



MASSACHUSETTS FIRE DISTRICT 7

Chief Stephen M. Coleman Jr., Auburn
Chairman
(508) 832-7800

Chief Robert Parsons, Spencer
Vice Chairman
(508) 867-8825

Chief William Kessler, Uxbridge
Treasurer
(508)-278-2787

Chief Mark DiFronzo, Southbridge
Secretary
(508)-764-5430

District 7 Meeting Agenda January 23, 2014 Oxford Senior Center, 323 Main St., Oxford MA 6:30 p.m.

Call to Order – 18:56

Chairman Coleman recognized and welcomed the new Sturbridge Fire Chief David Zinther.

Chairman Coleman recognized and congratulated newly appointed Assistant Chief Glenn Johnson of Auburn.

Secretaries & Treasurers Reports

Secretaries Report had been emailed for everyone to review.

M Chief Belsito to accept as sent out and read
S Chief Cloutier
V Unanimous

Treasurer's Report had been emailed for everyone to review. Chief Kessler did provide a brief overview. He is currently reviewing past expenditures and developing a line item budget. The E-Board is working on developing a budget for the organization to have better accounting of receipts and expenditures.

M Chief Wilson to accept as sent and reviewed
S Chief Parsons
V Unanimous

M Chief Parsons to extend the current C D for another 6 months.
S Chief Kochanowski
V Unanimous

Sign-in sheet passed out

Please put your Dept. Web Address on the back to update the web site

Chief Bemis provided handout information on turnout gear rental companies

Chief Coleman thanked everyone for their participation in the survey. Printed copies were passed out and everyone will receive electronically as well.

Committee Reports:

- Training Committee

- Minutes of their last meeting were sent via email. Discussion on the face piece fit testing. Decision made to place on hold for this year. Looking for possible implementation for next year's class.
- Class average is 85
- Mid-term is Feb 11, 2014
- Progress reports were passed out and emailed
- Gear checks and SCBA checks will be performed again to ensure compliance for the "live" fire training sessions
- Class size has dropped from 37 students to 34 students
- Recruits were given the application for the Certification exam. These will need the Chiefs' signature and be returned as soon as possible. Please check with your candidates
- Program costs are in line with the projected budget
- Graduation is scheduled for April 22, 2014

- So. Worc. County Radio Committee

- The committee has put on hold its annual election of officers.
- They are looking at the make-up of the committee and the future of the organization
- Chairman Meskus has contacted Chairman Coleman. A future meeting will take place for discussions.

- Back Up Control Point Committee

- Meeting to be scheduled
- If there is a community interested in becoming the back-up control point please contact Chief Parsons

- Homeland Security

- Chief Goodale presented before the Council a request for an Incident Safety Officer Program. The program was approved and \$6,000 was appropriated. If there is a need for additional programs, Homeland will support additional monies. These programs are to include people form D 8 and D 14. Chairman Coleman will ask Chief Goodale if he will coordinate this program. If not it will be referred to the Training Committee.
- Central Mass Homeland Security Council has a new Chair, Chief Roy from Fitchburg. The new Vice-Chair is Chief Kochanowski from Dudley. Congratulations to both.
- The additional dive gear needed to bring Dudley in line with the rest of the team should be in shortly
- D 8 will be looking for support for approximately the same amount of money we received for Tech rescue equipment
- FY 10 monies have been spent
- Next meeting is Feb 11, 2014 in Holden

- Tech Rescue Committee

State concerns

- Chief Bemis spoke on a meeting held with the State concerning Tech Rescue
- An Association has been formed
- Things at the State level are moving quickly. We are ahead of some but behind others
- Funding for the Tech Rescue system will come from fees generated from use
- D 7 has been asked to forward their S.O.G.'s to others across the State for adoption. The State was impressed with our outlines and felt these to be a good model for others to follow
- Tech rescue will now have a seat in the "bunker" when the need arises. This has never happened before. It was staffed during the last blizzard.

