



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



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MINUTES OF THE MARCH 31, 2009 MEETING OF
THE COMMISSION ON FIRE PREVENTION AND CONTROL

Chairman Carozza called the meeting to order at 9:36 a.m. with the following members present: Commissioners Brady, Blaschik, Dagon, Kowalski, Mitchell, Nelson, Nicol, Stankye and Wilkinson.

Staff members Lewis, McGowan, Morrissette and Piskura were present.

Attendees took a moment to pledge allegiance to the flag.

Chairman Carozza called on guests to provide self introductions.

Guests to the meeting were identified as Chief Will Perez, Assistant Fire Chief, East Hartford Fire Department; Kevin Brown, East Hartford Fire Department and Capitol Region Haz Mat; Fritz Hilbert, Chief of Mystic Fire Department and the Connecticut State Firefighters Association and Bruce Kelly, Fairfield County Haz Mat.

Moving to item 2) Approval of the Minutes of the February 24, 2009 meeting.

A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Brady to approve the minutes of the February 24, 2009 meeting. Motion carried.

Moving to item 3) Staff Report February 15, 2009 – March 14, 2009.

A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Wilkinson to approve the staff report for the period of February 15, 2009 – March 14, 2009. Motion carried.

Moving to item 4a.) Budget/Staffing Update – Mr. Morrissette reported regarding the budget. He said we received a notice yesterday that there will be an additional 4th quarter allotment reduction of \$5,162 in the agency's Other Expense account which is part of the ongoing attempt to reign in the deficit. He said he anticipates additional reductions forthcoming in the near future. He also said he had sent out communication to Commissioners regarding the non appropriated accounts. That hearing was held last week and Commissioner Nicol and Ted Shroll of the CSFA were present and we had a representative from the DAS SMART Budget office. Generally there is a Sub Committee of the Appropriations Committee facilitating these meetings. At our session there were four members one Senator and three Representatives. He said he was very disappointed in the meeting and the general sentiment on the part of the Legislators. He said they were certainly looking for significant monies to be found and we really couldn't make as good

a case as he thought we could try to reinforce the fact that these accounts are very dynamic and the funding is monies that firefighters pay to this agency. They entrust us to hold that money to properly facilitate training and education. He said no decisions were made at the meeting but outcomes should be known soon. At present there is a relatively hefty balance in both these accounts so it appears that the money is there for their taking.

Commissioner Nicol said he got to the hearing a little early and they were going thru the Military department's budget line by line and if they didn't have reasonable answers to Capital funds that were not committed, the Legislators were asking if they could sweep the funds. He said there were significant amounts and they were pushing when they got to our agencies accounts and unfortunately we have large balances in these accounts right now and they wanted to know how much we could give up. He said as Commissioners are aware those two accounts are very dynamic and it's very hard to put a number on what we need to maintain in the accounts and they were pressing for answers to what they could take which no one had an answer to provide. He said Mr. Morrissette had provided them with a three year snapshot, with end of month account balances.

Mr. Morrissette added that unfortunately if they sweep funds it could cause significant cash flow issues possibly impacting the agency's ability to make payroll. He said they were looking for him to come out with an exact number of what they could take and he didn't feel he was in a position or authorized to give them a number. He said his personal feeling is that this is our firefighters' money and is held in trust for them.

Commissioner Kowalski asked if there is any anticipation that it would be the end of the fiscal year that they would sweep the funds.

Mr. Morrissette said he was just on the phone with Office of Fiscal Analysis (OFA) and he has asked that question several times but no one has been able to come up with an answer. He said obviously it is to implement their Deficit Mitigation Plan which is for the current fiscal year deficit. He said his understanding is the Chairs of all the Subcommittees are meeting with all agencies that have these types of accounts and that a decision will be made in the next week or two and they have a reporting deadline of April 16th.

Commissioner Kowalski asked as a follow up if we have a contingency plan or a list established of equipment that we need.

Mr. Morrissette said we always have an ongoing prioritized list of capital equipment that requires purchase at some point. He said the problem is until they identify a specific dollar amount to sweep he doesn't think it would be a good position to begin spending to minimize any carryover.

