

**BURLINGTON FIRE COMMISSION**  
**Minutes of the Meeting**  
**March 9, 2016**

The Meeting of the Burlington Fire Commission convened at 0833 hours in the Training Office with Commissioners Perkinson, McLaughlin, Sheehey and Sweeney present. Also present were Chief S. Locke, and Administrative Assistant M. Sweeney.

Meeting End Time

Meeting end time set for 0900 hours by motion of Commissioner Sweeney and seconded by Commissioner McLaughlin.

Minutes of the Last Meeting

Commissioner Perkinson asked if any changes needed to be made to January Commission Minutes. No changes were made and a motion was made to accept them by Commissioner McLaughlin and seconded by Commissioner Sweeney.

Chief's Oral Report

- Chief Locke provided the Commissioners with a chart that showed a summary of opportunities and the importance level for each change. Opportunities included clarifying roles and responsibilities of officers/members, planning and visioning with a strategic plan, fleet, policy development, organization structure, IT, deployment or resources, staffing in operations, paramedics, dispatch software, updating stations (including ADA compliance), education and training, training facility and/or locations, water response capability, marketing, prevention staffing, and health/wellness.

Old or New Business

Nothing at this time.

Open Session

Nothing at this time.

Adjournment

The meeting was adjured at 0909 by motion from Commissioner McLaughlin and seconded by Commissioner Sweeney.