

**CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
NOVEMBER 17, 2015**

ATTENDANCE: Commissioners: Oscar Destruge, Irene Dixon, Mayor Harry Rilling.

STAFF: Acting Chief Lawrence Reilly; Fire Marshall Chris Hansen;
Michelle Deluca, Emergency Operations.

CALL TO ORDER

Mayor Rilling called the meeting to order at 3:03 p.m.

APPROVAL OF MINUTES

**** COMMISSIONER DIXON MOVED TO APPROVE THE MINUTES OF THE
OCTOBER 16, 2015 MEETING AS SUBMITTED.
** MOTION PASSED UNANIMOUSLY.**

Mayor Rilling requested to move the order of the agenda to have the Personnel item next in the order of business, as follows:

PERSONNEL

Fire Inspector Thomas Raila Requesting Retirement with Disability Pension

**** COMMISSIONER DIXON MOVED TO ENTER INTO EXECUTIVE SESSION
FOR PURPOSE OF DISCUSSION OF PERSONNEL ITEM.
** MOTION PASSED UNANIMOUSLY.**

The meeting went into Executive Session at 3:04 p.m. and was reconvened into public session at 3:14 p.m. There was no action taken.

**** COMMISSIONER DESTRUGE MOVED TO APPROVE THE REQUEST FROM
FIRE INSPECTOR THOMAS RAILA FOR RETIREMENT WITH DISABILITY
PENSION SUBJECT TO RECEIPT OF WRITTEN LETTER OF REQUEST.
** MOTION PASSED UNANIMOUSLY.**

Mayor Rilling then requested to return to the order of business as listed on the agenda.

ACTION ITEMS – None

FIRE CHIEF'S REPORT

Acting Chief (AC) Reilly referred to the reports contained in the agenda packet. Summary comments are as follows:

- Budget Report: All is in line with the budget. Overtime is tracking at comparable rates versus last year. Upcoming quarter should be low as there is less incidence of vacation days used with overtime coverage.

Mayor Rilling asked about the percentage, and AC Reilly noted that the rate is tracking at 40% in line with the budget.

- Station No. 1 Renovation: Nothing new to report and he would check on the progress of the RFPs that have been issued.
- Firefighter Entry Level Testing: The test prep sessions are this Wednesday and an upcoming Saturday at Norwalk High School Cafeteria. The estimates for applications are as follows:

1,058
364 Minority (35%)
55 Female

The most significant news is that CWH has been sold to IOS and it will be determined what contractual arrangements are transferable.

Mayor Rilling requested an executive summary of the breakdown of applicants tested and any key issues for follow-up action for the Commissioners.

- Insurance Service Office Rating (ISO): The total of 74 points places the overall rating between 3 and 2 which is a good indication of improvement. Documentation of driver training is one area that would improve the points achieved.

Mayor Rilling clarified that the ISO is the rating that helps City residents to lower their insurance rates. He requested an executive summary to include areas of improvement for the ranking results.

- Station Style Award – AC Reilly presented the latest issue of Fire House magazine and noted that Norwalk has received the first place award with the renovation of the station headquarters. It was noted that a formal award presentation will be done at a future meeting. (A copy of the article is attached for reference.)

OPERATIONS REPORT

Acting Chief Reilly referred to the report as included in the agenda packet and reviewed the report of notable incidents for October 2015, highlighting the major fires:

10/06: Route 7 Connector SB, MVA. This was a multi vehicle accident with one car down an embankment. Both passengers in that car were trapped and were extricated by FD. Firefighters also extinguished a fire in the car. Before the Fire Department arrived one scene, two EverSource employees who witnessed the accident, stopped to render assistance. They used some of their equipment to stabilize the car and prevent it from moving further.

Mayor Rilling noted that the EverSource employees were recognized at this week's Police Commissioner's meeting.

10/07: 1-95 SB between exits 15-14, MVA. A coach bus hit the rear of a tractor trailer, trapping the driver of the bus and causing numerous injuries to passengers. FD used numerous pieces of extrication equipment in an extended operation to extricate the driver. 19 passengers were transported to several area hospitals with minor injuries.

