

**CITY OF NORWALK
FIRE COMMISSION REGULAR MEETING
TUESDAY, DECEMBER 19, 2023
VIA ZOOM/TELECONFERENCE**

ATTENDANCE: Harry Rilling; Mayor, Oscar Destruge; Fire Commissioner

STAFF: Gino Gatto; Fire Chief, Mark Conte; Assistant Fire Chief, Edward McCabe; Assistant Chief-Operations, Kirk McDonald; Deputy Fire Marshall, Linda Shields; Computer Specialist, Joseph Coppola; Director of Training, Michelle Deluca; Deputy Director of Emergency Management

CALL TO ORDER

The meeting was called to order at 3 p.m.

ACCEPTANCE OF MINUTES

**** MAYOR RILLING MOVED TO ACCEPT THE MINUTES OF
TUESDAY, NOVEMBER 19, 2023 AS CORRECTED.
** COMMISSIONER DESTRUGE SECONDED THE MOTION
** THE MOTION PASSED UNANIMOUSLY.**

ACTION ITEMS

There were no items

FIRE CHIEF'S REPORT

a. Budget Report

Fire Chief Gatto discussed the Year to Date Budget report and noted that for November like August expenses were higher due to both months having five weeks. He stated that in the larger firefighting account was at 42 % for overtime which was expected. He felt once they got through all the vacation time things would come down a little bit.

ASSISTANT FIRE CHIEF OF ADMINISTRATION

Asst. Chief Conte discussed updates on various ongoing projects.

- a. Adashi Mobile Data Terminal (MDT) and Command Software Upgrade**
 - 1. C&C Command software build is in process.**

Mr. Conte stated they were still working through everything but were moving along.

- 2. Live training to be scheduled for the command software.**

- b. Station Alerting System Upgrade**
 - 1. Final system testing in process.**

Mr. Conte stated the Station Alerting System was nearly complete and they were in the testing process and indicated when final testing would take place.

- c. State Radio System Migration**
 - 1. New apparatus mobile radio installation completed.**

Mr. Conte discussed the system migration process and with the help of NORCOM hoped to have the alerting system and radio system moved over by February of 2024.

- d. Buildings**
 - 1. Station 3: Apparatus Floor**
 - i. Engineer contract in process.**

Mr. Conte stated they were waiting for the contract to be signed so they could get moving on the design of the floor.

- 2. Station 5: Bathroom Renovation**
 - i. Project set to begin after all material have been delivered.**

Mr. Conte stated all the materials have been delivered and the project is moving along with a projected completion date in mid-January of 2024.

ASSISTANT CHIEF OF OPERATIONS

Asst. Chief McCabe delivered his report.

- a. Three Fire Recruits have completed their on boarding process and are registered to attend the 14-week Connecticut Fire Academy class in February.**

- b. **On December 12 th, we held a Town Hall Zoom session to provide information and answer questions regarding the new entry-level firefighter exam to be held on January 13 th. Over two hundred people called into the meeting, and we answered over 200 questions. Six hundred applications have already been received. The application process remains open until December 31 st.**
- c. **The refurbishment of our 2010 KME tiller has been completed by Gowans-Knight of Watertown, and the truck is slated to return to Norwalk in the coming weeks. It is slated to go into service as Truck 1 out of the Broad River Fire Station after January 1 st.**
- d. **We are ready to place an order for a new rescue truck, which was approved in the 2023-2024 capital budget. The manufacturer is quoting 46 months for delivery.**

Mr. McCabe stated for November 2023 there were 699 incidents, equaling just under 23 calls per day. He stated that cumulatively for January 1st through November 1st of 2023 they are at 7,990 incidents and 12,444 total responses which was 300 calls for each category up from 2022. He also responded to Fire Commissioner Destruge's question by explaining what types of alarms they charge for.

