

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER/PASTOR OSCAR DESTRUGE
COMMISSIONER LARRY L. BENTLEY

REGULAR MEETING
October 20, 2020

ATTENDANCE: Mayor Harry Rilling [via conference call]; Commissioner Larry Bentley, Commissioner Oscar Destruge

STAFF: Fire Chief Gino Gatto; Deputy Chief McCallum; Michelle DeLuca, Emergency Management; Raymond Burney, Personnel Director

CALL TO ORDER

Mayor Rilling called the meeting to order at 3:00 p.m. A quorum was present.

ACCEPTANCE OF THE MINUTES

Regular Meeting – September 15, 2020.

**** COMMISSIONER BENTLEY MOVED THE MINUTES OF SEPTEMBER 15, 2020.**

The following corrections were noted:

Page 1, under **ATTENDANCE**: please replace ‘Fire Marshal Broderick Sawyer’ with Deputy Fire Marshal Kirk McDonald”

Page 1, under **ATTENDANCE**: please replace “Billy Ireland, IAFF Local 830 President” with Anthony O’Marra, IAFF Local 830 Treasurer”

Page 1, following the **STAFF**, please delete “This meeting was conducted by Zoom/Teleconference.”

Page 2, paragraph 1, line 2: please change the following from “After reporting the job” to “After posting the job”

Page 2, under **Operations Report**, paragraph 2, line 2: please change “Tropical Store Isaías” to Tropical Storm Isaías”

Page 3, under **Local 830 Report** line 1: please replace “Firefighter Ireland” with “Firefighter A. O’Marra”

**** THE MOTION TO ACCEPT THE MINUTES OF SEPTEMBER 15, 2020 AS CORRECTED PASSED UNANIMOUSLY.**

ACTION ITEMS

There were no action items to consider at this time.

FIRE CHIEF REPORT.

a. Budget Report.

Chief Gatto presented his report and noted that the department had completed the first quarter of the budget year and was under budget.

ASSISTANT FIRE CHIEF'S REPORT

a. Operations Report.

Chief Gatto presented the report as contained in the packet and reviewed the totals for September with the Commissioners.

FIRE MARSHAL’S REPORT

a. Summary of Activities.

b. Fire Reports.

c. Fire Marshal Fees.

Chief Gatto reviewed the report as contained in the packet and reviewed the totals for September with the Commissioners. There were 22 plan reviews, 4 liquor licenses, 6 fire investigations and 4 code investigations.

EMERGENCY MANAGEMENT.

Emergency Management Update.

Ms. DeLuca said that all the paperwork has been submitted to FEMA for a formal declaration of Disaster. Norwalk had about \$650,000 of expenses including some of the clean up and overtime for Public Works. She said that she would keep the Commissioners updated.

COVID has seen an increase and the EOC schedule and briefings will be updated the next day, along with providing testing support.

Another USDA shipment of food boxes will be arriving in the coming week. There will be a turkey distribution sometime in November and hopefully the USDA food boxes will be available again for the holidays.

TRAINING'S DIVISION REPORT.

Company Training Objectives

- **Issue and Review New 2020 Guidebooks for response to Hazardous Material Transport Incidents**
- **Hose testing (Just Attack Hose due to Water Restrictions)**
- **Issue and Review Use Guidelines for SCOTT Model 74 Adapters With HEPA Filters**
- **Review Infectious Disease SOP. #8.062**

Deputy Chief McCallum displayed a copy of the 2020 Hazardous Material Transport Incidents Guidebooks and presented his report.

Deputy Chief McCallum then gave a brief demonstration of the new Personal Safety gear equipment.

LOCAL 830 REPORT

Local 830 has ratified the recent agreement. This will now go to the Common Council for review. Mr. Burney said that this should be completed within the next few weeks.

OLD BUSINESS

Update on Building Repairs.

- **Station 1** – Station #1 project continues to move forward.
- **Station 5** – A firefighter has requested a memorial plaque dedicated to the late Chief Sanford Anderson. Chief Gatto described where the plaque would be located and explained that this was simply a plaque and not a re-naming of the station.

NEW BUSINESS.

Chief Gatto reported that one of the firefighters at Station 3 had a positive COVID test and the firefighter's three co-workers have been quarantined at home.

Chief Gatto said that he has been working with Purchasing on an RFP. He reviewed the projected timeline, including the electronic deadline of November 16th along with a hard copy submission deadline of November 18th. The interviews would follow. Chief Gatto asked if the Commissioners would be available around December 3rd for RFP evaluation. The interviews would be scheduled around the 9th.

CORRESPONDENCE

There is no Correspondence to consider at this time.

PERSONNEL

- **Discussion of New Assistant Chief Position**
- **Discussion on Possible Disability Pension**

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

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Mr. Burney and Chief Gatto entered into Executive Session at 3:29 p.m. They returned to public session at 4:12 p.m.

No motions were made or actions taken during Executive Session.

ADJOURNMENT

**** A MOTION WAS MADE TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 4:12 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services

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