

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER/PASTOR OSCAR DESTRUGE

Tuesday, December 20, 2022

Zoom/Tele Conference Meeting

ATTENDANCE: Mayor Harry Rilling, Chair; Commissioner Oscar Destruge

STAFF: Fire Chief Gino Gatto; Michele DeLuca, Emergency Management, Assistant Chief Mark Conte; Assistant Chief Edward McCabe; Tina Fogell, Chief Human Resources Officer; Linda Shields; Deputy Chief Jonathan Maggio; Tom Reich, Local 830 Union Vice President

CALL TO ORDER

Mayor Rilling called the meeting to order at 3:03 p.m. A quorum was present.

ACCEPTANCE OF THE MINUTES

- **November 15, 2022**

**** COMMISSIONER DESTRUGE MOVED THE MINUTES OF THE NOVEMBER 15, 2022 MEETING.**

**** THE MOTION TO APPROVE THE MINUTES OF HE NOVEMBER 15, 2022 MEETING AS SUBMITTED PASSED UNANIMOUSLY.**

ACTION ITEMS

There were no items to consider at this time.

FIRE CHIEF'S REPORT

Budget Report

Chief Gatto said that the department was five months into the new year. The Department is doing well. He met with Finance last week as part of the new budget process.

ASSISTANT FIRE CHIEF OF ADMINISTRATION

Assistant Chief Conte reviewed the details of his report with the Commissioners.

- Adashi Mobile Data Terminal (MDT) and Command Software Upgrade
- Equipment ordered.
- Software Build in Process.
- Station Alerting System Upgrade
 - System Build in Process
 - Buildings

Station 3 Apparatus Floor

Cost Analysis submitted to Third Taxing District. I will be attending their Board meeting 12/20 evening.

Station 4 Addition/Renovation

Cost analysis submitted for Capital funding.

Station 5 New Roof Installation

Contract awarded. Work to begin when the weather permits.

Station 5 Bathroom Renovation

Cost analysis submitted for Capital funding.

ASSISTANT FIRE CHIEF OF OPERATIONS

Assistant Chief McCabe presented his report to the Commissioners.

- There was a meeting of all line and staff chiefs on December 12th to review policies and procedures from the past year and discuss improvements for 2023.
- In response to OSHA mandates, we have conducted a full inventory of all firefighter turnout gear. A plan has been put in place to replace the current sets that are over 10 years old, and additionally, an annual replacement plan will be instituted to ensure that all firefighters will have two sets of turnout gear that are in date compliance. This will satisfy the OSHA mandate and comply with our department's Cancer Prevention Initiative.
- A one-day class was held for all lieutenants who are to be promoted to captain to train them in their new staff and fire ground duties.

- Our firefighter recruits have been through their background checks, NFPA physicals, and psychological assessments and are ready to enter the Connecticut Fire Academy Class starting in February.
- Meetings continue to be held on a weekly basis with Norwalk Dispatch to look at the calls the Fire Department is sent to and ensure the best deployment of resources to provide both fire protection and medical response.

There were over 700 calls for November and there has been an 11% increase in incidents. There has been an increase in the EMS calls due to the fact that the Priority One unit carries a number of medical injectables including insulin, epinephrine and naloxone.

FIRE MARSHAL'S REPORT

Fire Inspector McDonald presented his report.

- Summary of Activities
- Fire Reports
- Fire Marshal Fees

He said that there had been an increase in code violation calls, which is typical for this time of year. Total income for the month came to \$2,660. There are two part time fire inspectors that are still working.

Commissioner Destruge noted that there had been an increase in public education programs. Fire Inspector McDonald said that the new software has allowed them to track the various activities more accurately. Chief Gatto noted that the number of inspections had also increased.

EMERGENCY MANAGEMENT

Ms. DeLuca said that she was continuing to work on the emergency response guide for employees. The actual training will start in the new year.

Ms. DeLuca said that work continues on a regional response to active shooters. There may be a tabletop workshop in February on this.

To enforce the safe winter driving and winter preparedness, Ms. DeLuca will be distributing ice scrapers to the community along with brochures.

The weather tracking continues and it looks like most of the area will be getting rain rather than snow over the week-end with the heaviest weather occurring on Friday, December 23rd.

TRAINING DIVISION REPORT

Captain DiMaggio presented his report to the Commissioners.

Current Training Activities

Engine Company – Pump and Driver Training
Ladder Company – Driver/Tiller Training
Wellness Coordinator - Daily Injury Prevention Program
General Marine Navigation

Completed Training

Ground Ladder Deployment
Annual For Duty Physicals
IT Training - Phishing
Metro North Rail Safety
Heavy Vehicle Lifting

Upcoming/Scheduled:

Rapid Intervention Team – Upper Floor Window Removal
PES – Personnel Escape System Training
Automatic Sprinkler Systems
Nutrition Class
OUPV – Operator of Un-inspected a Passenger Vessel
Standpipe Operations
Recruit Firefighter Training
EMT/EMR renewal

Commissioner Destruge said that he would like a copy of the schedule of the training sessions.
Captain DiMaggio said that he would send out the schedule.

LOCAL 830 REPORT

Chief Gatto introduced Mr. Reich, the new Local 830 Union Vice President. Mr. Reich greeted the Commissioners.

OLD BUSINESS**• OSHA Update**

Chief Gatto said that he had received a packet from the State about the OSHA inspection and pending fines. He said that many of the violations and issues have already been addressed. Discussion followed about having a conference with OSHA to discuss the violations that have been addressed.

Mayor Rilling said that he had not received a copy of the OSHA reports. Ms. Fogell said that she would look into this and contact Mr. Scott Adams regarding this.

• ISO Rating Update

Chief Gatto said that the Department's ISO rating had been lowered from Class 3 to Class 4 due to some issues with the water system and mis-matched equipment. The rating agency has been

informed that there have been changes made and the Department should receive a final decision letter in March or April.

NEW BUSINESS

There were no items to consider at this time.

CORRESPONDENCE

Chief Gatto said that the Department had sent a fire engine over to Word Alive Church for their Halloween event and Pastor Artie Kassimis sent the Commissioners a thank you note.

Ms. Tracy Penta invited the Fire Department to have lunch with the students. The event went well and the students were very excited about this.

PERSONNEL

Executive Session:

**** COMMISSIONER DESTRUGE MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners and Chief Gatto went into Executive Session with Ms. Fogell at 3:39 p.m. to discuss personnel issues. They returned to public session at _____.
No actions were taken or motions made during Executive Session.

ADJOURNMENT

**** COMMISSIONER DESTRUGE MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at _____

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services