

MINUTES OF THE OCTOBER 26, 1999 MEETING OF
THE COMMISSION ON FIRE PREVENTION AND CONTROL

The meeting was called to order at 9:59 a.m. by Chairman Carozza with the following members present: Commissioners Gomeau, Johnson, Kowalski, Maheu, Milewski, Munkenbeck, Nicol, and Wilkinson. Commissioners Chatfield, Haber, Mullen, Stankye and Vendetta were excused. Staff members Lewandowski, Mancino, Morrissette, Piechota, Piskura and O'Neil were present.

Chairman Carozza invited everyone to stand and offer a prayer for those injured in the ambulance accident in West Haven.

Mr. Morrissette introduced the guests to the meeting as Dr. Dennis Onieal, Superintendent of the National Fire Academy, Acting Chief Ron Nattrass of the Stratford Fire Department, Chief James Verda of the Norwalk Fire Department, and James Eastwood of the Fairfield Fire Department. Firefighter Michael Osiecki, South Fire District arrived later in the meeting.

Chairman Carozza asked for a motion to suspend the normal order of business to allow members of the public to speak.

A MOTION was made by Commissioner Milewski and SECONDED by Commissioner Munkenbeck to suspend the rules. Motion Carried.

Dr. Onieal stated that he wanted to stop in and say hello, that Commissioner Carozza was kind enough to invite him to the UPFFA convention in Connecticut. He stated that he had done a lot of work in Stratford, New Britain, and Bridgeport back in his former life as a firefighter in Jersey City and that it was really nice to be back.

Dr. Onieal stated that he wanted to publicly commend Jeff Morrissette and Adam Piskura who have been of tremendous support for Connecticut's interest in the Federal Fire Programs. He stated that the Commission needs to know the level of activity that these two men get involved in at the national level. He stated further that Chairman Carozza also gets around and has a very high national profile. He stated that there are very few people around the country that get involved to this degree. He thanked the Commission for its hospitality, and stated that if anyone had any questions about the National Fire Academy, he would be happy to answer them.

Chief Verda of the Norwalk Fire Department stated that he had a rather unique problem he would like the Commission to evaluate. He stated that Norwalk has a population of almost 80,000. The volunteer fire companies have been steadily dwindling and are phasing out. The problem is with the minimum standards for entry level firefighters being Firefighter I and MRTD level. His Board of Fire Commissioners has mandated that they enter into a program to train residents to become Firefighter I in order to make them eligible to be hired. The program was initiated in conjunction with Norwalk's Community College. They were successful in implementing the first Firefighter I course that was sponsored by the Norwalk Community Technical College and the Norwalk Fire Department. He stated further that they have a very diverse population and are trying to attract more qualified minorities to take the entry-level exam. His concern is that once these individuals

are trained, the Commission's Regulations does not allow them to be certified until they are a member of a fire department. He indicated that he failed to understand or comprehend why when Fire Marshals go through and complete the certification course they become certified. Most any higher institution of learning does the same thing and he has a problem of why a person can take a recognized course sponsored by the Connecticut Fire Academy, and not end up with a certificate after they successfully took the course.

He would like to know the rationale of why these students cannot receive their certification documenting they have completed a Firefighter I course. He understands there is a regulation on the books that prohibits that. He asked the Commission to evaluate this matter because he cannot see any reason why it cannot be done.

Chairman Carozza asked if there were any questions from any of the Commissioners.

Mr. Morrisette stated that he was circulating a summary of the Agency's Regulations Chief Verda was referring to. Mr. Morrisette pointed out that Page 3 identifies the point that Chief Verda was making. Our Regulations require a candidate for Firefighter I certification to be an active member of a fire department. Mr. Morrisette stated that he believed that the individuals the Chief was referring to are civilians, not currently affiliated with a fire department. Mr. Morrisette then asked Mr. Piskura to brief the Commission regarding the program being offered in conjunction with Norwalk Community Technical College.

Mr. Piskura stated that the Academy pursued an initiative to engender people that weren't currently in the fire service from protective classes, that is identified minorities and women. We were very successful in working in conjunction with Norwalk Community Technical College. The power that they bring to the process is that they can offer remedial training. They actually give a pre-entrance exam to these people; if there are deficient areas noted they could be brought up to academic speed and then enter into the program. What has happened is that in the case of Norwalk Fire Department, they have rules and regulations where the person would have to be certified before they can be considered for an entry-level exam. For the Norwalk class we made arrangements with the Director of Certification, that upon appointment by a fire department the student would receive their certification. The students only receive a letter indicating they were certifiable. Its important the Commission understands this is not just a singular case. Recently Mr. Piskura met with the City Manager, Personnel Director, the Affirmative Action Officer and the Fire Chief for the city of New London. They indicated they would also like to pursue a similar type of course offering. Mr. Piskura stated that he felt that serious consideration of a new way of granting the certification might be in order.

