

MINUTES OF THE JUNE 24, 1997 COMMISSION MEETING OF  
THE COMMISSION ON FIRE PREVENTION AND CONTROL

The meeting was called to order at 9:35 a.m. by Chairman Carozza with the following members present: Commissioners Andresen, Chatfield, Haber, Kowalski, Milewski, Munkenbeck and Peabody. Commissioners Gomeau and Nicol arrived late to the meeting. Commissioners Johnson, McCarthy, Mullen and Vendetta were excused. Staff members Morrissette, O'Neil, A. Ouellette, A.T. Ouellete and Piechota were present.

Guests to the meeting were identified as Bob Fenner, Interim Manager, IFSAC, Mark Amatrudo, Instructor, CFA, Wayne Maheu, Bureau, Education & Data Management, Office of State Fire Marshal and Art Howe, President, CFDIA.

*A MOTION was made by Commissioner Peabody and SECONDED by Commissioner Munkenbeck to approve the minutes of the May 27, 1997 meeting. Motion carried.*

*A MOTION was made by Commissioner Peabody and SECONDED by Commissioner Milewski to approve the Staff Report for the period of May 15, 1997 through June 14, 1997. Motion carried*

Moving to item 4 a.), Staffing Update, Chairman Carozza asked for a motion to hold discussion of this agenda item until the meeting moves into Executive Session.

*A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Peabody to hold discussion of item 4 a.) Staffing Update to the Executive Session. Motion carried.*

Moving to item 4 b.) Mr. Morrissette gave a facility update. He stated that the agency has been trying to obtain estimates for the installation of a sidewalk at the rear of the facility as per Commissioner Haber's request.

In regard to deficiencies in the sprinkler system at the fire station/maintenance garage, the agency is working with DOT to add flow switches which were not installed as part of the original project. This is necessary to tie the sprinkler system to the alarm system. He indicated that he has asked the facility personnel to review the plans to see if this problem was a design deficiency.

Last week a request was made to the Department of Public Works to initiate paperwork to investigate the feasibility of an expansion with a larger auditorium structure. As a result of this effort, the agency discovered that some monies were transferred out of the equipment account without our knowledge. The money has now been restored to this account. He expressed concern on how much other money may have been trickling out of this account over time. He asked if the Commission would like to move forward to ask for a full accounting of the money in this specific line item account.

Commissioner Kowalski inquired who was the actual custodian of the equipment account.

Mr. Morrisette stated that the Department of Public Works was the custodian of the account.

*A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Peabody to ask for an audit of the equipment account with by a specified time frame. Motion carried.*

Moving to item 4 c.) Mr. Morrisette stated that the agency received it's FY 97/98 budget appropriation last week and asked Fiscal Officer Peter O'Neil to give an overview.

Mr. O'Neil stated that within the personal services account there is a \$90,000 hold back: \$10,000 which was to be held back originally for each State agency; \$100,000 held for implementation of the early retirement program and \$20,000 being added back to the agency for union and contractual agreements for the year. With these hold backs, the Commission's Budget Analyst at the Office of Policy and Management (OPM) requested the Trainer position filled last year, as well as approximately 15% of last year's part time payroll, be funded through the Extension/Auxiliary accounts. Meanwhile, the State is hoping to realize savings from the Early Retirement Program by not refilling vacated positions until mid-December. If the State exceeds their desired goal under the Early Retirement Program, some of these savings may be passed back to the agencies.

A question and answer period followed with Commissioners inquiring about the budget process.

Moving to item 4 d.) Mr. Morrisette stated at the last meeting it was requested that he make some changes to the Minor Firefighter Training Standard Proposal. He gave an overview of the objectives where changes were made. The staff reviewed the requests and issues brought up at last month's Commission meeting and made adjustments which they felt were realistic.

Commissioner Peabody stated that the revised proposal was an excellent compromise and he appreciated the effort of the staff.

