CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
MAY 21, 2013

ATTENDANCE: Carol Andreoli; Mayor Richard A. Moccia.

STAFF: Chief Denis McCarthy; Assistant Chief Lawrence Riley; Deputy Captain Todd Smith, Fire Marshall Glenn Iannaccone, Michelle Deluca, Emergency Management Director.

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Ms. Andreoli.

APPROVAL OF MINUTES: APRIL 16, 2013 MEETING

** **MAYOR MOCCIA MOVED TO APPROVE THE MINUTES OF THE APRIL 16, 2013 MEETING AS SUBMITTED.**
** **MS. ANDREOLI SECONDED THE MOTION.**
** **MOTION PASSED UNANIMOUSLY.**

Action Items: Accept City Property for Purposes of Municipal Fire Department

Chief McCarthy noted that the release was received and the item was a carry-over from last month.

** **MAYOR MOCCIA MOVED TO ACCEPT CITY PROPERTY FOR PURPOSES OF MUNICIPAL FIRE DEPARTMENT USE.**
** **MS. ANDREOLI SECONDED.**
** **MOTION PASSED UNANIMOUSLY.**

FIRE CHIEF'S REPORT

2012/13 Budget

Chief McCarthy stated that the budget reports in the packet were self explanatory and that a surplus of $175,000 is anticipated in the salary account. There was discussion on how to transfer $30,000 into the Capital Budget for repairs needed to replace the panels in the training facility. Mayor Moccia indicated that he would speak to Tom Hamilton for possible approval of this request.

Fire Station Project Report

Chief McCarthy reported that it is full speed ahead with the project and all is on track with the budget and with timing. He added that they are currently working on the IT system in the EOC and evaluating displays, software and console units for optimal efficiency with the space and equipment.

Assistant Chief Report

Operations Report

Assistant Chief Riley referred to the Operations Report of notable incidents for April, and he highlighted the major fires as follows:

04.04, 12:34. 16 Reservoir Avenue - side of house on fire. Mulch fire alongside of house spread to siding. The fire was controlled by the occupant with a garden hose and extinguished by FD.

04.07, 01:33, 22 Priscilla Road - porch fire. The occupant controlled the fire with a garden hose and FD used to hose line to complete extinguishment. There was no extension to the rest of the house.

Assistant Chief Riley noted that tower repairs are in progress.

Fire Marshall's Report

Fire Marshall Iannaccone presented his report of activities for the month of April, and summarized a total of 147 units and 163 hours. He reported that fees for month of April were $5,150 and the fiscal year-to-date total is $46,750.

Emergency Management –

Chief McCarthy reported that a draft of the response guideline will be presented to the Board of Education at tonight's meeting for information and input.

Ms. Deluca reported that City Emergency Preparedness Committee is moving forward with numbering the building doors and the building assessments are on-going. She gave a summary of the guidelines represent learning adapted from national incidents that represent a four step response of recommended actions as Evacuate, Lock-In, Lock-Down, and Shelter in Place.

She reported that they have provided guidance on school assessments for lock down drills and emergency response plans that are specific for high school versus middle and elementary schools because of the range of activities.

Ms. Deluca added that they are recommending a switch from the reverse notification system that is under utilized to a "Code Ed" which is similar to the City's Code Red announcement system. There was a discussion on a recent incident at a middle school where parents were notified of a situation prematurely. Mayor Moccia emphasized the importance of a unified response and controlled use strategy to avoid announcements that are made at a school level without the City Emergency notification control.

Recruit Training –

Deputy Chief Smith reviewed his report, summarized as follows:

New Firefighter Corey Gilchrist starts June 6, 2013 and the swearing-in ceremony will be scheduled.

There are seven firefighters left to complete the annual physicals, and the Fitness Testing equipment is back.

Chief McCarthy added that Dr. Galati is working on a profile of the health of the department and they will meet with her on the next steps of the plan. He added that the goal is to identify incident related injury and reduce post traumatic stress.

Deputy Chief Smith stated that he attended a seminar on Autism and that there is a great deal of information on EMS interaction and response. He stated that there is training available that he hopes to get a grant to provide departmental workshop on how handicap assistance can be improved.

Union President Report – There was no report.

Personnel –

Fire Marshall Iannaccone provided his letter of retirement effective June 14, 2013. Chairman Andreoli acknowledged his 31 years of service and noted that this is a great loss for the department, and accepted his letter with regrets.

** **MAYOR MOCCIA MOVED TO ACCEPT FIRE MARSHALL IANNACCONE'S LETTER OF RETIREMENT WITH REGRETS.**
** **MS. ANDREOLI SECONDED THE MOTION.**
** **MOTION PASSED UNANIMOUSLY.**

Other:

Mayor Moccia thanked Chief McCarthy and Ms. Deluca for their involvement with the train derailment in Fairfield and with local collaboration with the Police Department assisting with stranded commuters at the South Norwalk Train station.

Chief McCarthy noted that the Code Red announcement was well received and positive comments were received. He added that the variable message signs are in place and this assisted with announcements of the Metro North service. Assistant Chief noted that a truck was sent to Fairfield for assistance as well.

Chief McCarthy noted that they are working on a public safety event for kids at Calf Pasture Beach prior to the concerts to include a sprinkler demonstration.

Adjournment

** **MAYOR MOCCIA MOTIONED TO ADJOURN.**
** **MS. ANDREOLI SECONDED.**
** **MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services