Commissioner Nicol added that the Commission with assistance of the staff is going to have to look at those two accounts for the future and try to maintain a lower balance and think of doing something with the funds that will benefit the fire service.

Mr. Morrisette said one point that they did understand is the fact that there are three full time positions tied to the funding so he was able to provide them with our payroll plus fringe factor commitments between now and the end of the fiscal year. By their line of questioning it appeared they understood our fixed commitments.

Moving to item 4b.) CSFA Education Committee Update – Commissioner Nicol stated that the Education Committee met several times since our last Commission meeting and he distributed copies of two reports. He said Commissioners can read them at their leisure but one is a Training and Education meeting that was held on February 26th at the Berlin Fire Department and the other is a meeting that was held on March 18th at the Department of Public Works (DPW) with Commissioner Curtis at which time they discussed the status of the projects. He also said there was a meeting held on March 26th and he can give an update on that meeting. He said the latest information he can share is related to the status of the property acquisitions and it was indicated by Project Manager Don Ouillette from the DPW that the Rogers property will no longer be pursued and negotiations have stopped however DPW has now gone back to the original site Willimantic had selected. The owners of that property passed away so they are working through probate and it appears they will be able to negotiate with the remaining family. He said the New Haven site design has been completed and will go to bid next week. He said that will also require the Governor to place the funds required for construction on the May Bond Commission meeting agenda. There were some issues on the additional land that would be needed for the Hartford site new Burn Building. He said the Department of Transportation (DOT) felt that we may need to renegotiate the current lease of which we pay \$1 per year. He said they decided to move the Burn Building from the proposed new property and incorporate it within the complex and place it in the back of the CFA Administration Building. He said by doing this it avoids opening up the current lease but it takes the Burn Building away from the FAA Tower in the front. He also reported that regarding the Fairfield and Burrville sites DPW indicated that they are going to design those buildings in house rather than going to a consultant which should take several months off the design. They feel that they would have one building's design ready for bid sometime in December of 2009 and then the other building would follow approximately a year later or sometime in December of 2010. Project Manager Ouillette also stated he's had discussions with the FEMA and there may be some funds coming in the future for funding training schools and that would be the second phase of stimulus money coming out of Washington. Commissioner Nicol said it was discussed that Al Hawkins at the suggestion of Mr. Ouillette would prepare a white paper to be presented to the Congressional delegation at the Congressional Fire Services Institute dinner in Washington. He also reported that there hasn't been any movement on the Beacon Falls property for the Derby school and Commissioner Stankye said he would try to pursue it locally with his local representatives to see what could be done to get the project moving again. He also mentioned that maybe we could have a discussion later in the meeting regarding the CPR/AED Legislation Bill which was discussed at the meeting.

Mr. Morrisette said he wanted to confirm what Commissioner Nicol previously said that we may be putting a Burn Building in the back parking lot. He said he's walked the property with staff and representatives of the Hartford County School and the Architects and it's going to be tight but doable. He said it's not the most ideal situation but in order

to keep the projects alive this appears to be our only option right now. He said what DOT is talking about is fair market value for the current property and structures which would be a lot more than a \$1 per year and well over \$100,000 per year. He said it came as a disappointing surprise to us in the last 30 days or so but everyone seems on board and we're committed to moving the project forward.

Moving to item 4c.) FY09 Supplemental Grant Program Update – Mr. Morrisette said there is not a lot new to update although it seems like after each Commission meeting Commissioners do such a good job at touching base with those fire companies that have not contacted us for their grant. He said we're down to 19 companies who have not contacted us. He said he's personally made calls to some companies that are still on the list and he's been reminding folks at any meeting he attends that those who have selected the Voucher option may want to expend the funds sooner than later because if it's sitting there it may be swept before the end of the fiscal year.

