

Fire Commissioners Meeting
April 9, 2019 at 5:30 p.m.
976 Main Street, Freedom Hall, Cotuit, Massachusetts



6/11/19

Called to order at 5:30

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

Absent: Kevin Conley

Recording: Amy Kates is recording

Public Comment: N/A

Minutes: Motion made to approve March minutes as presented with no changes, seconded, all in favor.

Chief Report

Monthly Activities:

- (please see attachment A)

Administrative:

- Discussed monthly customer survey completed by Pro Ems (please see attachment B)
- Discussed coffee chat possibly scheduled in June
- Cape and Islands EMS update, will know more after April 16 meeting at COMM

Training:

- Barnstable PD offering a joint training class "Terrorism at schools and critical incident stress" on April 22, 6 FF signed up to attend
- Dept of Homeland Security putting on an active threat integrative response course at COMM in May that Chief Rhude will attend

Pro EMS report:

- (Please see attachment C)

Personnel:

- SOG regarding response for the station
- Career development plans
- Call EMT-Chris Gardner is now FT in Mashpee. Hoping to increase call department as an educational opportunity as well as get assistance from people while training them.

Apparatus:

- Waiting to hear from Minuteman about 263 regarding quote for the tank support and pump panel
- Lt McNamara working on 266, almost ready for launch. Reached out to the PD to see if want to share the asset
- At the next Barnstable town council meeting will see if approve article the town manager has submitted for engineering and permitting funds of \$75,000 for a town dock expansion project. Fire boat will be docked at the same place it was last year (private dock)

Facilities:

- Working with Prudential for proposal plans regarding District offices. Meeting with architects tomorrow
- Will work on roof bid
- Getting bids on renovating the station (kitchen, floor, paint, doors, locks)
- Architects said renovations on the station would be about \$270,000 based on square footage. Think we can contract out ourselves at a much lower rate
- Commissioner Zais requested that the Space Planning Needs Committee present discussions about space needs at Civic Association meetings

Old Business:

- Commissioner Pisano asked the Treasurer to put a place holder amount on the budget for an article of \$100,000 towards renovation
- Discussed Draft Budget (please see attachment D)

New Business:

- Cordwood Road -will be opened/cleaned up for fire safety/accessibility to Eagle Pond
- Commissioner's went into Executive Session on both exemption 1 and 3-Union invited to speak at Executive Session. Exemption 3 to **To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares-and the Chair declares.**

Motion to go into Executive session, seconded, all in favor. Commissioner Pisano asked the members of the public to leave.

A

COTUIT

Incident Type Report (Summary)

Alarm Date Between {03/01/2019} And
{03/31/2019}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	2	3.70%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	36	66.67%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	1.85%	\$0	0.00%
	<u>39</u>	<u>72.22%</u>	<u>\$0</u>	<u>0.00%</u>
 5 Service Call				
511 Lock-out	1	1.85%	\$0	0.00%
551 Assist police or other governmental agency	2	3.70%	\$0	0.00%
571 Cover assignment, standby, moveup	1	1.85%	\$0	0.00%
	<u>4</u>	<u>7.41%</u>	<u>\$0</u>	<u>0.00%</u>
 6 Good Intent Call				
600 Good intent call, Other	1	1.85%	\$0	0.00%
611 Dispatched & cancelled en route	3	5.56%	\$0	0.00%
622 No Incident found on arrival at dispatch address	1	1.85%	\$0	0.00%
	<u>5</u>	<u>9.26%</u>	<u>\$0</u>	<u>0.00%</u>
 7 False Alarm & False Call				
731 Sprinkler activation due to malfunction	1	1.85%	\$0	0.00%
736 CO detector activation due to malfunction	1	1.85%	\$0	0.00%
744 Detector activation, no fire - unintentional	2	3.70%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	1.85%	\$0	0.00%
	<u>5</u>	<u>9.26%</u>	<u>\$0</u>	<u>0.00%</u>
 8 Severe Weather & Natural Disaster				
814 Lightning strike (no fire)	1	1.85%	\$0	0.00%
	<u>1</u>	<u>1.85%</u>	<u>\$0</u>	<u>0.00%</u>
Total Incident Count: 54		Total Est Loss:		\$0

Pre-Hospital Patient Satisfaction Survey

FI Code: 13-082017-46

Transport Date: 2017-06-23

Complete the survey online at www.Feedback-Innovations.com

or return it in the enclosed envelope.

