

Centerville-Osterville Marstons Mills Fire Department

Fire Commissioners' Meeting

December 21, 2020

Minutes

The Board of Fire Commissioners meeting opened at 1702 hrs. Fire Commissioners Macallister, Riley and Frank were in attendance along with Chief Winn, and Deputy Chief Eldridge.

Roll call was taken. A motion was made and seconded to accept the minutes from the November 16, 2020 meeting. There were no ambulance waivers nor any public comment.

COVID-19

Update on skilled nursing facilities

Uptick in MA numbers and Gov. Baker's response

Update on MOU with Local 2346

CORRESPONDENCE

PERSONNEL

- David Scott – Full Duty
- Eric Bengston – out on neck/back injury since 6/5/20. Surgery on 9/18.
- Laurie Motte – will be out 11/12-12/26/20.

New Executive Assistant – Natalia Celeste

FIRE PREVENTION

Fire prevention continued to perform resale inspections, new fire alarm system inspections, business, and senior safe inspections in November.

FPO Hill continued his training along with performing inspections of his own. Firefighter Lehane continued to assist with senior safe inspections. Having two additional people assisting has allowed Fire Prevention to make a significant dent in the back log of these inspections.

The Fire Prevention Association of Massachusetts monthly meeting held via Zoom. This month's educational component was on How to Prevent Thermal Runaway in Lithium Ion Batteries presented by William Sudah, Mechanical Engineer for Xtrailis, a division of Honeywell.

There were no site plan reviews in November.

FPO's Grossman and MacNeely investigated a structure fire at 24 Flume Ave in Marstons Mills. As a normal part of our investigations, when there is a potential that a product defect could have led to a fire, we referred the incident to the Consumer Product Safety Commission.

FPO's MacNeely and Hill began the Jr. Firefighters program at West Villages this month. The first session was conducted in person. Going forward, the program may be presented remotely or a combination of in person and remote depending on several factors related to Covid.

EMS

Continue to assess and purchase PPE as needed for the anticipated COVID-19 surge. At this time, we have over 3000 N-95 masks, 15,000 procedure masks as a good supply of other related equipment.

In the process of training all department paramedics on the use of the Air-Traq video laryngoscope as well as review of EZ I/O humeral head placement. 5 video laryngoscope to go into service following training next week.

Purchased an additional 2500 N-95 masks with an expected landing date in early January.

Compliance with PPE use has been excellent at COMM. We continue to strive to keep COVID out using PPE, distancing, cleaning etc. with success.

Preparing to purchase 100 COVID-19 rapid test kits for use in house. Working with Chief on policy for use.

A noticeable increase of mental health emergencies in the last 4 weeks. Several involving weapons. Crews have done a great job handling each situation.

After the New Year, we will begin to research, specs, and price out an ambulance to replace 327.

DISPATCH

Dispatch call volume stood at 4261 by the end of November. This is 415 less than the same 11 month period a year ago. Of November's 362 calls, 259 were rescue related while the remaining 103 were fire or service related. In addition we dispatched 88 calls for Cotuit in November, up 9 as compared to the same month year ago.

Implementation of Dispatch, NFIRS, and Scheduling modules of the new Red NMX software package is planned for January First. Final installs on computers and in vehicles is planned for the last week of this month, with test runs that week also. Dispatchers and spares continue to run simulated calls as well as duplicating live calls when time allows.

A series of reminders aimed at standardization of dispatch and radio procedures was rolled out to dispatchers and spares last week in a meeting with Chief and Deputy. The goal is to present a consistent product no matter who is in the chair on a given day. Follow up with individuals on specific points will take place in the coming weeks.

Under COVID-19 protocols where by the building is closed to the public, there is an increased load on the dispatcher to handle paperwork drop off, sharp collection, deliveries, and other contacts with the public through the vestibule window. In September we recorded 203 contacts, October 160, and November 151. It tends to be a heaviest in the morning with 50%. Afternoon accounts for about 30% of the contracts, with the remainder in the evening and an occasional window contact overnight.

EQUIPMENT

All pumps tested on 11-16-20 and all passed

L307

Service engine and transmission and replace rear axle steering piston.

UL Test performed on 11-13-20. Need to adjust hydraulic pressure and service Hydraulic system.

