



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

**MINUTES OF THE OCTOBER 28, 2008 MEETING OF
THE COMMISSION ON FIRE PREVENTION AND CONTROL**

Chairman Carozza called the meeting to order at 9:44 a.m. with the following members present: Commissioners Dagon, Mitchell, Nicol, Stankye, Walsh and Wilkinson.

Staff members Lewis Morrissette and Piskura were present.

Attendees took a moment to pledge allegiance to the flag.

Chairman Carozza stated due to lack of a quorum at this immediate time we would go through the agenda informally. We do anticipate a quorum shortly at which time we could approve the minutes and staff report.

Moving to item 2) Approval of the Minutes of the September 28, 2008 meeting.

Chairman Carozza asked if there were any questions.

Commissioner Stankye said he wanted to set the record straight because everyone refers to the Valley Fire School as the Derby Fire School and with any kind of luck it will not be in Derby anymore. He said they are known as the Valley Regional Fire School and hopefully soon to be located in Beacon Falls.

Moving to item 3) Staff Report September 15, 2008 – October 14, 2008.

Chairman Carozza asked if there were any questions.

Moving to item 4a.) Budget/Staffing Update – Mr. Morrissette reported regarding the budget. He said per the discussion that occurred last month we did submit the Budget Reduction Option totaling just over \$500,000 to OPM. He said he had heard from the majority of Commissioners regarding the proposal as presented and he appreciates everyone's quick response. He also stated this past week the Governor announced a deficit mitigation plan for the current fiscal year for which \$200,000 was eliminated from the Entry-level Training Reimbursement program. He said this action requires legislative approval so we're anticipating a Special Session in mid to late November. He also reported that there was a minor reduction of less than \$100 in our Equipment Account. He said historically only \$100 is appropriated in the operating budget for equipment with the remainder of funding contained in the Capital Equipment line item through bonding. He also said he had submitted a budget increase option. He said we had to submit our Reduction Option first before we could request any additional funding. We requested \$40,946 which is specifically for the land lease with DOT for the additional land for the

Hartford County Regional School expansion project. He said Commissioners may recall last Biennium he submitted an Expansion Option that was approved but he was advised by our DAS Budget Liaison that the funding was only approved for two years and not annualized. Also, the Department of Public Works (DPW) is seeking an additional .23 acres (from 1.65 acres to 1.88 acres) of land on top of what we had originally expected, increasing the annual lease expense. He said we were told by DPW that they are in final negotiations with the Department of Transportation (DOT) for the additional land for the project here at the Connecticut Fire Academy (CFA).

Mr. Morrisette also reported that there have been no additional changes regarding staffing. He said he had reported previously that we did receive approval for 20 additional adjunct instructor positions to be detailed to the Certification division in an effort to segregate the two bodies of adjuncts. He said orientation sessions have been scheduled for those individuals selected thus far. He said that this positively impacts the agency in its efforts to improve services.

Moving to item 4b.) CSFA Education Committee Update – Commissioner Nicol reported that the Education Committee met last Thursday, October 23rd. He said status of property acquisitions are as follows: The Rogers Corporation property in Willimantic has been remediated and their lawyers are reviewing the ethics agreement. The Beacon Falls land agreement is at OPM awaiting final review by the Property Review Board then onto the Bond Commission which may hold a meeting in December. He also reported the New Haven Regional School project should go out to bid this November or December and hopefully will be bonded in the spring of 2009. As for the Fairfield and Burrville Schools, a Request for Proposal (RFP) is being prepared for hiring “criteria architect” in order to begin the design process. Construction could occur in 2010. He said Project Manager Don Ouillette reported that the additional ¼ acre needed for the Hartford School would be provided for the project. The Middlesex County School is currently encountering problems with the acquisition of property. In other news he said Al Hawkins stated that the Committee needs to identify one or more state Legislators to assist the Committee with the next bond bill request for the school project which will be approximately \$40 million dollars. He also said the Entry-level Training Reimbursement bill was discussed. It was suggested that the bill should be modified to increase the reimbursement and or provide reimbursement for other fire service programs that were in the original bill. Commissioner Nicol also reported that a brief discussion was held regarding a recent practical skill test and also regarding the Danbury Fire Department efforts to obtain recognition of their school as a Regional Fire School facility. After the brief discussion a motion was made and passed by the Education Committee supporting the Danbury Regional Fire School. He said the Committee’s support was based on the geographical availability and fire service demographics. The next meeting of the Committee will be held on Thursday, December 4th in Wethersfield.

Commissioner Nelson arrived at 9:53 am and a quorum was attained.

Chairman Carozza said if there are no objections and since we’ve now attained a quorum he would like to return to item 2 Approval of the September 30, 2008 meeting Minutes and item 3 Approval of the Staff report for September 15, 2008 to October 14, 2008.