Commissioner Kowalski stated that he also appreciated the effort of the staff and asked if the third sentence in the second paragraph could be removed. After his review of the Explorer program he felt this proposal will come under the requirements of that program. The Explorer Program Policy Manual states that regardless of what the local program rules or regulations are, State rules and regulations concerning minors have to be adhered to

and cannot be superseded. This document is better than the previous draft, but he stated that he truly believed this document would impact the Junior Firefighter Program.

Commissioner Munkenbeck made a recommendation that the Commission sponsor a forum to take a look at the Explorer program vs. other Minor Firefighter programs. This may settle some of the outstanding issues.

Commissioner Peabody inquired whether NFPA approval had been obtained to develop this document.

Mr. Morrissette stated that a draft of the document was submitted to Gary Keith of NFPA for comments. Mr. Keith recommended we consider modeling our document after the Connecticut Supplement published by the Office of State Fire Marshal. This would alleviate the necessity of dealing with NFPA's Legal Counsel.

Commissioner Peabody inquired if the statement "Modified for Minors" could also include "State of Connecticut" in the title.

Mr. Morrissette replied that he would make the change.

*A MOTION was made by Commissioner Milewski and SECONDED by Commissioner Munkenbeck to forward the Minor Firefighter Training Standard draft document to the Department of Labor for review and approval. Motion carried.*

Moving to item 4 e.) Mr. Morrissette asked Commissioner Kowalski to expand on this agenda item.

Commissioner Kowalski gave an overview of the meeting with DOT Bureau Chief Robert Juliano concerning the aircraft training prop project. A lengthy discussion took place regarding the scope and cost of the project, means of funding (Passenger Facility Charge vs. bonding), cost of long term maintenance and establishment of an annual operating budget for the Commission. The discussion ended with a request for Bradley Personnel to provide a presentation to the Commission sometime between July and September. Bureau Chief Juliano stated that as long as he was in charge, this prop would not cost the Commission any money to operate. This is a long term project with construction not beginning for another year or two.

Commissioner Nicol stated that he concurred with what Commissioner Kowalski said and affirmed that he believed that Bureau Chief Juliano was sincere when he gave his word that the Commission would not take a beating on this project and will be treated fairly.

Commissioner Peabody inquired if the agency knew of any other relationships such as we have with DOT before development of a contract.

Mr. Morrissette indicated that the agency had not done any research on this matter. DOT indicated that they wanted to work in cooperation with the Commission to make sure all areas of concern are addressed. DOT's intent is to contract with the Commission to operate the airplane prop while they will maintain ownership.

A discussion period followed with the Commissioners unanimously recommending that a request be made for DOT to make a presentation to the Commission in September.

*A MOTION was made by Commissioner Peabody and SECONDED by Commissioner Nicol authorizing the State Fire Administration to schedule a DOT presentation for the September Commission meeting with the agenda cleared for this matter. DOT staff and Engineering Consultant should be in attendance. Motion carried.*

Mr. Morrisette introduced Bob Fenner representing IFSAC who was asked to come before the Commission to present a general overview of IFSAC's accreditation program.

Mr. Fenner thanked the Commission for the opportunity to come before them to give an overview of IFSAC's organization, fee structure for Certificate membership and content of the accreditation program.

A question and answer period followed.

Mr. Maheu from the Office of the State Fire Marshal stated that currently the Department of Public Safety is listed as holding non-accredited, non-voting status. He indicated the number of persons trained and certified by his office don't really justify, at this point, involvement. He inquired if the Department of Public Safety could join with the Commission and be accredited under their umbrella.

Mr. Fenner replied affirmatively.

Chairman Carozza thanked Mr. Fenner for his presentation.

Moving to item 5 b.) Mr. Morrisette gave an overview of a letter he received from Hartford County Emergency Plan requesting permission to install a 10' antenna on the tower along with a repeater to establish a county base station here at the Academy.

Commissioner Kowalski inquired if there would be any expense to the Commission.

Mr. Morrisette replied that the letter of request specifically states, that there would be no cost to our operation.

Commissioner Kowalski inquired if this would have any impact on Bradley Airport operation.

