



STATE OF CONNECTICUT
COMMISSION ON FIRE PREVENTION AND CONTROL
OFFICE OF STATE FIRE ADMINISTRATION



TEL: (860) 627-6363
Jeffrey J. Morrissette
State Fire Administrator

34 PERIMETER RD. WINDSOR LOCKS, CONNECTICUT 06096

February 26, 2002

Page 1

MINUTES OF THE FEBRUARY 26, 2002 MEETING OF
THE COMMISSION ON FIRE PREVENTION AND CONTROL

Chairman Carozza called the meeting to order at 9:42 a.m. with the following members present: Commissioners' Brammer, Haber, Johnson, Kowalski, Maheu, Milewski, Ouellette, Stankye and Wilkinson. Commissioners' Gomeau, McDonald, Nicol and Vendetta were excused. Staff members Morrissette, O'Neil, Ouellette, Piechota were present.

Attendees took a moment to pledge allegiance to the American flag.

Mr. Morrissette identified the guests to the meeting as Chief Thomas Weber of Manchester Fire Rescue/EMS, former Commissioner George Munkenbeck and Ray Castellani, Director of Engineering Technology, Naugatuck Valley Community College.

Moving to item 1 a.) of the agenda, Mr. Morrissette asked Mr. Munkenbeck to come forward to be recognized. He stated as has been past tradition we recognize those individuals who've made contributions to the Commission on Fire Prevention and Control especially our Commissioners, Mr. Munkenbeck served on the Commission representing the Community Technical Colleges from 1991 until 2001, a decade of service. He had been very active on a number of initiatives working closely with the staff. Mr. Morrissette thanked Mr. Munkenbeck for his contribution and presented him a plaque and a clock.

Mr. Munkenbeck thanked the Commission for letting him be part of this organization.

Moving to item 2) Chairman Carozza called for a motion to approve the minutes of the January 29, 2002 meeting.

A **MOTION** was made by Commissioner Wilkinson and **SECONDED** by Commissioner Kowalski to approve the minutes of the January 29, 2002 meeting. Motion carried.

Moving to item 3) Chairman Carozza called for a motion to approve the Staff Report for the period of January 15, 2002 - February 14, 2002

"An Equal Opportunity Employer"
www.state.ct.us/cfpc

A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Stankye to approve the Staff Report for the period of January 15, 2002 - February 14, 2002. Motion carried.

Moving to item 4 a.) Mr. Morrisette gave an update on the Fallen Firefighters' Memorial project. He reported on a significant change that came to his attention about three weeks ago. He stated that the Chairman of the Committee notified him that the memorial has to be moved. It cannot be located on the west side of the Administration building as planned due to some underground obstructions. Both electrical and communications duct banks traverse the general area of the planned monument location. A meeting of that committee was held here two weeks ago to review alternate locations. An invitation was extended to Lisa Moody the Lieutenant Governor's Chief of Staff to attend this meeting. A new proposal was presented to move the memorial to the east side of the building. Mr. Morrisette stated that one of his concerns is the parking lot will be located directly in front of the memorial. A recommendation was made to remove all of the parking spaces closest to the proposed memorial site and leave the spaces closest to the street. Another possibility is to totally eliminate the front parking spaces or relocate them. It appeared like the committee in general wasn't in favor of eliminating all the spaces and it always falls back to a concern of money. With this significant change he stated that he thinks the Commission needs to make a decision on what they want to do. We will be the host of this memorial and we want to make sure that it is done correctly. He invited Commissioners to take a look at the proposed site in front of the building. He indicated the Commissioners would need to pass a resolution to accept the proposed location change. A date has been proposed for dedication, that being May 5.

Chairman Carozza stated that he spoke with Lisa Moody and Lieutenant Governor Rell yesterday and we need to expedite this project.

A discussion period followed.

Chairman Carozza stated if there is no objections, he would like to table this item for the time being and suggested that Commissioners go outside to take a look at the proposed site before the meeting is adjourned.

Moving to item 4 b.) Commissioner Wilkinson gave an update of the CSFA Education Committee. He stated that he did not have very much to report this month. The committee met on February 6 with nothing significant coming out of that meeting. Consultants who are interested in proposing concepts for the plan have notified DPW of their interest. Another committee meeting is scheduled for the first week of April.