Commissioner Johnson asked Mr. Piskura if the Norwalk Fire Department had an organization known as The Norwalk Auxiliary Fire Department and whether members of such an organization would be considered active firefighters for the purposes of certification.

Mr. Piskura stated that he would refer that question to Messrs. Morrisette or Piechota.

Mr. Morrisette stated that his personal feeling was yes. As long as the local fire department/municipality recognized the volunteer company.

Commissioner Johnson stated that the Commission Regulations are essentially State Statutes and he was sure that the Commission could go through the legislative process to get this changed. There would possibly be some opposition to this. The simple way would be for Norwalk to establish some sort of a quasi organization that would meet the intent of the Regulations or change its entry-level requirements.

Chief Verda responded they could look to change their local requirements but he would like someone to explain the rationale for the Commission's requirements.

Commissioner Munkenbeck stated that the particular certificate in question was for a college course which is not the certification that he is looking for. The college sponsored the course and paid for the instructors. The Academy was contracted with to run the course. It took years to get to this position. He stated that he was glad to hear New London was interested. Commissioner Munkenbeck stated he thought the easiest way to handle this problem is on a local level. It is just as easy to create a cadet or auxiliary fire program, than to affect a change to Regulations. Cadets or auxiliary members would be considered as active members of a fire department. There have been a couple of incidences with regulation changes in the past where they have taken forever. In Chief Verda's particular case there are some legal issues because of past history.

Chief Verda replied that he had no problem if Chief Johnson makes a recommendation, that he has discussed with Mr. Piskura and kicked around in the city of Norwalk. In dealing with a cadet type of program, is the Commission willing to recognize that and issue a Firefighter I certificate? He stated that he does not understand if a person successfully completes a course that the state would prohibit them from getting a Firefighter I certificate. He stated that Connecticut has always been a leader in education.

Commissioner Johnson stated that he thought one of the reasons maybe that when a person applies to take a fire marshal certification course, they are not accepted into that course unless they will be appointed to the position upon completion. Not just anyone can go and be trained and certified as a Fire Marshal.

Chairman Carozza asked if there was any further discussion.

Mr. Piskura stated that times change and we know we have an identifiable recruitment and retention problem in the volunteer ranks. There is also a similar or parallel problem in the career service where you need to if not meet an affirmative action directive, you need to reflect the makeup of your community. To do these various things to help alleviate the recruitment and retention problem of volunteers and possibly to help alleviate the problem in getting members of color, you need to come up with new and unique ideas. One way is to pre-qualify these people by having them take a course and that's why New London approached us. Norwalk was an initiative which he would credit Commissioner Munkenbeck with starting. He went on to say that he could see this expanding where those career departments need to be more reflective of their community demographics. Norwalk is bringing the issue to the table, and yes Norwalk could certainly do their internal changes, but is this going to escalate as we go through time? Perhaps we want to re-examine this and how we approach it. There are pluses and minuses both ways you approach the term "active". Mr. Piskura stated further that he would like to reiterate again that what is happening now is basically a contingent certification. It is contingent upon their employment.

Commissioner Kowalski asked who covers the students for insurance when this type of class is taught.

Commissioner Munkenbeck replied that the college does. Insurance coverage is the reason it was done through the college.

Commissioner Kowalski inquired if this was opened up and was not connected to a college, who would absorb the insurance?

Mr. Piskura stated that in the case of New London, where they were exploring several options, the City of New London would.

Mr. Morrissette stated that he did try to go back and look at the legislative history and found nothing on this particular issue.

Mr. Piechota stated that he thought that the 1001 Standard also says that an individual must be a member of a fire department. So there may be some history based upon what the NFPA standard calls for.

Chairman Carozza asked if anyone had any suggestions, and if not, maybe an attempt could be made to look into this issue a little further and get a little more accurate information and bring it back to the Commission for the next meeting.

Chairman Carozza asked if any other member of the public wished to address the Commission.

