

MINUTES OF THE JANUARY 27, 1998 COMMISSION MEETING OF
THE COMMISSION ON FIRE PREVENTION AND CONTROL

The meeting was called to order at 9:43 a.m. by Chairman Carozza with the following members present: Commissioners Chatfield, Haber, Kowalski, Milewski, Munkenbeck, Nicol and Vendetta. Commissioner Johnson arrived at 10:10 a.m. Commissioners Andresen, Gomeau, McCarthy, Mullen and Peabody were excused. Staff members Morrissette, Colton-Reichler, Lewandowski, Mello, O'Neil, Ouellette, and Piechota were present.

Guests to the meeting were identified as Edward S. Cohn, Chairman Recruitment & Retention Committee and Alan Musicant, Recruitment & Retention Committee from the New Jersey Department of Community Affairs, Division of Fire Safety, John A. Heeran, Howard J. Cappetta, Richard J. Gelinis and Philip James from the North Haven Fire Department, William Lewis, Connecticut Fire Chiefs' Association and Arthur Howe III, President, Connecticut Fire Department Instructors' Association.

Mr. Morrissette introduced the invited guests from the State of New Jersey and asked the other guests to introduce themselves to the Commission.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Kowalski to move to suspend the regular order of business and move to the presentation on the 1-800 Fire Line Program. Motion Carried.

Mr. Cohn thanked the Commission for the invitation and proceeded with his presentation on the 1-800-Fire-Line Program. The Connecticut Fire Chiefs' Association recommended that the Commission consider implementation of this program in Connecticut to enhance volunteer retention and recruitment efforts on a local level. Mr. Cohn stated that the NVFC has launched a nationwide recruitment campaign in an effort to boost the ranks in the volunteer fire service. 1-800-Fire-Line is a toll free number which links interested citizens with volunteer emergency services opportunities in their community. This virtually no-cost service is already operational in Colorado, Delaware, Indiana, Massachusetts, New Jersey, New York, Pennsylvania and West Virginia. Mr. Cohn showed the publicity and promotional materials that have been developed for this program along with a free video about volunteer opportunities whose production was funded by the Prudential Foundation. This video can be distributed to schools and libraries throughout the state.

Chairman Carozza stated that in Connecticut we have worked very hard over the past year to bring the entire fire service in the state together to work on mutual issues, we certainly want to continue that. He inquired whether Mr. Cohn was aware of any problems in combination departments within states that have implemented this program.

Mr. Cohn stated that Massachusetts just went on line and it is sponsored by the Mass State Fire Chiefs' Association. Massachusetts is 55% career and 45% volunteer/combination and they adopted the program. The IAFC supports this program whole heartedly.

Chairman Carozza stated that he understands the chiefs position but asked if there has been any opposition the Commission should be aware off from any area or organization.

Mr. Cohn stated if New York does not have a problem and New Jersey has very strong fire unions, I would not anticipate a problem in Connecticut. I don't think that we are a threat

as volunteers to the career service. I think we speak for bolstering the ranks of the career departments.

Mr. Morrissette inquired how referrals to other than fire and EMS are handled.

Mr. Cohn stated that most inquiries are referred on a local basis for the contact to be the fire service preferably and ask the local contact to funnel it down to other local emergency services.

Commissioner Kowalski inquired what impact if any implementing this program has had on retention of personnel.

Mr. Cohn stated that statistics have been hard to put together on actual retention.

Chairman Carozza inquired if this program has been endorsed by all the State Commissions where the program has gone on-line.

Mr. Cohn replied that this program has been endorsed by all the State Commissions.

A MOTION was made by Commissioner Nicol and SECONDED by Commissioner Munkenbeck to adopt the 1-800-Fire-Line Program in Connecticut. Motion carried.

Chairman Carozza thanked Messrs. Cohn and Musicant for their presentation.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Munkenbeck to return to the normal order of business. Motion carried.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Kowalski to approve the minutes of the November 25, 1997 meeting. Motion carried.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Munkenbeck to approve the Staff Reports for the period of November 15 to December 14, 1997 and December 15 to January 14, 1998. Motion carried.

Moving to Unfinished Business, Staffing Update Mr. Morrissette asked to delay this item for discussion later in the meeting.

Moving to item 4 b.) Mr. O'Neil gave a budget update. Over the next few months the agency is expected to receive additional funding for personal services as a result of savings from the early retirement program.

Moving to item 4 c.) Mr. Morrissette gave an update on the CFA Master Plan. OPM has requested additional information on current program usage, current expenses, projected usage and expenses associated with proposed expanded services. A committee of staff members and any interested Commissioners is being formed to work on a response to this inquiry. Commissioners who are interested to assist with this effort are asked to contact the Administrator.

Mr. Morrissette reported that he and Commissioners Kowalski and Nicol met with Bob Juliano, DOT Bureau Chief - Aviation and Ports to discuss the future of the ARFF training prop in addition to the Commission's need for additional land for expansion in the future.

