

**Fire Commissioners Meeting**  
**October 9, 2018 at 5:30 p.m.**  
**976 Main Street, Freedom Hall, Cotuit, Massachusetts**



Called to order at 5:30

Present: Commissioner's Rick Pisano, Kevin Conley, Adam Zais and the Fire Chief, Paul Rhude

Public Recording: n/a

Public Comment: Cynthia Gardner wanted to remind the Board that according to the By-Laws the committee needs to hold at least one monthly meeting. Commissioner Zais addressed that with an apology to the citizens of Cotuit that he was not available.

Minutes: Motion made to approve August 14 minutes with no changes, seconded, all in favor

**Chief Report**

**Monthly Activities:**

- Report is combined for the last two months. (attachment A).
- Commissioner Pisano asked about the citizen complaint category as his hasn't seen that before-this report comes from information the Chief pulls off another report, the complaint is usually someone burning without a permit and a neighbor call it in for investigation, not an operations or activities complaint. Discussed mutual aid graph (attachment B) \*note the bottom of the mutual aid graph page saying 'to Mashpee' will be changed to say 'from Mashpee'. When Chief Rhude and Commissioner Conley met with the Town of Mashpee they agreed the numbers were correct. Commissioner Conley discussed the meeting on September 17<sup>th</sup> with Rodney Collins, the Mashpee Town Manager, the Chief of the Mashpee FD and the Deputy Chief. Discussed concerns about the mutual aid, the Town Manager was very supportive and is committed to taking steps about how to solve the problem. A follow up meeting is scheduled for November 14 to discuss the status, and steps Mashpee is taking to address the problem

**Administrative:**

- Senior S.A.F.E programs: Cotuit FD got the grant for this year, supporting fire prevention programs. Chief Rhude and Chris Dauley went to an open house event last week at the Barnstable Senior Center. This afternoon, a talk about fire safety along with Hyannis's fire extinguisher training demo was scheduled, but due to an oversight the BSC's newsletter it has been rescheduled. CFD has been busy inspecting/supplying smoke/carbon detectors in seniors' homes with the funds from the SAFE grant.
- Our EMS Officer Clark put in a grant for a power assist for the ambulance, which would assist getting the stretcher into the back of the ambulance to reduce back injuries
- FF Emerson has been putting the iPads into vehicles which allows calls from dispatch to go straight to iPads with directions, details, and access to SOPS. Also allows dispatch to see where the vehicles are to direct them to incidents, hydrants, and other resources.
- Still working with town of Barnstable and Open Cape for the fiberoptic. CFD is working alongside with COMM to get the fiberoptic and we also hope to look into getting a security system down the road, this will be an ongoing project

**Training:**

- Have a live fire training with Mashpee at the Barnstable Fire Academy. Next week have FF rehab training. LT Pouliot previously distributed a power point presentation for the Officers to review with their crews. EMS Office Clark attended the DICO class (dedicated infection control officer) last week

and received training get everyone up to speed on preventing injuries and learned the steps taken to handle future contaminations.

- 266 has been in the water for a few weeks now. FF McPherson and LT McNamara have been completing a lot of training on the boat including training at the Sheriff's department regarding the navigation system, once familiar with it will train the rest of the crews.
- Next month will perform fire hose testing at one of the well sites. These tests are to be performed once a year to bring the hose up to pressure for 10-15 minutes to look for any leaks.

#### **Apparatus:**

- Everything is in service
- Working on the docking issue with Counselor Jessica Grassetti, the Harbormaster, and the Town Management.
- The new 260 is due at the end of October, need to get the lights/sirens installed should see it at the end of November
- Chris Dauley will then work on surplus options for the old 260 and 269. Commissioner Conley asked about the colors/ logo on the new truck and depending on cost the choices. Chief Rhude will get some pictures of different options for next meeting.
- Chief Rhude discussed the naming contest-which will be posted on the Facebook page once it is decided how to organize the contest. Chief would like to have a christening ceremony in the spring, during this ceremony would announce the contest winner for the boat naming and offer them a prize-possibly a ride in the boat to MV. Commissioner Conley likes the contest idea, would like to look into the insurance liability for transporting a non-employee. Chief Rhude suggest the department buy an insurance bond for that occasion. Note made that the Commissioners will review the submissions for the boat naming, not to be picked out of a hat.