Michael Osiecki, President of Local 3918 of the South Fire District, Middletown addressed the Commission. He stated that this was the first time he has addressed the Fire Commission and stated that he had a concern that recently his fire department hired the Connecticut Fire Academy to do Quantitative Fit Testing. The problem they had was that the Academy's representative conducting the Fit Test, was one of their fire commissioners. This was a concern because if one of their firefighters failed the test, it could harm the employee's standing. Mr. Osiecki stated that he thought that there would be a mechanism in place that when a state fire instructor was training or conducting a test in a local department it should be determined if a conflict of interest exists. In this instance, it was definitely a conflict of interest. The Board of Fire Commissioners makes the final determination for discipline, termination, etc. in regards to collective bargaining. They were surprised by the fact that someone could be a state instructor, have the possibility of a conflict of interest, come into the firehouse and administer tests. He stated that he would like to know if there is a way to screen an instructor before he/she goes out to a fire department to determine if there is a conflict of interest. This is the first time this has ever happened and he asked if there was any policy on the books.

Mr. Piskura stated that he would like to first of all alleviate Mr. Osiecki's concerns, by saying that a Fit Test cannot be failed. If for whatever reason your employer could not find a mask arrangement that fits your face, you would be pensioned off, because your employer has failed you. You have not failed your employer. Mr. Piskura did go on to say that Mr. Osiecki did bring an interesting perspective for consideration. Mr. Piskura said that his initial reaction is we can fix the obvious situations, but he cannot possibly know all the anomalies that exist in all of the fire departments in the State of Connecticut. It would still be incumbent upon our adjunct instructors we are contracting with to identify these things beforehand.

Mr. Osiecki stated that he just did not know if there was a mechanism of how instructors are picked before they are sent out to conduct a test or course.

Mr. Piechota stated that he would like to give a little clarification. A written examination proctor never knows how an individual fares on an examination. He stated that he does not believe in the case of a written exam proctor it matters who it is. In the case of a practical exam, the Commission only provides one or two lead evaluators. It is pretty much known who they are, and what affiliation they have. We would not for example have a member of the Hartford Fire Department conduct a practical for the Hartford Fire Department. The host community requesting our certification testing services is directed to ensure the people they choose as station examiners have not been involved in the training of the people they are testing. We do rely on their ethical, good judgement to self-identify.

Chairman Carozza asked if there was anyone else from the public who wished to make a statement.

Jim Eastwood, Lieutenant, Fairfield Fire Department and also a member of the Academy adjunct instructor staff, stated that this was the first time he had been to a Fire Commission meeting. He stated that he would like to publicly thank the Commission for their support and direction. He stated that the Academy truly provides the only unified approach to solving the problems in this state. He stated that he would like to go on record as thanking the Commission for their time, support and direction.

Chairman Carozza thanked Mr. Eastwood.

Acting Chief Ron Natrass of the Stratford Fire Department stated that he would like to thank the Commission for the opportunity to be present at today's meeting and expressed his satisfaction with the Academy's staff. He went on to say that for the past five years Stratford has been sending their recruits through the Recruit Program and the product they are getting is very good. This training is a benefit to their community and the Academy is a benefit to the entire state.

Chairman Carozza asked for a motion to return to the regular order of business

A MOTION was made by Commissioner Munkenbeck, and SECONDED by Commissioner Kowalski to return to regular business. Motion carried

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Milewski to approve the minutes of the September 29, 1999 meeting. Motion carried.

Chairman Carozza inquired whether there were any questions on the staff report and asked for a motion to approve.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Maheu to approve the Staff Report for the period of September 15, 1999 - October 14, 1999. Motion carried.

Moving to item 4 a.) Mr. Morrisette gave an update on action taken to develop an Entry Level Training Guide to address the issues that came out of the Litchfield County area. He distributed a draft document and asked Mr. Lewandowski to provide an overview. It was noted this draft document would be passed onto Conn-OSHA for review.

Mr. Lewandowski stated that as per the direction of the Commission, an intern was asked to gather information and compare it to Conn-OSHA standards, FED-OSHA and the IFSTA training curriculum that is now used throughout the state in addition to the NFPA Standard. He then explained that this was a synopsis of the draft document passed out to them. A more formal package needs to be developed that will identify what the problem is and how to solve it. The Commission, at least from the training end, will not recommend how a department is to do their training. Rather, guidance will be provided as options available that will allow them to use their firefighters on the line sooner. Mr. Lewandowski explained that there is a matrix at the back of the handout. The present curriculum is roughly 141 hours in length without the Haz-Mat requirement, the revised program is 95 hours between classroom and practical skills to qualify them under OSHA. Under the IFSTA Essentials curriculum there is about 50 hours of training beyond the initial 95 hours that could be done after a firefighter trainee receive his/her initial training to qualify for certification testing. Everyone must understand that liability rests solely with the chief to determine when the trainee can be exposed to live fire situations. Additional information will be gathered to make sure this is acceptable to all potential users. We have not changed any of our certification requirements.

