

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER IRENE DIXON
COMMISSIONER OSCAR DESTRUGE

FIRE COMMISSION
REGULAR MEETING
OCTOBER 20, 2015

ATTENDANCE: Mayor Harry Rilling, Commissioner Oscar Destruge

STAFF: Acting Fire Chief Lawrence Reilly; Michelle DeLuca, Emergency Operations; Chris Hansen, Fire Marshal; Deputy Chief Todd Smith.

CALL TO ORDER.

Mayor Rilling called the meeting to order at 3:04 p.m. A quorum was present.

ACCEPTANCE of MINUTES.

Regular Meeting September 15, 2015

**** COMMISSIONER DESTRUGE MOVED THE MINUTES OF THE REGULAR MEETING ON SEPTEMBER 15, 2015.**

**** THE MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING ON SEPTEMBER 15, 2015 AS SUBMITTED PASSED UNANIMOUSLY.**

ACTION ITEMS

There were no items to consider.

FIRE CHIEF REPORT.

No report.

ACTING CHIEF REPORT.

Acting Chief Reilly then presented his report to the Commission.

Budget Report – Acting Chief Reilly reviewed the budget figures with the Commissioners. Currently, there are seven vacancies in the department and six of those positions are not funded.

Firefighter Entry Level Training – Acting Chief Reilly said Deputy Chief Todd Smith will report on the testing status. There is a \$50 application fee and candidates need to apply for the waivers. Deputy Chief Smith said that there were 933 candidates with 214 paid candidates. The applications close on October 31st and the last payment date is November 4th. Discussion followed.

Fire Station Renovation – The renovations for the Broad River Station is underway. The Law Department drafted a contract and it had gone out the design group.

Operation Report - The two lowest bidders did not meet the criteria and the third bidder needed to increase the cost. It has been decided that the project will be go out for another bid in the spring.

FIRE MARSHAL'S REPORT.

Summary of Activities - Fire Marshal Hansen stated that the office performed 275 inspections during the past month. Fire Marshal Hansen then updated the Commissioners on the status of the computer software integration. The software company will be going to a web based platform which will eliminate the current communications problems.

At the present time there is only one inspector in the field. There is one possible candidate for the position. Discussion followed on the physical requirements of the job, the staffing and the plan reviews. Fire Marshal Hansen suggested that the Department might want to hire retired Fire Inspectors on a per diem basis.

Fire Reports - Fire Marshal Hansen reviewed the two major fires in the City during September with the Commissioners.

Home Fire Preparedness Campaign – American Red Cross – This program continues to move along and more and more residents are taking part in it.

Fire Marshal Fees – This was discussed as part of the staffing issue.

EMERGENCY MANAGEMENT.

On October 19th, there was a one day regional Active Shooter program presented by three Colorado representatives. Ms. DeLuca reported that it was well attended by various First Responder departments and school districts.

There will be a Safety Disaster workshop on the 21st.

City Hall Securities - the project is moving forward slowly. The points of contact remain undecided.

Ms. DeLuca was approached by the Hour to do an Emergency Preparedness brochure. There will be a digital version that will have the ability to view the document in other languages. The goal is to be less text heavy and use a lower reading comprehension level.

TRAINING REPORT.

Recruiting Ongoing – The effort is continuing with outreaches to the various colleges in Fairfield County along with many of the local churches.

Pathways Academy Underway - Pathways Academy started with 10 students on Tuesdays and Thursday from 1 to 3 p.m. They have been given CPR training. Earlier in the day, the students were fitted with gear.

Confined Space Training in Progress - The training is underway.

Aerial Operator Certification Complete - Compliance is completed, along with aerial operator certification training.

Deputy Chief Smith said that he had gotten a call from Norwalk Hospital about a respiratory problem and the firefighters were able to assist the victim until they were able turn him over to the medics. He then played the message from the Hospital administrator that was left on the office answering machine for the Commissioners.

UNION PRESIDENT REPORT.

There were no items to consider.

OLD BUSINESS.

There was no old business to consider at this time.

NEW BUSINESS.

There was no new business consider at this time.

CORRESPONDENCE.

There were no items to consider at this time.

**** COMMISSION DESTRUGE MOVED TO ADD AN ITEM TO THE AGENDA.
** THE MOTION PASSED UNANIMOUSLY.**

Firefighter Recognition

Mayor Rilling said that there were types of medals and awards that should be given to the firefighters when they perform outstanding work. He said that he had started an Officer of the Month award at the Police Department and then an Officer of the year would be chosen from the 12 officers. It boosts moral. Discussion followed.

Mayor Rilling said that he noticed that Firefighters don't have a national memorial or a National Firefighter's Day. Deputy Chief Smith said National Fallen Firefighter was the first Sunday in October. Discussion followed about increasing the awareness of National Firefighter's Day.

PERSONNEL.

• Fire inspector Thomas Raila Requesting Retirement with Disability Pension.

Acting Chief Reilly stated that the details of this issue had been clarified and was being handled by Personnel.

ADJOURNMENT.

**** COMMISSIONER DESTRUGE MOVED TO ADJOURN.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:47 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services