#### **Pro EMS report:**

- discussed the receivables (attachment C)

#### **Personnel:**

- Per the contract, a promotional test needs to be given. The test will be given in May of next year date tbd. We contacted various consultants/companies about the testing, and received three bids, the lowest bid was from Sylvester Consultants-Chief Rhude suggests going with them. Motion made to accept the bid as described, seconded, all in favor
- Have a new intern from Barnstable HS. He comes into the station a few hours everyday to learn about the fire service.

#### **Facilities:**

- Will have the driveway completed the first few weeks of November
- Working on getting the roof bids, spoke with procurement officer at the Town of Barnstable for options, is a little more complicated than expected, will review options and bring make to committee
- The front lobby was painted and redecorated by Lt McNamara and Chris Dauley
- Building security-had a situation last month with a resident entering the building, went through marked authorized personnel only door and searched the building until they found the Assistant Treasurer on the second floor to assist them. For security purposes, the main door in the lobby that leads into the station will remain locked, however the apparatus door does not have a lock so we are looking into security options. From now on any of business transactions by the Treasurer's office or other business that needs to be done will be done so at the lobby window.

### Old Business:

- Fuller Marsh Rd.-Chief had a walk through of the property (unintelligible discussion microphone was off)
- Contract proposal: Commissioner Pisano commented that as of the last meeting he withdrew the proposal that was previously submitted for fire departments office manager. He would like to discuss the package benefits offered to the non-union water department employees, which are similar but not the same as what is offered to the non-union employees in the fire and treasurer's department. Commissioner Pisano would like to find out if able to make a recommendation to the Prudential Committee to examine the status of non-contract employees benefit packages with the aim of creating a standard package that would be consistent across the departments. Discussion continued and was not mutually agreed upon to bring to the Prudential Committee as would rather discuss in-house. Commissioner Conley suggested that at the next meeting to go into executive session regarding conversations about employees' earnings. Chief Rhude suggested waiting until next year to look at the position again. Commissioner Conley would still like to go into executive session to discuss an agreeable solution. Commissioner Pisano doesn't see an objection, and will look into putting it onto the agenda for next month.
- Annual Evaluation of the Chief: Have little established precedent to work from and have been creating it as we go on an experimental basis. The Committee has temporarily adopted the Town of Barnstable's performance appraisal system for managers as a first means of experimenting with how they want to do this. Not all three Commissioners have had time to meet with the Chief to perform the review. Commissioner Pisano discussed the areas on the form he found useful and then asked how should proceed to the next step. Chief Rhude commented (unintelligible) Commissioner Conley agreed with the chief regarding priorities of a fire chief. Feels the only variable is whether it is required in our contract to present the Chief with an evaluation. Commissioner Pisano said yes, it is per the contract. Due to the fact that Commissioner Zais hasn't had time to meet with the Chief, Commissioner Pisano suggested that the next step would be for Commissioner Zais to complete the evaluation, and in the meantime Commissioner Pisano will examine under the terms of the executive Session criteria whether or not the next step can happen in executive session as that would be the exchanging of the evaluations and of feedback. However, the end of the process (meaning the written evaluation) will be submitted and he believes would be public information. Commissioner Pisano will review and also call the Attorney to get an opinion. This will be moved to the agenda for the next meeting, though it may or may not be in executive session. Commissioner Conley conscious of confidentiality and suggests if not able to have a conversation of that nature in executive session suggests each commissioner create their evaluations, pass on to the committee's chairman to create a form with averages then leave it to Commissioner Pisano to do whatever write up should come from a result of the comments. If Commissioner Pisano is unable to put this into an executive session, he will send the other two commissioner's an email to send evaluations to him to consolidate and present. Commissioner Conley feels the presentation should be done in the chief's office, not in a public meeting. Though Chief Rhude doesn't mind if the evaluation is held in public, Commissioner Conley doesn't want to set the precedent to have any employee evaluations done in public format.

### New Business:

- Hurricane Preparedness: Commissioner Pisano asked if can discuss this next session, asked for any objections Commissioner Conley asked if there is any significant to discuss, Chief Rhude said it was about long-term goals not immediate, Commissioner Conley agreed with holding off discussion

