

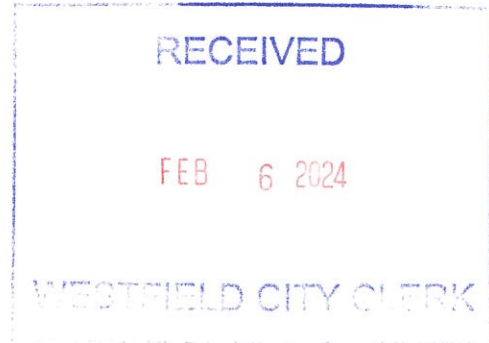


**WESTFIELD, MASSACHUSETTS
WESTFIELD FIRE COMMISSION
REGULAR MEETING MINUTES
JANUARY 8, 2024**



Fire Commissioner C. Lee Bennett called the meeting of the Westfield Fire Commission (hereinafter WFC) of January 8, 2024 to order.

Location: Westfield Fire Department Station 2
Community Room
366 Little River Road
Westfield, MA



Date: Monday, January 8, 2024

Time: 18:00

MINUTES TAKEN:

Christie Fillion, Westfield Fire Department (hereinafter 'WFD') Office Manager

Chairman's announcement:

Westfield Fire Commissioner C. Lee Bennett 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 Westfield Fire Commission meeting of January 8, 2024, is being audio recorded.

Westfield Fire Commissioner C. Lee Bennett also made the following inquiry, that if there is anyone making a video or audio recording of the meeting, please provide your names and addresses to the Chairwoman. No one else was recording the meeting.

PRESENT IN ATTENDANCE:

Commissioner C. Lee Bennett, Commissioner Jeffrey Siegel and Commissioner Jeffrey Trant, Fire Chief Patrick Egloff, Deputy Chief Eric Bishop, Deputy Chief Patrick Kane Jr., Captain Keith Supinski, Captain Michael Hawthorne, Captain Jonathan Starr, Captain Christopher Kane, Firefighters Scott Bullock, Beth Aucoin and Bryan Greene and Retired Deputy Fire Chief Patrick Kane Sr., Lisa Kane and Kyle Kane.

Commissioner C. Lee Bennett asked for a roll call.

ROLL CALL:

Commissioner C. Lee Bennett	Present
Commissioner Jeffrey Siegel	Present

Commissioner Jeffrey Trant Present

PLEDGE OF ALLEGIANCE

READING OF THE RECORD OF:

a. WFD Regular Scheduled Meeting Minutes of December 4, 2023. Vote to accept.

Motion: Fire Commissioner C. Lee Bennett made a motion to accept the WFD Regular Scheduled Meeting Minutes of December 4, 2023.

Commissioner Siegel seconded the motion.

Roll Call

Commissioner Jeffrey Siegel	YES
Commissioner Jeffrey Trant	YES
Commissioner C. Lee Bennett	YES

YES (3) NO (0)

Motion Passed

PUBLIC PARTICIPATION: None

ROUTINE BUSINESS:

a. Introduction -- Commissioner Bennett mentioned how nice it was to see so many people at the meeting and thanked everyone for attending. She thanked those who work at WFD for the work they do and said that their work is appreciated.

b. Letters and Communications – None

REPORTS FROM THE WFD & WFC:

a. Chief Egloff to report on status of key areas of the department.

Promotional Lists

All 2024 Westfield Fire Promotional exams have been called for through NEOGOV including Captain, Deputy Chief and Fire Chief. The reading lists for the Captain’s exam and the Fire Chief’s exam have been released. The reading list for the Deputy’s exam has not been released yet and it appears the exam will not be held until November 2024 according to the Civil Service Human Resources Division’s website. The dates for the Captain’s exam and Fire Chief’s exam are listed.

Organization Status

We currently have one member, Nicholas Hope, at the Fire Academy. He will be graduating on January 26, 2024. Chief Egloff invited the Fire Commission Members to attend the graduation if they are available. Aidan King will be attending the Fire Academy starting on January 25, 2024 for 10 weeks.

Chief Egloff is currently attending the MFA's Chief Fire Officer Management Training Course (CFO) which is 14 weeks long. He has been attending this class on Tuesdays since September and will graduate on January 24, 2024.

Approximately 95 percent of our department members have been trained to comply with Nero's Law. Chief Egloff has directed the Deputy Chiefs to have their members who are not yet certified take the upcoming training in Franklin County on January 13.