Please mark the box that best describes your experience ☒.

Please leave any question that is not applicable blank.

Person completing the survey is the patient:

☐ Yes

☐ No

Dispatch

	Very Poor	Poor	Fair	Good	Very Good
Professionalism of person on the phone	☐	☐	☐	☐	☐
Ability of person on phone to meet your needs	☐	☐	☐	☐	☐
Speed in which person on the phone dispatched help	☐	☐	☐	☐	☐
Information given prior to ambulance arrival	☐	☐	☐	☐	☐

Comments:

Communication

	Very Poor	Poor	Fair	Good	Very Good
Ambulance staff's concern for your privacy	☐	☐	☐	☐	☐
Degree ambulance staff took your condition seriously	☐	☐	☐	☐	☐
Ambulance staff's efforts to inform you about treatment	☐	☐	☐	☐	☐
Degree to which the ambulance staff worked together to care for you	☐	☐	☐	☐	☐

Comments:

Medical Care

	Very Poor	Poor	Fair	Good	Very Good
Your confidence in skill of ambulance staff	☐	☐	☐	☐	☐
Ambulance staff cared for you as a person	☐	☐	☐	☐	☐
How well was your pain controlled	☐	☐	☐	☐	☐
Your comfort when moved by ambulance staff	☐	☐	☐	☐	☐
Comfort of ambulance ride	☐	☐	☐	☐	☐

Comments:

Pre-Hospital Patient Satisfaction Survey

FI Code: 13-082017-46

Transport Date: 2017-06-23

Billing

	Very Poor	Poor	Fair	Good	Very Good
Helpfulness of billing personnel	☐	☐	☐	☐	☐
Ability of billing personnel to meet your needs	☐	☐	☐	☐	☐
Responsiveness to billing issues	☐	☐	☐	☐	☐

Comments:

Service Quality

	Very Poor	Poor	Fair	Good	Very Good
Cleanliness of ambulance	☐	☐	☐	☐	☐
Wait time to get an ambulance	☐	☐	☐	☐	☐
Degree to which service was worth the fees	☐	☐	☐	☐	☐
Likelihood of recommending ambulance service	☐	☐	☐	☐	☐

Comments:

Overall

	Very Poor	Poor	Fair	Good	Very Good
Overall rating of experience	☐	☐	☐	☐	☐

Comments:

We appreciate you taking the time and effort to complete this survey.

Patient's Email: _____
(Optional, if you would like to be contacted and/or participate in future surveys)

Activity Summary

Trip date IS BETWEEN 03/01/2018 AND 02/28/2019; AND Company IS COTUIT FIRE DISTRICT; AND Status IS Billed OR Closed OR Complete OR Verified