Motion to adjourn: seconded, all in favor

## COTUIT

## Incident Type Report (Summary)

Alarm Date Between {08/01/2018} And {09/30/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no	1	0.62%	\$0	0.00%
	<u>1</u>	<u>0.62%</u>	<u>\$0</u>	<u>0.00%</u>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
311 Medical assist, assist EMS crew	6	3.77%	\$0	0.00%
320 Emergency medical service, other	2	1.25%	\$0	0.00%
321 EMS call, excluding vehicle accident with	84	52.83%	\$0	0.00%
322 Motor vehicle accident with injuries	5	3.14%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	0.62%	\$0	0.00%
	<u>98</u>	<u>61.63%</u>	<u>\$0</u>	<u>0.00%</u>
<b>4 Hazardous Condition (No Fire)</b>				
424 Carbon monoxide incident	1	0.62%	\$0	0.00%
442 Overheated motor	1	0.62%	\$0	0.00%
444 Power line down	1	0.62%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	0.62%	\$0	0.00%
	<u>4</u>	<u>2.51%</u>	<u>\$0</u>	<u>0.00%</u>
<b>5 Service Call</b>				
500 Service Call, other	2	1.25%	\$0	0.00%
510 Person in distress, Other	2	1.25%	\$0	0.00%
522 Water or steam leak	1	0.62%	\$0	0.00%
540 Animal problem, Other	1	0.62%	\$0	0.00%
541 Animal problem	1	0.62%	\$0	0.00%
550 Public service assistance, Other	2	1.25%	\$0	0.00%
553 Public service	4	2.51%	\$0	0.00%
561 Unauthorized burning	1	0.62%	\$0	0.00%
571 Cover assignment, standby, moveup	7	4.40%	\$0	0.00%
	<u>21</u>	<u>13.20%</u>	<u>\$0</u>	<u>0.00%</u>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	5	3.14%	\$0	0.00%
611 Dispatched & cancelled en route	3	1.88%	\$0	0.00%
622 No Incident found on arrival at dispatch	1	0.62%	\$0	0.00%
	<u>9</u>	<u>5.66%</u>	<u>\$0</u>	<u>0.00%</u>

COTUIT

Incident Type Report (Summary)

Alarm Date Between {08/01/2018} And {09/30/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	3	1.88%	\$0	0.00%
733 Smoke detector activation due to	7	4.40%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	1.25%	\$0	0.00%
736 CO detector activation due to malfunction	4	2.51%	\$0	0.00%
743 Smoke detector activation, no fire -	1	0.62%	\$0	0.00%
744 Detector activation, no fire -	2	1.25%	\$0	0.00%
745 Alarm system activation, no fire -	2	1.25%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	0.62%	\$0	0.00%
	<u>22</u>	<u>13.83%</u>	<u>\$0</u>	<u>0.00%</u>
<b>9 Special Incident Type</b>				
900 Special type of incident, Other	2	1.25%	\$0	0.00%
911 Citizen complaint	2	1.25%	\$0	0.00%
	<u>4</u>	<u>2.51%</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Incident Count:</b>	<b>159</b>		<b>Total Est Loss:</b>	<b>\$0</b>

# Activity Summary

Trip date IS BETWEEN 09/01/2017 AND 08/31/2018; AND Company IS COTUIT FIRE DISTRICT; AND Status IS Billed OR Complete OR Verified; AND Call type IS ALS OR BLS