A **MOTION** was made by Commissioner Nicol and **SECONDED** by Commissioner Mitchell to approve the Minutes of the September 30, 2008 meeting. Motion carried.

A **MOTION** was made by Commissioner Wilkinson and **SECONDED** by Commissioner Mitchell to approve the Staff Report for the period of September 15, 2008 – October 14, 2008. Motion carried.

Chairman Carozza called on State Fire Administrator Morrissette for an introduction of a guest to the meeting.

Mr. Morrissette stated that we have a guest to our meeting this morning which is agenda item 5a CPCU Donation Acceptance.

Moving to item 5a.) CPCU Donation Acceptance – Mr. Morrissette said he was once again very pleased to introduce Ms. Alyce D'Angelo from the Connecticut Property Casualty Underwriters Society of Connecticut. He said this is her fourth appearance before the Commission to present a donation on behalf of the CPCU Society.

Ms. Alyce D'Angelo said she is the Director of the Good Works Committee of the CPCU of central Connecticut. She said CPCU as Mr. Morrissette had indicated is the Chartered Property and Casualty Underwriters and is a nationwide non-profit organization comprised of dedicated insurance professionals who highly value the principles of leadership, ethics and education. She said it is for one of those values and actually this donation comprises many values of the CPCU organization that the Committee chose to make this donation for education. She said she is so happy to present a donation of \$1,000 today to the Commission on Fire Prevention and Control to help train some firefighters in the field. She said the donation will be used to purchase a case command system which enables a student to go out in the field and use this tool to track multiple rapid fire events at the same time. She said even though it's a small donation they are really excited to do this because they appreciate all the effort that the Commission puts into training all the firefighters in Connecticut and surrounding states.

Chairman Carozza accepted the donation on behalf of the Commission on Fire Prevention and Control and thanked Ms. D'Angelo for their past as well as their current support.

Director of Training Piskura shared with the Commission that the first year we received the donation we purchased a rescue mannequin, the second year we bought simulation software that is used in both the FO I and FO II certification programs. He said the previous year they donated money for what we call field saws which are battery operated saws used to cut the hard board for flash over simulator. He said each year the CPCU Society asks for an array of items and we give them five or six items to consider for a possible donation. He said this year they chose to do the Command Board which we will use in the Burn Building here and off site in Springfield. He said this will more professionalize what we're trying to accomplish with scene accountability.

Moving to item 4c.) FY09 Supplemental Grant Program Update – Mr. Morrisette said we continue to have good success in terms of departments responding. He said we did give them a deadline of October 15th to respond as to their choice of either a voucher or a direct grant payment. He said we're trying to encourage the utilization of the vouchers early into the fiscal year if at all possible. He said we also reported last month that because of the way the funding was allotted to the agency we've not been able to make all of the payouts for the direct grants. He said we've only had about 25 percent of the first quarter allotment available. Thus, we are delayed in making all of the payouts to the eligible fire companies. He said we expect at some point that the Fiscal Advisory Committee (FAC) of the Legislature will meet to approve the proper transfer of the funding as they've made an error two years in a row. Mr. Morrisette said as quickly as funding is transferred payouts will be made. He further stated there are no problems with departments utilizing vouchers.

Moving to item 4d.) Entry-Level Training Reimbursement Update – Mr. Morrisette said we've just finalized a reminder letter to departments statewide reminding them of the availability of this program. We've also updated, as per the Commission's approval last month, the policy and procedures and we've made some minor adjustments to the pre-authorization approval form. These will all be uploaded and available on the Commission's website. He said there has been some movement and he's not sure if it was because of our discussions but since last month we have received a number of claims from last fiscal year. So word is getting out that funding is still available and that the policy was changed to stipulate funding be available for up to one year from the date of certification. He said now that we're \$200,000 lighter due to the budget reduction ordered by the Governor, hopefully there won't be a significant impact. It would be our intent to carry over any claims into next fiscal year should funding be exhausted. He said as reported last month, municipalities or fire departments did not seek reimbursement for approximately 400 FFI level eligible personnel while 99.9% of all Recruit level training was reimbursed.

Moving to item 4e.) NFPA 1001 and 472 Updates – Mr. Morrisette asked Director of Certification McGowan to provide an update of activities related to implementing the 2008 edition of NFPA 1001. Mr. McGowan thanked Mr. Morrisette for the items he reported on last month on his behalf as he was down in Stamford that day for the first practical pilot examination. That same afternoon a written exam for the 472 portion of the 1001 was administered. He said to date we have had 94 people participate in this new testing régime all passing on the first effort of the practical skills evolutions. On the written side of that 49 people have taken the combined Awareness and Ops and 80% passed on their first effort. On the second effort, 100% passed so we feel very comfortable with the validity and reliability of our testing. He said there was some anxiety as there should be with any new program. He said he thanks the great effort that the Education Committee put forth and it has worked out very well to date.