Mr. Morrisette stated that these are only recommended contact hours, they are not mandated. He added that from the beginning he has stated that the local instructor is best suited to evaluate the

people he or she is training. Once local needs are evaluated, adjustments can be made by either adding or subtracting from the contact hours.

Commissioner Nicol asked for clarification regarding the 95 hours.

Mr. Lewandowski explained that these encompass the training required by OSHA in order for a firefighter to be involved in a structural fire environment. They would not be certified after the 95 hours, they would just be trained in accordance with the OSHA provisions.

Commissioner Kowalski stated that an excellent job was done in preparing the draft proposal especially the scope on the first page in which the Commission did not change the minimum requirements. The most important sentence in this draft is the reference that "the overall liability lies with the Fire Chief".

Mr. Lewandowski stated that when this draft document is complete, he will ask Messrs. Morrissette and Piskura for their input on the final format.

Commissioner Kowalski added that as a follow-up, when we refer to classroom hours and practical hours, it should be referred to as recommended classroom hours and practical skills contact hours as recommended by the State Fire Administrator.

Chairman Carozza asked if there was any further discussion.

Moving to item 4 b.) Mr. Piechota stated that in the package distributed to the Commissioners was a final site visit report sent to the Board of Governors of IFSAC. He reported that he had not heard "officially" anything to date regarding our accreditation award.

Mr. Piechota read a report from the IFSAC Board of Governors dated October 2. In summary, this report stated that the Board voted to accredit the State of Connecticut, Commission on Fire Prevention and Control and Connecticut Fire Academy for the following levels: Fire Service Instructor I and Public Fire & Life Safety Educator I. All other levels requested were tabled as questions remain concerning procedures for Firefighter I and II. The Board decided the site team needs to clarify and make a recommendation on whether to accept the live fire sign-off process for Firefighter I and II and to make a firm recommendation to the Board at their annual meeting in April, 2000.

Mr. Piechota explained that because we do not have sufficient facilities in this state to evaluate live-fire suppression on a local level, the Commission has delegated this activity to a sign-off procedure. In the eyes of IFSAC, this practice is in question. We now have to wait and see what the Board of Governors will decide. They do not meet again until April of 2000. Mr. Piechota stated in his personal opinion this is a long time to wait for an answer. Overall, Mr. Piechota stated that the site team was extremely thorough and conducted a very comprehensive review of our system.

Commissioner Kowalski inquired as to whether there was any type of appeal.

Mr. Piechota said he thought that maybe the only type of appeal would be for the Commission to send a letter communicating its displeasure with the long wait for a decision.

Commissioner Munkenbeck stated that he felt that this would be a good idea. He thought there was a procedure on the IFSAC degree side where they could conduct a telephone poll of the Board Members. This may possibly be an option.

Chairman Carozza asked if there was any further discussion.

Moving to item 4 c.) Mr. Morrisette gave an update on the Agency's EMS Examination Administration Proposal. He reported that he checked with Deborah Tomasone, the person responsible for the bid review for the State Department of Health. One of her associates returned his call indicating they have established a committee to conduct a review of the bids received. They are still reviewing their options. Mr. Morrisette stated that he asked if there was any time frame set-up for a decision to be made, the Health Department representative indicated negative.

Moving to item 4 d.) Mr. Morrisette gave a Facility Management update. He stated that the Agency through the Department of Public Works solicited bids for Facility Management Services for the Connecticut Fire Academy. The bid due date was last Friday. Five bid proposals were received late in the day yesterday from firms both in Connecticut and one or two National firms. Mr. Morrisette stated that he had the bid proposals with him, if after the meeting anyone would like to review them. Some of the companies spent a lot of time and provided detailed options for the Agency. The Department of Public Works is hoping that within the next few weeks a recommendation can be made for a six-month trial period with one of the vendors.

Moving to item 4 e.) Mr. Morrisette stated that the Electrical Safety Alert Notice discussed last month was approved by the Attorney General's (AG) Office. The Commission authorized the notice be disseminated to the Fire Chiefs upon approval by the AG. This has been done.

