A. CALL TO ORDER

Chairman - Paul Hays
Rep. Co 1 – Assistant Chief Ted Pisciotta
Rep. Co 3 – Merle Chase – Arrived 7:30 pm
Rep. Co 5 - Donald Tagg
Rep. Board of Fire Commissioners – Justin Sabatino – Not Present

PUBLIC

Also present

Gina Ovesny, Clerk

Chairman Paul Hays called the meeting to order at 7:10 pm.

B. PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

C. PUBLIC PORTION

D. APPROVAL OF 2011 YEARLY REPORT

An annual report has been submitted rather than minutes. The report documents what this Committee has done over the last year. The report was reviewed by Chairman Hays. The VFIS forms improvement is being handled by Paul Hays and Merle Chase.

The LOSAP Entitlement Policy regarding the NY State age discrimination was passed to Board of Fire Commissioners last year and the Corporation Council and it has been decided that there is no issue for the City of Shelton to get involved. There was a brief discussion.

There were a few member issues discussed over the last year. One member was overpaid retirement payments that had to be resolved. VFIS has very poor records and they had to go back to the archives and it took months to figure out what the issue was. He was being paid by 2 different annuities. No one else has 2 annuities. He had the option to pay all money back or receive reduced payments.

Request exemptions from LOSAP Plan. There were no excepts approved for extenuating circumstances.
Forms filled out by new members or to re-enter the plan were filled out late. There is a need to discuss a policy for submission of these forms.

There have been a number of issues with the LOSAP data base. Such as upgrading the data base to better handle training recording. There was an issue will drills and certifications for pump operator class that was misrepresented on the bubble sheets and caused a lot of problems. It caused some individuals to have multiple certifications, but they don’t have multiple certifications. It was not a certification course it was a drill. Those records were corrected in the data base.

Names will not be discussed during our committee meetings. Each situation should be a generic situation, not an individual situation.

**Donald Tagg made a motion to accept the 2011 Yearly Report. Jim Higgins seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.**

**E. MEMBER REMARKS**

Chairman Paul Hays - Due to FOI requirements, we have Gina as clerk to take minutes. We are now required to post motions and minutes in a timely fashion. The Board of Fire Commissioners have voted to have a BOFC Rep on this committee, they also voted that BOFC Rep have full voting rights. They also voted Justin Sabatino as their representative.


Rep. Co 3 – Merle Chase – Not present at this time


Rep. Co 5 – Getting benefit summaries to the individuals on a timely basis.

**F. OLD BUSINESS**

1. Year End Entitlement Enrollment process: Paper work is handed too the members that are re-entering the plan or new members. Last year it took 5 -6 months get all the paperwork back. It is a burden on Merle and a burden on me. It’s a long process to get thru and turns out what happened because it took so long, the insurance company came back and said that they are not honoring this anymore.

   Ted Pisciotta suggested that the forms be mailed directly to the member’s home. Give them a deadline to return it by and if you miss the deadline you miss the deadline. We need to make this process more efficient. We could use the mailing list that the department uses for sending out the physical forms.

   Merle Chase would like to take the month of May report and. Identify who’s not making the program and notify the Company Reps. Possibly post the form from VFIS who is in or out of the program. With a note stating as of this point in time, you will be dropped
from the plan as you have not made enough drills or calls. The responsibility of the Company Rep is the posting of the information and it is the individual’s responsibility to read it and react to it. They are either a new member in the plan because they made their points or they have been in the plan and have missed a year or two and they have to fill out all of the paper work again.

There was a lengthy discussion of a possible deadline for the paper work and the distribution of the paperwork. How each member will receive their paper work. The suggestion was to 1.) Send a letter to the member, 2.) Captain notification, 3.) List posted at Fire House. A mailing would be a cost effective and efficient way to distribute the forms. Last year there were about 30 forms that had to be handed out.

Ted Pisciotta made a motion to mail a letter to each member notifying them of eligibility and including the paper work. To accept or reject. Requesting they act now and complete paper work or decline participating in the program. Don Tagg seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.

We will need to take this letter to the Board of Fire Commissioners for their approval. We could also post a list at each company with blank paper work for the members to fill out.

Jim Higgins made a motion to post a list of member’s names at the individual Companies with blank paperwork for members to fill out. Don Tagg seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.

There was a brief discussion that a return envelope be sent with paper work to the members. The envelope will be mailed back to the Record Keeper, Merle Chase.

Jim Higgins made a motion to enclose with letter a return mail opportunity to mail back to the record keeper, Merle Chase. Don Tagg seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.

2. VFIS forms – Years in service vs. years in plan. It should state years in plan. 10 in the plan, you get paid for 10 years in the plan. Paul Hays and Merle Chase are working with VFIS and asking them to change their forms.

Jim Higgins made a motion to continue to pursue the process of updating column titles on VFIS forms. Don Tagg seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.

LOSAP Data base improvement. It is hard to track member that move from one company to another. The data base is not set up to track numbers. We were pursuing a system number, but that was more complicated than what we wanted to work with. There is a simpler way to change the number. The old number gets cleared out and all information goes over to the new number. You can let the computer do it.
We are running out of LOSAP numbers. You cannot reuse a number until next year. When a member moves from one company to another, the certifications will carry over to the new number.

The system ID number – you have to read the comment in the data base that number changed. FDID number + year joined = unique number. It’s a lot more involved a lot more complicated.

People transferring in the middle of the month from one company to another company will be effective at the end of the month they are voted into the new company. The member will be kept in the original company until the end of the month.

We are trying to keep everyone active and keep them in service. We can calculate points from one company to the next. This document will show which company the alarms are based on. The advantage is that you have a document. This document for “May” says here are all the points the individual accrued thru the end of May for the 1st Fire Company in “June” is all the second company it’s a straight cutoff and we have records of it. It’s an official document for his file.

Merle Chase made a motion that FDID numbers issued at the end of the month after he is approved by both companies. Jim Higgins seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.

G. NEW BUSINESS

Don Tagg made a motion to table New Business until the next meeting. Merle Chase seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.

H. ADJOURNMENT

Don Tagg made a motion for adjourn. Merle Chase seconded the motion. A voice vote was taken; all were in favor the motion passed unanimously.

Respectfully submitted,

Gina M. Ovesny
Gina M. Ovesny
Clerk

ALL TAPES AVAILABLE IN THE TOWN CLERKS OFFICE