



SHELTON FIRE DEPARTMENT  
Officers' Council Meeting – 2/28/06  
White Hills Company #5

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**MINUTES**

**Attendance**

Vice-Chairman Fire Marshal James Tortora

Assistant Chief Michael Ullrich

Deputy Fire Marshal Robert Rockwell

**Company 1**

Captain John Sonsini

1<sup>st</sup> Lieutenant Paul Wilson

2<sup>nd</sup> Lieutenant John Sboros

**Company 3**

Captain Tim Hongo

1<sup>st</sup> Lieutenant Michael Pane

2<sup>nd</sup> Lieutenant Joe Constantino

**Company 4**

Captain Nicholas Verdicchio

**Company 5**

Captain Lou Cortigiano

1<sup>st</sup> Lieutenant Edward Tevolitz

2<sup>nd</sup> Lieutenant Charles Ovesny

**Also in Attendance**

Training Coordinator Fran Jones

Firefighter Allan Ovesny

Vice-Chairman Fire Marshal James Tortora called the Special Meeting of the Officers' Council to order at 7:55 p.m. All those present rose and pledged allegiance to the flag.

### **Approval of Minutes**

**MOTION** made by Captain Hongo to table the Minutes of the December 13, 2005 Regular Meeting and January 10, 2006 Regular Meeting, seconded by Captain Cortigiano and passed unanimously.

### **Reports**

***Fire Chief John V. Millo*** – Not Present

#### ***Assistant Chief Michael Ullrich***

Assistant Chief Ullrich stated that the pre-plans have been issued. Captain Verdicchio handed in his pre-plans and I have more for him. There will be a change and I will discuss that with the Officers after the meeting.

Assistant Chief Ullrich stated that he has two letters for the Chief. The first letter is regarding NFPA 1901 and the second letter is regarding NFPA 1901 Annex D. Assistant Chief Ullrich discussed the letters with the Council.

***Assistant Chief Daryl Osiecki*** – Not Present

#### ***Fire Marshal James Tortora***

Fire Marshal Tortora stated that Assistant Chief Pisciotta has a video regarding Firefighter Arson. He would like to come to either your monthly meetings or monthly drills to show the video. I will tell him that the Captains will contact him.

***Superintendent of Apparatus James Brown*** – No Report

#### ***Training Coordinator Fran Jones***

Training Coordinator Jones thanked the Council for allowing him to speak. We have quite a bit of training coming up in the next six months. Training Coordinator Jones reviewed the following training items with the Council: March 21<sup>st</sup> Yankee Gas Drill, April 1<sup>st</sup> & 2<sup>nd</sup> Elevator Rescue Course, Smokehouse Training and Todd Road Structure Training. Training Coordinator Jones reviewed the dates and

requirements for the Todd Road Structure Training with the Council. Within the next few weeks we will have more of an operational plan. The training dates at the Fairfield Fire School have been reduced to March 23<sup>rd</sup> – Echo and Huntington are still scheduled to go, March 19<sup>th</sup> is open and Huntington is scheduled to go on June 13<sup>th</sup>.

Training Coordinator Jones stated the other large project we are still working on is a High Rise Large Occupancy Building Drill. I have hired instructors from Bridgeport, New Haven and FDNY. There will be two classroom dates at Company 3 on May 17<sup>th</sup> and 24<sup>th</sup> and June 10<sup>th</sup> will be the operational drill.

Training Coordinator Jones requested the Driver Training Operator Instructor names and the apparatus they will be instructing with. I have all the books and lesson plans printed and they will be distributed soon.

Training Coordinator Jones stated that within the month we will be providing training to Dispatch.

Training Coordinator Jones showed the Officers the blinders he ordered for the SCBA masks and asked if anyone was interested in ordering them to let him know.

### **Public Participation**

Firefighter Allan Ovesny  
White Hills Company 5

I am kind of concerned that we have protocols and procedures and districts and why we have calls in different districts and the right Companies are not being called. Chiefs know what is going on – they are on scene and they're not having the proper tones put in. I'm not against rerouting trucks but tone out the Companies that are supposed to be going. Thank you.

