

Centerville-Osterville-Marstons Mills Fire Department
Fire Commissioners' Meeting
July 17, 2017
Minutes

The Board of Fire Commissioners meeting opened at 1701 hrs. Fire Commissioners Riley, Macallister, and Frank were in attendance along with Chief Winn, Deputy Chief Eldridge and K. Thut.

Roll call was taken. A motion was made and seconded to accept the minutes from the June 19, 2017 meeting. There were no ambulance waivers nor public comment.

INTERVIEWS

Interviews will be held for the temporary position of Acting Lieutenant, Group 1.

1700 hrs – Patrick Hill

1715 hrs – Matt Malone

1730 hrs – Gordon Williams

Fire Commissioners were impressed with all three candidates. Patrick Hill was ultimately chosen for the position of Acting Lieutenant.

CORRESPONDENCE

Re-sign Local 59 contract. No changes made simply retyped. **Fire Commissioners re-signed “cleaned up” copy.**

PERSONNEL

- C. Schneckloth – out on a back IOD since 8/10/16, surgery on April 11 – pursuing physical therapy. He will be re-evaluated mid-August.

FIRE PREVENTION

This past June saw the completion of our school public education programs at Centerville Elementary School and West Villages Elementary School. This annual program runs from October to June each year with a total of 215 students participating from the two schools this past year. The students are active participants throughout this program with each classroom receiving eight visits over the course of the school year. The program finishes with an apparatus display along with a presentation where each participant receives a certificate of achievement and t-shirt from our department. This program receives some of its funding from the Safe/Senior Safe Grant Program.

Both Inspectors completed monthly fire prevention training in Auburn. Topics covered during this training included fire stopping materials for new construction, phased in occupancy for large residential or commercial buildings, and inspections/requirements for movie sets.

For commercial buildings already under construction The Tradewinds Condominium final building is slowly but steadily moving forward with completion scheduled for early fall. The new MSPCA building has finally started construction, land clearing and foundation work are under way. In addition, the Seventh Day Adventist Church in Osterville has started land clearing for a new 5000 square foot multipurpose building adjacent to their existing

church. Construction has also begun on converting two existing office buildings at Windmill Square in Marstons Mills to two apartments for each building. Finally, Crisp Too at 770 Main Street Osterville completed their renovations at the former JJ's Roast Beef and are open for business.

This past month a total of 84 permits were issued by the Fire Prevention Office while collecting \$2025.00 in fees. Resale inspections of homes was the most common type of permit (51) and inspection (83). Resale inspections traditionally peak in May and this year appears to be no exception. Overall the Fire Prevention Officers completed 318 inspections and/or activities 13 of which were Senior Safe Grant visits.

BUDGET

- FY 2018 is beginning week 3/52 or 6% complete. Please see attached information submitted by Sandra Mackey. **Maintenance budget and OT line items are on track. The Commissioners approved the encumbrance of funds for a new Dispatcher chair.**
- **Encumbrances for FY18 approved for: lockboxes for all of the engines and ambulances (Fire Commissioners requested an SOG to dictate its use), helmets & vests for active shooter events (\$7700 for 8 sets) and a new chair for Dispatchers.**

EMS

With the new fiscal year upon us and a refreshed budget, we continue to upgrade equipment and purchase necessary supplies to effectively provide the best patient care. Items include latest generation tourniquets for bleeding control and Quick Trach devices which are used as an emergency airway when other emergency airway procedures are not possible.

Preventative maintenance service on 3 Lucas CPR machines and 4 Stryker Power Stretchers will be scheduled for this month. As a note, 1 of our 4 stretchers is coming up on its life expectancy of 10 years and may need replacement with the next couple of years per manufacturer's recommendation.

EMS training has been suspended for July and August however will resume in September. Members are encouraged to check all of their required certifications and licenses for expiration.

The EMS Division continues to perform daily QA/QI on all patient care reports with feedback both positive and suggestions for improvement.

I will be attending the Image Trend 2017 Connect Conference in St. Paul Minnesota, July 18-21, to learn the newest advances in the Image Trend product. Massachusetts is supposed to roll out a newer version of Image Trend Patient Care reporting known as Elite. This conference will allow me to learn its functionality and prepare for the roll out.

