

MINUTES OF THE MARCH 31, 1998 COMMISSION MEETING OF
THE COMMISSION ON FIRE PREVENTION AND CONTROL

The meeting was called to order at 9:37 a.m. by Secretary Haber with the following members present: Commissioners Andresen, Kowalski, Mullen, Munkenbeck, Nicol and Peabody. Commissioner Johnson arrived at 9:50 a.m. Commissioners Carozza, Chatfield, Gomeau, McCarthy, Milewski, and Vendetta were excused. Staff members Morrisette, Lewandowski, Ouellette, O'Neil and Piechota were present.

Due to the lack of a quorum, the meeting proceeded on an informational basis.

Secretary Haber inquired if Commissioners had any questions on the minutes of the February 24, 1998 meeting and on the Staff Report for February 24 - March 14, 1998.

With no questions being asked, the meeting proceeded to Unfinished Business, item 4 a.) Staffing Update.

Mr. Morrisette stated that staff member Mark Lewandowski and Denice Fortin have been invited to attend an appreciation award ceremony in Windsor Locks for their efforts in coordinating a gift program for needy children at Christmas time. Mr. Lewandowski has asked to address the Commission.

Mr. Lewandowski thanked the Commissioners for their support while he was in the Acting Director of Training role. He stated that he fully supports the Commission's decision and looks forward to working with the new Director of Training Adam Piskura

Mr. Morrisette stated that he would like to recognize Mark Lewandowski for doing a phenomenal job in his four months as Acting Director of Training.

Commissioner Nicol asked that a letter be placed in Mark Lewandowski personnel file thanking him for a job well done.

Having reached a quorum the meeting was returned to the normal order of business at 10:00 a.m.

A MOTION was made by Kowalski and SECONDED by Commissioner Peabody to approve the minutes of the February 24, 1998 meeting. Motion carried.

A MOTION was made by Peabody and SECONDED by Commissioner Kowalski to approve the Staff Report for the period of February 15, 1998 - March 14, 1998. Motion carried.

Mr. Morrisette stated that three part-time General Worker positions have been established within the agency to provide support services to the operating divisions. To date one person has been hired, a local volunteer from Windsor Locks. He will provide support to the bookstore and publications area. The support and demand by the fire service for the bookstore is far exceeding our original expectations. The two additional positions will be filled on an as needed basis.

Moving to item 4 b.) Mr. Morrisette gave a budget update. The agency has been informed by the Budget Analyst that all the recommendations in the Governor's adjusted budget have been approved; (i.e. salary adjustment, money to cover fees for office automation/connection with the State on-line accounting system, also the ACE/PONCI project for college credit recommendation .)

The only item the agency has not heard on is Bill #5514 to appropriate \$130,000 to the Commission for development and delivery of a training program in the use of thermal imaging cameras.

Lastly, it appears that \$30,000 has been approved and added to our agency budget for the firefighter memorial project thanks to the efforts of Rep. Andrea Stillman. Senator Crisco, Co-chair of Appropriations and Rep. Stillman indicated that if more money was needed next year we would know the procedure to follow. Mr. Morrisette stated that he informed the Co-chair of the Committee as soon as he was aware of this. Co-chair Ed Urbanski has indicated that he may want to resign from the Committee. This may be a good opportunity for somebody from the Commission to become more involved.

Commission Nicol spoke about efforts by the National Fire Academy to raise funds for expansion of the national memorial to firefighters by the selling of individual bricks.

Mr. Morrisette indicated that he had forwarded this information to the Committee several months ago.

Moving to item 4 c.) Mr. Morrisette gave a legislative update. The Commission's single piece of legislation submitted regarding the promulgation of regulations appears that it will be approved any day. Senate Bill #444 on the standardization of firefighter training programs is back on the go list, but the problem with that bill is that the language needs to be amended to identify a funding source. As the bill sits right now it really doesn't do anything for the Commission or the fire service.

A question and answer period followed.

Moving to item 4 d.) Mr. Morrisette gave an update on the 1-800-Fire-Line project. Over the past months he has approached George Dunn and Ed Amatrudo regarding the coordination of this project and they have both indicated that they just don't have the time to manage the program. Mr. Morrisette stated that last week he presented the idea to Cathy Goetz, one of our part-time Instructors. Ms. Goetz is leaning towards working on this project. She indicated that she would be putting together a business plan for its implementation. Andy Ouellette is on standby and has also indicated he would be willing to take on the project; however, right now he still has responsibilities in coordinating the June School programs which would cause somewhat of a delay. Mr. Morrisette indicated that he has made a number of presentations to different groups throughout the state and has received positive feedback. In addition, he stated that he contacted the Governor's Office and was asked to forward an information package for the Governor's review.

Commissioner Peabody asked that it be related to who ever coordinates the 1-800-Fire-Line Project not to make this project too complicated.

Commissioner Munkenbeck reported that he previewed the video with the entire junior fire department within his town and they had very positive comments. Inspired by this video the juniors decided to form their own publicity committee. Commissioner Munkenbeck stated that if anything comes out of this effort he will bring it to the attention of the Commission.

