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

34 PERIMETER RD. WINDSOR LOCKS, CONNECTICUT 06096



***MOTIONS OF THE OCTOBER 31, 2023, MEETING OF  
THE COMMISSION ON FIRE PREVENTION AND CONTROL***

**Attendance:**

Vice Chairman Kowalski, called the meeting to order at 9:34 a.m. with the following members present: Commissioners, Hilbert and Stankye. Commissioner Wall arrived at 9:36, Commissioner Buonome arrived at 9:38 a.m.; Via Teams, Commissioners present; Abbott, Fontana, Ide, Norton, Perez and Tulier.

Staff members, Jeffrey J. Morrisette, State Fire Administrator; PJ Norwood, Director of Training; David Clark, Director of Certification; Kara Ouellette, Secretary to the State Fire Administrator; *Guests present – Via Teams: Karen Amaker, DOE- Workforce & Career Readiness Director*

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

Moment of Silence Gardner Lake FF Willie Sands

**2. Approval of the September 26, 2023, Meeting Minutes**

*A MOTION was made by Commissioner Fontana and **SECONDED** by Commissioner Stankye to approve the Minutes of the September 26, 2023, meeting. Motion carried.*

**3. Committee Reports: Staff Reports for September 15, 2023 – October 14, 2023**

*A MOTION was made by Commissioner Stankye and **SECONDED** by Commissioner Hilbert to approve the Staff Report for September 15, 2023 - October 14, 2023. Motion carried.*

**4. Unfinished Business:**

*A MOTION was made by Commissioner Stankye and **SECONDED** by Commissioner Hilbert to move item 6 Comments from the Public, before item 4, to allow Karen Amaker to address the Commission. Motion carried.*

- a) DESPP Budget/Staffing Update
- b) CSFA Education Committee Update
- c) Training Unit Update
- d) Certification Unit Update
- e) AFFF Take Back Program Update
- f) Learning Management System Implementation Status
- g) FILO Report (Nick Bozym)
- h) LAH Reimbursement to Volunteer Fire Companies
- i) Fire Service Data Collection Project Update

**5. New Business:**

- a) 2024 CFPC Meeting Schedule

*A **MOTION** was made by Commissioner Buonome and **SECONDED** by Commissioner Hilbert to approve the 2024 Meeting Schedule. Motion carried. (Discussion on an evening meeting at a different location.)*

- b) Statewide Fire Service Strategic Plan  
c) Training Division Programs Cost Analysis

*A **MOTION** was made by Commissioner Buonome and **SECONDED** by Commissioner Wall to approve the 2024 Training Divisions Cost Analysis Increases. Motion carried.*

**6. Comments from the public**

**7. Matters to be raised by Commissioners and Staff**

**8. Adjournment**

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

**Vice Chairman Kowalski adjourned the meeting at 10:55a.m.**

**Next Meetings: Tuesday, November 28, 2023 @ 9:30 a.m.**