



WESTFIELD, MASSACHUSETTS

WESTFIELD FIRE COMMISSION



MEETING MINUTES

Date January 04, 2016

Fire Commissioner Albert Masciadrelli called the meeting of the Westfield Fire Commission (hereinafter "WFC") of January 04, 2016 to order.

Location: Westfield City Hall
59 Court Street
Westfield, Massachusetts
Room 201
19:00 hours

RECEIVED

FEB - 4 2016

WESTFIELD CITY CLERK

Chairman's announcement:

The Chairman of the WFC, Commissioner Albert Masciadrelli in accordance with the Open Meeting Law Changes (Reference Memorandum dated June 18, 2010 'Open Meeting Law Changes' from the Office of the City Solicitor) made the following announcement to all participants and attendees that the WFC Regular Schedule meeting of January 04, 2016 is being audio recorded and if the WFC meeting at any time goes into executive session all audio equipment will be turned off to include all recording devices of audio and video and any transmission of video and or audio..

The Chairman of the WFC, Commissioner Albert Masciadrelli also made the following inquiry that if there is anyone making a video or audio recording of the meeting please indicate this to the Chair, and also announced that this WFC meeting of January 04, 2016 is not being electronically transmitted via TV or via the internet by the City of Westfield.

PRESENT:

Westfield Fire Commissioner Albert Masciadrelli, Commissioner Patrick Olearcek and Commissioner Carlo Bonavita. Fire Chief Mary Regan, Deputy Andrew Hart., Union Representatives Captain Chris Kane and Firefighter Randy Quarles, Fire Captain Eric Bishop, Keith Supinski, Firefighters Tom Silva, David Avezzie, and Eric Liptak. Michele Liptak, Bill Liptak, Sydney Liptak, Emily Wagner and Ken Wagner. City Clerk Karen Fanion.

MINUTES TAKEN:

Ms. Patricia Breton, Westfield Fire Department (hereinafter "WFD") Head Clerk.

Fire Commissioner Patrick Olearcek ascertained a motion to approve the Fire Commission Minutes of December 7, 2015.

Commissioner Carlo Bonavita seconded the motion.

Fire Commission Chairman asked if there was any discussion.

Seeing none the Fire Commission Chairman asked for an acknowledgement vote of yes or no.

Yes (3) No (0)

Motion passed

PUBLIC PARTICIPATION:

There was no one present for Public Participation. Commissioner Masciadrelli closed Public Participation.

ROUTINE BUSINESS:

- a. Introduction: Commissioner Albert Masciadrelli wished to thank the WFD for all their extraordinary services over the past month. Commissioner stated we had both a medical and fire tragedy. The comments that came from outside the Fire Department were gratifying to hear.

Commissioner Masciadrelli adjusted the agenda without objection to go to item number 5, Special Session Business, item a HRD Certification Civil Service List Number 03148. This is for an appointment of a candidate for one position vacant for a WFD firefighter with EMT Basic Credentials. We will be giving the oath of office and making the official appointment. Commissioner Masciadrelli called Mr. Eric Liptak to the front.

Commissioner Albert Masciadrelli ascertained a motion for the appointment to the one vacant firefighter position namely a firefighter with EMT Basic Credentials from HRD certified list number 03148 within the organization of the City of Westfield's Fire Department as a firefighter. In addition the appointed individual must complete the following successful training completion of the Massachusetts Fire Academy within one year of his appointment, which will be extended if there are scheduling conflicts within the Massachusetts Fire Academy facility.

Commissioner Carlo Bonavita made the motion to appointment Mr. Eric Liptak to the one vacant firefighter position namely a firefighter with EMT Basic Credentials from HRD certified list number 03148 within the organization of the City of Westfield's Fire Department as a firefighter. In addition Eric must complete the following successful training completion of the Massachusetts Fire Academy within one year of his appointment, which will be extended if there are scheduling conflicts within the Massachusetts Fire Academy facility.

Commissioner Patrick Olearcek seconded the motion.

Commissioner Masciadrelli asked if there was an discussion.

Seeing none the Fire Commissioner requested a roll call vote.

Roll Call Vote

Commissioner Masciadrelli Yes

Commissioner Olearcek Yes

Commissioner Bonavita Yes

Yes (3) No (0)

Motion passed

City Clerk Ms. Karen Fanion administered the Oath of Office to Firefighter Eric Liptak.

The Commissioner asked for a few minutes recess at 19:05.

The Commissioner reconvened the meeting at 19:08

- b. Late Communications: Commissioner Albert Masciadrelli stated he had nothing.
- c. Letters& Communications: Commissioner Albert Masciadrelli stated he had a letter from the Chief stating her vacation for 2016 for January and February. Fire Chief Regan stated this has been forwarded to the Mayor as well.

Commissioner Masciadrelli states he received a letter from PERAC. Chief Regan stated that Marc Bourgeois has appointments to see three medical doctors through the retirement board. Commissioner stated that the Chief will update the Commission as time progresses.

Deputy Fire Chief James Kane issued a letter to the Fire Chief stating she received a letter December 21, 2015 that Deputy James Kane will be retiring on February 27, 2016.

Commissioner Masciadrelli stated he has a grievance from Local 1111, which is at step 1 notification of a pending action, he received this on the December 20, 2015. Grievance number 12262015 in regards to Firefighter Paramedic Terry Goodrich.

Chief Regan stated she received some certificates of attendance for Captain Eric Bishop.