A discussion period followed.

Moving to item 4 e.) Mr. Morrissette gave an update on the ARFF Prop Project. He reported about the subcommittee's trip to Washington, D.C. and about the ongoing research. Shortly after this trip the subcommittee discovered that another state within the region (New Hampshire) has also revived their interest in an ARFF Prop. This was confirmed by a call to New Hampshire. Mr. Morrissette stated that he had made calls to the FAA and spoke with one of the Airport Certification Safety Inspectors Lori Hyman about the Commission's interest in this project. Ms. Hyman's recommendation is that the Commission and the Airport Administration move forward as quickly as possible with a joint letter indicating interest in this project. She expressed concern about whether competition will cause a problem for the region and prolong actual construction. She indicated that maybe the best idea is to get together in a joint meeting between FAA, New Hampshire and Connecticut to discuss the pros and the cons. Funding is still an issue for this project.

This project will require close coordination with DOT to make sure that the Commission will not be stepping on their toes or cause any problems in terms of reprioritizing any of their master plan projects. Mr. Morrissette stated that he has also had discussions with Congresswoman Johnson's Aid and asked him to continue to look for other funding sources outside of the FAA. The other issue brought to the attention of the FAA representative was that the military was moving forward on some projects in Michigan and elsewhere and that the technology they are using may not be the computer controlled technology. The Commission would like to take a look to see if we could model after what they are doing and save both the federal and state government significant money up front as well as money in maintenance. The FAA representative expressed a big concern over a prop that was not computer controlled.

Commissioner Kowalski stated that in discussions he has had he believes that the number one priority right now is to get that letter of intent out. The Commission needs to get the letter of intent out to the FAA so that they have official understanding that we intend to pursue the ground training prop. If DOT sits on this letter for a long time, the Commission should still submit a letter of intent.

A MOTION was made by Commissioner Peabody and SECONDED by Commissioner Munkenbeck authorizing the Commission to send a letter of intent to the FAA. Motion carried.

A discussion period followed.

Mr. Morrissette stated that on April 22 Ms. Lori Hyman and a representative from the FAA in Washington will be visiting the Academy.

Moving to item 5 a.) Mr. Morrissette stated that the sub-committee on Public Fire Education met on March 30.

Commissioner Johnson reported that the sub-committee is working on developing a mission statement for the Public Fire Education Division as it relates to the Commission's mandates.

Commissioner Kowalski inquired about the Limited Access Highway Claims report and the number of claims processed for the Wallingford Fire Department.

Mr. Morrissette stated that it is his understanding that when the Wallingford Fire Department responds to a limited access highway incident, multiple companies respond therefore each company can submit a claim.

Commissioner Kowalski inquired about the monthly summary on the Certification report under Fire Officer I totals (i.e. Total Tested YTD= 66 vs Total Passed YTD=296) and Fire Instructor I (i.e. Total Tested YTD=85 vs Total Passed YTD= 398).

Mr. Piechota stated that he would research the error and communicate the results to the Commissioners.

A discussion period followed on the Limited Access Highway Program.

Mr. Morrissette asked Mr. O'Neil to give a brief overview of the draft copy of the agency's audit report circulated to Commissioners at the beginning of the meeting for the fiscal years ended 1996 and 1997.

Mr. O'Neil stated that overall the audit went very well with some concerns in the equipment inventory area and a few occasions of the deposit of funds greater than \$500 in a 24-hour time limit as required by the state.

Commissioner Peabody stated that for an operation like that of the Commission to only have two minuscule audit recommendations he feels this agency has done an excellent job running this operation.

Mr. O'Neil stated that he would like to commend the Business Office staff (Ron Vietts and Ed Bycenski) for all their effort.

A MOTION was made by Commissioner Peabody and SECONDED by Commissioner Andresen to close the meeting. Motion carried.

Secretary Haber adjourned the meeting at 10:56 A.M.

Dated: _____

Secretary, Commission on Fire
Prevention and Control

MOTIONS

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A MOTION was made by Commissioner Peabody and SECONDED by Commissioner Andresen to close the meeting. Motion carried.

STAFF FOLLOW-UP REQUIRED

Commission Meeting - March 31, 1998

Staff Matter -Mr. Morrissette stated that he would like to recognize Mark Lewandowski for doing a phenomenal job in his four months as Acting Director of Training.

Commissioner Nicol asked that a letter be placed in Mark Lewandowski personnel file thanking him for a job well done.

ARFF Prop - Commissioner Kowalski stated that in discussions he has had he believes that the number one priority right now is to get that letter of intent out. The Commission needs to get the letter of intent out to the FAA so that they have official understanding that we intend to pursue the ground training prop. If DOT sits on this letter for a long time, the Commission should still submit a letter of intent.

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Certification Exam Monthly Summary - Commissioner Kowalski inquired about the monthly summary on the Certification report under Fire Officer I totals (i.e. Total Tested YTD= 66 vs Total Passed YTD=296) and Fire Instructor I (i.e. Total Tested YTD=85 vs Total Passed YTD= 398).

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