Mr. Morrisette stated that in the list of proposed legislation there are a couple of bills relating to regional fire schools. One being House Bill 5243 which is an act to provide state grants in lieu of taxes to towns in which regional fire training schools are located. There is also a proposal to build a regional fire training school in Danbury. These issues continually come up and hopefully won't hamper any of the processes the Education Committee is going through now.

Mr. Morrisette made mention that copies of proposed bills were included with the Commissioners' packages. Also, a bill tracking report, was distributed regarding relevant proposals. There are a number of issues before you and some public hearings are coming up. One public hearing relating to red light

permits is scheduled for March 5 and the Public Safety Committee also has a public hearing scheduled for Thursday of this week.

Moving to item 4 d.) Mr. Morrisette gave an update on the Domestic Preparedness Senior Task Force. A forum was held at the Oakdale Theater in Wallingford updating all local town/ city officials, fire/emergency services, and emergency managers of the plan. Also some of the Governor's initiatives for the coming session relating to domestic preparedness were discussed. Subsequent to that, he stated that he received an invitation from Deputy Commissioner DeRosa to attend a scheduled planning meeting for development of a state Urban Search & Rescue team. The meeting will be held on March 12 in Waterbury. Invitations have also been extended to Presidents of the Connecticut Fire Chiefs and Career Chiefs Associations. It appears the fire service will have at least three representatives participating in that process. Chief Flaherty from Naugatuck has retired and is taking a job with the Office of Emergency Management working in their two-person terrorism unit that was recently established.

Moving to item 4 e.) Mr. Morrisette called on Chief Weber to provide a presentation on the Statewide Disaster Response Plan. Commissioners were given a copy of the draft plan several months ago. The committee that drafted this plan is looking to move forward and implement the plan. He stated as indicated at past meeting there's a significant role for this agency in the plan and he is looking for discussion and possible approval of the plan.

Chief Weber presented an overview of the Statewide Disaster Response plan. Since its inception the fire service has understood the need for a system's approach to providing resources to neighboring communities. This has been accomplished through mutual aid. Today's fire service has recognized the need to expand that system. This plan has been developed using guidelines established by FEMA as part of the Federal Response Plan. It follows the national emergency response system and provides resources necessary to support emergency support functions ESF 4 which is fire fighting, and 9 which is search and rescue.

A question and answer period followed.

Chairman Carozza stated this plan was being presented today on an informational basis only and not intended for formal vote by the Commission.

Chief Weber stated that basically when he looks at this plan he is not quite sure if it needs approval. We look at this plan as a tool for the State Fire Administrator to coordinate mutual aid statewide by statute, as he is required to do.

Commissioner Johnson asked Mr. Morrisette to give some background on events of September 11, how this plan was put in place and brought forth to the Governor.

Mr. Morrisette stated development of a Statewide Mobilization Plan has been a desire for a number of years. The Connecticut Fire Chiefs Association through President Ed Richards asked Chief Weber to take on the responsibility of developing it. It was really a grassroots effort by the fire service and the desire by a lot of people that we needed something beyond local mutual aid plans that are currently in place. Work on the plan began long before September 11. Most of the Commissioners are aware this

agency was activated to the EOC. At that time we had no system in place. The Administrator did know who the key people were that he needed to communicate with and begin to identify resources. Communications with fire departments was the most difficult thing. However we would have been able to deploy resources very rapidly if requested through FEMA.

Chairman Carozza asked to table this item and place it on the agenda for the next meeting.

Moving to item 4 f.) Mr. Morrissette gave an update on the Thermal Imaging Camera program. He stated that when he met with OPM over one week ago they were in the process of issuing the purchase orders for cameras from vendors that had a bid price under \$8,400. For towns that selected cameras above that threshold amount those towns will be invoiced by OPM. As soon as payment is received purchase orders will be sent out. It is the desire of Lieutenant Governor Rell that this process move more rapidly. We will coordinate with OPM and the Governor's Office as to how they want to go about delivering the cameras to departments.