E303

Service Engine, replace the batteries, replace air pressure check valve on main tank, rebuild Pass side LDH discharge valve and replace driver and officer seat belts.

E304

Service engine, no other repairs.

E306

Replace tie rod ends right side.

A327

Replace kingpins on front axle.

Working on electrical short in reverse light circuit.

TDI Inspection service Mass inspected all diesel apparatus.

A326 DEF check engine light code again. Brought to Allegiance Fire Apparatus on Tuesday afternoon and they had it back to us Wednesday late afternoon. They found DEF tube clogged with crystalized fluid. Replaced the tube and re-generated the engine. A326 back in service 16Dec20

OPERATIONS

BUILDINGS AND GROUNDS

Finishing fall clean up at all stations including branch clean up from recent winds. Station 2, door 2 replaced cables to door. Replaced broken springs to door 7, Station 1. Continued installation of new blinds in Prudential and Dispatch Offices. Replaced ceiling tiles in ceiling Station 2. Install new lights for front sign and flag pole at HQ. All snow stakes have been installed for winter season. Cleaned Station 2 downspout drains and installed new screens over both.

BUDGET

FY 2021. Please see provided information.

TRAINING

January Monthly Training

Annual Mandatory Training:

Anti-harassment policy 1012 and 1601

Social media policy 1044

IOD packet review

District computer policy 1600

Domestic violence leave policy 1040.12

Electronic mail policy 206

Patient medical record security and privacy policy 803

VFIS: Anti-harassment video and assessment

Prodigy class: Managing the top 5 risks of a HIPAA breach

Ice rescue practical (ice department)

E-306 and T-307 review

Early Cancer Detection Training: Class will be held over Zoom offered by 15-40 Connection

Group 1	Group 2	Group 3	Group 4
1/14 1000hrs	1/7 1000hrs	1/8 1300hrs	1/19 1000hrs

PLANNING

Budget preparations for FY 2022 have begun.

COMMITTEES

Hiring Committee plans to reconvene after the holidays to establish a list of perspective candidates for new firefighters. The current list has expired and been nearly exhausted. Report follow.

INFORMATION TECHNOLOGIES (IT)

- Rich Sargent has begun his part-time IT job and continues to work on the new software platform, Red NMX, with the Deputy. The plan is for a testing phase right after Christmas and going live on January 1 for Dispatch, scheduling, and payroll. Efforts will then begin working on the additional modules for the software.
- Working on the process of putting new laptops into service for the FPO's, EMSO, IT, Prudential Office, Chief, and Deputy, and Mechanic, as well as replacing one desktop computer, and 2 vehicle laptops. The computers replaced have outlived their expected lifespan. The goal is to get 4 years from workstations with three years under complete warranty, and 1 year from the ambulance PCR laptops due to their heavy use. After this time if something breaks, the machine is replaced instead of attempting to repair.

- We also have been trying to find a replacement for our vehicle “jetpacks”, which provide internet to the trucks. The current setup is not intended to run 24/7 and be charged constantly. This results in battery failure inside of a year and the need to replace. Previously new units were available from Verizon once a year for free but no Verizon is charging for them, causing other options to be explored. This is ongoing.
- Routine repairs and IT repairs are handled as needed, with minimal requests going to Thrive IT due to the length of time before they get to work on our problems and the regular issues with tem not being familiar with our systems or programs. Typically in house problems can be corrected within minutes that might take Thrive a day or two to get to it.
- Contacting Thrive to meet and review our server setups and security protocols without success. Rich has made multiple requests over the last two months and is getting nothing back. Some of the issues are maintenance and organization issues, but other include access to folders and documents that people should not have and they are able to open. Rich has been trying to lock these down, but much of it is above his skill set. With the intensity of getting Red NMX up and running COMM is planning on waiting unit after the new year to push this further up the chain.
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MISCELLANEOUS

Upcoming events:

Dec. 25 – Admin closed for Christmas Day

Jan. 1, 2021 – Admin closed for New Year’s Day

ADJOURNMENT AND NEXT MEETING

Adjourn meeting. The next meeting will be January 25, 2021, as January 18th is a holiday (Martin Luther King Day)

Respectfully submitted,



Scott Frank, Clerk