



# Westfield Fire Commission

Westfield Fire Department  
34 Broad Street  
Westfield, Massachusetts 01085



## Special Scheduled & Executive Session Meeting Agenda & Guide

### COMMISSIONERS

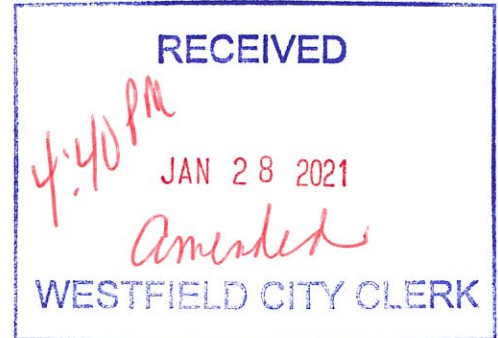
*Albert J. Masciadrelli, Chairman*  
*C. Lee Bennett*  
*Jeffrey M. Siegel*

**WESTFIELD FIRE CHIEF**  
*Patrick Egloff, Chief*

**Date:** 01 February 2021

**Location:** LITTLE RIVER FIRE STATION SUBSTATION - STATION 2  
'COMMUNITY ROOM'  
366 LITTLE RIVER ROAD  
WESTFIELD, MA 01085

**Time:** 1300 hours



### 1. MEETING CALLED TO ORDER:

2. Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of **Westfield Fire Commission** will be conducted via remote participation. Specific information can be found on the City of Westfield website at [www.cityofwestfield.org](http://www.cityofwestfield.org). For this meeting, members of the public who wish to listen to the meeting may do so by tuning into Channel 15 or Channel 12 or online at [westfieldtv.org](http://westfieldtv.org) or online at Youtube.com - Westfield Community Programming Channel. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the City's website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

### 3. ROLL CALL:

- Fire Commissioner Albert J. Masciadrelli
- Fire Commissioner C. Lee Bennett
- Fire Commissioner Jeffrey M. Siegel

### 4. ELECTION:

- a) Fire Commission Chairman for 2021 – *Fire Commission*

Submitted  
01.27.2021  
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**5. READING OF THE RECORD OF:**

- a) WFC Minutes 05 November 2020 Special Meeting – *Fire Commission*

**6. PUBLIC PARTICIPATION:** (Max. Time – 15 min. – 3 min. per person)

- a) No public participation

**6. REPORTS FROM THE WFD & WFC:**

- a) Operations, Equipment, Facilities, & status Staffing – *Fire Commission/Fire Chief*

**7. OLD BUSINESS:**

- a) WFD Sacket Street Facility – discussion action item – *Fire Commission/Fire Chief*
- b) Appointing Authority motion for the purpose of accepting a letter {dated: 03 Nov. 2020, of resignation (Firefighter) – *Fire Commission*
- c) Superintendent of Emergency Medical Services (hereinafter SEMS) position discussion – *Fire Commission/Fire Chief*
- d) WFD Departmental (Fire Chief, Deputy Fire Chief & Fire Captain) Promotional Testing 2021 via HRD div. Civil Service Unit Action item update – *Fire Commission/Fire Chief*
- e) Departmental Annual Report (3 FY) status – *Fire Commission/Fire Chief*
- f) Firefighters Probation Evaluation Report – *Fire Commission/Fire Chief*
- g) Rules and Regulation Change Status – *Fire Commission/Fire Chief*
- h) Ambulances, Command Vehicle Status – *Fire Commission/Fire Chief*

**8. NEW BUISNNES:**

- a) WFD action item for a Firefighter/Paramedic Certified List requisition via HRD div. Civil Service Unit (4-5 vacancies) – *Fire Commission/Fire Chief*
- b) ‘City WFC Procedural (Process) guidelines for Vacancy Appointments’ revision discussion – *Fire Commission/ City Personnel /Fire Chief*
- c) Weekly Informational Report from the Office of the Fire Chief – *Fire Commission/Fire Chief*

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- d) Move the responsibility of the Fire Chief Creating the WFC Agenda for all meetings. – *Fire Commission/Fire Chief*
- e) Discussion on vote on streamlining the hiring process (to align with the practice of the Police department – *Fire Commission/ City Personnel /Fire Chief*
- f) Discussion and vote on designating the Fire Chief (Remove for Personnel) as the point person for NEOGOV to improve the efficiency of the hiring process (to align with the practices of the Police Commission). – *Commission/Fire Chief/Personnel Director*
- g) Discussion on the procedure of selecting the Chair of the Fire Commission (annual vote/rotating) – *Fire Commission*
- h) Two Firefighters requesting education incentive pay adjustment – *Fire Commission*