DISPATCH

Halfway through calendar year 2017, we have dispatched 2059 calls for emergency service involving COMM units. That is up 111 calls when compared to the same period last. Of the 382 calls in June, 263 were rescue

related, the balance of 119 calls were fire and service related. Comparing the month of June, we were up 34 calls vs June of 2016.

Additionally we dispatched 45 calls for the Cotuit Fire District during June. That is down 33 calls when compared to the previous June.

The new NG-911 equipment continues to work well, however, as of this writing the call transfer from Barnstable PD is not functioning and all info is being relayed via BPD ring down line. It has been out for 12 hours, and a repair ticket filed by BPD. **Chief Winn explained how our system works when the line is down.**

It is also worth noting that July 7th, 2017 was likely one of the busiest days in Department History, thanks to the heavy rains and flash flooding throughout the area during the afternoon. Group 2 personnel, assisted by call back members, the Chief, Deputy, and FPO Grossman, handled 64 calls between 0800 and Midnight that day. Of those calls 49 were in direct response to flooding of homes and roadways between 13:50 and 18:31, which averages out to one call every 4.5 minutes! As the on duty Dispatcher that day, I would like to thank Administrative Assistant Kathleen Thut and Spare Dispatchers Dan Osgood and Mike Perry for their very capable assistance. In total there were 67 calls during the 24 hour shift. The daily average under normal weather conditions is about 12 calls per shift. – Bill Monroe

BUILDINGS AND GROUNDS

Weed control and lawn maintenance are ongoing at all 3 stations, including summer fertilizing. The sprinklers at Station 2 were checked and adjusted. The left side of Station 2 has been cleaned of moss and mildew. Also, at Station 2 the threshold of the rear door was repaired. The men's bathroom and storage room doors in Station 1 have been adjusted and realigned. The well-trafficked hallways in Station 1 (1st floor) have been cleaned and buffed. Station 3 required hose fitting repairs in the app bay.

EQUIPMENT

There are pump shift issues on 305, again. This particular problem goes back to the drive line torque while in neutral. Rich and Jeff (Minuteman) are tackling this. The electrical problem in 306 has been traced back to a bad diode in the alternator. A new alternator (modified brackets) has been installed. 307 hit a pole during the 4th of July parade in Centerville. It has since been repaired. 303 has been sent to Minuteman body shop for new windshields and door hinges. All ambulances have received their regularly scheduled service. **The extent of the damage during the parade was described (minor.) Training for advanced ladder driving will be implemented.**

COMMITTEES

PLANNING

Feasibility of hiring a temporary employee. **Chief Winn explained the fiscal impact of hiring a temporary employee to fill in on Group 1, estimating a savings of approximately \$35k. A motion was made by Fire Commissioners to hire of a Paramedic, including 2 weeks of training with Captain Greene and \$1k for a uniform. Candidates will be contacted from the BCFA list. Vote passed unanimously.**

Interns for the 2017-8 school year have been interviewed and processed: Colby Howell and Daniel Black.

TRAINING

OPERATIONS

Car seat installations:

June: 11

June OT hours: 11 (\$587.68)

MISCELLANEOUS

Chief Winn welcomed Ed Dalbec and Mike Rogers as the new President and Vice President (respectively) of the Local 2346.

Chief Winn's and Deputy Eldridge's annual evaluations were read aloud.

EXECUTIVE SESSION

The Board of Fire Commissioners anticipates going into executive session to discuss or consider complaints or charges brought against, a public officer, employee, staff member or individual. **Firefighter Henson elected to discuss complaint in public session. Complaint from Lt. Arrascue was read aloud. Chief Winn recommended engaging an outside investigator to examine the issues raised. Speaking to the procedure only, FF Henson asks Commissioners to allow an informal investigation to be done to gather first-hand accounts. The Fire Commissioners made a motion to approve Chief Winn hiring an outside investigator for the Lt. Arrascue complaint to move the matter forward as quickly as possible. Vote passed unanimously.**

NEXT MEETING

The meeting was adjourned at 1920 hrs. The next meeting is scheduled for August 21, 2017 at 1700 hrs.

Respectfully submitted,

Scott Frank, clerk