Moving to item 5b.) CSFA Education Committee Representative – Mr. Morrisette stated as we discussed last month we do have a Commission member vacancy on the Committee due to Commission Wilkinson's retirement. He said we solicited members of

the Commission to serve along with Commissioner Nicol. He said to date he's only heard from Commissioner Mitchell who expressed some interest.

Commissioner Mitchell replied that in another six months his schedule will allow him to participate.

Chairman Carozza asked if any other Commissioner has an interest to let him or the State Fire Administrator know.

Moving to item 6- Comments from the public – There were none.

Moving to item 7 – Matters to be raised by Commissioners or staff – Commissioner Mitchell asked if we've heard anything more regarding Mr. Piskura's presentation to DAS SMART team on the Introduction to the Fire Service Cadet program.

Mr. Morrissette said he spoke with our DAS Human Resources representative yesterday and he was told their investigation should be wrapped up another week or two and a report would be forthcoming.

Mr. Morrissette said the Executive Secretary informed him just prior to this morning's meeting that Mr. Jeffery Bond the Firefighter/Paramedic called to inquire whether the Commission had made any decision in respect to his request that CPR/AED training be a mandatory training requirement for all entry level firefighters achieving certification. He inquired whether Commissioners wished to discuss this in any more detail.

Mr. Piskura reported that the Auditorium is undergoing a significant audio visual equipment upgrade. He said we've been experiencing trouble with the equipment for some time. He said this new system will be electronically, push button controlled similar to the system we have in the classroom. In addition to that, there is going to be a large screen TV in the back of the room to aid the instructor in following the program being presented without having to turn their back to the audience to look at the screen.

He also reported that currently, recruits are on a night schedule. He also said on Thursday, the Public Safety Magnet School will visit the CFA with approximately 80 students representing two grade levels to observe the recruits. He said the Public Safety Academy is now solidified where the students wear uniforms and have disciplinary consequences. It is pretty impressive. He said they believe they will be in the Enfield location which is about nine miles from here for another three to four years before they obtain the funding to build a new school somewhere closer to Hartford.

Commissioner Nicol reported that at the conclusion of last month's Commission meeting we had a meeting of the Mid-Atlantic Conference Subcommittee. He said he had talked to various attendees this year at the Maryland conference to find out what weeks would be good for Connecticut to host the conference in 2010. He said he shared that information at the meeting and Mr. Morrissette recently sent a letter to the member states soliciting the dates. He said the dates we solicited are September 9-12 and October 28-31, 2010. He invited Commissioners who would like to be involved in the planning of

the conference to stay for a brief discussion of the Subcommittee following the conclusion of the Commission meeting. He also said as far as a location to hold the conference it appears that the Hartford area would work best in terms of field trips so we'll be looking to work with the hotels in the city of Hartford.

Mr. Morrisette said we've made contact with the Greater Hartford Convention and Visitors Bureau to assist us and they are eager to do so.

Chairman Carozza said just before we adjourn he wanted to comment on the Memorial Service held this past weekend. He said unfortunately it was very poorly attended and he doesn't know if it falls under the Commission's jurisdiction or the Memorial Committee's jurisdiction but we should seriously look at either a change in time or date. He said he suggested possibly holding the service earlier in the morning and he certainly doesn't want to step on anyone's toes but he thinks 2pm on a Sunday afternoon can be a tough time for people. He said he wanted to bring it to the attention of the Commission that we had the Governor, Attorney General, State Comptroller and other dignitaries in attendance and he thinks there were more people sitting as honored guest than in the audience making it rather embarrassing. He said if any Commissioner has any suggestions on how we can improve the ceremony to let him know.

Mr. Morrisette added that we've even spoken about possibly a weekday evening or even a weekday. We specifically schedule it for the weekend to allow the volunteers an opportunity to attend, but unfortunately we just don't obtain the turn out. He said the feeling is that there are over 300 names on the memorial representing 200+ different fire departments so we should at least have one representative from each of those departments in attendance. At least that would give us an audience.

Commissioner Walsh suggested sending a letter to each of those departments requesting them to send a representative.

Chairman Carozza asked if we should reach out to the Committee.

Mr. Morrisette said it will be the Memorial Committee's final decision but if there are recommendations there are a number of us that serve on that Committee so we can certainly bring forth any of those thoughts or ideas.

Chairman Carozza said if anyone has any suggestions to let him and the State Fire Administrator know.

Commissioner Nicol asked what kind of invitations were sent out and if it was done via the listserv.

Mr. Morrisette said invitations were sent via the listserv as well as a mailing to all departments.

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

Chairman Carozza adjourned the meeting at 10:24 am.

Dated:

Charles M. Stankye, Jr., Secretary
Commission on Fire Prevention and Control