**MOTION:**

1. Ascertain a motion to enter into Executive Session for the purpose of is as follows:
  - Executive Session pursuant to **M.G.L. Chapter 30A, Sec. 21** to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, and / or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.
    - a. Westfield Fire Fighters Union Local 1111 action item hearing - Grievance Number 10 22 20

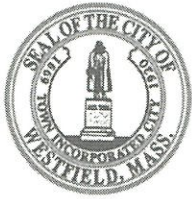
**Note:** It is **not** the intent of the Commission to return / reconvene in open session at the conclusion of the executive sessions.

**9. ADJOURNMENT:**

- a) Motion to adjourn – *Fire Commission*

City of Westfield, Massachusetts  
Westfield Fire Commission





# Westfield Fire Commission

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34 Broad Street  
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### COMMISSIONERS

*Albert J. Masciadrelli, Chairman*  
*C. Lee Bennett*  
*Jeffrey M. Siegel*

**WESTFIELD FIRE CHIEF**  
*Patrick Egloff, Chief*

**Date:** 01 February 2021

**Location:** LITTLE RIVER FIRE STATION SUBSTATION - STATION 2  
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366 LITTLE RIVER ROAD  
WESTFIELD, MA 01085

**Time:** 1300 hours



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*Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Westfield Fire Commission (hereinafter 'WFC') will be conducted cognizant of the Governor's orders. For this meeting, members of the public who wish to listen to the meeting may do so by tuning into the Community Access TV Channel 15 live stream.*

*Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the even that we are unable to do so, despite best efforts, we will post on the City's website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.*

*This WFC meeting is being electronically recorded audio by the WFC Chairman. Any other pertinent person's in attendance recording this WFC meeting presently either by electronic means must give their names and address to the Chairman?*

### 2. ROLL CALL:

- Fire Commissioner Albert J. Masciadrelli
- Fire Commissioner C. Lee Bennett
- Fire Commissioner Jeffrey M. Siegel

### 3. ELECTION:

- a) Fire Commission Chairman for 2021 – *Fire Commission*

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### **9. ADJOURNMENT:**

- a) Motion to adjourn – Fire Commission

City of Westfield, Massachusetts  
Westfield Fire Commission







**CITY OF WESTFIELD MASSACHUSETTS**  
**Westfield Fire Commission**

Westfield Fire Department  
34 Broad Street  
Westfield, Massachusetts 01085



**COMMISSIONERS:**

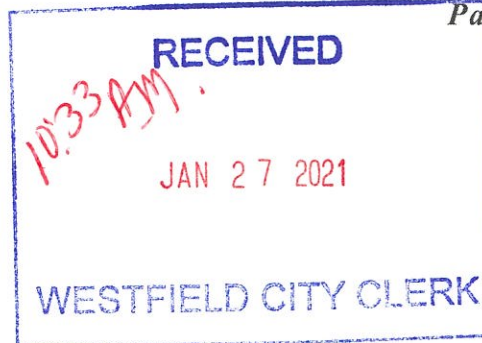
*Albert J. Masciadrelli, Chairman*  
*C. Lee Bennett*  
*Jeffrey M. Siegel*

**WESTFIELD FIRE CHIEF:**

*Patrick Egloff, Chief*

01.27.2021

Ms. Karen Fanion, City Clerk  
City Hall - Office of the City Clerk  
59 court Street  
Westfield, Massachusetts 01085



To whom it may concern:

**MEETING NOTICE**  
**WESTFIELD FIRE COMMISSION**

**DATE**

**February 01, 2021 – Monday**

**LOCATION**

**LITTLE RIVER FIRE STATION**

**SUBSTATION - STATION 2, 'COMMUNITY ROOM', 366 LITTLE RIVER ROAD WESTFIELD, MA**

**TIME**

**1300 hrs. [1:00pm]**

**TELEPHONE CONFERENCING**

**FOR THIS MEETING, MEMBERS OF THE PUBLIC WOULD HAVE BEEN ABLE TO LISTEN TO THE MEETING VIA TUNING INTO THE COMMUNITY ACCESS TV CHANNEL 15 LIVE STREAM.**

Westfield Fire Commission  
Appointing Authority

Cc: Mayor Donald Humason Jr., Fire Commissioner C. Lee Bennett, Fire Commissioner. Jeffery Siegel, Fire Chief Patrick Egloff,

Public Posting 01.27.2021