The AG's Office asked that we identify in the notice who had brought the issue to our attention. A final copy of the notice was included in the packages mailed to the Commissioners. Mr. Morrisette asked for the Commissioners' assistance in disseminating the information in their own departments and through their organizations.

Moving to item 4 f.) Mr. Morrisette asked the Public Education Sub-Committee to report to the Commission.

Commissioner Johnson stated that the Sub-Committee on Public Fire Education consisted of himself, Commissioner Munkenbeck and former Commissioner Peabody. Commissioner Johnson reported that the review began back in late 1998 to answer a request from the Public Education Director for the Commission to clarify the mission, considering its limited resources, of the Public Fire Education Division.

Commissioner Johnson stated several meetings/discussions were held between himself, Commissioners Peabody and Munkenbeck, and later on between Commissioner Munkenbeck and himself. Commissioner Johnson stated further that the State Fire Administrator was in attendance at all of the meetings. The Public Fire Education Director did address the Committee and provided background information. The Committee met several times and after those meetings it became clear that Public Fire Education programs are a local issue, which do require some state assistance. Because of this, the Committee recommends the following:

1. Continue to conduct methodology programs for Public Fire Safety Educators and Instructors, which lead to certification.
2. Continue to maintain and enhance a centralized information center on available resources that certified fire and life safety educators can utilize in structuring local educational programs.
3. Continue to maintain and expand where possible a lending library of Fire Safety programs and related aids to be used by local educators.
4. Conduct seminars and conferences to ensure local public educators have available up-to-date information.
5. Create and distribute to local fire departments specialized handouts and PSA's relative to fire safety.

6. Create SOP's for initiating local Public Fire Education and Juvenile Firesetting programs. Seek and utilize or redistribute grants for various fire safety initiatives.
7. Work with other state agencies to make their programs available to local fire officials.
8. Support programs that fall within the fire prevention education areas for our customers.
9. Provide assistance and guidance to the inquiries by the general public by utilizing local officials as the focal point.
10. Provide support in the form of Train-the-Trainer programs for the Juvenile Firesetter program.
11. Schedule and coordinate the Kids' Fire Safety House.

Commissioner Johnson stated that many of our adjunct instructors also teach in the Public Fire Education area and thus are cross-trained. Therefore, Commissioner Johnson stated that he would recommend that the present Public Fire Education Director be transferred under the auspice of the Training Director, thus providing better administration and greater resources in coordination of the Public Fire Education mission.

Commissioner Johnson stated that Commissioner Peabody's final remark on his report before he left was:

"A review of the Communications' Officer job specification indicates that it is appropriate for the Public Education Division's needs and a review of the actual training needs indicate that they can be accomplished by the Training Division."

Chairman Carozza stated that all had heard the recommendation of the Committee and asked if anyone had any questions.

Commissioner Kowalski stated for the purposes of discussion, he would make a motion that the recommendation be accepted as written by the Committee.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Munkenbeck to approve the recommendation as written by the Committee.

Commissioner Munkenbeck added that there was a lot of effort put into this review. A lot of thought and discussions regarding all of the possible permutations of this. He went on to state that he felt this was a very good boil down of every piece of discussion they had. It may not be the perfect solution, but felt it was the solution that the Commission needed to have under the limited resource circumstances.

Commissioner Maheu inquired if under this recommendation a Director was reporting to a Director.

Mr. Morrisette stated that by state job specification, no. The Director of Public Education is a functional-job title not an official state job classification.

Chairman Carozza asked if there was any further discussion. Since there was none, Chairman Carozza asked that all those in favor of the recommendation say Aye, and asked if anyone was opposed.

The MOTION was unanimously approved.

Moving to item 4 g.) Mr. Morrisette gave an update of the Firefighters' Memorial Project. He stated that he appraised Mr. Ernie Herrick of the Commission's wish to carry the Memorial Fund status as a regular agenda item, and advised him that he would be contacting him on a monthly basis to obtain an up-to-date report on activities. He reported that Mr. Herrick indicated there is approximately \$57,000 presently deposited in the account that includes the state appropriation. In

terms of activities, Ernie Herrick reported the Committee is planning to do another direct mail solicitation to fire departments. Mr. Morrisette stated that he inquired whether or not there was any truth to the rumor that the Committee was going to expend some funds to initiate some of the site preparation work. Mr. Herrick indicated that was given some thought, but they are not going forward with that because the monument company felt once a stone is purchased the truck which would be needed to hoist it into position would damage the site work. Mr. Morrisette stated that he did ask about the Committee erecting some type of a "barometer" type sign in front of our property to show where the fund raising efforts are.