Moving to item 4 g.) Mr. Morrissette spoke about NBC-30's show "The Bravest" and possible sponsorship by the Commission. As directed by the Commission we did check into available funding within the agency budget. There would be limited funding available, however it would only be a one-time deal within current budgetary constraints. He stated that he did not have an opportunity to meet with the representative from NBC-30 again, however he believes the offer is still valid should we wish to move forward.

Commissioner Ouellette stated that from past experience coordinating the 800 Fire Line program he found NBC-30 to be very helpful in promoting the program. Sponsorship may be of great benefit to Connecticut's fire service especially in the area of recruitment.

Moving to item 4 h.) Mr. Morrissette gave an update on the Regional Foam Trailer Program. He indicated that he received the final draft specifications for the foam trailers. He then asked Commissioner Johnson if he had any additional information to share with the Commission regarding the program.

Commissioner Johnson said that the committee met and finalized the specifications and made some changes to the original specifications to be more generic. The Committee visited one manufacturer of the trailers and viewed a trailer in Salem, MA. Since that time they contacted two other vendors who have showed an interest. Our original quest was for ten trailers now it looks like if we can get six we'll be in good shape. Specifications are available should anyone wish to review them

We will have to decide where we will put them strategically throughout the state and work out a use agreement.

Mr. Morrissette stated that the committee will be working with the Department of Administrative Services Procurement to put this equipment out to bid within the coming weeks. He commended the committee working on this program. They did a great job in a short amount of time.

Moving to item 5 a.) Statewide Disaster Response Plan Approval.

A **MOTION** was made by Commissioner Stankye and **SECONDED** by Commissioner Ouellette to table approval of the Statewide Disaster Response Plan until the next Commission meeting. Motion carried.

Moving to item 5 b.) Mr. Morrisette brought up for general discussion the issue of future training prop planning. He stated Commissioners are all aware there was a brief discussion earlier in the meeting about the availability of additional land here at the Academy. Some of the agency's long range plans incorporate adding props in the technical rescue area. Enhanced props for collapse, trench and confined space rescue are needed. One of the thoughts was with the acquisition of the facility in Meriden and the available land there, was to look at the feasibility of putting some of those props down at that location. He stated that one of his concerns was that action's possible impact upon the Connecticut Fire Academy. We probably deal on a weekly basis with individuals saying Windsor Locks is too far. Should we as the staff in our planning efforts be looking specifically only at this location or should we consider fixed props in Meriden. As of now that location is used for storage and the administration of the CPAT program. This spring we have also scheduled a vehicle rescue class down there as well. As we begin planning and looking for additional funding, we need some direction from the Commission. Another question may relate to if and when a state USAR Team is established, what will be the home base for the equipment cache and where will the training be done?

Commissioner Brammer stated that he agrees with Mr. Morrisette on where the Academy has come from and where it is right now. He stated that if we start reaching out and going to offsite locations it will be more difficult to get more funding. It will take more staffing and the level of education may go down. An Academy was built here that is state-of-the-art and if we get additional funding the primary focus should be placed here.

Commissioner Ouellette stated that he concurred with Commissioner Brammer and especially in the areas where we will need specialized props we should put the focus here at the Academy.

Mr. Ray Castellani, Director of Engineering at Naugatuck Valley Community College addressed the Commission. He stated that one of the programs he coordinates is in the area of Fire and EMS degrees. Naugatuck Valley has a new building authorized that they are in the process of planning. This building will contain labs for a fire degree program. He indicated that he had previously met with Director of Training Piskura and had a discussion with Commissioner Maheu prior to this meeting. He invited any comments from the fire service as to what equipment they should look to include at this new facility.

Commissioner Johnson inquired if there was a Director of Fire Science at Naugatuck Valley.

Mr. Castellani replied that he headed up that program and that Mr. Munkenbeck was working with him as the coordinator of the fire program.

Chairman Carozza called for a five-minute recess to give Commissioners the opportunity to go outside and view the proposed new area for the firefighters' memorial.

Commissioners returned to the meeting.

A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Milewski to approve the proposed new location for the firefighters' memorial to also include the elimination of one row of parking at the front of the building. In addition, the State Fire Administrator is asked to pursue acquiring additional land on the other side of the entrance road for additional parking. Motion carried.

