

**CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
APRIL 22, 2014**

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

STAFF: Denis McCarthy, Fire Chief; Assistant Chief Lawrence Riley;
Firefighters: Bill Ireland

CALL TO ORDER

Mayor Rilling called the meeting to order at 5:00 p.m.

APPROVAL OF MINUTES

Special Meeting March 24, 2014 – Part One/Special Meeting March 25, 2014 – Part Two
Regular Meeting March 25, 2014

**** MR. DESTRUGE MOVED TO APPROVE THE MINUTES OF THE
SPECIAL MEETING PART 1 OF MARCH 24, 2014 AS SUBMITTED.
** MOTION PASSED UNANIMOUSLY.**

**** MR. DESTRUGE MOVED TO APPROVE THE MINUTES OF THE
SPECIAL MEETING PART 2 OF MARCH 25, 2014 AS SUBMITTED.
** MOTION PASSED UNANIMOUSLY.**

**** MR. DESTRUGE MOVED TO APPROVE THE MINUTES OF THE
REGULAR MEETING OF MARCH 25, 2014 AS SUBMITTED.
** MOTION PASSED UNANIMOUSLY.**

Action Items:

None

FIRE CHIEF'S REPORT

Budget

Chief McCarthy stated that the Finance Department has put in for a transfer request to the BET to cover 4.5% wage and benefit increase per the contract settlement agreement, which will bring the 2014-15 on budget.

He added that they are waiting for an answer from the Personnel Department on approval of revised job description and hiring of a second mechanic.

Chief McCarthy explained that they are hoping to secure a mechanic from Greenwich that has experience in Norwalk, to be hired as a full-time mechanic, once the position is approved. Mayor Rilling asked why the job description had to be revised, and Chief explained that it was from an old union position. He added that the delay in the position description has resulted in the current mechanic having to sub contract much of his work that cannot be done.

Code of Conduct

Chief McCarthy stated that after the recent personnel issue it was mutually agreed upon with the union to revisit the code of conduct and discipline to strengthen policies as a result of cultural changes and different work ethic.

Employee Assistant Program

Chief McCarthy stated that this is a valuable service in terms of recognizing problems with drug or substance abuse or financial struggles and help identify assistance. He explained that they are looking at replacing Public Safety Assistance with Behavioral Health as a possible replacement firm. They have had good references from East Haven and Bridgeport for crisis counseling services.

Cadet Program UNH Interns

Chief McCarthy stated that they are reviewing five applications for intern positions with a start of end of summer and finish by the end of December. All are experienced with Fire Departments and as explorer program participants.

ASSISTANT CHIEF REPORT

Assistant Chief Reilly reported that former Fire Commissioner and long term Norwalk resident Earl Carpenter passed away. The Operations Report of notable incidents for March was highlighted with the major house fires as noted:

3/13, 18:48, 26 Melbourne road, hazardous materials incident. FD found a small mercury spill in a first floor bathroom. Mercury monitoring and clean up materials were retrieved from Hazmat 1 in Westport. The area of the spill was cleaned and ventilated. Monitoring was done throughout the residence and no readings were found.

3/15, 13:09, 31 Stevens Street, EMS. On arrival patient was in cardiac arrest with CPR in progress. E2 assisted EMS with CPR packaging/transport

3/15, 20:25, 20 Wilton Avenue, structure fire. A fire that started in garbage cans placed next to a house spread to the siding and front porch of the house and was extinguished by

3/20, 01:16, 42 Harborview Avenue, structure fire. FD extinguished a fire in an exterior wall of the house.

3/27, 11:59, mutual aid, Town of Fairfield. Fairfield Fire Department requested one Engine and one Truck to cover their headquarters while they extinguished a fire in a commercial building.

ASSISTANT CHIEF REPORT – continued

3/29, 12:48, Town of Stratford. mutual aid, hazardous materials incident. Norwalk FD personnel responded to Stratford with HM 2 after the Fairfield County Hazardous Incident Response team was requested at the scene of a tanker rollover.

3/29, 15:27. 44 Fox Run Road, structure fire. This was a large 150 year old two story barn that was fully involved when FD arrived. Firefighters extinguished the fire using multiple hose lines. Several boats stored on the property sustained heat damage from the fire.

EQUIPMENT AND BUILDINGS

Bid specifications for two new pumpers were forwarded to the Purchasing Department for review. The bid will be published in mid-May. Money for the first pumper was approved in the FY '13 capital budget. Money for the second pumper was just approved as part of the FY '15 capital budget. Delivery of the pumpers will be sometime in early 2015. The pumpers will replace two 2001 pumpers.

Assistant Chief Reilly stated that an AFG grant through FEMA for equipment has been applied for and preliminary information indicates that it will be awarded at \$176,000 with a 10% match for bailout harness and descending unit and training. He noted that Adam Markewicz wrote the grant and has had a very high percentage with 8 or 9 grants awarded.

Mayor Rilling asked if the Grant's Office through the Mayors office has been involved, and Chief McCarthy replied that they do use Kathryn when ever appropriate. He explained that often times these grants are specific with development for in house expertise with peer review participation.

FIRE MARSHAL'S REPORT

Summary of Activities/Fire Reports/Fire Marshal Fees

Fire Chief McCarthy noted that the reports were included in the packet summarized 291 units and total 199.25 hours, representing routine inspections. He added that the year to date track of fees collected is being tracked and will be reported to the Ordinance Committee with a fee analysis.

TRAINING REPORT

Chief McCarthy referred to the report as follows:

- Fire Officer 1 Certification Training completed
- Hazardous Material Operational Refresher Training - One class left of 24 deliveries
- Firefighter Safety and Survival Training still in progress
- RIT (Rapid Intervention Team) Training paid with Grant Funds still in progress
- Annual Physical Exams Starts the 25th of this month
- Fire Service Instructor 1 Class in planning stages with State of CT Fire Academy

Emergency Management

Ms. Deluca stated that the Table-Top Exercise on April 10 at Brien McMahon was held and included 120 participants including 19 district schools and covering exercises such as active shooter drills. Positive feedback has been received and Google documents are being combined to an after-action summary report for the participants. feature

- The Emergency Response Leadership - Harvard Training Program in Fairfield was held on April 16 and that featured over 20 participants from Norwalk and DPW.
- The National Texas A&M Training in Texas sponsored by CT DOT and Metro North has space available for another participant with 35 registrations including those from the Mayor's office and City Hall Departments from Norwalk.

Mayor Rilling noted that the training exercises and workshops are things that Commissioners are welcome to attend.

UNION PRESIDENT REPORT

Firefighter Ireland reviewed the fundraising efforts from Local 830 and donations that are made to programs such as Breast Cancer Awareness and noted that \$8,000 was donated to the Whittingham Center. Chief McCarthy noted that their generosity is noted and it is good to promote how the union gives to families in need and does donate in different ways.

OLD BUSINESS/ NEW BUSINESS - None

CORRESPONDENCE - There are no items

PERSONNEL - No items

Adjournment

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

The meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Marilyn Knox,
Telesco Secretarial Services