Payor	# of Trips	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write-Offs	Refunds	Balance	Average
<b>COTUIT FIRE DISTRICT</b>										
Medicare	128	266,158.50	202,207.89	63,950.61	0.00	54,757.18	3,333.97	0.00	5,859.46	499.61
MEDICARE	124	258,304.50	196,270.67	62,033.83	0.00	53,402.48	2,771.89	0.00	5,859.46	500.27
TUFTS- MEDICARE PREFERRED	4	7,854.00	5,937.22	1,916.78	0.00	1,354.70	562.08	0.00	0.00	479.20
<b>Medicaid</b>	<b>38</b>	<b>79,127.00</b>	<b>67,947.74</b>	<b>11,179.26</b>	<b>0.00</b>	<b>9,993.18</b>	<b>569.27</b>	<b>0.00</b>	<b>616.81</b>	<b>294.19</b>
BOSTON MED CTR HEALTHNET PLAN	7	14,193.00	12,124.58	2,068.42	0.00	2,068.42	0.00	0.00	0.00	295.49
CELTICARE HEALTH PLAN OF MASS.	1	2,313.00	2,000.20	312.80	0.00	312.80	0.00	0.00	0.00	312.80
MEDICAID/MASSHEALTH -STANDARD	17	34,989.00	29,993.22	4,995.78	0.00	4,378.97	0.00	0.00	616.81	293.87
MEDICAID/MASSHEALTH-HSN	1	3,113.00	2,830.77	282.23	0.00	0.00	282.23	0.00	0.00	282.23
MEDICAID/MASSHEALTH-OTHER	1	2,247.00	1,940.06	306.94	0.00	306.94	0.00	0.00	0.00	306.94
NHP- MEDICAID	3	5,772.00	4,919.27	852.73	0.00	842.98	9.75	0.00	0.00	284.24
TUFTS HEALTH PUBLIC PLANS	8	16,500.00	14,139.64	2,360.36	0.00	2,083.07	277.29	0.00	0.00	295.05
<b>Insurance</b>	<b>53</b>	<b>115,544.00</b>	<b>21,689.58</b>	<b>93,854.42</b>	<b>0.00</b>	<b>62,231.42</b>	<b>2,930.00</b>	<b>0.00</b>	<b>28,693.00</b>	<b>1,770.84</b>
AETNA CHOICE POS2	2	4,989.00	2,044.48	2,944.52	0.00	598.52	0.00	0.00	2,346.00	1,472.26
BC -Towns	23	50,469.00	13,192.69	37,276.31	0.00	31,234.31	1,100.00	0.00	4,942.00	1,620.71
CIGNA-TUFTS CARELINK	1	1,680.00	0.00	1,680.00	0.00	0.00	1,680.00	0.00	0.00	1,680.00
COMMERCE INS/WEBSTER, MA	4	8,739.00	965.87	7,773.13	0.00	4,140.13	0.00	0.00	3,633.00	1,943.28
CRUM & FORSTER- NEW JERSEY	1	2,247.00	1,940.06	306.94	0.00	306.94	0.00	0.00	0.00	306.94
FALLON COMMUNITY HEALTH PLAN	1	1,680.00	1,222.32	457.68	0.00	457.68	0.00	0.00	0.00	457.68
FEDERAL BC/BS	1	2,346.00	1,735.52	610.48	0.00	510.48	100.00	0.00	0.00	610.48
GEICO INSURANCE	1	2,346.00	0.00	2,346.00	0.00	0.00	0.00	0.00	2,346.00	2,346.00
H.P.H.C.	5	10,965.00	0.00	10,965.00	0.00	8,718.00	0.00	0.00	2,247.00	2,193.00
J.P.V.A.-	1	2,247.00	0.00	2,247.00	0.00	0.00	0.00	0.00	2,247.00	2,247.00
MAIN STREET AMERICA GROUP	1	1,680.00	0.00	1,680.00	0.00	1,680.00	0.00	0.00	0.00	1,680.00
MET LIFE INS- SCRANTON, PA	1	1,680.00	588.64	1,091.36	0.00	1,091.36	0.00	0.00	0.00	1,091.36
PROVIDENCE VA MEDICAL CTRE	1	2,313.00	0.00	2,313.00	0.00	0.00	0.00	0.00	2,313.00	2,313.00
SAFECO INSURANCE	1	2,247.00	0.00	2,247.00	0.00	2,247.00	0.00	0.00	0.00	2,247.00
SAFETY INS- BOSTON	2	4,026.00	0.00	4,026.00	0.00	1,746.00	0.00	0.00	2,280.00	2,013.00
TUFTS -POS	4	8,984.00	0.00	8,984.00	0.00	7,155.00	50.00	0.00	1,779.00	2,246.00
TUFTS HMO	1	2,346.00	0.00	2,346.00	0.00	2,346.00	0.00	0.00	0.00	2,346.00
UNITED HEALTHCARE -ATLANTA, GA	1	2,280.00	0.00	2,280.00	0.00	0.00	0.00	0.00	2,280.00	2,280.00
UNITED HEALTHCARE UT	1	2,280.00	0.00	2,280.00	0.00	0.00	0.00	0.00	2,280.00	2,280.00