- 17 Fires including, 3 building fires, and 3 vehicle fires.
- 31 rescues, 27 of which were motor vehicle accidents.
- 424 emergency medical responses.
- 38 hazardous conditions.
- 28 service calls
- 105 fire alarms
- 56 good intent

FIRE MARSHAL'S REPORT

a. Summary of Activities

Fire Marshall McDonald listed the following activities. He also discussed the creation of a new section of the Fire Martial Report called Notable, which includes a list of notable violations and investigations. He then listed a series of notable incidents for November.

Fire Commissioner Destruge had questions about the follow-up with regard to fixing violations. Asst. Fire Marshall McCabe described the process for the various types of violations. Fire Commissioner Destruge also recommended that resolved violations should be part of the official report.

- 203 inspections
- 27 notifications

- 3 public education events
- 8 plan reviews
- 8 Liquor License
- 7 Investigations/fire
- 3 Code issues/Hazards

b. Fire Reports

There were 7 fires requiring investigation.

c. Fire Marshal Fees

- Plan Review total fees, \$750.00
- Liquor License fees, \$520.00

EMERGENCY MANAGEMENT

Ms. Deluca entered the meeting at 7:20 p.m.

a. Emergency Management Update

Ms. Deluca said the winter storm briefing had already been done and the slide deck was sent out. She indicated the topics the slide deck covered. She discussed power outages that occurred and that they were staying on top of things until they were restored. Ms. Deluca stated that they would be contacting public works and NJS (?) to talk about real live monitoring of events. She also wanted to reach out to community partners and the library to reinstate the Penguin Program to tie into winter safety and preparedness.

TRAINING DIVISION REPORT

Mr. Coppola gave his report.

a. Current Activities

1. Utilizing Hatch & Bailey Lumberyard vacant properties for both ladder companies to train together
2. “Q” Licensing training for new drivers – ongoing
3. Preparing members of Station 1 for the arrival of refurbished Truck 1
4. CFA Fire Instructor 1 class with 3 Norwalk members enrolled & completed satisfactorily
5. Forcible Entry training with our Force Door training prop door-all companies
6. Flashpoint Fire Dynamics class next week (12/18 – 12/21)

7. Wellness program is alive and flourishing with assessments and goal establishment for 2024 ongoing, and the participation rate is at 80% of membership actively involved.

b. Completed Activities

1. MTA Joint Training Exercise at Walk Bridge Construction Site (see photos)
2. CFA Building Construction Class
3. Fire Service Instructor 1 certification course (3 members of NFD completed)
4. 3- & 6-month Probationary Firefighter evaluations completed with very positive results
5. Building mechanical advantage rope systems (Rescue 2)

c. Upcoming/Scheduled:

1. Working with Alan Lo to utilize interior of vacant Hatch and Bailey site for training evolutions and exterior for destructive training evolutions (forcing doors and roof cutting)
2. N-95 Respirator Fit Testing
3. Next round of Department NFPA Compliant Physicals in process for early March 2024
4. Trauma Recovery Network orientation for newer members scheduled for January 2024
5. EMS Certification Refreshers begin January 2024
6. FD/PD joint forcible entry training scheduled for January 2024
7. Entry-level FF exam scheduled for 1/13/2024 @ BMHS
8. DFM exam scheduled for 1/25/24 and 1/26/24
9. Host CFA Pump Operator certification course scheduled for May 2024 (6-day class)

Fire Chief Gatto commented that their efforts were resulting in emails and phone calls regarding the test and noted that recruitment was approaching 700. He noted it would probably involve two days of testing and by the end of the month, they'll know how many people we have.

LOCAL 830 REPORTED

There were no items.

OLD BUSINESS

There were no items.

NEW BUSINESS

There were no items

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CORRESPONDENCE

There were no items

PERSONNEL

There were no items

ADJOURNMENT

**** FIRE COMMISSIONER DESTRUCE MOVED TO ADJOURN.
** MAYOR RILLING SECONDED THE MOTION.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting ended at 3:35 p.m.

Respectfully submitted
China Mayhew
Telesco Secretarial Services