

BURLINGTON FIRE COMMISSION
Minutes of the Meeting
September 18, 2018

Minutes of September 18, 2018 Meeting of the Burlington Fire Commission. The meeting of the Burlington Fire Commission convened at 0832 hours in Station 1 Conference Room with Commissioners Perkinson, Sheehey, Sweeney, McLaughlin and Bond. Also present was Chief Locke, Deputy Chief Brown, and Doug Carbino.

Presentation of Commission Awards

The Commission started with the presentation of awards on the apparatus floor of Station 1. Awards were presented to Firefighter Smith, Firefighter Strazza, Firefighter Casavant, and Firefighter Bonoyer.

Meeting End Time

Meeting end time was set for 0900 by motion of Commissioner Sweeney and seconded by Commissioner Sheehey.

Minutes of the Last Meeting

Commissioner Perkinson asked for a motion to accept the minutes from June. No objections were made and minutes were accepted.

Chief's Oral Report

Prior to the Commission Meeting Chief Locke provided the following update to the commissioners (9/14):

Fleet – The new Engine 5, Tower 1 and Rescue continue in the build process at E-One. We have received updated information that Engine 5 should arrive late this year, and then the Tower and the Rescue in the early part of 2019. We are completed the renaming of the ambulances, Battalion 1 and the two ladders. Most of the fleet will have the new graphic design once the new trucks arrive and hope to update the reserve truck in the spring.

Personnel – The Department has one vacancy that we plan to carry until the spring. Our list of candidates has been exhausted, but we are advertising on the web.

CAD – The CAD system went live on July 31 which was on schedule and on budget. We continue to work through small challenges daily, but the staff is adjusting well to the changing deployment models.

Regional Dispatch – We recently interviewed two consultants to help lead the next phase of the project. There are still a lot of issues to work through, but I do feel positive about the progress we are making.

Paramedics – FF Lyons, FF Carson and FF LaBombard have started paramedic school. This is an 18 month endeavor and we wish each of them the best of luck with this difficult course.

Scheduling Software/RMS – We received five responses to our RFP and the committee has reduced that to three vendors that they intent to demo the software. This is another large IT project that will take time to make sure we get it right.

Behavioral Health – This week we announced and had training on our peer support team. This includes a trained peers, a mental health clinician and our Chaplin. This has been in the works for over two years and we hope to get ahead of a growing problem that the fire service around the country is seeing. This is about taking care of our people.

Station 2 – We have developed an alternative plan to renovate Station 2 that would create two individual bathrooms/showers and a new locker room. Bids closed on September 12 for the design work. More as I have it.

Promotional Testing – The next couple weeks we will be completing the testing process to create a promotional list for captain and lieutenant positions. We currently have no vacancies for these positions.

Training – BC Ruggles has been on the job for two months now and is working hard to learn the position. I have had the opportunity to sit in on one of the classes he taught and was quite impressed. I feel fortunate to have him a part of the team.

Fire Alarm – We will be going to Council next week for the replacement of the fire alarm monitoring receiver. This is a 100k project that is in the capital budget. The receiver is nearing end of life.

Department Photo – A Department photo is being taken on October 14 at 0700. The rain date is October 21. For those of you that have not been a part of this before, the Commission members are invited. The photo is normally taken about every 10 years.

Chief Locke reviewed some of the above points in further detail.

Old Business/New Business

Commissioner Bond inquired on the status of the station consolidation study. Chief Locke provided an update of the report that has been received.

Open Session

Discussion on open burning and its impact on the citizens of the city. Member of the public expressed concern about many open, backyard fires that often occur during the summer months. Commission members inquired if additional education/public outreach engagements could be made. Chief Locke indicated he would send out another reminder.

Adjourn

Commissioner Perkinson asked for a motion to adjourn. Motion made by Commissioner McLaughlin and seconded by Commissioner Sheehey at 09:18.