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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 FEBRUARY 25, 2025, MEETING OF  
THE COMMISSION ON FIRE PREVENTION AND CONTROL***

**Attendance:**

Chairman Kowalski, called the meeting to order at 9:32 a.m. with the following members present: Commissioners Hilbert, Ortiz, Perez, Tompkins, Wall. Commissioners Via Teams; Buonome, Stankye, Tulier, Volkert.

Staff members, Jeffrey J. Morrisette, State Fire Administrator; Kara Ouellette, Administrative Assistant; PJ Norwood, Director of Training; David A. Clark, Director of Certification; *Guests present Via Teams: Brandon Young, Executive Office Policy Analyst, OSC, Ashley Zane, Director of Government Relations, DESPP*

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

CFA Instructor of the year award – recognition – Joseph McElroy & Robert Andrew

**2. Approval of the November 29, 2024 Meeting Minutes**

*A MOTION was made by Commissioner Tompkins and **SECONDED** by Commissioner Hilbert to approve the Minutes of the November 29, 2024, meeting. Motion carried.*

**3. Committee Reports: Staff Reports for November 15, 2024 – January 14, 2025**

*A MOTION was made by Commissioner Tompkins and **SECONDED** by Commissioner Hilbert to approve the Staff Report for November 15, 2024 – January 14, 2025. Motion carried.*

**Committee Reports: Staff Reports for January 15, 2025 – February 14, 2025**

*A MOTION was made by Commissioner Tompkins and **SECONDED** by Commissioner Ortiz to approve the Staff Report for January 15, 2025 – February 14, 2025. Motion carried.*

**4. Unfinished Business:**

- a) DESPP Budget/Staffing/Administrative Update
- b) CSFA Education Committee Update
- c) Training Unit Update
  - High School Pathway Updates
  - OSHA 1910.156 Proposal Update
- d) Certification Unit Update
- e) Learning Management System Implementation Status
- f) FILO Report (Nick Bozym)
- g) AFFF Take Back Program Update
- h) LAH Reimbursement to Volunteer Fire Companies
- i) Fire Service Data Collection Project Update
- j) Statewide Fire Service Strategic Plan Update
- k) 2025 Legislative Update
- l) CFA Instructor Compensation Update
- m) UCONN Project – Evidence Based Structural Firefighting Study Update

**5. New Business:**

- a) CFPC 2025 Schedule

*A **MOTION** was made by Commissioner Wall and **SECONDED** by Commissioner Tompkins to accept the CFPC 2025 Meeting Schedule with a note on the May 27, 2025 date being after the Memorial Holiday. Motion carried.*

- b) UTV ATV Model Procedures
- c) State Comptrollers Survey

**6. Comments from the public**

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

**8. Adjournment**

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

**Chairman Kowalski adjourned the meeting at 11:23 a.m.**

**Next Meetings:      Tuesday, March 25, 2025 @ 9:30 a.m.**