Moving to item 4d.) Entry-Level Training Reimbursement Update – Mr. Morrisette reported regarding the Entry-Level Training Reimbursement program that nothing new has occurred. As Commissioners are aware with the General Assembly's Budget Mitigation Plan they've taken \$200,000 away which essentially leaves only \$17,000 in the account. He said we have commitments for nearly \$200,000 which is all the training currently ongoing statewide whether it's the Recruit Class here at the CFA or Waterbury's Recruit Class as well as all the FFI training being held at the Regional Fire Schools and local fire departments. He said in following up on our meeting last Friday he spoke with a Chief down in the Southeastern part of the state who indicated that one of his local legislators indicated funding would be restored. Mr. Morrisette indicated one question posed to him relates to the small balance of funding that remains after the last sweep of \$200K. He said the only equitable way to do that is to either return the funds to the Legislature or pay them out in the order they were received and certified. As of now there is approximately \$17,000 remaining and he asked the Commission for direction as to how the funds should be administered.

Commissioner Brady said he thinks it should be handled on a first come first serve basis.

There was a brief discussion on how payments would be made with the remaining balance in the account.

A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Brady that we expend the remaining funds based on the number of people certified as of January. Motion carried.

Commissioner Nicol asked how we would do the payments if it's based on date of certification.

Mr. Morrisette replied we would identify those municipalities or fire departments reimbursed last and determine who was trained and certified immediately following that. Once we reach the available funding limit we will cease payments.

Following the motion, there was a brief question and answer period.

Mr. Piskura asked for the Commission's consideration in making an exception on behalf of a female student who is a volunteer firefighter and is attending Recruit training here at the CFA at her own expense.

Commissioner Kowalski said he understands but it's a tough call to single out one individual female or male. He said the individual made the decision to take the training and pay their way probably with the understanding they would be reimbursed like the Chiefs did. Mr. Piskura thanked the Commission for their consideration.

Moving to item 4e.) 2009 Legislative Session Update – Mr. Morrisette said we've provided the latest legislative tracking chart from Ted Schroll. He said we can respond to any questions Commissioners may have.

Commissioner Nicol asked if there would be any discussions later on the CPR/AED Bill.

Mr. Morrisette remarked that he doesn't have anything to share other than it's still moving through the General Assembly to incorporate the CPR/AED training as part of Entry Level FFI and Recruit type training. He said within the Education Committee philosophically everyone agrees with it but the primary concern is that it would be an unfunded mandate and that it is left up to the Authority Having Jurisdiction (AHJ) to ensure the candidates meet the requirement.

Commissioner Nicol said the issue at hand is we could have Legislative action that actually would require hours to be added to one of our levels of training. He said we have people at the Capitol that are making decisions on what should be included in our firefighter training program where we've always made the decisions based on the NFPA requirements. He said once it's put into Legislation it's not going to go away and it's an unfunded mandate.

Mr. Morrisette said it was brought up at the Regional Schools meeting and elsewhere that the Commission by its Legislative authority establishes the voluntary training standards. He said there was also concern that the fiscal note attached to the Bill may have been conveniently adjusted to show that it would be a minimal impact. He said it identified approximately \$70 per person and some of the Regional Schools disputed that stating it would be approximately \$150 per person. The calculations we did here at the agency was around \$70 per person. He also said the other point which the fiscal note did not identify is there would be a Capital expenditure for equipment for those entities that don't currently provide that training. He said it's moving in the system and he's not sure what can be done but everyone wants to go on record that they philosophically agree with the need but the fiscal impact is too great at this time.

Moving to item 4f.) Certification Regulation Interpretation - Mr. McGowan presented the State Regulation definition of the term "fire department" before the Commission. He said the reason for doing so was to clarify and receive interpretation allowing non-fire department sponsored personnel the opportunity to become certified in nationally

recognized levels through the Commission. There was discussion centered on the present definition. Other interpretations or exemptions were presented for discussion:

- An agency/entity/operation that provides services in as many as three key areas: fire suppression, fire prevention, and the delivery of fire education and training programs
- A recognized fire education or training program
- An agency/entity/operation such as the CT Fire Academy, the University of New haven, Three Rivers Community College and other individuals and/or groups who deliver fire and emergency services training programs WITHOUT fire suppression and fire prevention services.