Commissioner Kowalski stated that at this meeting an overview of potential plans for upgrading the Academy was presented. DOT Bureau Chief Juliano seemed to be positive

about relinquishing some land. Commissioner Kowalski indicated that the next step would be to look for alternative funding from the federal government and perhaps even the military.

Commissioner Nicol stated that Mr. Juliano was receptive to making available additional land for parking along with a two acre parcel of land which borders our property.

Mr. Morrisette stated that Mr. Juliano authorized the Commission to meet sometime in the future with Chief Engineer Richard Jowarski to further discuss our needs in regard to land.

Moving to item 4 d.) Mr. Morrisette gave an update on the food service bid. A pre-bid meeting was held on January 16 and the bid opening for a new food service operation was yesterday afternoon. As of this morning, DAS called and indicated that two bids were received. DAS intends to meet with us within the next two days to evaluate the bids so that a contract can be awarded by the end of this week.

Moving to item 4 e.) Mr. Morrisette stated that a discussion took place at the last meeting regarding a "Money Back Guarantee Proposal". He asked to table this item for a future meeting.

A MOTION was made by Commissioner Haber and SECONDED by Commissioner Milewski to table item 4 e.) for a future meeting. Motion carried.

Moving to New Business, item 5 a.) Mr. Morrisette asked Commissioner Vendetta to give an update on the Home Fire Sprinkler Coalition.

Commissioner Vendetta stated that Connecticut was selected as the pilot state for the Coalition's effort. During that time public contacts were made through various medias such as Good Morning America and most recently the Gail King Show. He expressed his gratitude to the Commission and staff who assisted in the filming of the practical side of the Gail King show. The Coalition is now about to go nationwide with this project by first moving into Oregon and Illinois. The Coalition has guaranteed that they are not going to forget about Connecticut. Connecticut will continue to be a target area for them. Efforts are now underway for booth space at the Home Show at the Civic Center. The goal of the Coalition centers around education of the public about residential sprinklers.

A question and answer period followed.

Moving to item 5 b.) Mr. Morrisette gave a brief overview of the 1996 PTS Financial Report.

Commissioner Nicol inquired about the financial status of Performance Training System and whether this had any impact on the Commission.

Mr. Morrisette stated that the financial status of PTS only impacts the royalties paid the agency.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Haber to approve the PTS Financial Report. Motion carried.

Moving to item 5 d.) Mr. Morrisette asked Cynthia Colton-Reichler to present an overview of the Juvenile Firesetter Steering Committee Report.

Ms. Colton-Reichler spoke about the investment of time spent and needed on the Juvenile Firesetter issue. The most visible activities have been the development of a business plan and the organization of several task force groups. The report distributed to Commissioners is a culmination of all the work that's been done on this issue. Ms. Colton-Reichler asked Commissioners to provide her some feedback after having read the report. With no full time technical support, her ability as an office of one is very limited to move much further. She gave an overview of the Public Education issues and the efforts needed to reach the Fire Service and private sector.

A question and answer period followed.

A MOTION was made by Commissioner Nicol and SECONDED by Commissioner Kowalski to table item 5 d.) Juvenile Firesetter Steering Committee Report for the next Commission Meeting. Motion carried.

Moving to item 5 e.) Mr. O'Neil explained the need and purpose for a customer invoicing policy. This policy is needed to expedite the billing process to improve the agency's cash flow to pay for expenses associated with the delivery of programs.

A question and answer period followed.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Milewski to approve the Customer Invoicing Policy Proposal. Motion carried.

Mr. William Lewis of the Connecticut Fire Chiefs' Association thanked the Commission for approving the 1-800-Fire Line Program for Connecticut.

Commissioner Munkenbeck stated that he would have a report on the Safety Institute next month and asked that this item be put on the agenda for next month's meeting.

Commissioner Haber read a letter from Peter N. Ellef, Chief of Staff, Governor's Office expressing regrets and thanking the Commission on behalf of Governor Rowland for inviting him to attend the Commission's January Meeting.

Mr. Morrissette stated that this invitation was extended to enable the Governor to take part in an appreciation ceremony to thank the Hartford Insurance for their donation of money to purchase a tow vehicle for the escape trailer program. This ceremony has now been scheduled for Monday, February 9 at 3:15 p.m. in the Governor's Chambers.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Kowalski to accept the letter from the Governor's Office and place it on file. Motion carried.

Commissioner Haber read a letter from John P. Alexander, Program Administrator, North Central Connecticut Firehawk Chapter thanking the Commission for allowing them to hold a memorial service for Perry Safran at the Academy on January 18. The event was very successful with an attendance of approximately 112 people.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Milewski to accept the letter from John P. Alexander and place it on file. Motion carried.