Mr. Piechota reported on an effort undertaken by the agency per a request from a local fire department to determine the longest current serving fire service person the state. This particular fire department had in their department records a person who had served 74 years of continuous service. They wanted to know if this was the longest serving fire service member in the state. We sent out an email list serve inquiry and this has taken on a life of its own. He stated that he received a number of responses about individuals with a lot of years of fire service in the state. He stated that he received a number of suggestions from fire chiefs who said this is a great idea and they're assuming that the Commission will in some way be recognizing these individuals. Should the Commission consider perhaps creating some type of recognition like a certificate for 50 plus years of service? Since the CT State Firefighters' Association already has a program to recognize years of service should he then share information he receives with that organization?

Commissioner Johnson stated that it is the responsibility of each local fire chief to submit the names to the CT State Firefighters' Association who presents the award at the annual convention.

Commissioner Wilkinson stated that the recipient has to be a member of the CT Firefighters' Association to receive a service award.

Commissioner Stankye stated that his department recently awarded an individual a certificate of service from the CT Firefighters' Association. The Association has a 50-year certificate.

Commissioner Haber stated that the Association has a 35 and a 50-year certificate.

Commissioner Stankye inquired about the availability of the Haz Mat Operational lesson plan. He stated that the Valley Fire School is ready to deliver this program and have everything except the lesson plan. When will the Train-the-Trainer lesson plan be available?

Mr. Morrissette stated that at a Regional Fire School meeting last month Pete Wols inquired about this matter and it was suggested that he contact Mark Lewandowski directly.

Commissioner Stankye stated that the contact was made and the lesson plan still has not been forthcoming as of yesterday.

Mr. Morrissette asked a staff member to ask Mr. Lewandowski to come attend the meeting to report on the status of the lesson plan. Mr. Lewandowski arrived and he stated that the Academy intends to shotgun the lesson plan to the regional fire schools immediately upon availability on a CD Rom without a train-the-trainer. If they want a train-the-trainer when they're offered in the future they can come. The adjunct instructor developing the program is currently out of state and will complete the program upon his return.

Commissioner Johnson stated that he attended a grant writing workshop in Woodbury and said that Mr. Piskura did a fine job and gave a nice overview of the program to supplement the instructor.

Commissioner Wilkinson inquired about upcoming event "The Spirit of Connecticut".

Mr. Morrissette stated that he has participated in the planning for this event and we are listed as a major sponsor. This event is planned to recognize and dedicate the Postal Services "United We Stand" stamp. They have extended an invitation Rudy Giuliani, Lieutenant Governor Rell and Diane Sawyer from ABC News. The event is also being held to recognize the job that the fire service and other public safety providers did on 9/11.

Commissioner Wilkinson inquired about the status of the free-lancing policy and the development of a certification delivery fee and asked if responsible staff members could give an update at next month's meeting.

Mr. Morrissette stated that the free lancing policy will be mailed out with a cover letter to all adjunct instructors. The Operations manual is nearly finalized however it still will take sometime before it is complete. It has become apparent the Regional Fire Schools are now concerned with free-lancing as it's becoming an issue for them. They want to take a look at the policy the Commission has adopted.

Mr. Morrissette stated that an art exhibit is being held at the Keeny Memorial Museum on Main Street in Old Wethersfield called "Prevailing Human Spirit" from February 10 through March 17. The exhibit is going worldwide as a tribute to September 11. This Thursday, a benefit reception is being held to support the Keane Foundation in the spirit of Richard M. Keane of Wethersfield who was lost in the tragedy.

Chairman Carozza called for a motion to go into executive session for personnel matters.

A **MOTION** was made by Commissioner Wilkinson and **SECONDED** by Commissioner Brammer to go into executive session to discuss a personnel matter. Motion carried.

MOTION was made by Commissioner Brammer and **SECONDED** by Commissioner Milewski to close the executive session with no action taken on the matter. Motion carried.

MOTION was made by Commissioner Stankye and **SECONDED** by Commissioner Johnson to adjourn the meeting. Motion carried.

Chairman Carozza adjourned the meeting at 11:34 a.m.