



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



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**MOTIONS OF THE MAY 28, 2013 MEETING OF THE  
COMMISSION ON FIRE PREVENTION AND CONTROL**

**Attendance:**

Vice Chairman Kowalski called the meeting to order at 7:05 p.m. with the following members present: Commissioners Brady, Cooper, Dagon, Hilbert, Mitchell, Nicol, Ross and Stankye.

Staff members, Jeffrey J. Morrissette, State Fire Administrator; Stephanie Bryant, Secretary II and Director of Certification William Trisler, Guests present, Tessa Gutowski, DEEP; Mark Amatrudo, Mark Dawson and James Wilkinson.

**“AGENDA”**

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

2. Approval of minutes February 26, 2013 Meeting Minutes

*A MOTION was made by Commissioner Brady and **SECONDED** by Commissioner Cooper to approve the minutes of the February 26, 2013 meeting minutes. Motion carried.*

3. Committee Reports: Staff Report for February 15, 2013 – March 14, 2013

*A MOTION was made by Commissioner Brady and **SECONDED** by Commissioner Cooper to approve the Staff Report for February 15, 2013 – March 14, 2013. Motion carried.*

4. Committee Reports: Staff Report for March 15, 2013 – April 14, 2013

*A MOTION was made by Commissioner Brady and **SECONDED** by Commissioner Hilbert to approve the Staff Report for March 15, 2013 – April 14, 2013. Motion carried.*

5. Committee Reports: Staff Report for April 15, 2013 – May 14, 2013

*A MOTION was made by Commissioner Brady and **SECONDED** by Commissioner Dagon to approve the Staff Report for April 15, 2013 – May 14, 2013. Motion carried.*

4. Unfinished Business:

- a. DESPP Consolidation Budget/Staffing Update
- b. CSFA Education Committee Report
- c. CFA/HCFEP Construction Project Update
- d. Legislative Update

- e. Pro-Board Re-Accreditation Status
- f. June Fire School Update

5. New Business:

- a. DEEP Open Burning Official Training Program
- b. Instructor Teaching Requirement Policy

*A **MOTION** was made by Commissioner Brady and **SECONDED** by Commissioner Ross to request the staff prepare and present to the Commission a revised policy/procedure regarding the 80-hour minimum requirement for adjunct instructors to maintain employment at the Fire Academy. Such policy/procedure will take into consideration the issues raised at this evenings meeting of the Commission on Fire Prevention and Control. Motion carried.*

- c. Certification Prerequisite Waiver Policy

*A **MOTION** was made by Commissioner Hilbert and **SECONDED** by Commissioner Brady to accept the Certification Prerequisite Waiver Policy as amended and presented to the Commission by Mr. Trisler. Motion Carried.*

- d. Safety Officer Prerequisite Waiver Policy
- e. IFSAC Annual Conference Update
- f. Certification Fee Schedule Overview

6. Comments from the public

7. Matters to be raised by Commissioners and Staff

8. Adjournment

*A **MOTION** was made by Chairman Nicol and **SECONDED** by Commissioner Brady to adjourn the meeting. Motion carried.*

Vice Chairman Kowalski adjourned the meeting at 9:25 p.m.

Dated:

July 29, 2013



Charles M. Stankye, Jr. Secretary  
Commission on Fire Prevention and Control