Mr. Morrissette stated that back in January '94 the Commission approved the formation of an Industrial Advisory Committee. We have finally moved forward with this initiative and invitations went out to about 12 individuals to serve on this committee. A kickoff meeting

was held last week. We had some diverse representation at this meeting and a tremendous amount of work was accomplished. This group is expected to meet monthly for approximately the first six months.

The CT Fire Department Instructors' Association (CFDIA) has requested that the Commission send out on their behalf a survey to Fire Chiefs. For two years, the CFDIA has proposed a bill in the state legislature regarding responsibility for fire apparatus repairs. With this survey they are attempting to better determine the need for this proposed legislation.

Mr. Morrisette reported on an issue going on in the Norwalk area. It has come to our attention that we provided training and certification to individuals who have been connected with a volunteer fire company known as Hope Hose. At one time or possibly currently they are/were connected to the Norwalk Fire Department. It now appears the Company is inactive; however, they still have members receiving training and also some that have been certified. There was an individual who was not hired by the City of Norwalk as a career firefighter who is filing a suite because a number of people hired by the City of Norwalk who were part of Hope Hose were selected over him. The individual is questioning through his lawyer what authority our agency has to train and certify individuals not affiliated with an active fire department. We are continuing to research this issue.

Commissioner Munkenbeck stated that he would have a report on the Safety Institute next month and asked that this item be put on the agenda for next month's meeting.

A discussion period followed.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Munkenbeck to place personnel issue, item 4 a.) Staffing Update on the agenda for an Executive Session. Motion carried.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Milewski to enter into Executive Session. Motion carried.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Milewski to close the Executive Session and return the meeting to the normal order of business. Motion carried.

A MOTION was made by Commissioner Munkenbeck and SECONDED by Commissioner Johnson to approve the recommendations made in the Executive Session regarding the interview phase for filling the Director of Training position. Motion carried.

Mr. Piechota gave an overview of two policies being presented by the Certification Division to the Commission for consideration and hopefully for a vote next month as follows:

- . Certification Prerequisite Waiver Policy
- . Certification Examination Time Limit Extension Policy

A discussion period followed.

A MOTION was made by Commissioner Milewski and SECONDED by Commissioner Munkenbeck to adjourn the meeting. Motion carried.

Chairman Carozza adjourned the meeting at 12:55 p.m.

MOTIONS

Commission Meeting - January 27, 1998

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Kowalski to move to suspend the regular order of business and move to the presentation on the 1-800 Fire Line Program. Motion Carried.

A MOTION was made by Commissioner Nicol and SECONDED by Commissioner Munkenbeck to adopt the 1-800-Fire-Line Program in Connecticut. Motion carried.

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A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Haber to approve the PTS Financial Report. Motion carried.

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A MOTION was made by Commissioner Munkenbeck and SECONDED by Commissioner Johnson to approve the recommendations made in the Executive Session regarding the interview phase for filling the Director of Training position. Motion carried.

A MOTION was made by Commissioner Milewski and SECONDED by Commissioner Munkenbeck to adjourn the meeting. Motion carried.

STAFF FOLLOW-UPS REQUIRED
Commission Meeting - January 27, 1998

1-800-Fire-Line

A MOTION was made by Commissioner Nicol and SECONDED by Commissioner Munkenbeck to adopt the 1-800-Fire-Line Program in Connecticut. Motion carried.

CFA-Expansion

Commissioner Kowalski stated that at this meeting an overview of potential plans for upgrading the Academy was presented, DOT Bureau Chief Juliano seemed to be positive about relinquishing some land, he indicated that the next step would be to look for alternative funding from the federal government and perhaps even the military.

Mr. Morrissette stated that Mr. Juliano authorized the Commission to meet sometime in the future with Chief Engineer Richard Jowarski to further discuss our needs in regard to land.

Money Back Guarantee Proposal

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Juvenile Firesetter Steering Committee Report

A MOTION was made by Commissioner Nicol and SECONDED by Commissioner Kowalski to table item 5 d.) Juvenile Firesetter Steering Committee Report for the next Commission Meeting. Motion carried.

Customer Invoicing Policy

Moving to item 5 e.) Mr. O'Neil explained the need and purpose for a customer invoicing policy. This policy is needed to expedite the billing process to improve the agency's cash flow to pay for expense associated with the delivery of programs.

A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Milewski to approve the Customer Invoicing Policy Proposal. Motion carried.

Notify agency staff of this new policy.

Safety Institute

Commissioner Munkenbeck stated that he would have a report on the Safety Institute next month and asked that this item be put on the agenda for next month's meeting.

Director of Training Interview Process

A MOTION was made by Commissioner Munkenbeck and SECONDED by Commissioner Johnson to approve the recommendations made in the Executive Session regarding the interview phase for filling the Director of Training position. Motion carried.

Certification Division Policy Proposals

Mr. Piechota gave an overview of two policies being presented by the Certification Division to the Commission for consideration and hopefully for a vote next month as follows:

- . Certification Prerequisite Waiver Policy
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