Chairman Carozza asked if there was any further discussion.

Mr. Lewandowski stated that Mr. Piskura has just returned from the North American Fire Training Directors' Meeting in Missouri. He stated that the New York contingent passed out a small key chain depicting their fallen firefighter's memorial. He then passed the key chain around for the Commissioners to view.

Mr. Lewandowski went on to say that we have been at the Academy for over four years and the Memorial has not materialized yet. Maybe we could commission Woodbury Pewter to design a small ornament or something in recognition of our memorial to may generate some interest.

A discussion period followed.

Moving to item 5 a.) Mr. Morrisette stated that last month a copy of an updated Facility Usage Fee Proposal was distributed to the Commissioners in attendance. This proposal was presented for review and possible action at today's meeting.

Chairman Carozza asked if there were any questions regarding the proposal.

Commissioner Nicol inquired as to whether these were daily rates.

Mr. Morrisette answered affirmatively

Commissioner Nicol asked Mr. Morrisette to clarify what the fee would be if a conference were to go on into a night session.

Mr. Morrisette answered that an applicable rate would be calculated depending on when the activity began.

Mr. Lewandowski stated that the State Fire Administrator has the ability to waive fees for fire service related events.

Commissioner Kowalski asked if we are charging the private sector enough. We are going from \$50.00 to \$125.00.

Mr. Morrisette stated that he felt that we have to be very careful how we market the Academy as the facility was built with state bonds. We obviously need to recoup our expenses. The impression of the staff is that the daily interruptions are increasing.

Commissioner Kowalski stated he also had a question about the training pool. He stated that the rate seems to be a very low rate for this specialized item. He stated that he knows personally that when the National Guard uses a swimming facility, they are used to paying \$300 - \$400. We are only increasing our rate by \$25. It is a very costly facility to maintain, he stated that he questioned whether we are going up enough in some areas.

Commissioner Kowalski inquired why there were no fees listed for the dorm rooms.

Mr. Morrisette answered that the rates currently established are okay and they are not looking to adjust those at the present time. He proposes the dorm room rates remain at \$25 for out of state and private sector, \$15 for in state municipal firefighters and \$13 for recruit training program attendees.

Commissioner Johnson inquired how the Agency came up with the figures?

Mr. Piskura stated that a survey was done of hotels around the airport and after meeting with Mr. Morrisette they took the middle ground and favored the lower prices.

Mr. Morrisette stated that we did not want to scare potential customers away, but this would more appropriately recover some of our expenses.

Commissioner Nicol stated he agreed with Commissioner Kowalski that the charge for the pool seemed very low.

Mr. Piskura stated that he has had personal experience specifically with Tolland County's dive team when they last wanted to use the facility they could not afford the current fee. Mr. Piskura said that he waived the fee for them because the pool is not used too frequently. What use we get out of it is okay and is not a tremendous draw on our staff. It may be a draw on our Facilities engineering staff. Mr. Piskura stated that he would rather see that training aid being used more frequently.

Commissioner Johnson inquired where the revenue generated for facility rental is allocated.

Mr. Morrisette stated that it is allocated to the Agency's Extension and Auxiliary accounts.

Commissioner Wilkinson asked if the Agency would like to see the new fee proposal implemented immediately, or January 1.

Mr. Morrisette replied that January 1 would be acceptable. This would give the Agency time to notify current customers.

A MOTION was made by Commissioner Nicol and SECONDED by Commissioner Johnson to adopt the proposed CFA Facility Usage Fees effective January 1, 2000. Motion carried

Moving to item 5 b.) Mr. Piskura gave an overview of the Training Fee Structure. He stated that when he assumed the duties of Director of Training he assumed some budget anomalies. What has happened in the past is that training classes had to be projected a year out. They were the staff's best guesses as to how many classes they could afford based upon budgetary restriction. If we can financially achieve cost recovery (break even status), then we will not have to disappoint students. What we are trying to do is move incrementally toward cost recovery. We have under previous directive of the Commission been incrementally moving toward break even status and that would be cost recovery. The new catalog being published will reflect what the actual cost of the classes are and then break out what the state subsidy is and then the cost to the municipal fire department. It will be a two-fold presentation. First we will give them an idea of what the actual cost to put on one of these courses, not the price they are currently charged. At the same time it will give us an opportunity to incrementally increase course fees that need to be increased. Some courses on a class by class basis are at or very near cost recovery now. Mr. Piskura stated that he just wanted the Commission to be aware as a group what is our intent once this is achieved.

