

**CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
January 16, 2018**

ATTENDANCE: Mayor Harry Rilling; Commissioner Oscar Destruge

STAFF: Acting Fire Chief Gino Gatto; Deputy Chief Al Basset; Fire Marshal Sawyer; Michele DeLuca, Office of Emergency Management; Assistant Chief Edward Prescott; Lt. Brown, Local 830; Firefighter Brandon Adams

OTHERS: Ray Burney, Personnel Director

1. CALL TO ORDER

Mayor Rilling called the meeting to order at 3:35PM and a quorum was present.

2. ACCEPTANCE OF THE MINUTES

- a. Regular Meeting December 19, 2017.

On Pages 2, 3, and 4 of the footer change "October 18, 2017" to "December 19, 2017"

On page 3 under the Training Report delete "that"

**** COMMISSIONER DESTRUGE MOVED TO APPROVE THE MINUTES AS AMENDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. ACTION ITEMS

There were no action items discussed.

4. FIRE CHIEF'S REPORT

There were no items discussed.

5. ACTING FIRE CHIEF'S REPORT

a. Budget Report

Acting Chief Gatto reported on the highlights of the budget and stated that the Fire Marshal's office has used all of their overtime that was expended to them. He stated it is partially due to field training for the two firefighters that were promoted to Inspectors, and that he has requested an additional \$10,000 in next year's budget request to cover the additional expense. He also stated that they can transfer funds from the administration account.

**** COMMISSIONER DESTRUGE MOVED TO APPROVE THE BUDGET REPORT.**

**** THE MOTION PASSED UNANIMOUSLY.**

b. Operations Report

Acting Chief Gatto stated for the Month of December that they have received 550 calls and he reviewed the details of the various fire calls which averaged 17.74 calls per day as listed in his written report.

Acting Chief Gatto stated that on December 6, 2017, there was a brush fire with extension to the house at 48 Lenox Avenue, on December 11, 2017 there was a structure fire at 100 Richards Avenue, on December 19, 2017 there was a dryer fire at 55 Tierney Street, on December 19, 2017 there was an oven fire at 11 Nostrum Road and on December 26, 2017 there was mutual aid provided to Westport Headquarters from 4:00AM-7:00AM.

Acting Chief Gatto reported on the run statistics for 2017 and stated that the number of incidents increased by 302 from 2016, and that total runs increased by 487.

Acting Chief Gatto reported on the number of fires for 2017 and stated that there were a total of 40 fires and that 17 of them were working fires, and there were 23 minor fires.

Mayor Rilling asked if a cause has been determined regarding the car fires that occurred at the DPW garage over the weekend. Fire Marshal Sawyer stated the cause is undetermined at this time but more than likely was due to the battery.

6. FIRE MARSHAL'S REPORT

a. Summary of Activities

Fire Marshal Sawyer reported and stated that there were 325 entries for December with 793 staff hours.

b. Fire Reports

There was no discussion.

c. Fire Marshal Fees

Fire Marshal Sawyer stated that the Fire Marshal fees for December were \$2,560 and for the year were \$32,761.55.

d. Inspector D'Acuno, Scully and Gilchrist are State of Connecticut Certified in Public Fire and Life Safety.

Fire Marshal Sawyer stated that Inspector D'Acuno, Scully and Gilchrist have completed the Public Fire and Life Safety course and can now go into the schools to teach.

7. EMERGENCY MANAGEMENT

a. Emergency Management Update

Ms. DeLuca reported and provided an updated on the fire at 100 Richards Avenue and stated that they have helped 89 of the 95 residents that were in the complex. She stated that SBA was here for approximately one week and were able to do the low interest loans, and they had met with a number of residents and others had applied online or via phone. She said that a few of the units on the north side will have access for a few hours today and tomorrow but following that it will be off limits.

Ms. DeLuca said that they are looking into the snow emergency process and that she had sent a draft version out to one of the emergency management teams this morning for updates, and she will try and have it streamlined for the next snowstorm. She said she is also working on creating a list of consolidated social media sides and that will be made as part of the website so people will know where to go for official information.

Ms. DeLuca said that she has been working with the Health Department and they will be doing a two day point of distribution training and she will be sure that is available to the full team.

8. TRAINING DIVISION REPORT

a. 2017 Annual Training Report (Attached)

Deputy Chief Basset reported on the highlights and stated that the number of hours has increased to try and meet their ISO requirements, officer training was completed and all the OSHA requirements were met.

b. Company Training Objectives-

- Cold Water Rescue

Deputy Chief Basset stated that the companies were working on cold water rescue review.

- SCBA/Personal Escape System Recertification

Deputy Chief Bassett stated that they are beginning to work on the SCBA/Personal Escape System Recertification for this year.

c. Department Training

- EMS Recertification's

Deputy Chief Bassett stated that the annual EMS refreshers are currently running to get everyone certified for the next three years.

d. Health and Safety/Fitness Program

- Personal Baselines Recorded
- Video Driven, Self-Paced Program

Deputy Chief Bassett stated that they have started a 2018 Health and Safety Committee, and have established a fitness program and are working on a video driven, self-paced program for a 10 week period.

e. Public Safety Cadets

- Fire Behavior

Deputy Chief Basset stated that the cadets had helped with the base-line testing and recorded some of the numbers for the trainer.

Mayor Rilling asked when the promotional list for Deputy Chief, Captain and Lieutenant will expire. Deputy Chief Basset said that the Lieutenant list expired in December and the testing process will begin next month. He stated that the promotional list for Deputy Chief and Captain are still current for a few more months.

9. LOCAL 830 REPORT

Mr. Brown introduced the new President of Local 830 Brandon Adams and stated that he was elected today.

10. OLD BUSINESS

a. Fire Station Update on Projects

Acting Chief Gatto reported and stated that the only current project is the roof project at the Apparatus Maintenance garage and that the project has gone out to bid.

11. NEW BUSINESS

No items were brought forward.

12. CORRESPONDENCE

No items were brought forward.

13. PERSONNEL

a. Discussion on increasing Fire Marshal's Staff

Acting Chief Gatto stated that at last month's meeting the cost of the two part-time Fire Inspectors was requested and stated that the cost is \$31,600 each annually, and that the funding has been in place. He discussed the comparison to the starting salary of a Fire Inspector which is \$95,578. Mayor Rilling requested copies of the report. Acting Chief Gatto said that there is funding available for the two part-time Fire Inspectors through April and requested keeping them on for a longer period of time. Mayor Rilling requested that the number on residence that are found to be illegally occupied where action is taken be reported to the commission. There was further discussion ensued and Mr. Burney suggested scheduling a meeting with Acting Chief Gatto and Lieutenant Brown and Lieutenant Adams to establish a concurrence as to what the initiative should be.

14. ADJOURNMENT

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 4:07PM.

Respectfully submitted,

Dilene Byrd
Telesco Secretarial Services