Pavor	# of Trips	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write-Offs	Refunds	Balance	Average
COTUIT FIRE DISTRICT										
Medicare	235	486,377.60	369,052.71	117,324.89	0.00	106,103.68	7,209.70	194.82	4,206.33	499.25
MEDICARE	227	470,069.60	356,701.81	113,367.79	0.00	102,928.36	6,427.92	194.82	4,206.33	499.42
TUFTS- MEDICARE PREFERRED	8	16,308.00	12,350.90	3,957.10	0.00	3,175.32	781.78	0.00	0.00	494.64
Medicaid	49	99,725.00	85,606.66	14,118.34	0.00	13,826.36	291.98	0.00	0.00	288.13
ALLWAYS HEALTH- MEDICAID	2	4,092.00	3,504.84	587.16	0.00	577.41	9.75	0.00	0.00	293.58
BMC HEALTHNET PLAN	9	15,939.00	13,599.15	2,339.85	0.00	2,339.85	0.00	0.00	0.00	259.98
MEDICAID/MASHEALTH-STANDARD	29	59,646.00	51,126.91	8,519.09	0.00	8,519.09	0.00	0.00	0.00	293.76
MEDICAID/MASHEALTH-HSN	1	3,113.00	2,830.77	282.23	0.00	0.00	282.23	0.00	0.00	282.23
MEDICAID/MASHEALTH-OTHER	1	2,247.00	1,940.06	306.94	0.00	306.94	0.00	0.00	0.00	306.94
TUFTS HEALTH PUBLIC PLANS	7	14,688.00	12,604.93	2,083.07	0.00	2,083.07	0.00	0.00	0.00	297.58
Insurance	76	162,031.00	38,391.94	123,639.06	0.00	100,971.03	2,390.57	0.00	20,277.46	1,626.83
AETNA CHOICE POS2	3	7,302.00	3,846.07	3,455.93	0.00	3,356.66	99.27	0.00	0.00	1,151.98
ALLSTATE INS- IA	1	1,680.00	0.00	1,680.00	0.00	0.00	0.00	0.00	1,680.00	1,680.00
ALLWAYS HEALTH- COMMERCIAL	2	3,993.00	2,956.02	1,036.98	0.00	1,036.98	0.00	0.00	0.00	518.49
BC - Towns	27	60,750.00	17,242.92	43,507.08	0.00	38,774.32	1,081.30	0.00	3,651.46	1,611.37
CIGNA-TUFTS CARELINK	1	2,240.00	0.00	2,240.00	0.00	1,680.00	560.00	0.00	0.00	2,240.00
COMMERCE INS/ WEBSTER, MA	4	6,720.00	965.87	5,754.13	0.00	4,140.13	0.00	0.00	1,614.00	1,438.53
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
GEHA- EL PASO, TX	1	1,680.00	0.00	1,680.00	0.00	0.00	0.00	0.00	1,680.00	1,680.00
GEICO INSURANCE	3	5,871.00	268.74	5,602.26	0.00	5,102.26	500.00	0.00	0.00	1,867.42
H.P.H.C.	9	18,714.00	0.00	18,714.00	0.00	18,714.00	0.00	0.00	0.00	2,079.33
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
LIBERTY MUTUAL -515097	1	1,944.00	285.21	1,658.79	0.00	1,658.79	0.00	0.00	0.00	1,658.79
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
MERITAIN HEALTH-TX	1	2,313.00	1,668.54	644.46	0.00	644.46	0.00	0.00	0.00	644.46
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	4,026.00	0.00	0.00	0.00	2,013.00
SIERRA HEALTH AND LIFE- UHC GROUP	1	2,280.00	1,809.91	470.09	0.00	470.09	0.00	0.00	0.00	470.09

RescueNet™ Reporting

Activity Summary

Trip date IS BETWEEN 03/01/2018 AND 02/28/2019; AND Company IS COTUIT FIRE DISTRICT; AND Status IS Billed OR Closed OR Complete OR Verified

Payer	# of Trips	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write-Offs	Refunds	Balance	Average
COTUIT FIRE DISTRICT (cont.)										
Insurance	76	162,031.00	38,391.94	123,639.06	0.00	100,971.03	2,390.57	0.00	20,277.46	1,626.83
TUFTS - PPO	2	5,880.00	0.00	5,880.00	0.00	2,247.00	0.00	0.00	3,633.00	2,940.00
TUFTS -POS	5	9,767.00	0.00	9,767.00	0.00	8,004.00	50.00	0.00	1,713.00	1,953.40
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	2	4,659.00	2,257.57	2,401.33	0.00	2,401.33	0.00	0.00	0.00	1,200.67
UNITED HEALTHCARE- 31362 SALT LAKE CITY, UT	1	1,746.00	0.00	1,746.00	0.00	0.00	0.00	0.00	1,746.00	1,746.00
UNITED HEALTHCARE/ SALT LAKE- RHODY	1	1,680.00	1,604.45	75.55	0.00	75.55	0.00	0.00	0.00	75.55
Bill Patient	14	32,333.00	0.00	32,333.00	0.00	0.00	17,975.00	0.00	14,358.00	2,309.50
Bill Patient	14	32,333.00	0.00	32,333.00	0.00	0.00	17,975.00	0.00	14,358.00	2,309.50
Grand Totals	374	780,466.60	493,051.31	287,415.29	0.00	220,901.07	27,867.25	194.82	38,841.79	768.49