Commissioner Mitchell asked if the colleges' names included in the bullets were specified for a reason.

Mr. McGowan stated they were listed as examples.

Commissioner Kowalski offered the first bullet be adjusted to include "any state agency/entity/operation that provides services in as many as three key areas: fire suppression, fire prevention, and the delivery of fire education and training programs" and asked if that would accomplish the task.

Commissioner Wilkinson added for the purposes of discussion that adding the word "state" may restrict it and would rule out the municipalities.

Commissioner Kowalski said his concern is to not put us in a position where we have an issue with competition so if we could be somewhat restrictive that would take care of that factor.

Commissioner Nelson said he understands the issue and what we are trying to accomplish but the Commission is talking about calling a fire department for the expediency of this particular issue something that doesn't put out fires and he has an issue with that. He said he understands we have to solve the problem but we're about to make an interpretation as the state Fire Commission that says you're a fire department but you don't put out fires. He suggested that the definition in the Regulation not be amended or adjusted because there is discretion in the definition.

Mr. Morrissette said as noted, the definition currently in place for "fire department" has been in regulation for 30 years and has not changed to his knowledge.

Commissioner Dagon asked if state Regulations we're referring to just apply to state agencies or are we talking about a definition that could apply to municipal services.

Mr. Morrissette said he could ask the Attorney General's office to do some type of search because he's sure it exists elsewhere in statute. This is our agency regulation as it applies primarily to training, education and certification.

A brief discussion followed.

A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Blaschik to keep the existing definition as being adequate for the purposes of current state agency certification and any further personnel outside that scope would have to come back in on a recommended basis by the Certification Division. Motion carried unanimously.

Director of Certification McGowan offered that the motion be amended to include that a case by case basis for entities outside the norm.

Commissioner Kowalski said he would include that to his motion but he cautions not trying to micro manage which ones will get certified or not based on individuals.

Chairman Carozza asked if there were any objections to the amendment.

Commissioner Nelson remarked that he prefers not to vote on this item. He said it appears it's already within the definition and the Commission clearly has the authority to do what it needs to. He said he doesn't want to be on record as stretching the definition of a fire department past fire suppression activities.

Motion carried unanimously.

Moving to item 4g.) Mr. McGowan presented two documents related to the prerequisite items for Hazardous Materials Technician. The first was an e-mail correspondence to Mr. Morrisette from Mr. McGowan after having a telephone conversation with Mr. Fred Piechota of the ProBoard. At the request of Commissioner Kowalski from the previous Commission meeting, Mr. McGowan looked to the ProBoard to interpret NFPA 472. Mr. Piechota believed that the interpretation reads to be "trained" to the level of Awareness and Operations. Mr. McGowan reviewed the NFPA 472 standard in the same manner. The second document was the Certification Flow Chart. Mr. McGowan guided the discussion by using the two documents as it pertains to training versus certification of Awareness and Operations Level Hazardous Materials before becoming certified to the Hazardous Materials Technician level.

A brief discussion period followed.

Commissioner Kowalski asked through Chairman Carozza if there was interest from the public on this issue.

Mr. McGowan stated that Asst. Chief Perez and Firefighter Kevin Brown of the East Hartford Fire Department be included as part of the discussion. He said that he has had recent conversations with the East Hartford Fire Department regarding completion of the Hazardous Materials Technician program and certification. He explained that Certification could offer the opportunity to the East Hartford Fire Department provided they met several criteria necessary for prerequisite training. Also included as stipulations

would be documentation for previous related training in the Pathways program and state recognized and certified Hazardous Materials Technicians, Fire Service Instructors.

Asst. Chief Perez and Firefighter Brown agreed that they could follow those concerns and that from a Capitol Region Haz-Mat perspective they would be grateful for the opportunity.

Chief Hilbert from Mystic Fire Department agreed that training to the level of Awareness and Operations rather than certified to the level would be satisfactory.

A brief discussion on the issue ensued and Commissioners Kowalski, Nelson, Wilkinson, and Brady voiced agreement that the prerequisite for Hazardous Materials Technician be limited to training and exception date is set.

