



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

**MOTIONS OF THE APRIL 26, 2011 MEETING OF THE
COMMISSION ON FIRE PREVENTION AND CONTROL**

Attendance:

Vice Chairman Kowalski called the meeting to order at 9:02 a.m. with the following members present: Commissioners Dagon, Hilbert, Nelson, Nicol, Ross, Stankye and Walsh.

Staff members, Jeffrey J. Morrissette, State Fire Administrator; Yvonne Lewis, Executive Secretary; Denice Fortin Certification Registrar and Adam Piskura, Director of Training; were present.

Commissioners Murphy and Brady arrived at 9:04 a.m. and 9:07 a.m. respectively.

“AGENDA”

1. Call to Order/Pledge of Allegiance/Introduction of Guests:

Employee Recognition – Denice Fortin – 20 years of service

2. Approval of minutes of:

March 29, 2011 Meeting Minutes

*A **MOTION** was made by Commissioner Nicol and **SECONDED** by Commissioner Ross to approve the minutes of the March 29, 2011 meeting. Motion carried.*

3. Committee Reports:

Staff Report March 15, 2011 – April 14, 2011

*A **MOTION** was made by Commissioner Murphy and **SECONDED** by Commissioner Walsh to approve the staff report for the period of March 15, 2011, through April 14, 2011. Motion carried.*

4. Unfinished Business:

- a. Budget/Staffing Update
 - Staff Reassignments

- Adjunct Instructor Pool Status
- b. CSFA Education Committee Report
- c. FY 11 Supplemental Grant Program Update
- d. FY 11 Entry Level Training Reimbursement Update
- e. Legislative/Consolidation Update
- f. Burn Audit Procedures

*A **MOTION** was made by Commissioner Brady and **SECONDED** by Commissioner Murphy to remove as a previously tabled Commission agenda item Burn Audit Procedures. Motion carried.*

*A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Brady to allow the Certification Division staff to conduct random live burn audits however, if an agency or fire department requests a burn audit then that entity would bear the cost not to exceed \$300 to conduct such audit. Motion carried.*

5. New Business:

- a. Certification Challenge Issue

Vice Chairman Kowalski tabled this item for the next Commission meeting.

6. Comments from the public.

7. Matters to be raised by Commissioners and Staff

8. Adjournment.

*A **MOTION** was made by Commissioner Brady and **SECONDED** by Commissioner Hilbert to adjourn the meeting. Motion carried.*

Vice Chairman Kowalski adjourned the meeting at 10:42 a.m.