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Cotuit Fire Department

FY2020 Budget Presentation



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Labor & Salary		FY 16	FY 17	FY 18	FY 19	FY 20	Change This	
Account Title		Actual	Actual	Actual	Budget	Proposed	Year	Comments
Salary & Wages - Chief		\$ 107,400	\$ 113,694	\$ 142,368	\$ 133,000	\$ 136,580		2.69%
Salary & Wages - Perm Full Time (12)		\$ 798,045	\$ 836,729	\$ 849,106	\$ 861,925	\$ 885,962		2.79%
Salary & Wages - Education Incentive		\$ -			\$ 32,000	\$ 45,875		43.36%
Salary & Wages - Longevity Pay		\$ 6,350	\$ 9,650	\$ 8,550	\$ 11,000	\$ 11,000		0.00%
Salary & Wages - Admin Assist		\$ 15,800	\$ 18,835	\$ 42,896	\$ 46,765	\$ 51,000		9.06%
Salary & Wages - Incident Perm		\$ 42,095	\$ 69,653	\$ 81,628	\$ 74,000	\$ 78,000		5.41%
Salary & Wages - Training		\$ 28,716	\$ 21,239	\$ 72,307	\$ 75,000	\$ 75,000		0.00%
Salary & Wages - Vacation Coverage		\$ 76,463	\$ 96,592	\$ 91,597	\$ 100,000	\$ 106,000		6.00%
Salary & Wages - Sick Coverage		\$ 51,532	\$ 79,397	\$ 64,335	\$ 100,000	\$ 100,000		0.00%
Salary & Wages - Personal Coverage		\$ 17,376	\$ 25,792	\$ 20,753	\$ 30,000	\$ 30,500		1.67%
Salary & Wages - Holiday Pay		\$ 24,823	\$ 25,763	\$ 42,736	\$ 44,000	\$ 44,623		1.42%
Salary & Wages - Full Time Injury		\$ 195,317	\$ 77,842	\$ -	\$ 55,000	\$ 55,000		0.00%
Salary & Wages - Other Union		\$ 292	\$ 1,309	\$ 1,831	\$ 4,000	\$ 4,000		0.00%
Salary & Wages - Emerg Labor		\$ -	\$ 330	\$ -	\$ 25,000	\$ 25,000		0.00%
Salary & Wages - Other FT		\$ 24,759	\$ 82,148	\$ 83,027	\$ 10,000	\$ 25,000		150.00%
Salary & Wages - Call FF Staffing		\$ 1,510	\$ -	\$ 234				
Salary & Wages - Incident CF		\$ 20,860	\$ 6,617	\$ 2,108				
Salary & Wages - Call Training		\$ 13,955	\$ 1,581	\$ 39				
Salary & Wages - EMS Officer					\$ 10,000	\$ 10,000		0.00%
Salary & Wages-Retro Union Contract Costs		58,068.42						
Total Personnel Services:		\$ 1,483,362	\$ 1,467,174	\$ 1,503,515	\$ 1,611,690	\$ 1,683,539		4.46%