A **MOTION** was made by Commissioner Brady and **SECONDED** by Commissioner Kowalski to maintain the current training path of the Authority Having Jurisdiction(AHJ) certifying to the Awareness and Operations Level for Hazardous Materials and Weapons of Mass Destruction as a prerequisite for Hazardous Materials Technician. Motion carried unanimously.

Moving to item 4h.) 2010 Mid-Atlantic Conference- Commissioner Nicol reported that the 2009 Mid-Atlantic States Fire Commission conference was scheduled to be held in Tennessee this year. He said he was notified several weeks ago that TN has withdrawn their interest in hosting the conference. A few weeks after that announcement was made Kentucky offered to host the conference. He said it is tentatively scheduled to be held the first week in November and Kentucky is going to put together a packet and get back to the Mid-Atlantic States. He said he'll have more information to share with the Commission once he receives the information.

Chairman Carozza asked if we're progressing on hosting the conference here in CT next year.

Commissioner Nicol said we're waiting for proposals from the Greater Hartford Convention Bureau. Mr. Morrissette and his Executive Secretary had met with them to share our requirements. They in turn will follow-up with bids from various facilities in the Hartford region.

Moving to item 5a.) Accrediting Board Decision – Rescue Technician Program- Mr. McGowan hoped to offer good news pending the ProBoard decision to accept the Request for Accreditation of the revised Rescue Technician programs. However, the ProBoard tabled the request. Mr. McGowan asked the Commission to table this item until the May meeting.

A **MOTION** was made by Commissioner Kowalski and **SECONDED** by Commissioner Brady to table this item until the May meeting. Motion carried.

Moving to item 5b.) Legislative Proposal – Mr. Morrisette said he had not mentioned this under Legislation but at the Education Committee meeting last week he brought to their attention the Bill proposing that Danbury be recognized or designated as a Regional Fire School. He said the File Copy of the proposed Bill was released and that it was inappropriate and improperly connected that entity to the Commission as a second state Fire School. He said we had an opportunity to meet with Representative Godfrey to discuss our concern with him about two weeks ago. From the discussions with Representative Godfrey the easiest way to accomplish the task is to attach Danbury's name to the budget whether or not they seek any state funding at this time, which they do not intend to do. The Education Committee has already recommended approval of Danbury being recognized as a 10th Regional Fire School. Mr. Morrisette said the second option, which Representative Godfrey had asked the Commission to consider is to actually amend the Commission's enabling Legislation to allow this body to be the designated body for formally recognizing Regional Fire Schools. He said he had worked on some language and presented some options at the Education Committee last week for discussion purposes. He presented a copy of the proposal to Commissioners and said the language meets the spirit of the discussion of what the Education Committee decided. One change to this proposal and a question that he did not have answered by Representative Godfrey before the meeting last week was whether or not it was his feeling we needed to identify all of the Regional Fire Schools including Danbury in the language or not. He said he had received a call back last Friday from the Representative's office saying that it would be their preference that we present this to him both ways. Mr. Morrisette said unfortunately he doesn't have the legal names for all the Regional Fire Schools at this time. He said he's only proposing for discussion the highlighted item #7 in front of the Commission today with the understanding that he would also have a second option with the same wording but include the names of the schools. If approved he would present this to Representative Godfrey. He said they would probably amend the current Bill with this particular language. He also stated that the general feeling of the schools is that they not be named in any Legislation or in this language. Because he was asked by Rep. Godfrey specifically to present both options that's what he intends to do unless the Commission deems otherwise.

Commissioner Stankye said he was present at the Education Committee meeting and participated in the discussion and he also agrees to a great extent with what is being presented however he doesn't feel the CSFA should be left out of this. He offered a change to the language in item 7 that reads "in concert" with the CSFA instead of "consult with" because consult to him means you could ask their opinion and whether they like it or not the Commission could still do what they want. He said the CSFA is the leading Association of firefighters in the state and have always been in the forefront of the Regional Fire Schools and they wish to continue that.