Commissioner Kowalski asked Mr. Piskura if this was something he was planning to bring in next month.

Mr. Piskura answered that they are already moving in this direction, but where the greatest presentation of this will be is in the catalog that will come out in January.

Commissioner Kowalski reiterated that in fact an explanation would be put in the catalog.

Mr. Piskura stated that it would be very visible. Under each class there will be a price with full breakdown. For instance if the price to put on a course is \$6,000, the price to a municipal fire department might be \$3000 minus a legislative subsidy, and then the actual price delivered. For example, for the first time it will show the Connecticut Fire Service they are getting \$6,000 worth of services for only \$2300. It will identify the funding they are benefiting from.

Mr. Morrisette stated that it would be very similar to the municipal tax bills we all receive. The tax bills identify what the mill rate would be if the community did not receive any State subsidy.

Moving to item 5 c.) Mr. Piskura gave an overview of Fire Service Instructor training. He stated that the most popular class we have that benefits the wide majority of the Connecticut fire service is Fire Service Instructor I. Fire Instructor II has some issues that need to be retooled. Fire Service Instructor II is predominately a course that teaches you how to develop and write curriculum. As such, it really does not benefit a firefighter or instructor in most municipal fire departments. Most of them teach from prepared lesson plans. What we have found through exit interviews, and talking to various students in the classes, is the reason they take the level II program is because they think it is a natural progression. Two things have resulted from this examination; (1) we are currently revising level II and are in negotiations to revise Instructor I, (2) we are looking to develop a course called Instructor I 1/2. It is going to be an intermediary class that will address platform (delivery) skills. What is seen in Connecticut Fire Departments is a lack of an ability to demonstrate platform skills and some attendant items that are related to that. Russ Emons a retired teacher from Wolcott has put together a survey to better determine needed skills. From the results of this survey we are going to construct objectives. These objectives will become the foundation for a new course.

If you see these surveys or are approached about the purpose, it is strictly to develop course objectives for a course that does not exist yet. This has no relevance to certification, or to the NFPA. We are virtually writing our own NFPA references based on Connecticut fire instructors input.

Mr. Piechota stated that he wanted to continue somewhat on what Mr. Piskura said. Mr. Piechota stated that he is the Commission's representative on the Committee for Fire Service Instructor. Mr. Piechota stated that standard is now in a new cycle. They are beginning to work now on that standard for a final document in 2001. Mr. Piechota stated he sent out a message in the Instructor Newsletter requesting input into what that standard should say. Mr. Piechota also stated that he would welcome any suggestions from the Commissioners.

Mr. Piskura stated that he had one last closing remark related to instructors. He stated that we have a very dedicated staff. Mr. Piskura told the Commission that IFSTA, which is the predominate Fire Publication source for the United States Fire Service publishes a manual titled Fire Instructor. In the latest edition, our Connecticut Fire Academy Instructors identified some significant deficiencies in the manual, which were transmitted to IFSTA causing a recall of that manual. Our instructors identified some gender and minority based insults in the documentation. Upon identification to the CEO, the manuals were recalled and destroyed and new ones reprinted. Mr. Piskura stated that he wanted the Commissioners to know that the quality of our instructional staff is beyond reproach.

Chairman Carozza asked if there were any further comments from the public. Since there were none he moved to item 7 on the Agenda and asked for matters to be raised by Commissioners and Staff.

Commissioner Johnson stated that he would like to comment on the incident that happened in his department on October 5. They had four firefighters and an eight-year-old girl critically injured in an ambulance accident. Commissioner Johnson gave an overview of the incident and gave an update of the condition of the injured parties. Commissioner Johnson stated there has been overwhelming support given to his department and he thanked the Commission and the Agency for their support.

Chairman Carozza thanked Commissioner Johnson and asked if there were any other matter to be brought forward.

Mr. Morrisette informed the Commissioners that the Agency has established a toll-free telephone access to the Connecticut Fire Academy. Those outside the local calling area are encouraged to utilize this new service. The number is 877-5CT-FIRE.

Mr. Morrisette stated that the facilitator for the Strategic Planning Session was here today to meet with those Commissioners who are able to stay.

Mr. Morrisette stated that Chairman Carozza has provided lunch for the Commissioners.

Mr. Morrisette informed the Commissioners that tomorrow the Commission in cooperation with the UPFFA was hosting the "Ultra Violence Seminar". In addition to the 100 plus participants that Chairman Carozza invited there is approximately 150 individuals who have registered directly through the Academy. Mr. Morrisette stated that it was his understanding there was still room available.

