

Cromwell Fire District

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FIRE DISTRICT OFFICE
WATER DIVISION

FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE

BOARD OF COMMISSIONERS

Fire Operations Committee

Tuesday, June 18, 2019

5:30 PM

105 Coles Road
Cromwell, CT

Present: Commissioners David Colligan (Chairman), John Hamlin, Allan Spotts and Lee Brow (President). Commissioner Jason Hanners had an excused absence. Also attending were Ass't Chief EMS Robert McIntyre, Acting Deputy Chief Jason Brade and Commissioners Charles Epstein, Robert Donohue and Roger Rukowicz.

- I. Call to Order. The meeting was called to order at 5:35 PM, by Chairman Colligan.
- II. Approval of Agenda. A motion was made by Commissioner Hamlin, seconded by Commissioner Spotts and unanimously approved to accept the agenda as submitted.
- III. Approval of Meeting Minutes of 4-16-19. A motion was made by Commissioner Hamlin, seconded by Commissioner Spotts and unanimously approved to accept the meeting minutes of April 16, 2019, as submitted.
- IV. Public Comment. There were no public comments to report.
- V. Communications Report. Chairman Colligan reported that the Executive Director is working very hard to get bonding for the radio/communications project. Also, Chairman Colligan and the Executive Director met with Mr. Paul Zito who was involved with the State Dept. of Public Safety communications system. Later in the meeting there will be a discussion regarding Mr. Zito becoming Clerk of the Works for the District's communication project. He will be identified as a vendor. His rate is \$28,500 based on approximately 190 hours. He had been hired a few months ago to do a preliminary assessment to verify or validate Norcom's system vs. the State system. The meeting was the first time Mr. Neto had met Mr. Zito. He thought he was very knowledgeable and had the right focus. He will represent the District's interests with Norcom and Motorola at the table. He has some history and experience in communication issues. It was noted that the District has sent a Letter of Commitment to Norcom. Chairman Colligan wanted to note if there are questions about bidding procedures being followed that this project went out to State bid. All proper procedures were followed.

A motion was made by Commissioner Spotts, seconded by Commissioner Hamlin and unanimously approved to accept the verbal Communications Report as reported by Chairman Colligan.

- VI. Reports of Chief Officers. It was noted that Chief Terenzio had a family emergency and would not be able to attend this meeting. Ass't Chief EMS McIntyre reported that representatives from Stryker came in today. There have been some issues with 4B's power load system. It has been fixed. He noted that the other two are due for preventive maintenance which is in their service contract. If that was not done today, it will be completed within the next week or two. Vehicle inspections are scheduled for June 25. He discussed aging equipment, specifically, the stretchers and power loads on Ambulances 4A & 4B. There will be more wear and tear type of repairs going forward. The reason for today's repairs were to replace small parts that have worn out. He was giving the Committee a "heads up" that more money will be spent to maintain Ambulances 4A & 4B. The Fire Operations Committee needs to make a note of this and add it to its list of items to be addressed. Two of the stretchers are what Stryker considers two years past the life of the stretcher. These stretchers are 8 years old. Once these pieces get to be towards 12 years old, the company will no longer service them. He suggested considering replacing one of the stretchers and then stagger the replacement schedule between stretchers and power loads. The stretchers are approximately \$18,000/piece. At the end of the year, there are stretchers that can be purchased at a discount that have been used by sales reps as demo models. There would also be discounts with a trade in. Mr. Neto added that the stretcher replacements would be considered Capital Projects because of the cost being \$18,000 for the stretcher and \$24,000 for the power lift. That amount of \$44,000 will be considered a capital project. Chairman Colligan suggested keeping the stretcher due for replacement so that there will be a spare in case it is needed. Also discussed was the cost of maintenance with the repair costs being additional. A question was asked whether or not the District's mechanic can do any of the repairs. It was noted that in most cases the maintenance of the equipment is done by the company. They would be liable should anything happen. It would be helpful if the mechanic would be able to know when something is malfunctioning so that he can notify the company to schedule the repair work

Acting Deputy Chief Brade gave a report in the Chief's absence. The Chief reported that they have some applications in for the part-time staffing model. The Chief is also aggressively working on onboarding including new members. Due to the TPC this week, he did not have a report available. Regarding the TPC, everything is underway and fully operational. There have been meetings with the staff and everything is in place.

There are still some staffing issues internally. Most of EMS has been filled, but there are still some not filled on the Fire side. To rectify this the Department has reached out to the neighboring towns for coverage. Mr. Neto added that the District had reached out to all the members and asked them to identify what category of association or employment they wanted. The categories are: part-time scheduled, part-time unscheduled, volunteers. As of today there are 4 part-time scheduled members, 35 part-time unscheduled and 16 volunteers. There are some applications still to be onboarded. Of those 2 will be volunteers and possibly 6 unscheduled part-timers. The majority of the six are EMS. As of this afternoon there were 19 applications from the outside for the part-time scheduled component. Mr. Neto noted the flexibility that is available for those that are part-time scheduled or unscheduled.

- VII. Firefighter/EMT Staffing, Hiring and Response Capability. This was discussed under reports of the Chiefs.
- VIII. Old Business. There was no old business to report.

IX. New Business

- A. Discussion and Approval of New Firefighter Position. The Executive Director explained that there is currently a full-time career firefighter that is requesting part-time status effective July 1. This issue will be brought up for a vote at the Commissioners' meeting later this evening. If approved, there will be one full-time firefighter position vacancy. The District is looking for permission through the Chief's office to go back to the interview process that was used a few months ago and review the applicants' data to find the next set of candidates that were certified through the academy that had previously been interviewed and ranked in the top 3 or 4. He added that the Personnel Committee has approved the transfer of full-time to part-time status for the full-time career firefighter that requested the change. The Executive Director wanted to make this Committee aware of the events and make sure there were no concerns. He does not want to lose a whole month before the next meeting to get things approved that could be acted on this month. They are using a process that everyone is comfortable with for recruiting.

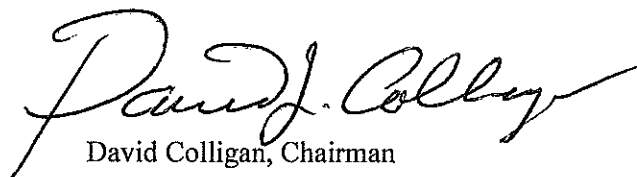
A motion was made by Commissioner Hamlin, seconded by Commissioner Spotts and unanimously approved to approve the recruitment for a full-time career firefighter position being vacated by a current full-time firefighter that has been approved to change to part-time status pending approval by the full Board of Commissioners.

- X. Commissioners' Comments. Commissioner Donohue noted that Stryker has had representatives out for some preventive maintenance instruction. They discussed demo models as opposed to full price if keeping a spare. It was noted that Stryker is also on a State bid.

Chairman Colligan commended the Commissioners for an outstanding job done over the last year or so with communications project. He appreciated everyone sacrificing their time to attend meetings and be involved. Without everyone's help, the Committee probably would not have come as far as it has. It was noted that the group voted unanimously to approve the bonding for this project at the Special District meeting in May. He thanked everyone for taking the time to be involved including the Executive Director in his role as a former Commissioner and the current Executive Director. Communication is key to a firefighter or EMS person and saving a life.

- XI. Adjournment. There being no further business, a motion was made by Commissioner Spotts, seconded by Commissioner Hamlin and unanimously approved to adjourn the meeting at 6:20 PM.

Respectfully submitted,


David Colligan, Chairman

Nancy Deegan
Recording Secretary
6-24-19