### **Communications**

- Fire Marshal Tortora handed out the Fire Service Calls for January.

### **Old Business**

#### ***F1 – SOP Life Star***

Vice-Chairman Tortora handed out the manual that Life Star sent them. Vice-Chairman Tortora reviewed the training requirements with the Council and the changes on page 4 of the manual.

### ***F2 – Pre-Plans***

Assistant Chief Ullrich stated that he distributed the pre-plans and he will go over them with the Officers after the meeting.

### ***F3 – Safety Committee***

Fire Marshal Tortora stated that the Safety Committee did meet and go over 3 or 4 injuries and incidents and we will be making some recommendations through the Chief to the Board of Fire Commissioners regarding goggles and the electrical problem that some people had. I will get a copy of the reports to everyone tomorrow. Fire Marshal Tortora stated that the Committee meets the last Thursday of the month – I will put out a notice on the City pagers.

### ***F4 – Assistant Chief Job Description and Others***

Captain Cortigiano stated that last month we brought up that we wanted to meet with them. Captain Hongo stated that the Commissioners are done with the Fire Chief and are moving on to the Deputy Fire Chief Job Description. I don't know if we should bother to keep this on there because they aren't listening to any of our recommendations. They already passed on what they worked on to Corporation Counsel for review. Captain Cortigiano asked what happened with the meeting that we requested. Captain Hongo stated that they denied it. Assistant Chief Ullrich stated that the job description recommends that the Chief shall recommend policies and procedures to the Board and when we asked to do that they shot us down so why put it in the job description if you don't want to accept it. Fire Marshal Tortora stated that the job description is not a policy. Assistant Chief Ullrich stated that the job descriptions are listed as policies in the Policy Book. Assistant Chief Ullrich stated that they are wasting their time working on the Deputy's job right now because the only two positions accepted by Ordinance unless they act to remove the Ordinance are Chief and Assistant Chief and those are the two positions that are open July 1, 2006 – one Chief and two Assistant Chiefs. Fire Marshal Tortora suggested to the Captains that they request to their Commissioners that the copies of the job descriptions come to Officers' Council for review and comments. Do you want to ask for another meeting? Deputy Fire Marshal Rockwell suggested that they attend the next meeting. Assistant Chief Ullrich stated that

they are having work sessions at 5:30 p.m. before their Regular Meeting. Captain Hongo stated that the comment the Board made was that the Chief's job description was going on to Corporation Counsel. Assistant Chief Ullrich and I went through the job description and found about 3-dozen typos and the qualifications were a joke. Assistant Chief Ullrich stated that the qualifications were lower than what they are now. The Council continued to discuss the job description.

**MOTION** made by Captain Cortigiano to write a letter to the Board of Fire Commissioners requesting a meeting with them to discuss the job descriptions before they adopt them, seconded by Lieutenant Pane and passed unanimously.

## **New Business**

### ***G1 – Storm Watch Policy***

Lieutenant Tevolitz stated that the last storm was atrocious. I don't know what happened or who was in charge of calling the storm. We were at Company 1 and Car 1 said that he was going to get in touch with everyone and put on a storm watch at midnight and that went by the wayside. The Duty Chief was Assistant Chief Osiecki and he was told that Car 1 would get in touch with him to put the storm watch on. At 8 a.m. Car 1 called Lieutenant Wilson and whoever else and never contacted any of the Company 5 Officers – he left it to Lieutenant Wilson to take care of it and by right it's not his responsibility – the Chief should be the one contacting us. We didn't find out about the storm watch until 9 a.m. There is a problem with our communications. Fire Marshal Tortora stated that the Chief stated that he could not reach Lieutenant Tevolitz because the number is not listed. Lieutenant Tevolitz stated that the numbers are the same or put a tone in to reach the Station 5 Officers. We need to work on communications. Assistant Chief Ullrich stated that we voted 2-3 years ago on revising the storm watch policy. Fire Marshal Tortora stated that it went to the Board of Fire Commissioners and they have 8 pages of discussion on it. The Council discussed the Storm Watch Policy and the changes they proposed to the Board. Fire Marshal Tortora suggested reissuing the Phone List. Lieutenant Tevolitz stated that everyone has to communicate. Lieutenant Wilson stated that Assistant Chief Osiecki stated that most likely the storm watch will go on at midnight and that was the last thing we heard and we ended up staying anyway because we knew it was going to be bad. Lieutenant Wilson discussed the storm watch. Chief Millo called me at 8:05 a.m. to put on the storm watch. Fire Marshal Tortora stated that Chief Millo bases the storm

