



STAMFORD FIRE COMMISSION

Michael A. Pavia, Mayor

629 Main Street
Stamford, CT 06901
Tel (203)977-4673
Fax (203)977-4658

Leandro Rizzuto, Jr
Vincent J. Freccia
Franklin Melzer
Rev. Dr. Robert W. Perry
Prasad Tungaturthy

Draft Minutes -Special Meeting of the Fire Commission held Monday, February 25, 2013

Roll Call: Chairman Rizzuto called the meeting to order at 5:05 pm. Those in attendance were: Commissioners Rizzuto, Freccia, Tungaturthy and Melzer; Fire Chief Conte, Assistant Chief Smith;

Absent: Commissioner Perry

Public Comment: None

New Business:

Chief Directives & Interim Directives for Stamford Fire Department

Commissioner Rizzuto asked if the Commission had the handouts. Chairman Rizzuto asked Chief Conte for an overview.

Chief Conte explained that with the Charter changes the Stamford Fire Department encompasses the Volunteer Fire companies within the Stamford fire department and what the Chief would like to do is put directives out for everyone to follow so that all are on the same page and everything is done correctly. Directives go from 1.1 up to 2.7 and they encompass Firefighting Procedures-emergency response protocols, Two-in-Two-out Standard, Medical Emergency Response, Structure Fire Response – Signal 23, Incident Command, Responding Units Code, Accountability, Rosters of Fire Department members, Fire Marshal duties.

Chief Conte wanted to read in two of the directives so it's a matter of record:

2.3 Structure Fire Response - Signal 23

When units respond to a reported structure fire with less than 4 certified firefighters (an Officer and 3 Firefighters), they will notify Fire Dispatch with a "SIGNAL 23."

When a "SIGNAL 23" is transmitted, Fire Dispatch will assign another unit, as necessary, in order to ensure that enough certified manpower arrives on scene as is appropriate for the incident.

The proper number of units for an incident, with either Engine 8 and/or Engine 9 assigned, has already been factored into the recommended response, and no further adjustments will be needed.

2.41 Responding Units Code

The downgrading of fire units responding to automatic alarms and reported structure fires is the sole responsibility of the District Volunteer Fire Chief or the on-duty Deputy Chief (Unit 4). In the event that Unit 4 is delayed, or not responding, then Unit 4 will designate, via the Incident Command System, who the scene authority will be.

The first arriving Fire Apparatus Crew will perform a complete and proper size-up of the incident. The information gained from the size-up is to be transmitted either face to face, or by radio on the assigned fire ground channel to the District Volunteer Chief, Duty Deputy Chief (Unit 4) or the ICS designee.

This size-up information, and any recommendations, will be used by the IC in the decision making process should any change in response codes (emergency or routine) be needed.

Chief Conte noted that the last part of Directive 2.41 came out of an incident recently where the Units were downgraded by someone other than the incident commander, so we have to put these directives in place in order to run the department more smoothly, more efficiently and start to build a foundation for more standard operating guidelines.

Additionally, Chief Conte read the following so that it would be a matter of record :

2.5 Accountability (See Directive 2.5, Supplement 2)

2.6 Rosters of Fire Department Members

All District Volunteer Chiefs are to provide rosters of their active certified firefighters to Fire Chief Antonio Conte.

The rosters are to include up to date certifications, training records, physicals, respiratory fit testing and emergency notification information.

These rosters are due in The Stamford Fire Chief's Office no later than 0900 hours on Monday, March 04, 2013.

The Chief stated there were issues as well with the Fire Marshals so Chief Conte will be administering some interim directives related to the Fire Marshal office, directive 2.7 and Chief Conte read the directive so that it would be a matter of record:

2.7 Fire Marshal Duties

- 1) The City's Fire Marshal or his designee will respond to all fires that occur in the Volunteer Fire Districts, and the City's Fire Marshal shall jointly work with the Volunteer District's Fire Marshal to determine the nature of the fire.
- 2) The two fire marshals shall work cooperatively to determine the cause and origin of the fire. At the conclusion of the investigation, one report shall be prepared by the Volunteer District's Fire Marshal, but the City's Fire Marshal or his designee shall approve the report and endorse his/her name thereto.
- 3) In case of any fire that occurs within the City of Stamford, the City's Fire Marshal and/or Volunteer Fire Marshal may, in their discretion, request the assistance of the State Fire Marshal's Office.
- 4) For ALL Fire Districts throughout the City Of Stamford any other activities will be notified and coordinated through the City Of Stamford Office of the Fire Marshal.

