

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER/PASTOR OSCAR DESTRUGE
COMMISSIONER LARRY L. BENTLEY

REGULAR MEETING
MARCH 15, 2022

This meeting was conducted by Zoom/Teleconference.

ATTENDANCE: Mayor Harry Rilling, Chair; Commissioner Oscar Destruge

STAFF: Fire Chief Gino Gatto; Assistant Chief Edward McCabe; Assistant Chief Mark Conte; Fire Marshal Broderick Sawyer; Michele DeLuca, Emergency Management, Deputy Chief of Training Adam Markowitz

CALL TO ORDER

Mayor Rilling called the meeting to order at 3:00 p.m. A quorum was present.

ACCEPTANCE OF THE MINUTES

Regular Meeting – February 15, 2022

**** COMMISSIONER DESTRUGE MOVED THE MINUTES OF FEBRUARY 15, 2022.**

The following corrections were noted:

Page 1, under **STAFF**: please change “Firefighter Brown” to “Lieutenant Brown”

Page 4, under **Local 830 Report**, paragraph 1, line 1: please change the following from :

“Firefighter Brown said that the Union”
To: “Lieutenant Brown said that the Union”

**** THE MOTION TO ACCEPT THE MINUTES OF THE FEBRUARY 15, 2022 MEETING AS CORRECTED PASSED UNANIMOUSLY.**

ACTION ITEMS

There were no action items to consider at this time.

FIRE CHIEF REPORT.

a. Budget Report.

Chief Gatto presented his report. The Department is now 8 months into the budget and the department is relatively close to meeting their goals. The staff is keeping a close watch over the sick time. Discussion followed about plans for handling a future COVID outbreak.

Commissioner Destruge asked about the codes used in the report. Chief Gatto then indicated where the line items were defined on the report.

ASSISTANT FIRE CHIEF'S OF ADMINISTRATION REPORT

a. ESO Records Management Software Upgrade

- Currently working with City IT and ESO to migrate all Fire Department data.
- On target for a 04/15/2022 “go live” date.

b. Citywide Communications Upgrade

- New radio template is being built.
- Portable radio reprogramming being scheduled.

c. Buildings

- Station 1 Update
- Work began 02/17/2022

Deputy Chief Conte presented his report.

ASSISTANT FIRE CHIEF OF OPERATIONS

a. Staff Meeting with All Chief Officer to Discuss Organizational Status and Goals

b. Revise SOP 3.017 for Multiple Alarm Fire Response and Mutual Aid Station Coverage.

c. Revise SOP 2.063 Specifying Duties of the Deputy Chief's Aide on the Fireground.

d. Reviewed 5-months Performance Evaluations of Probationary Firefighters.

Deputy Chief Markowitz presented his report. A discussion followed about the process for handling the older equipment.

FIRE MARSHAL'S REPORT

- a. Summary of Activities.**
- b. Fire Reports.**
- c. Fire Marshal Fees.**

Fire Marshal Sawyer presented his report.

PERSONNEL

a. Swearing-In of a New Fire Inspector Jack Kelly

Chief Gatto noted that the Swearing-In ceremony would not be done at this meeting. There will be a larger ceremony scheduled later in the year when this will be done.

EMERGENCY MANAGEMENT.

a. Emergency Management Update.

Ms. DeLuca said that Eversource had scheduled a meeting about load shedding. The recent storms missed Norwalk for the most part.

Plans for the Open House are underway for late September.

In May or June there will be some planning for hurricane season.

TRAINING'S DIVISION REPORT.

- a. EMS Recertifications Complete**
- b. New Apparatus Drivers**
- c. Rapid Intervention Team Training (4:1 Removal)**
- d. Workplace Injury Data**

Deputy Chief Markowitz presented his report to the Commission.

LOCAL 830 REPORT

There was no report at this time.

OLD BUSINESS

There was no old business to consider at this time.

NEW BUSINESS.

There was no new business to consider at this time.

CORRESPONDENCE

a. See Attached Letter

Chief Gatto reviewed a letter regarding from a First Street resident who received assistance from the Fire Marshal's Inspectors Office when her flag got tangled on the flag pole.

Commissioner Destruge congratulated Mayor Rilling on the appointment of a new Police Commissioner. Mayor Rilling said that he had received the name of a potential candidate to replace Fire Commission Bentley who has to retire due to family obligations.

ADJOURNMENT

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:33 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services