watch on what the Police Department and Public Works have to say. Lieutenant Wilson stated that at 2 a.m. they went to a call at Aspituck and Truck 33 got stuck in the snow. Fire Marshal Tortora asked if anyone called the Chief's house to let him know. The Officer's stated that they tried that before and he doesn't answer the phone. Assistant Chief Ullrich stated that the plow trucks are out but they are only doing the main roads and not the side roads and most of the people don't live on the main roads. The Council continued to discuss the problems with calling the storm watch.

### **Remarks/Comments for the Good of the Council**

Captain Hongo stated that he has a packet that was given to him in regard to a change in response districts. Did this ever come to the Council for approval? Since when do we make changes based off a single person or Companies opinion? We were working on doing these changes and we got held up on it and then a fax goes out to the Police Department and not the Companies regarding a change to the Bridgeport Avenue Responses.

Training Coordinator Jones explained that he was requested by Chief Millo to change the response district on Bridgeport Avenue from Wendy's to Long Hill Cross Roads. There was an incident when Company 3 went to a call on Long Hill Cross Roads when it should have been Company 4's. There are problems with the grid in the CAD System. Assistant Chief Ullrich stated that the call was dispatched incorrectly. Training Coordinator Jones stated that the Chief asked that he make the change, the Chief sent a letter to the police department approving the change, and I researched the grids and basically split one of the grids. Assistant Chief Ullrich asked about other problem grids. Training Coordinator Jones stated that it was only addressed for that one particular item. Captain Hongo stated that when changes are made the Companies should be notified. Training Coordinator Jones stated that he personally faxed it to Company 4 and Company 3 - the Companies that were affected - and Chief Millo had the information. Fire Marshal Tortora suggested putting the subject on the agenda for the next meeting.

Captain Hongo asked the Council if he could bring in a speaker regarding Accountability Tags and I.D. Tags. The Council agreed to the speaker. Fire Marshal Tortora asked to see about the Homeland Security Grant before bringing in the speaker.

Fire Marshal Tortora stated that he handed out the Computer Policy for the City of Shelton - anybody that wants to use the computer in the

City of Shelton has to sign that. The Board of Fire Commissioners are going to figure out a way for everyone who will be using the computers to sign the policy. Please have the acknowledgement sheet back to me by Friday if possible because we have to get them back to City Hall. Fire Marshal Tortora stated that everyone should have their own personal password. Training Coordinator Jones stated that wireless connections are being installed in the laptops so the instructors and Officers assigned to the laptop have to sign the policy.

Captain Cortigiano stated that he has been listening to a few calls during the past few weeks and I'm hearing Officers turn trucks around before they are on scene. This happened years ago when trucks were being turned around before anybody was on scene. It happened to us specifically for a car accident during the snowstorm – we were told not to respond and nobody was on scene.

Assistant Chief Ullrich stated that everyone did a good job at the two structure fires. They were well run. Marc Connolly approached me today about two buildings coming down in downtown Shelton and suggested we try and use them for training.

### **Adjournment**

**MOTION** made by Captain Cortigiano to adjourn the meeting at 8:40 p.m., seconded by Deputy Fire Marshal Rockwell and passed unanimously.

Respectfully submitted by  
Patricia Kelley, Clerk  
Officers' Council