/14. Emails will follow.
- Ellington 9/11. R-441, T-541, ET-241, Honor Guard to attend.

Page 6

***Good & Well Being:***

Well wishes were sent to the following members who are currently offline: Beth Malachowsky, Beth Tedford, and, Craig Motola.

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

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Diane Carpenter".

Diane Carpenter, Secretary