

BURLINGTON FIRE COMMISSION

Minutes of the Meeting

October 24, 2017

Minutes of October 24, 2017 Meeting of the Burlington Fire Commission. The meeting of the Burlington Fire Commission convened at 0830 hours in the Station 1 Conference Room with Commissioners Perkinson, McLaughlin, Sheehey, Sweeney and Bond. Also present was Chief Locke, Deputy Chief Brown, and Administrative Assistant Sweeney.

Meeting End Time

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

Minutes of the Last Meeting

Commissioner Perkinson asked if there were any changes or corrections August Commission Minutes. Commissioner Bond advised she had no additional comments and without objection minutes were accepted.

Chief's Oral Report

Prior to the Commission Meeting Chief Locke provided the following update to the commissioners (10/9):

Fleet – Engine 1 and Engine 2 are both being built and will be completed shortly. Deputy Chief Collette and members of the first truck committee will be traveling to Florida on October 24 for the final inspection of these two trucks. Once that is done, they will be delivered to the dealer where the radios and some equipment will be installed. We are hopeful they will be in service by mid-December. Once the new trucks are operational, Engine 6 will be sold and the current Engine 1 will become the reserve truck. We will be keeping the current Engine 2 for a few additional months as both Engine 3 and Engine 4 will be out for warranty paint work. The proposal for Engine 5, the Tower and the MSU is scheduled to go to Board of Finance and City Council next Monday, October 16. If all goes well, the contract will be signed the following week. Delivery for these trucks is expected in the fall of 2018. The new Rescue 2 is currently being built by Osage Ambulance. The new power lift cot has already arrived and we expect this truck to be in service in December.

Personnel – The five probationary firefighters and two new recruits are doing well. The recruit firefighters will complete the academy work in early November and then be assigned on shift. While our roster is full, we do have several members out on injury and FMLA leave.

CAD – We have selected Tyler Technologies as our CAD vendor and the proposal was supported by the Board of Finance last Monday evening. The agreement will be on the agenda for the October 16 City Council meeting. This is a major advancement and we expect to be operational by the fall of 2018. There will be much work to do to ensure the system uses the best GIS information to recommend the appropriate apparatus based on location and risks.

Regional Dispatch – The work on regional dispatch continues at the governance level. The eight participating communities have developed an agreement that will be sent to the Attorney General's office for approval. There will be a resolution presented to the City Council for their consideration as well. If all goes well, the voters will consider this option at the March 18 election. It is important to note, that there is still much work to do, and any consolidation would not occur for quite some time. This is simply enabling legislation.

Budget – Work is already beginning on the proposed FY 19 budget. I have asked the Chiefs and the Captains to begin thinking of priorities and needs. If you have ideas, please pass them along.

Paramedics – The three students in paramedic school are doing great and beginning the final phase of the program. They will be starting their ride time and actually practicing their skills under the guidance of a preceptor very soon. Many thanks to our existing medics for agreeing to precept the students.

Uniforms – Bids closed last Friday on the RFP for uniform components. We published the document requesting pricing on 511 attire. While we had hoped the Tru-Spec product would work, it quickly became obvious that it would not. We are evaluating the different responses and hope to order new uniforms shortly.

Policies – Thank you for your work assisting in the development of new policies. This has been discussed for quite some time and we are now seeing the results. Please understand that this is a major project and will not happen quickly. It would be easy to just create the documents and throw them out for adoption. That strategy never works well. This will be a long-term process that never ends.

The following update was given during the meeting:

1. City Council approved the purchase of the new trucks and CAD system.
2. FY19 budget planning has begun. As of now the FY18 budget is on track to be in the deficit A major factor has been the overtime budget being used covering vacant shifts caused by injuries and FMLA.
3. There is an RFP published for a study on station consolidation looking at Stations 1 and 5.

Commissioner Bond asked if the fire trucks would be able to reach the top floors of the Burlington Town Center with the new construction. Chief Locke explained that the trucks would not be able to reach them all, but the internal fire suppression system would be well equipped with sprinklers and detection.

Commission Award

The Commission Meeting took a break at 08:45 to join on and off shift members on the apparatus floor to award Firefighter Carson his Commission Award. Chief Locke swore Firefighter Carson in and after shaking hands the meeting resumed in the conference room.

Old Business/New Business

- Deputy Chief Brown shared award nominations with the commissioners, and confirmed Commissioner McLaughlin and Commissioner Sweeney are on the committee. The awards banquet has not been scheduled as of yet.
- The open houses were a big success and it was great having Commissioner Sheehey up at Station 3 helping out.
- DC Brown announced he was deployed for four weeks during the hurricane relief efforts, and Chief Locke gave him full support while DC Collette took on a lot of extra responsibilities to help cover. He thanked them both publically.

Open Session

Nothing at this time.

Adjourn

On motion of Commissioner Sheehey, seconded by Commissioner McLaughlin, the Commission adjourned without objection at 09:13.