SPECIAL BUSINESS:

- a. HRD Certification Civil Service List Number 03148 – Commissioner Masciadrelli stated this was moved to the beginning of the meeting.
- b. FY15 WFD City Annual Report – Chief Regan stated she had the annual report for the Commissioners at the last meeting. Commissioner Masciadrelli thanked the Chief and stated it was very well in depth. He stated that the Mayor read this and complimented the Chief on it.
- c. Update on fire fatality, 23 December 2015, on Mill Street- Fire Chief Regan stated that the fire was investigated by the Marshals Office. Chief stated it was determined that a heater in the room was set to close to combustibles which caused the fire. This is the second fatality we have had since July of this year. The first one was due to smoking. In both cases the smoke detectors in the homes were not operational. This is something we need to focus on to get the word out, to make sure people are aware and that their batteries are working. We have done a couple of programs one with the Senior Center and one with the Red Cross. One program we went in and installed detectors at no cost to the residence. The night of the fire D group was working and they did an excellent job. There was a three minute response time.
- d. Deputy Fire Chief James Kane – EMT pending retirement action items - Chief Regan recommended that the Commission immediately call for the list, so that they can start the process. She would like to form the prescreening committee; you would need someone from the Commission, Personnel Department, Law Office and the Office of the Chief. This is so we can move forward as soon as possible. Chief said the key thing is to call for the Deputy list.

Commissioner Masciadrelli ascertained a motion to call for the Deputy Fire Chiefs list, to fill the position that will be vacant pending the retirement of Deputy Fire Chief James Kane.

Commissioner Olearcek made a motion to call for the Deputy Fire Chiefs list, to for the pending retirement of James Kane.

Commissioner Bonavita seconded the motion.

Commissioner Masciadrelli asked if there was an discussion.

Seeing none the Fire Commissioner requested a roll call vote.

Roll Call Vote

Commissioner Masciadrelli Yes

Commissioner Olearcek Yes

Commissioner Bonavita Yes

Yes (3) No (0)

Motion passed

Commissioner Masciadrelli stated he will start the process tomorrow. Chief Regan will put out some dates for interviewing, then the Commission will decide who will represent on the selection committee.

Captain Chris Kane asked how the procedure will go, will they be selecting an acting Captain and if it will be by senior firefighter or by the list. The Chief said by the delegation of the promotional authority is the policy that is here so we will go by past practice. Chief stated that this is in the Unions contract. Chief stated we are following the contract. Chief asked the Commission if they wanted to interview for the temporary positions. Commissioner Masciadrelli stated they would follow the past practice procedure. This would be about a 60 to 90 day appointment; this person would be picked by the commission. Chief will contact by seniority to see who interest in the position.

- e. Report on upcoming intent of possible retirements before July 2016 – Chief Regan stated she has letters from Marc Bourgeois that he is going through the Retirement Board now. Mark Texeira has given the Chief a letter for the intent to retire in March 2016. Steven Sklarsky has given a letter for March of 2016 retirement. She has a letter from Deputy Mark Devine for April of 2016 for retirement. Mark stated he will let the Chief know if there were changes. There is definitely two, possible four by the end of the fiscal year.
- f. Academy Recruits status/progress reports – Chief Regan gave a copy of the report to the Commission, in regards to the recruits. This is their first progress report from Class SO1, this is the first one out of the Springfield Fire Academy. They will be graduating on February 2, 2016.

OLD BUSINESS:

- a. HRD Certification Civil Service List Number 03064– Chief Regan stated Mr. Nicholas Tillman has passed his medical and his PAT exams. He is now scheduled for an appointment for psychological exam on January 8, 2015. There are some conditions from Medical Control for him when he comes in. This is on things that he disclosed, during the interview process.

NEW BUSINESS: -

Chief Regan stated the new hires will be set for the Academy in April at the Springfield Fire Academy. She could have gotten them into Stow at an earlier date, but she wanted them to be able to come home at night.

REPORTS FROM THE WFD & WFC:

- a. Apparatus/Ambulance/Vehicle Integrity, Support Equipment, Facility & Communication Integrity Status/ Report – Chief Regan indicated that there is nothing new to report.

Commissioner Masciadrelli state that the Station 2 renovation was mentioned in the Mayor Inauguration speech. He thinks we may see something early 2016 on this. Chief said her goal is to get a letter into the Mayor before the end of January, to try to get it on the agenda of the finance committee.

- b. Personnel Out of Work Report – Chief Regan indicated that there were three out injured on duty that are long term. We have two at the Academy and two new hire that have not started, so we have seven open positions. The impact is that there is some overtime, but because we were able to hire the three paramedics in this year budget it's not as significant as it been in the past. So today we are spending just over \$9,500.00 a week in overtime, it was about \$13,500.00 last year. We are just under \$100,000.00 better situated in overtime then we were last year. We have spent about \$55,000.00 in overtime on training.

CLOSING REMARKS:

Commissioner Masciadrelli ascertained a motion to go into Executive Session for personnel reasons and negotiation process with the Chief

Commissioner Olearcek made a motion to go into Executive Session for personnel strategies issues and negation process with the Chief.

Commissioner Carlo Bonavita seconded the motion.

Roll Call Vote

Commissioner Masciadrelli	Yes
Commissioner Olearcek	Yes
Commissioner Bonavita	Yes

Yes (3)

No (0)

Motion passed

The Commission will adjourn right out of Executive Session.
Time 19:30 hours

Respectfully submitted,

Patrick Olearcek
Secretary, Westfield Fire Commissions
PO/ajm/pab