

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER IRENE DIXON
COMMISSIONER OSCAR DESTRUGE

FIRE COMMISSION
REGULAR MEETING
MAY 19, 2015

ATTENDANCE: Mayor Harry Rilling, Commissioner Irene Dixon, Commissioner Oscar DeSturge

OTHERS: Fire Chief Denis McCarthy; Michelle DeLuca, Emergency Operations; Chris Hansen, Fire Marshal; Captain Hines (3:25 p.m.)

CALL TO ORDER.

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

ACCEPTANCE OF MINUTES.

Regular Meeting April 21, 2015

**** COMMISSIONER DESTRUGE MOVED THE MINUTES OF THE REGULAR MEETING ON APRIL 21, 2015.**

**** COMMISSIONER DIXON SECONDED.**

**** THE MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING ON FEBRUARY 17, 2015 AS SUBMITTED PASSED UNANIMOUSLY.**

ACTION ITEMS.

There were no items to consider.

FIRE CHIEF REPORT.

City of Norwalk
Fire Commission
Regular Meeting
May 19, 2015

Budget Report - Chief McCarthy said that the budget was moving along and once the transfer from salaries to overtime is made, the shortfall in overtime should be covered. Ms. Castracane in the Finance Office will be out on leave starting June, but will be available via phone in the event of an emergency.

Firefighter Recruitment – There is a bid opening for the recruitment scheduled for May 20th. Chief McCarthy called Mr. Foley about the bid opening for the 21st for the Cranbury design study. No bids had been received at that time, but Mr. Foley expected some to arrive on the morning of the deadline. Chief McCarthy said that there is an high level of interest expected on the recruitment RFP. He said that the projected \$75,000-95,000 is less than what Stamford and New Haven spent but there is a identified pool of candidates.

Fire Station Renovations - Chief McCarthy briefly reviewed the upcoming renovations at Meadow Street and New Canaan Avenue.

ASSISTANCE CHIEF REPORT.

Operations Report - Chief McCarthy stated that Assistant Chief Reilly was on vacation and proceeded to review the details of his report including a marine call, and a fire on the Norwalk/Westport border.

FIRE MARSHAL'S REPORT.

Fire Marshal Hanson updated everyone on the number of inspections. The department is working with the Red Cross on Fire Preparedness. Rather than the Fire Department going from door to door, the Red Cross had set up a toll free number for residents to call for installation of a smoke detectors.

Fire Marshal Hanson also reviewed the monthly income from permitting with the Commissioners.

EMERGENCY MANAGEMENT.

Ms. DeLuca said that there would be a meeting on May 22nd at 2 p.m. with the police, the school administration and the Mayor's Office to discuss how the communications would work during emergencies.

She gave a brief description of a Hurricane Conference that she attended in the previous week. Executive summaries of the various workshops including weather forecasting and one on recovery will be done and distributed.

School safety programs are moving ahead. There is a pre-planning meeting scheduled for graduation ceremonies and updating items for the 2015-2016 school session.

Hurricane season starts on June 1st. There will be some messaging done for City employees for preparedness. Chief McCarthy added that many districts have some version of a School Safety

Coordinator. With good collaboration with the neighbors, the department benefits from good ideas, good support and help with new programs.

TRAINING REPORT.

- a. NIMS 300/400 Train the Trainer scheduled for June 8-11 and hosted at NFD.
- b. NIMS CT West IMT Liaison Class was held on May 7 & 8 and hosted at NFD.
- c. Norwalk Community College Recruiting underway.
- d. Briggs High School Academy class in progress and good reports coming back.
- e. West Rocks Middle School Career Day was held on May 1, 2015.
- f. Norwalk High School Career Day is scheduled for May 28, 2015.
- g. Brien McMahon High School Career Day is scheduled for June 2, 2015.

An update on the NCC recruiting program was presented. The department will be there twice a month, once in the daytime and once in the evening. The Briggs high school mini academy program feed back has been very positive. The class participation has increased as the course progressed. Chief McCarthy said that the department hopes to offer something similar to NHS and BMHS.

One of the firefighters was exposed to blood during a medical call. This is being addressed according to protocol.

Mayor Rilling asked about the age of hire for firefighters. Chief McCarthy said that it was 18. He said that there were two firefighters in the department who were hired right out of high school.

**** COMMISSIONER DESTRUGE MOVED TO ADD AN ADDITIONAL ITEM TO THE AGENDA.**

**** COMMISSIONER DIXON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

LEADERSHIP DEVELOPMENT PROGRAM FOR FIRE OFFICERS.

Chief McCarthy spoke about Mr. David Ford, who has done Leadership Team program in the past. Chief McCarthy said that there was some funding in the budget for Effective Supervision program. He and Assistant Chief Reilly met with Mr. Ford and the shift commanders. He said that the Union Executive Board had also met with Mr. Ford. Chief McCarthy said that he felt that Mr. Ford would be able to give the firefighters some assistance in addressing some on-going issues. He said that he felt that this was the correct way to approach the problem and everyone has input. Discussion followed.

Captain Hines joined the meeting at 3:25 p.m.

Briggs High School Academy class in progress and good reports coming back CONT'D

Captain Hines said that the Briggs program last Friday had worked out extremely well. The first week was mostly classroom information ,the second week was the water hoses and this past week was search and rescue in the training room. A good time was had by all. He said that it was a very positive program. The last class will be held this coming Friday. Mayor Rilling suggested that a press release be done for outreach into the community.

UNION PRESIDENT REPORT.

There were no items to consider at this time.

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.

PERSONNEL.

ADJOURNMENT.

**** COMMISSIONER DESTRUGE MOVED TO ADJOURN.**

**** COMMISSIONER DIXON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:37 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services