Mr. Morrisette spoke about an incident related to foam, which has been highlighted in the state. Those who are Fire Chiefs have received letters from the Wethersfield Fire Department, which was cited for the improper discharge of foam being used for training. The foam eventually made its way into a storm sewer and killed some fish in a pond. In lieu of paying the eight thousand dollar fine, they were asked to engage in an informational campaign to educate other fire departments that there are restrictions in regard to run-off into the storm sewer systems. There are certain provisions that a department shall engage in if they are going to use foam such as obtaining a permit and other requirements. They also identified the Connecticut Fire Academy facility as the sole facility in Connecticut where foam is permissible to be used. The Academy facility was not designed for the large-scale use of foam. We do have a re-circulating system, however there are some draw backs to it. We are trying to obtain some more information from DEP.

A discussion period followed.

Mr. Piskura stated that he strongly advocated that we sponsor some DEP conferences and let them address this issue. Mr. Piskura stated that he did not want this coming from him to the fire service because then he is associated with enforcement. We are not enforcing anything. We are information providers. This information needs to get out before more Connecticut fire departments are cited.

Mr. Eastwood stated that he had a question for Mr. Morrisette and Mr. Piskura. He is presently doing a program on his own per a request from the Norwalk Fire Department in which he is doing considerable drafting. To bring home the seriousness of this to the Commission, what should he

do? Should he continue on? Who does he apply to for a discharge permit? He does not want to be a test case. What should he do?

Mr. Piskura suggested that there is a phone number in our Instructor Newsletter that Mr. Eastwood can call.

Mr. Morrissette spoke about the Kids Fire Safety House. Mr. Morrissette stated that Cynthia Colton-Reichler met with the instructors within that program. These people spoke about the abuse the trailer is taking from activities related to fairs and carnivals. At a recent instructor meeting it was brought up that we would no longer make this training unit available for these types of events. It will continue to be available for fire department open houses as well as for school events. One of the concerns related to carnivals and fairs is that parents are dropping children off and leaving. The Public Educators feel these events are not an environment conducive to education. A letter was constructed for distribution to chiefs in the state identifying that this type of activity was going to be curtailed. At the instructors meeting it did elicit quite a bit of interest and opposition. Mr. Morrissette stated that he was bringing it to the Commission for discussion. It is an issue that we will look at closer during our reorganization efforts.

Chairman Carozza invited the Commissioners to lunch. Chairman Carozza also told the Commissioners that they were welcome to sit in on any of the meetings being held during the afternoon as part of the UPFFA Convention.

Chairman Carozza stated that he would like to take a quick opportunity to thank Mr. Piskura for speaking at the District Statewide Exchange Club Dinner last week at the Aqua Turf.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Gomeau to adjourn the meeting. Motion carried

A Strategic Planning Session was held with Commissioners following lunch.

Chairman Carozza adjourned the meeting at 11:49 a.m.

Dated: _____

Edward F. Haber, Secretary
Commission on Fire Prevention and Control

MOTIONS

Commission Meeting – October 26, 1999

A MOTION was made by Commissioner Milewski and SECONDED by Commissioner Munkenbeck to suspend the rules. Motion Carried.

A MOTION was made by Commissioner Munkenbeck, and SECONDED by Commissioner Kowalski to return to regular business. Motion carried

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Milewski to approve the minutes of the September 29, 1999 meeting. Motion carried.

Chairman Carozza inquired whether there were any questions on the staff report and asked for a motion to approve.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Maheu to approve the Staff Report for the period of September 15, 1999 - October 14, 1999. Motion carried.

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Munkenbeck to approve the recommendation as written by the Committee. The MOTION was unanimously approved.

A MOTION was made by Commissioner Nicol and SECONDED by Commissioner Johnson to adopt the proposed CFA Facility Usage Fees effective January 1, 2000. Motion carried

A MOTION was made by Commissioner Kowalski and SECONDED by Commissioner Gomeau to adjourn the meeting. Motion carried

STAFF FOLLOW-UP REQUIRED

Entry Level Training Guide - Mr. Lewandowski stated that this draft document would be passed onto Conn-OSHA for review. A more formal package needs to be developed that will identify what the problem is and how to solve it. Additional information will be gathered to make sure this is acceptable to all potential users.

Mr. Lewandowski stated that when this draft document is complete, he will ask Messrs. Morrisette and Piskura for their input on the final format.