These responsibilities include, but are not limited to: plan reviews, occupancy inspections, certificate of occupancy sign-offs, public fire safety education, and any other duties related to the Fire Marshal's Office. Phone: 203.977.4651 Fax: 203.977.5475

FIRE COMMISSION CONTINUED

Chief Conte stated that these interim directives are being put in place so that the City may function, people would be able to get their "sign offs" done as needed until the matter is cleared up.

Commissioner Rizzuto asked for comments and or discussion. Chief Smith stated that the Supplements were emailed to the Commission and one was an OSHA standard and the other one was out of the Fire Departments SOG's for Accountability.

Commissioner Rizzuto stated that now that the citizens of Stamford voted on Charter Revision and that we have a single Chief beyond the directives what also has to take place is that all firefighters have to know that the standards operating procedures and protocols not only have to be followed but failure to follow them that disciplinary action will be taken and fully enforced. Discussion took place as to following directives; Discipline if not followed; concerns about accountability. Chief Smith brought to the attention of the Commission the concerns of the Risk manager as to the City of Stamford's liability and how the City is at risk by not having the necessary information related to up to date rosters, certifications, training, fit test information.

Commissioner Melzer asked if this required any action by the Commission to endorse this by motion and to vote on it and it was agreed that it did.

Commissioner Melzer stated that he moves that not only does the Commission recommend to the Chief that he put the directives into place but to add to it the language that the Chairman of our Commission has suggested about enforcement, in the event of failure to follow the protocols that's required, and has been pointed out by Chief Smith, there is potential of liability and I think we have to be assured that were taking every step necessary to protect the City from any potential lawsuits as a result of failure to perform adequately at a fire scene.

Motion:

Commissioner Melzer moved to approve the directives as issued by Chief Conte. Commissioner Melzer additionally moved to put into place language that the Chairman of the Fire Commission suggested, that all firefighters know that the standards operating procedures and protocols not only have to be followed, to avoid any potential liability and to protect the City and residents, but failure to follow them that disciplinary action will be taken and fully enforced.

Motion was seconded by Commissioner Freccia and approved by a unanimous vote. (4 in favor, 0 against, 1 absent)

Personnel Issues:

Interview(s) and appointment for the Position of Fire Lieutenant:

Motion:

Commissioner Freccia moved to go into Executive session at 5:18pm to discuss the interview process. Seconded by Commission Melzer and approved by a unanimous vote. (4 in favor, 0 against, 1 absent)

Motion:

Commissioner Freccia moved to come out of Executive session at 5:30 pm. Seconded by Commission Melzer and approved by a unanimous vote. (4 in favor, 0 against, 1 absent) No action was taken.

The Commission, at the onset of each interview asked each candidate if they wished the interview to be open or closed. If the candidate requests a closed interview, the Commission moved to go into executive session, at the

FIRE COMMISSION CONTINUED

end of each interview the Commission moved to come out of Executive session. If the candidate elected an open interview, the interview was held in the open and not in executive session. The chart below reflects how each candidate wished their respective interview to be:

Candidate	Executive Session (Yes or No)
Shawn Sasser	Yes
Kevin Dingle	Yes
Angelo Ripegno	Yes
Todd Brennan	Yes

The Commission came out of Executive Session after completion of interviews at 6:12 pm. No action was taken.

Commissioner Rizzuto asked for motions from the board for candidate(s) for the appointment of Fire Lieutenant.

Motion: Commissioner Tungaturthy moved to nominate and appoint Shawn Sasser to the position of Fire Lieutenant. By motion duly made the Fire Commission appointed Shawn Sasser to the position of Fire Lieutenant. Seconded by Commissioner Melzer and approved by unanimous vote. (4 approved, 0 against, 1 absent)

Adjournment: By motion duly made the meeting was adjourned at 6:14pm