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Operations		FY 16		FY 17	Actual FY 18	FY 19	FY 20	Change This	Comments
Account Title		Actual				Budget	Proposed	Year	
Electricity		\$ 11,099		\$ 10,704	\$ 9,463	\$ 14,000	\$ 14,000	0.00%	
Heating		\$ 2,744		\$ 4,315	\$ 5,759	\$ 6,550	\$ 6,550	0.00%	
Gasoline/Diesel		\$ 6,629		\$ 6,859	\$ 10,064	\$ 12,000	\$ 12,000	0.00%	
Training - FT		\$ 4,059		\$ 4,772	\$ 16,311				
Training - Call		\$ 600		\$ (139)	\$ -				
Telephone		\$ 3,454		\$ 2,510	\$ 3,046	\$ 3,500	\$ 3,500	0.00%	
911 Dispatch		\$ 37,183		\$ 37,190	\$ 40,250	\$ 37,500	\$ 37,500	0.00%	
Telephone Lines - Other		\$ 3,227		\$ 4,456	\$ 2,115	\$ 4,500	\$ 4,500	0.00%	
Internet		\$ 1,675		\$ 1,917	\$ 1,837				
Legal Services		\$ 17,279		\$ 21,483	\$ 22,005	\$ 35,000	\$ 35,000	0.00%	
Professional Services		\$ 200		\$ 17,138	\$ 3,096				
Ambulance Billing		\$ 10,044		\$ 11,885	\$ 10,496	\$ 12,000	\$ 12,000	0.00%	
CMED Fees		\$ 1,790		\$ 2,431	\$ 1,839	\$ 4,000	\$ 4,000	0.00%	
Physicals/PAT		\$ -		\$ 8,400	\$ 300	\$ 3,400	\$ 3,400	0.00%	
Postage				\$ 94					
Administrative Expense		\$ 18,910		\$ 21,903	\$ 18,181	\$ 18,000	\$ 18,000	0.00%	
Office Supplies		\$ 783		\$ 1,706	\$ 863	\$ 3,500	\$ 3,500	0.00%	
Computer/Copy				\$ 80					
Fire/Rescue Equipment		\$ 7,305		\$ 1,535	\$ 8,234	\$ 10,000	\$ 10,000	0.00%	
Building Supplies/Equipment		\$ 5,202		\$ 7,445	\$ 7,638	\$ 8,000	\$ 8,000	0.00%	
Ambulance Supplies/Equipment		\$ 29,959		\$ 25,214	\$ 48,283	\$ 38,500	\$ 38,500	0.00%	
Dues & Memberships		\$ 1,816		\$ 1,596	\$ 1,555	\$ 2,500	\$ 2,500	0.00%	
Training & Education		\$ 4,666		\$ 1,172	\$ 8,178	\$ 22,000	\$ 22,000	0.00%	
Fire Prevention Education		\$ 1,141		\$ 1,301	\$ 122	\$ 1,200	\$ 1,200	0.00%	
Information Technologies		\$ 5,703		\$ 4,225	\$ 13,276	\$ 23,000	\$ 23,000	0.00%	
Total Operations:		\$ 175,467		\$ 200,194	\$ 232,912	\$ 259,150	\$ 259,150	0.00%	



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Maintenance							
Account Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 20 Proposed	Change This Year	Comments
Repairs/Maint - Buildings	\$ 18,814	\$ 18,402	\$ 16,493	\$ 17,000	\$ 17,000	0.00%	
Repairs/Maint - Grounds	\$ 4,663	\$ 4,873	\$ 3,314	\$ 3,500	\$ 3,500	0.00%	
Repairs/Maint - Vehicles	\$ 10,713	\$ 24,722	\$ 14,982	\$ 26,000	\$ 26,000	0.00%	
Repairs/Maint - Radio Equip	\$ 1,844	\$ 2,733	\$ 11,147	\$ 5,000	\$ 5,000	0.00%	
Maint - Protective Clothing	\$ 15,283	\$ 16,721	\$ 10,963	\$ 14,000	\$ 14,000	0.00%	
Maint - Uniforms FT	\$ 8,478	\$ 7,651	\$ 7,863	\$ 12,000	\$ 12,000	0.00%	
Maint - Uniforms Call	\$ 794	\$ 202	\$ 396				
Repairs/Maint - Office Equip	\$ 2,636	\$ 2,790	\$ 2,694				
Total Maintenance:	\$ 63,225	\$ 78,093	\$ 67,851	\$ 77,500	\$ 77,500	0.00%	
Miscellaneous							
Account Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 20 Proposed	Change This Year	Comments
Miscellaneous Expense	-	-	-	1,000.00	1,000.00	0.00%	
Total Miscellaneous:	-	-	-	1,000.00	1,000.00	0.00%	
Total FY Budget:	\$ 1,722,055	\$ 1,745,461	\$ 1,804,278	\$ 1,949,340	\$ 2,021,189	3.69%	



Proposed Article

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- Article #TBD Scott Air Tank Replacement
 - Existing air packs are over 13 years old and do not meet current safety standards.
 - \$60,000 to replace bottles and upgrade second ½ of our packs to current standards.
- Article #TBD Station Renovation
 - Renovations for station if addition article fails
 - \$100,000