Chief Egloff and all the Deputies attended Organizational Training by Regina Ryan from Discrimination and Harassment Solutions. She led an employee workplace training modeled on the MCAD's guidance on preventing discrimination in the workplace, as well as going through the steps of progressive discipline.

Chief Egloff wrote three letters to the Mayor requesting funds and the Mayor approved all three requests. The first letter was a request to purchase new Pre-Fire Planning, Response and Inventory and Asset Management Software. Deputy Kane Jr. has been instrumental in obtaining information on this new software. The second letter was for vehicle lifts for our repair garage. Lastly, a letter was written requesting to transfer funds from the ambulance enterprise account to restore the overtime money which was cut by the City Council by half during the budget hearings. Chief Egloff anticipates being called to the Finance Committee at their next two meetings.

Chief Egloff received an email today regarding the FY2025 budget which will be due to the Mayor and the Auditor by February 1, 2024.

Replacement Equipment

We are anticipating having our two new ambulances in the second half of 2024.

We are currently anticipating receiving our new Pierce Velocity pumper sometime in 2025. These apparatuses are being funded through the ambulance enterprise account and not taxpayers' money.

The new airboat will have both river search and rescue capabilities as well as ice rescue operations. Delivery is anticipated to be sometime in January/February.

Firefighter Randy Quarles and Chief Egloff have been working with Western Mass Regional Homeland Security Council to secure funding for a dual-purpose vehicle. It will be used for Joint Hazardous Incident Response Team (JHIRT) response in the State as well as in City Department business. Chief Egloff has been informed that we have been awarded the vehicle and equipment to upfit it. The potential delivery date is July 2024.

We will have to have the City accept this award once we get more information. The Western Mass JHIRT Team currently deploys their equipment from our Little River Substation.

Hiring Process

Dave Avezzie will be deployed at the end of this month for a year. Firefighter Katie Verrochi will fill the Temporary WFD Superintendent of EMS position while he is away. The department will be working short during this time as we cannot fill the open position that Katie is currently in. An MOA was signed between the Mayor, the Local 1111 and Katie Verrochi for this temporary position.

Call Volume

December 2023:

268 Fire Apparatus Responses

677 Ambulance Responses

For the calendar year 2023, the department finished the year with 3,204 Fire Apparatus responses and 7,912 Ambulance responses for a total of 11,116 responses.

OLD BUSINESS: 2023 Awards Recognition

Commissioner Siegel presented 5 Lifesaving Awards after thanking the department members for everything they do and for doing their job so well.

Former Fire Commissioner Albert Masciadrelli designed the awards, and the awards contain his signature as well.

Sean Major, Firefighter/Paramedic, went above and beyond the call of duty when he was at Olympia Skating Rink in West Springfield. He was off-duty at the time and, along with some other off-duty area firefighters, performed lifesaving actions to a skater who was having a heart attack.

Fire Captain Christopher Kane, Fire Captain Keith Supinski, and Firefighter/Paramedic Scott Bullock for their lifesaving actions and rescue of a man during a structure fire on February 6, 2023 on East Silver Street.

Firefighter/Paramedic Gina Favata was awarded for performing lifesaving actions and saving an unresponsive child's life at Baystate Noble ER on November 11, 2023.

NEW BUSINESS:

- a. Executive Session pursuant to M.G.L. c. 30A, Section 21(a)(1) to discuss the reputation, character, physical condition, or mental health, rather than professional competence, of an individual or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

- b. It is not intended for the Commission to return to open session at the conclusion of the executive session.

Motion: Fire Commissioner Jeffrey Trant made the motion to go into Executive Session.

Commissioner Jeffrey Siegel seconded the motion.

Roll Call was completed in Executive Session but these are the results:

Commissioner C. Lee Bennett	YES
Commissioner Jeffrey Siegel	YES
Commissioner Jeffrey Trant	YES

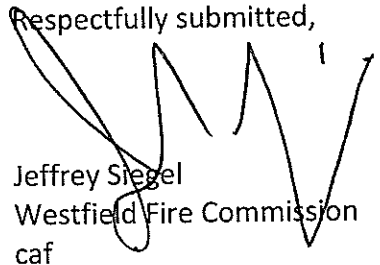
YES (3) NO (0)

Motion Passed

The Fire Commission entered Executive Session.

Time: 18:13 hours

Respectfully submitted,



Jeffrey Siegel
Westfield Fire Commission
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