

**CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
APRIL 21, 2009**

ATTENDANCE: Carol Andreoli, Chair; Mayor Richard A. Moccia;

STAFF: Fire Chief Denis McCarthy, Deputy Chief Perkins;
Assistant Fire Chief Lawrence Reilly

OTHERS: Fire Marshall Glenn Iannaccone;
Michelle DeLuca, Deputy Director of Emergency Services

CALL TO ORDER

Ms. Andreoli called the meeting to order at 5:10 p.m. and stated that many members were most likely attending the funeral services for Don Reid, and in the absence of a quorum requested to use per Chairman's prerogative to make motions as necessary.

ACCEPTANCE OF MINUTES

**** MS. ANDREOLI MOVED TO APPROVE THE MINUTES OF THE
MARCH 17, 2009 MEETING.
** MAYOR MOCCIA SECONDED
** MOTION PASSED UNANIMOUSLY.**

ACTION ITEMS

Fire Chief McCarthy indicated that any action items would be included in new business.

FIRE CHIEF REPORT

A. 08/09 Budget Report

Fire Chief McCarthy said that there had been a significant shortfall in over-time, which was initially underfunded. He has provided accurate projections through the end of the year to the Common Council, and spending is less than last year resulting in year-to-date numbers being down in all accounts. He is doing everything in his power to keep costs down including cancelling all non-discretionary over-time.

B. 09/10 Budget Report Recruitment

Chief McCarthy reported that he has not heard any feedback from Mr. Hamilton on the 2009/10 Budget Recruitment Report.

ASSISTANT CHIEF REPORT

A. Operations Report

Assistant Chief Reilly reported the following accident and fire reports:

- 3/1/09: A very serious motor vehicle accident where 1 passenger was thrown out of the car and one was trapped while the car caught on fire.
- 3/7/09: A serious van fire behind All Saints School that had exploded before the Fire Department arrived on the scene.
- 3/12/09 A vacant house fire on Spinning Hill Lane.
- 3/18/08 A chimney fire in a vacant house, which the Fire Marshall would comment on.
- 3/26/09 Assisted the Rowayton Fire Department with a house fire on Burchard Lane.

Assistant Chief Reilly reported that there was nothing new relative to the buildings or equipment purchases.

FIRE MARSHAL'S OFFICE

A. Summary of Activities:

Fire Marshall Iannaccone stated that they are continuing their completion of educational investigational modules, and as more and more violation reports go digital, paperwork can be prepared and monitored more efficiently.

B. Fire Reports.

Fire Marshal Iannaccone reported that there were no major fires or casualties to report, that the chimney fire in the vacant house on March 18 was minor and due to a renovation of the fireplace, that caused wood in an adjacent storage area to ignite.

EMERGENCY MANAGEMENT

A. Review of Annual Report

Ms. DeLuca submitted an addendum to last month's report to provide a breakdown of the short term goals for each quarter to include the three top priorities city's Emergency Operations Center Program on June 4th, the launching of a volunteer program in May-June, and the Board of Education Emergency Program Update, which has become a major priority.

Chief McCarthy added that the lack of response by the Norwalk Public Schools Central Office has become a critical issue of potential liability with both the Fire Department and Police Department. He added that the last update of the full plan was done many years ago at an EMI Conference, probably in 2001. Since that time there have been many retirements and new teachers that have not been trained in any emergency preparedness or procedures. He has had discussions with Mark Gorian and Dan Cook, but that Dr. Corda has not returned his calls. Mayor Moccia asked Ms. DeLuca to e-mail the proposed plans to him, and he would make it a priority to get this done with the Superintendent's Office without having to go to the Board of Education.

Fire Chief McCarthy added that for the volunteer recruitment program they would be forming an ad-hoc committee and going to the Health, Welfare and Public Safety Commission with the proposal. Mayor Moccia asked how the statute reads and if this needs to be approved by a legislative body, or be commission. Ms. Delucia responded that in order to have Title 28 protection from the state it has to be formally recommended by the Mayor's office. Mayor Moccia indicated that he would like to see this and have the determination of whether or not the commission or has to get involved or he can approve directly and recommend to the Council.

TRAINING REPORT

A. Update on MRT/EMT

Deputy Chief Perkins reported that they have almost completed the training on the MRT/EMT Program and that Captain Smith stepped forward as the instructor. This is much more efficient to have someone internally do this rather than from the outside, and the new room is a perfect location for the training.

B. Grant Funded Vehicle Extration Class

Deputy Chief Perkins reported that they are about one half completed with the VEC training, with approximately another month to do. It has been very difficult to get vehicles for this program, but they are continuing to perform the training as required to comply with the grant.

C. 09/10 Training Goals

Fire Chief McCarthy reported that there has been a delay with the Headworks Program. Mayor Moccia added that there appears to be a requirement to have a general contractor with this and he is working on avoiding that expense by contacting the DEP Commissioner's Office in Washington. Chief McCarthy added that he will begin the process of having conversations with Police Chief Rilling on the training power issue.

UNION PRESIDENT REPORT

Fire Chief McCarthy reported that he has had conversations with the Union President, and that there were a number of issues that needed to be addressed at the next meeting.

OLD BUSINESS

a. Combined Dispatch

Fire Chief McCarthy reported that he had sent an e-mail to Chief Rilling and all the Commissioners regarding the issue that was raised at last month's meeting. Relative to the QAQI concerns, the problems have to be handled better on a proactive basis with on-going training. Training issues need to be identified on a monthly basis.

Mayor Moccia added that the dispatch unit will get busier as the weather gets warmer, and as there are more and more calls, there is a greater likelihood for communication errors. Fire Chief McCarthy added that replaying the tapes was not a productive method of managing the dispatcher position and the reported issues of sloppiness. Mayor Moccia stated that he agreed with Fire Chief McCarthy that going forward, a proactive training approach was much better than a "gotcha" method of finger-pointing.

10. NEW BUSINESS

a. Lieutenant Eligibility List

Fire Chief McCarthy provided the Posting Notice of Title of Examination for approval, and reported that out of 34 applications, 18 officers have passed with a grade of 70 or better. Deputy Chief Perkins added that it was a very professional two-day panel, which was a very good roll board, and was a very positive reflection of the candidates.

b. Captain Promotional Examination Posting.

Fire Chief McCarthy provided the Posting Notice of Promotional Examination for Fire Captain for approval.

c. Deputy Chief Promotional Examination Posting.

Fire Chief McCarthy provided the Posting Notice of Promotional Examination for Deputy Chief for approval.

Mayor Moccia added a statement of sympathy to the family on the passing of Don Reid, and acknowledged his years of dedication and community service to the City of Norwalk.

EXECUTIVE SESSION

** MS. ANDREOLI MOVED TO ENTER INTO EXECUTIVE SESSION TO
DISCUSS PERSONNEL MATTERS.
** MAYOR MOCCIA SECONDED.
** THE MOTION PASSED UNANIMOUSLY.

Commissioner Andreoli, Fire Chief McCarthy, Deputy Chief Perkins, and Mayor Moccia entered into Executive Session to discuss personnel matters at 5:45 p.m.

The Commission returned to Public Session at 6:15 p.m. No motions or votes were taken.

ADJOURNMENT

** MS. ANDREOLI MOVED MOVED TO ADJOURN.
** MAYOR MOCCIA SECONDED.
** THE MOTION PASSED UNANIMOUSLY.
The meeting adjourned at 6:20 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services