Regional / District concerns

- Reminder to all of the MANADATORY meeting of those interested in participating in the District Team. Chiefs are also required to be present. Meeting will review the team concept and expectations. Also review and outline the training needed. The meeting is Tuesday Jan 28, 2014 at 6:30pm at the Oxford High School.
- From the data collected there are about 89 people needing different levels of training
- Final numbers for training will be derived following the Tuesday night meeting.
- Chief Bemis asked if the District would endorse the tech Rescue S.O.G.'s as emailed to all Chiefs.
 - M Chief Belsito to endorse the Tech rescue S.O.G.'s as emailed
 - S Chief Cloutier
 - V Unanimous
- Chief Bemis presented information on a training opportunity sponsored by Plymouth County. This program will review crane and rigging operations. This would be great for us to send 2 people to bring the information and training learned back to the team.
 - M Chief Cloutier to send 2 people from the Tech rescue Team to the Plymouth County Tech Rescue training program
 - S Chief Belsito
 - V Unanimous

- Call Chief's Committee

- No Call Chiefs' Meeting None scheduled

- State Mobilization

- No meeting. One is to be scheduled soon

- EMS Committee

- Chief Martell spoke on the survey that went out Not a lot of feedback The committee is not sure what to make of that
- The District was in need of representative to FCAM EMS Committee. Dep Chief Normandin was asked if he would be interested. He stated he would be honored to represent the District.

- **FCAM Rep Report**

- Chief Cloutier spoke on the FCAM Meeting
- Community Paramedics is a very “hot topic” right now. FCAM is working on information for Chiefs. Nothing will be released until everything is reviewed and confirmed. There has already been a lot of mis-information floating around and FCAM would like to be as confident in their statement as possible. There will be an informational session held during the Professional development Conference
- Professional Development Conference is Feb 4, 5, 6, 2014 in Boxborough
- There is an opening on the Training Council. Chief Scoble has been recommended for appointment
- FCAM is looking for data from those communities who are not receiving amb payments due to DUI. If anyone has experienced this, please contact Chief Cloutier.
- If you should need assets from the Bureau of Fire Control they will be contacted through MEMA
- A joint letter has been issued by the Police chiefs Association and FCAM outlining the facts related to Police Chiefs cannot serve well as Fire Chiefs and vice versa.
- FCAM has put out a Rehab Policy. It is a flow chart that outlines the process on how to evaluate firefighters. This is a good tool for EMS to use. This document is on the Web Site. All are asked to review for possible adoption at next month’s meeting.
- Next FCAM meeting is scheduled for Mar 19, 2014 in Charlton

Old Business:

- **FC30 in Southbridge**
FC 30 is housed in Southbridge. It is available to any community that needs it. Dave Clemmons and Mark Cady have offered assistance with the unit until the District can get the Comm Operator Team up and functional.
- **Field Communication Operators Update**
The E-Board met with Dave Clemmons to view a presentation on the development and implementation of a District wide Communications Team. He explained there are many levels of certification within the Communications system (Comm Leader; Comm Tech; Comm Operator). The team could work the same way the Dive Team or Tech Rescue Team function. Should the Team be needed, a “call out / page” would go to the team members and the team would be filled based on those calling in. It was also suggested that the team members be trained on all comm trucks not just FC 30. The District should look at how many trucks/vehicles we need or want to support.

It is suggested that Chiefs look to see who they feel would best fit this Comm Team concept. Dave Clemmons mentioned that the State has approved a program that will be delivered as a train the trainer and allow participants to bring the information back to their areas. Training for the team for the most part can be done with Dave Clemmons and Mark Cady and others they recommend.

In order for this team and the members that are trained, additional events should be included in the response (large community events; parades; etc). It was also suggested that local communities consider calling for a comm unit earlier in their run cards. Once a potential list of candidates has been gathered an informational meeting will take place outlining the expectations of this team.