Commissioner Nicol said he understand the Representative's request for both options and we should comply with their request but he thinks the Commission should recommend that they adopt the one without the names of the schools. He also said if the Legislature passes the proposal with our recommendation the Commission should identify some criteria for what a Regional Fire School should consist of. He said this is important especially if the Commission is going to have the authority of recognizing who becomes

a Regional Fire school. He also said he's happy with the language as presented today as far as the consulting with the CSFA rather than sharing the responsibility. He said this is the agency that is made up of all the fire service organizations and we are the body that is responsible for firefighter training in the state. We're not asking to be part of that decision making process nor to be consulted. He said the Commission should have that responsibility taken under advice of all the organizations.

Chairman Carozza asked if this was a time sensitive issue.

Mr. Morrisette replied yes. He also said he understands Commissioner Stankye's concern and the issue related to disbursement of the checks to the Regional Schools will not change. He said it's not our intent to make any changes.

Commissioner Nelson said he supports the proposal as it is presented today which will allow us to continue doing things the way we are today and not complicate things further.

Commissioner Brady said he also supports not identifying the schools which will make things much easier going forward.

A **MOTION** was made by Commissioner Nicol and **SECONDED** by Commissioner Brady that the draft proposal of 7-3231 Duties of the Commission on Fire Prevention and Control Regulations be submitted as presented. Motion carried.

Commissioner Stankye opposed the MOTION.

Mr. Morrisette added that it's our intention in concert with the Education Committee to establish regulations sometime in the future that would identify criteria for Regional Fire School designation. He said it would be to everyone's benefit to have criteria in place.

Moving to item 5c.) April Meeting Discussion – Mr. Morrisette said there was a discussion at last month's meeting regarding changing the date and holding the Commission meeting in conjunction with Fire Service Day at the Capitol. He said we checked and Representative Dargan is willing to sponsor that activity. He said we have another issue with our normal meeting date Tuesday, April 28 and Fire Service Day is scheduled for Wednesday April 29. Mr. Morrisette said the complicating factor is that he's responsible for coordinating a two day conference for the State Emergency Response Commission (SERC) for the dates of April 28 & 29. He said we could try to hold the meeting at the LOB on April 29 as that would be the second day of the SERC and we could have other staff people assist with the SERC activities which will be at Rentschler Field. He also suggested that we could hold the meeting at Rentschler Field but his concern is making sure we have a quorum.

A **MOTION** was made by Commissioner Nicol and **SECONDED** by Commissioner Kowalski that the we change the date of the April Commission meeting to April 29 and hold the meeting at Rentschler Field. Motion carried.

Moving to item 6- Comments from the public – There were none.

Moving to item 7 – Matters to be raised by Commissioners or staff – Mr. Morrisette asked Mr. Piskura to give a brief update on the New England Training Disaster Center (NETDC).

Mr. Piskura reported that the project is progressing along and we are in line to receive upgrades of audio visual equipment for a number of areas in the facility. In addition we've looked at and approved various architect and engineering designs for a Trench Rescue prop and a Railroad Rescue prop. He said the Department of Public Health has been very generous to include us in the capital and equipment funding aspect of this project. He said by July we should start seeing work done on our classrooms and Commission room audio visual upgrades. After that they have to have the props completed and operational by September 1st which is the end of the federal fiscal year because any unspent funds will go back to the federal government. He said their intentions are to expend 100% of the funds which is about \$8.1 million of which we will receive approximately \$600,000 to \$700,000.

Chairman Carozza asked for a status update on CPAT.

Mr. Piskura said about a third of departments are registered on the IAFF website and compliant. He said there are about 53 career departments and about 2 volunteer in the state that use CPAT. Today is the deadline for anyone intending to use CPAT to execute their own full license online. He also said a new requirement by the IAFF is we have to have a Memorandum of Understanding between CFA and the full license holder which was emailed and mailed to career fire departments. He said he's received about 18 back and according to a second letter the IAFF sent out if the fire department does not contact the IAFF prior to today even if they have a full license posted on line it will no longer be valid and they will have to re-execute the full license online. He said the IAFF is trying to achieve acknowledgment that these fire departments will follow the second edition of the CPAT requirements. He said that's all they are looking for and a telephone call or email will constitute that but they want the acknowledgement. He said the CFA as the test provider has a limited license and has to pay a \$5,000 fee for a site visit. Mr. Piskura said upon recommendation of Chairman Carozza he wrote a letter to the IAFF asking for some alternative to paying the \$5,000 fee as we have a tight budget. He said his only concern at this point is individual fire departments in the state that have an expectation of using CPAT must have a full license that is currently valid on the IAFF website because that is what we're instructed to follow.