# Activity Summary

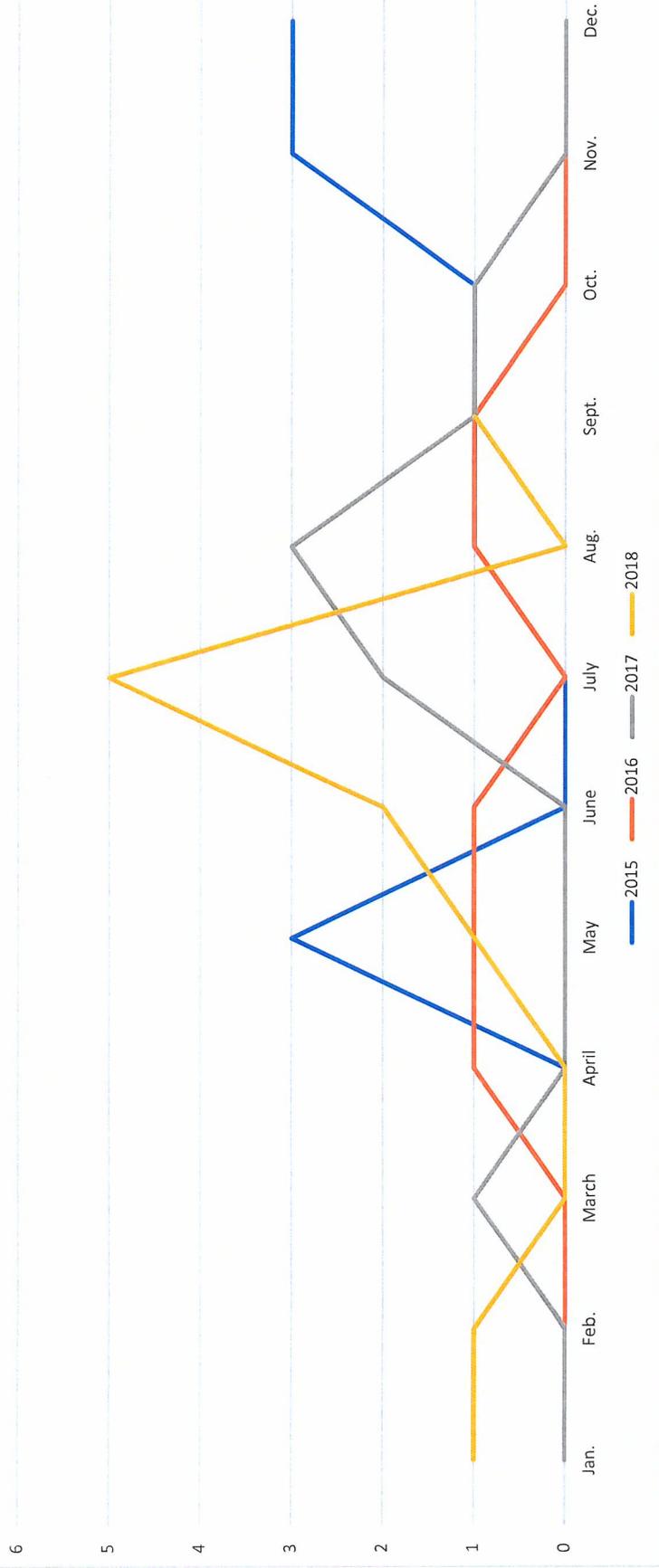
Trip date IS BETWEEN 09/01/2017 AND 08/31/2018; AND Company IS COTUIT FIRE DISTRICT, AND Status IS Billed OR Closed OR Complete OR Verified; AND Call type IS ALS OR BLS

<u>Payer</u>	<u># of Trips</u>	<u>Gross Charges</u>	<u>Contr Allow</u>	<u>Net Charges</u>	<u>Rev Adj</u>	<u>Payments</u>	<u>Write-Offs</u>	<u>Refunds</u>	<u>Balance</u>	<u>Average</u>
<b>COTUIT FIRE DISTRICT</b>										
Bill Patient	9	20,013.00	-444.00	20,457.00	0.00	1,878.82	7,329.00	84.82	11,334.00	2,273.00
Bill Patient	9	20,013.00	-444.00	20,457.00	0.00	1,878.82	7,329.00	84.82	11,334.00	2,273.00
<b>Grand Totals</b>	<b>228</b>	<b>480,842.50</b>	<b>291,401.21</b>	<b>189,441.29</b>	<b>0.00</b>	<b>128,860.60</b>	<b>14,162.24</b>	<b>84.82</b>	<b>46,503.27</b>	<b>830.88</b>

# Mutual Aid From Mashpee

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
2015	0	0	0	0	3	0	0	1	1	1	3	3	12
2016	0	0	0	1	1	1	0	1	1	0	0	0	5
2017	0	0	1	0	0	0	2	3	1	1	0	0	8
2018	1	1	0	0	1	2	5	0	1	1	1	1	11

Mutual Aid to Mashpee



# Mutual Aid to Mashpee

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
2015	10	3	3	1	12	4	10	12	11	6	2	1	75
2016	1	0	5	4	8	6	15	9	3	1	2	3	57
2017	4	5	5	8	14	13	10	1	9	1	2	3	75
2018	9	5	5	11	5	13	16	25	7				96

Mutual Aid to Mashpee