- District Mentoring Program
No information at this time
- Strategic Planning Breakfast Update
Was well attended. Thank you to those who were able to make it. A summary of discussion will be forwarded. There were 2 key points of focus, 1) A better communications/Interoperability network; 2) Training.
All felt that we needed to better able to communicate not only District wide but locally as well. As far as the training, we do a great job with the recruit program and the Chiefs have programs they attend but there seems to be a lack of training for line supervisors. A survey will be created and disseminated to Departments to get information from the line supervisors on what they would like to see. Once we get this information back we can start to develop programs and perhaps bring in some outside speakers.
Another concern was how the Radio has been functioning and is it the best way for the District going forward.

New Business:

- Meeting locations
Chairman Coleman would like to schedule out the monthly meetings for entire year. These could be posted on the web site for all to see and know where they will be taking place.
- IMC update
Chief DiFronzo has been working with Lt. Kokernak from Sterling on this project for over 4 years. There has always some type of problem or issue for both District 7 and District 8. A few weeks ago Lt. Kokernak proposed a web based program to replace the IMC project. A demo of the site was shown and this site will do everything we need. The Chiefs from District 8 have already seen the site and have voted to go with the web based site and discontinue the IMC project. The site is built using a common web based language (Dreamweaver) so that should Lt. Kokernak not be able to continue anyone with a background in Dreamweaver could continue the site.
Potential costs for IMC are \$1200/yr for the remote server; \$3500/yr for IMC maintenance fees. These costs would be solely our responsibility as District 8 has backed out. Costs for the Web based system are \$719.88/yr. This would be split between District 8.

M Chief Kochanowski to discontinue with IMC and go with the Web Based system as proposed.
S Chief Parsons
V Unanimous

The reason this web site was able to be developed is technology has come a long way since we started getting into the IMC system. Also, the numerous time and effort spent trying to get IMC to do what we wanted. IMC is a very robust, large program and we were really only using a fraction of its abilities. The potential of the web based system could be endless as we will be able to create what we need versus having to conform to an established product with limited ability to change without a huge expense.

M Chief Kochanowski to pay \$360 for the Web based system
S Chief Parsons
V Unanimous

M Chief Cloutier to discontinue the IMC project
S Chief Bemis
V Unanimous

- Meeting with D8
The Officers of D 7 met with the Officers of D 8. A review of the potential Web based system was shown and explained by Lt. Kokernak. D 8 had already voted to go with the web based system.
They had questions on how we created and built out our Strike Teams.
They are very interested in doing some type of drill together.
- D7 Website update
Chief Coleman announced that the Web Site has been moved to the Auburn computer server system. Deputy Chief Locke just did not have enough time to keep the site as up to date as often as needed. Also the site was “code” driven. It has since been converted to Dreamweaver programming for easier use. Auburn has an IT staff that can assist with the site as needed.
Everything will be on the web site, meeting dates and locations; meeting minutes; etc.
Please review the Strike Team Cards for accuracy
Please forward your Department’s web address for a link to you from the District site.
- Forcible entry prop for the District
Chief Coleman presented some information on a forcible entry door prop. Members of his department who also teach for the District approached with the idea. Auburn would be willing to split the cost of the prop. Cost for the prop \$1312. We were able to view the prop on the web site.

M Chief Kochanowski to split the cost of the door prop with Auburn Fire
S Chief Parsons
V Unanimous

Good of the Organization

Next Meeting: February 27, 2014 in Charlton

Adjourn 20:35

Auburn-Blackstone-Brookfield-Charlton-Douglas-Dudley-East Brookfield-Grafton-Leicester-Mendon-Millbury-Millville-Northbridge-North Brookfield-Oxford-Southbridge-Spencer-Sturbridge-Sutton-Upton-Uxbridge- Warren-West Brookfield-Webster-Worcester