Commissioner Nelson asked how that affects the individual that goes to CPAT.

Mr. Piskura said one of the new requirements in the CPAT 2nd edition is they are suppose to identify what fire department they are applying to and that is extremely onerous on us. He said we're in the process of changing our application forms to reflect that.

A brief discussion period followed.

Mr. Morrisette reported that the agency telephone system is still down. He said the voicemail automated attendant module is not working and the fix is about \$4,000. He said to replace the entire system is approximately \$20,000. He said this current system has been discontinued for a while and all spare parts are on the secondary part market typically used. It's our desire to try to obtain approval to procure a new system. He said we do have some capital equipment money and he had asked in our hearing last Friday that they don't touch that because the Legislature had inquired about the balance in that account as well. DoIT had sent invitations to bid out to three vendors. He said all the bids are fairly close so they are suggesting we meet with the vendors to receive a demonstration. These have been scheduled for next week. He said this problem will continue for a short while longer and once the demos are completed we will make a decision on what we would like to do then seek approval from DoIT to make the purchase. He said he understands the frustration our customers are experiencing however we have to work within the system.

Mr. Morrisette also reported that unfortunately Commissioners Brady and Kowalski had already left but we had received an inquiry about the minor firefighter guidelines specifically from Watertown as it relates to Brush fires or timber, etc. so we're trying to coordinate a meeting with the Department of Labor.

Mr. Morrisette said we've made some minor changes to the Introduction to the Fire Service program and there is a required mandatory training component in order for Instructors to be involved in the program. He said as of right now we have very few adjuncts that have identified any interest in the program. If an adequate labor pool is not identified we may have a problem delivering the two scheduled programs. We hope interest will pick-up.

Commissioner Mitchell asked if that is a reflection of last summer's issues and trying to tighten up the program.

Mr. Piskura replied that yes he is fulfilling one of the Commissioner's recommendations and it is a mandatory in-service session for those three components the most important being dealing with adolescents. He said the primary purpose for the Introduction to the Fire Service program is adjuncts must understand how to work with minors. He also said we've constructed several new policies, lesson plans and we will have female presence at night. He said we have 19 people that have indicated interest in the In-service and of those 19 only 12 have indicated that they want to teach in the program. He said he can solve the delivery with full time staff but this is a 24 hour operation.

Mr. Morrisette said an issue was brought to his attention concerning our Executive Session last month specifically about he and the Executive Secretary being present in the room during the Session. He said he researched the issue with the FOIC and the concern is generally correct. The Executive Secretary should not have been present unless she was requested for some specific purpose such as being a witness. He said it's more liberal as it relates to his position. As the Commission's appointed representative he may participate in support of the Commission as long as it's not during any deliberation. If there is a deliberation phase or if the Commission chooses that he not be present he could

be asked to leave. He said he brings this up for future reference and that we be mindful for any future session. He also said that typically when we break from an Executive Session and return to the public session we typically use standard language for the record that no votes were taken. He said the FOIC's advice was not to use that so as to not cause confusion.

Commissioner Nicol asked if there was any more information on the DAS Investigation concerning last year's Introduction to the Fire Service program.

Mr. Morrissette said he was advised yesterday that our Human Resource representative from the SmART is being reassigned. He said he was reassured by the HR representative that the report is on his supervisor's desk and is forthcoming.

Mr. Piskura reported that UCONN Fire chief Bill Perkins is retiring effective today and will have to step down as an Adjunct due to the Temporary Worker Rehire ban.

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

Chairman Carozza adjourned the meeting at 11:50 am.

Dated:

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