Mr. Morrisette stated that the request came from Steve Brown who is an electrician at the airport. We trust that he will do all the proper regulatory research on this matter. In addition we will ask Hartford County that they hold all the proper approvals/licenses (FAA, FCC, Airport) prior to installation.

*A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Chatfield to approve the request from Hartford County Emergency Plan to establish a county radio base station at the Academy. Motion carried.*

Commissioner Munkenbeck reported that the Connecticut Safety Institute program was moving forward and is awaiting comments. Regarding the Tech Prep programs, it looks like the City of Hartford will be coming on board around September 1. There's a lot of interest in both the Hartford Fire Department and city schools for Tech Prep and as well as in Winsted. A meeting with the Board of Education will take place on July 3 to consider taking the program and installing some sort of school to career job training program for EMS statewide and possibly starting as low as at the grammar school level.

Mr. Maheu thanked the Commission for the opportunity to attend the meeting and to personally thank Mr. Morrissette and his staff for their assistance during the Annual Fire Investigation Program. He stated Mr. Morrissette and his staff are truly professional people to deal with, and without their assistance his office would not be able to run as successful a program as they do at the Academy each year.

Chairman Carozza asked Commissioner to read the correspondence presented at the meeting.

Commissioner Haber read letters from the following individuals: (1) Wayne Maheu from the Department of Public Safety wrote thanking the Commission and staff for their assistance during the Annual Fire Investigation Program; (2) Edward P. Pitcher, III wrote Mr. Morrissette thanking him regarding the securing of a tuition waiver for him at Central Connecticut State University; (3) A letter along with a check in the amount of \$2,283.93 payable to the Commission from Darlene D. Leak, Community Affairs, The Hartford Insurance in support to offset the cost of printing fire prevention posters and brochures for the Firehawk program.

Mr. Art Howe from the Connecticut Fire Department Instructors' Association thanked the Commission and staff for all their support, both personnel and equipment during the Annual Fire Apparatus Rodeo.

Chairman Carozza asked the Commissioners for input regarding whether to hold meetings during July and August.

*A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Haber to suspend the July and August unless business needs arise requiring a meeting. Motion carried.*

Chairman Carozza welcomed Commissioner Edward Gomeau back upon his re-appointment.

Mr. Morrissette asked staff member Jim Scavetta to come forward to be recognized and receive a certificate of appreciation for his extraordinary efforts in the total renovation of the maze trailer which had not been overhauled since it was purchased about ten years ago.

On behalf of the Commission, Chairman Carozza congratulated and thanked Mr. Scavetta for all his efforts.

Mr. Morrissette reported on the status of the C L & P Emergency Response Task Force. He stated that a public forum was scheduled for June 25 at 7:00 PM at the Ellington High

School and invited Commissioners who were interested to attend. This meeting is primarily for the benefit of the 13 municipalities within the CL&P north central district and will enable the Task Force to present its recommendations.

In addition, Mr. Morrissette reported this weekend the joint New England Fire Chiefs' Conference will be held in Springfield, Mass and at the Big E. The Commission will have a booth at this conference from June 29 through July 1 and invited Commissioners to stop by.

Mr. Morrissette asked Commissioners for authorization to move forward as we have in past years with the drafting of the Annual Report.

*A MOTION was made by Commissioner Peabody and SECONDED by Commissioner Munkenbeck to authorize the State Fire Administrator to move forward with the Annual Report drafting process. Motion carried.*

Mr. Morrissette reported that the CT Fire Academy Safety Committee has requested the agency look at the feasibility of installing a stop sign in front of the Administration building at the crosswalk area. A letter of request has been forwarded to the Department of Transportation for action.

*A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Peabody to add an Executive Session to the agenda of the June 24 meeting. Motion carried.*

*A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Munkenbeck to enter into Executive Session for the purpose of discussion of personnel matters and invite the appropriate person. Motion carried.*

*A MOTION was made by Commissioner Chatfield and SECONDED by Commissioner Kowalski to return to regular session. Motion carried.*

Chairman Carozza adjourned the meeting at 11:38 A.M.

Dated: \_\_\_\_\_

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Secretary, Commission on Fire  
Prevention and Control