

Fire Commissioner's Meeting

June 13, 2024

Present: Chairman Conley, Commissioner Zais, Chief Brown, Deputy Clark

Meeting Broadcast via:

Zoom - Commissioner Zais

Freedom Hall - Chairman Conley, Chief Brown, and Deputy Clark

Public Comment

- One public comment regarding getting information up on website in a timely manner which has been addressed.
 - Commissioner Zais stated that he took care of that information on the website and offered to be the point person – if needed – to continue updating the website with information.

First order of Business:

Minutes

- May 14, 2024, minutes reviewed and accepted as written
 - Chief Brown requested Commissioner Zais post the minutes on the website.

Fire Chief Report:

May 2024 had a total of 87 **responses**:

- 1 Fires
- 59 Rescue/EMS
- 2 Station Walk-ins
- 2 Hazardous Condition
- 3 Community Risk Reduction responses
- 4 Reassurance Program responses
- 4 Service Calls
- 4 Good Intent
- 10 False Alarms

25% of calls overlapping incidents

Mutual Aid was provided 9x times.

Mutual Aid was received 6x times.

YTD% difference – 33% overall call volume increase from June 2023

- Commissioner Conley asked Chief Brown if he knew why there were more calls?

- Chief Brown answered that it could be:
 - the aging demographic in the community that often puts a greater demand on the EMS side.
 - Example:
 - The false alarms have not changed all that much.
 - The Community Risk Reduction generates reports by the National Fire Incident Reporting System standards.
 - He also stated that last year was the busiest year in the history of the organization.

Administration:

- Deputy Clark, Captain Lyons, EMS Officer Staggs, and Chief Brown attended the Cornerstones of Leadership Program May 20, 2024
 - Program was put on by one of the Deputy Chiefs from FDNY and held at CC Tech HS
 - Roughly 100 fire department personnel from around the Cape and some off Cape
- Deputy Clark and Chief Brown presented the proposed FY25 budget and candidates on May 21, 2024.
 - Assessment Center portion of the promotional process was held on May 22, 2024
 - Different Cape fire department personnel assisted with the process.
 - Commissioner Zais represented the Board of Fire Commissioners in the process.
 - Captain McNamara represented the Fire Fighters local in the process.
 - Deputy Clark and Chief Brown also participated in the process.
 - Deputy Clark sat on one of the boards and Chief Brown did Air Traffic control – moving folks around through the stations.
 - Four Candidates went through the process, and all passed.
 - Commissioner Zais added that it was valuable for him to participate in the process. He thanked all that was involved in the process and offered congratulations.
 - The National Registry of Emergency Medical Technicians recognized Chief Brown for 30-years of National Registry Certification
 - Cotuit Fire Department was awarded an \$1,800.00 grant from the MA Department of Fire Services to support Community Risk Reduction programs.
 - Chairman Conley stated that there is an application for the grant on the apparatus for \$800,000.00 and asked Chief Brown if he had heard any updates. Chief Brown answered that he has not heard any response.

TECHNOLOGY

- Commissioner Ross has been set up with this District email address: cross@cotuitfire.org
 - Chairman Conley asked Chief Brown to reach out to Commissioner Ross and set up a time for him to come in to be briefed.

PRO EMS REPORT

- Not discussed

PERSONNEL and TRAINING

- Firefighter Gardner and Firefighter Lee participated in another book reading and equipment demonstration day at Cotuit Library on June 4, 2024.
 - Chairman Conley asked Chief Brown to send an email to Commissioners with a weeks' notice to let them know when these open houses were taking place.
- Cotuit Fire Department assisted with the preparation and breakdown activities associated with the annual district meeting.
- Several open houses were held at the fire station to display the conceptual plans and answer questions for the proposed fire station project.
 - Will continue to schedule open houses throughout the summer as long as the project is still going on.
 - Commissioner Zais asked Chief Brown if he has had any contact with the property abutters and are there any concerns at this stage?
 - Chief Brown answered that they have made contact, and each property was sent an invitation to connect with him or Chairman Conley to arrange a one-on-one opportunity and/or attend the open houses.
 - Chairman Conley also answered and stated that he, along with Deputy Chief Clark and Captain McNamara, had a meeting last week with Sharon McDonald to explain the plans.

Reassurance Program:

- Chairman Conley asked how many people are in the Reassurance Program and is the Cotuit Fire Department still actively recruiting?
 - Chief Brown answered that about a dozen or so are in the Reassurance Program and yes, the program is actively recruiting.
- Chairman Conley asked the Chief to double check the number of people in the program and what the process is to get people into the program.
 - Chief Brown spoke a bit about what the Fire Department does in the program.
 - When the department is out and engaged in their public education efforts at the library and at the Civic groups, churches invite / fire department

approach churches about being invited to their events where the department distributes the information.

Apparatus and equipment:

- Nothing new to report
 - Chief Brown has spent a significant amount of time looking at other options/vendors and he has spoken to other Fire Chiefs regarding their own orders for ambulances and other Chiefs have stated that they still do not have cab and chassis for their ambulances.

Facilities:

- Mini split was replaced in the gym.
- The cost was a little less than what the board approved Chief Brown to spend.

OLD BUSINESS:

School Building Sub-Committee Reports

Commissioner Zais - Policy Advisory Committee

- Nothing new to report

Facilities Committee - Needs Assessment

- Chairman Conley stated that Chief Brown and Deputy Clark have been working tirelessly with getting the RFP ready to go and he will be working with them to bring that to fruition.

By-Laws Committee

- Nothing new to report

NEW BUSINESS

- Chairman Conley asked Commissioner Zais to table the vote for a new Chairman, which is usually done at the first meeting after the election of a new fire Commissioner, until Commissioner Ross can attend.

BUDGET

- Not discussed.

Public Comment

- No public comment

Motion to adjourn

- All in favor, motion accepted