Mayor Rilling noted that in both of the above incidents, there were fatalities.

10/17: 212 Richards Avenue, roof fire. Firefighters responded to a chimney fire at Tealbook Condominiums; on arrival they found that a fire in the chimney had started a roof fire. Hose lines were used inside in the attic and outside, on the roof, to extinguish the fire. Damage was confirmed to the roof area.

Mayor Rilling asked about last week's fire at the Ludlowe Shopping Center. AC Reilly replied that the investigation is still underway but there are areas of preliminary determination of a furnace malfunction and chimney fire at the rear of the building. FM Hansen reported that there is an eye witness and evidence of buckets of tar dumped along the chimney from construction work that may have caused the ignition of the tar material along the roof.

There was a discussion of chimney safety and sparks from outdoor fire pit devices, and communication of increased safety precautions and operations regulations.

FIRE MARSHAL'S REPORT

- Summary of Activities: FM Hansen referred to the reported as included in the agenda packet and summarized the activity and inspections for the month. He noted that total units were 174 for over 221 hours representing routine inspections, complaints and standard site visits.

There was discussion on recruiting fire prevention staff and having flexibility in the shift rotation of 4 days/12 hours on\3 days off. Fire Marshal Hansen added that he has streamlined calls for inspections to reduce duplication of scheduling and improve the efficiency of the department. He noted there is cross training on-going for the different skills and understanding needed to manage the amount of data, generate reports, and avoid misrepresentation of information.

- Home Fire Preparedness Campaign –American Red Cross is continuing with work and scheduling of installations.

TRAINING REPORT

AC Reilly referred to the report as follows:

- Recruiting is completed now. The written test will be on December 5th The Final numbers are: Approx. 1,600 applied and 1,101 paid or completed waiver
- Pathways Academy is proceeding well. Firefighter Baez is taking the lead and doing a great job
- Confined Space Training completed

Emergency Management

Ms. Deluca reported the following:

- School Safety orientation for new staff is scheduled for November 18.
- Home Emergency Preparedness Guide to be featured in The Hour is on hold pending inappropriate ads.
- Ludlowe Fire – Small businesses may qualify for SBA disaster relief assistance or low interest loans to aid in the recovery. Mayor Rilling asked that this be publicized with a news release
- Toy and Holiday Gift Drives are underway. Fliers are attached.

Old Business /New Business - There are no items

Correspondence - There are no items

Union President Report - No report

Adjournment

**** COMMISSIONER DIXON MOVED TO ADJOURN.**
**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 3:44 p.m.

Respectfully submitted,
Marilyn Knox, Telesco Secretarial Services
Attachments: Toy Drive Flyers – Fire House Magazine Article/ Headquarters Award

Norwalk Fire
Department &
Human Services
Council



2nd Annual Toy Drive

Friday, November 26th through
Monday, December 21st



**Donations can be brought to any
of our 5 Fire stations**

Station 1: 90 New Canaan Ave	Station 4: 180 Westport Ave
Station 2: 121 Connecticut Ave	Station 5: 23 Meadow St.
Station 3: 56 Van Zant St	<i>For questions, please contact: 203-854-0238</i>

Donations of new toys and gifts are being collected for the HSC 'Children's Bank'. This program helps children in our area who have been abused, neglected and/or are at-risk, many of whom live in foster care or group homes and are struggling with frightening and unclear futures. For many, this will be their only gift this holiday season.

Financial donations or gift cards for teens are always welcome. Please contact Kari at Human Services Council for information.



**HUMAN
SERVICES
COUNCIL**

One Park Street
Norwalk, CT 06851
203-849-1111

kpesavento@hscct.org



**'Home' for the
Holidays!**
**NFD- 2nd Annual
Toy Drive &
Movie Night**

Take a break from your hectic holiday schedules. Come to the Norwalk Fire Department for a fun family event and make a difference in the lives of local children.



Date: Saturday, December 5th
Time: 4:30p (movie will start at 5:00p)
Location: Norwalk Fire Headquarters
121 Connecticut Ave

Cost: Free! Please bring a donation of a new, unwrapped toy/gift.

Light refreshments provided. Please bring a blanket/towel to sit on.



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