



**WESTFIELD, MASSACHUSETTS
WESTFIELD FIRE COMMISSION
REGULAR MEETING MINUTES
SEPTEMBER 11, 2023**



Fire Commissioner C. Lee Bennett called the meeting of the Westfield Fire Commission (hereinafter WFC) of September 11, 2023 to order.

Location: Little River Fire Station
Community Room
366 Little River Road
Westfield, Massachusetts

Date: September 11, 2023

Time: 18:00 hours



MINUTES TAKEN:

Ms. Patricia Breton, 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 September 11, 2023 is being audio recorded and if the Westfield Fire Commission 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.

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 indicate this to the Chair.

PRESENT IN ATTENDANCE:

Westfield Fire Commissioner C. Lee Bennett, Westfield Fire Commissioner Jeffery Siegel, Westfield Fire Commissioner Jeffery Trant, Fire Chief Patrick Egloff. Fire Captain Christopher Kane, Firefighter Travis Lucia, Firefighter Niles LaValley and Attorney John Connor.

Commissioner C. Lee Bennett asked for a roll call.

ROLL CALL:

Commissioner Jeffrey Trant – present
Commissioner C. Lee Bennett – present
Commissioner Jeffrey Siegel – present

PLEDGE OF ALLEGIANCE

READING OF THE RECORD OF:

- a. WFC Regular Scheduled Meeting Minutes August 14, 2023 Vote to accept.

Commissioner C. Lee Bennett ascertained a motion to accept the Regular Meeting Minutes of August 14, 2023.

Commissioner Jeffrey Siegel made a motion to accept the Regular Meeting Minutes for August 14, 2023.

Commissioner Lee Bennett seconded the motion.

Roll Call

Commissioner C. Lee Bennett YES
Commissioner Jeffrey Siegel YES

Yes (2) No (0)

Motion Passed

PUBLIC PARTICIPATION: Retired Fire Commissioner Albert Masciadrelli read a statement to the Commission, which I have inserted below.

09.11.2023

I can say that certainly, the Westfield Fire Department both men and women are second to none in their professionalism and skills throughout the Commonwealth and they are the best which I am very cognizant of.

*I want to express my sincere thanks to all members of this department at **all levels** it surely was a most rewarding experience for me to be part of this organization for some 24 years or so, to a total of some 47 years on different boards and committees.*

I can attest to you all that I have seen multiple advances in this emergency services department, over the years, of multiple diversities at all levels. One could say it was metamorphically a process while the foundation is still present and the services are different but with state-of-the-art effectiveness in the 21st

century as this team progress, as visionaries with technology and as I always said to all, do not be afraid - change is good and you surely as a team crossed the threshold into the 21st Century with these embraced changes and I congratulate you all which there is still much more to do and with that all of you can retain the title as a World-Class Emergency Service Department for the Commonwealth.

Commissioners; please be cognizant of the fact that this 'Emergency Services Department' and its personnel are far above any other Fire Department's, in name, in the Commonwealth of Massachusetts when it comes to Professionalism, Technology and Diversity in Emergency Services. This could only have been achieved through continued Education, Training, Individual Enthusiasm and Professionalism exhibited by the personnel of this Department not to exclude the support from our Community and our City Government at all levels.

I also would like to acknowledge; that over the years this 'Emergency Services Department' that the WFD's men and women are constantly exhibiting motivation with-in all its groups to do their share of community projects and affairs as participants.

I would like to thank the Commissioners Bennett and Siegle it has been an extreme pleasure working alongside of you both and I wish both of you the best as you move on in articulating your duties as Commissioner.

Commissioner Trant I would like to congratulate you on this very prestigious appointment to the Westfield Fire Commission by Mayor McCabe and through my discussions during my pre-retirement announcement with him over some few months he surely met my expectation on selecting you.

You are the right pick for this position I am very cognizant of that for I have had the pleasure to know your parents through multiple experience being in their company with them on some trips {Mainly Italia, and to include socially and I got to know their esteem personality traits which I am cognizant and I am most confident you will exhibit those quality traits also as you execute your multiple functions as a Fire Commissioner.

Commissioner Trant as you move forward in your duties all I can say is keep an open mind and be a visionary as to what is good for the city and the Men and Women of this great Emergency Service Department in which the dynamics of their processes are forever changing.

In closing Congratulations again and again wishing you the best.

Thank you all.

ROUTINE BUSINESS:

- a. Introduction –
- b. Letter and Communications - Chief Egloff let the Commission know that a donation was made to the Westfield Fire Department from Diane Bergstrom in the amount of \$100 in honor of 911.

Chief Egloff has also received a thank you letter from the Danek Family. A thank you to Firefighter Clarke Robinson, Firefighter Bryan Greene, Firefighter Matthew Marchesi, Firefighter Anthony Rix and Fire Captain Joseph Szenda. The family thanked them for their professionalism and courtesy in transporting their father Michael to Baystate Noble on August 14, 2023, while he was under duress and comforted him as much as possible.

Chief also read the attached letter from the Department of Public Health.



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
250 Washington Street, Boston, MA 02108-4619

MAURA T. HEALEY
 Governor

KIMBERLEY DRISCOLL
 Lieutenant Governor

KATHLEEN E. WALSH
 Secretary

ROBERT GOLDSTEIN, M.D.
 PhD Commissioner

August 25, 2023

Dear Patrick Egloff,

Thank you for Westfield Fire Department's continued participation in the Massachusetts Paul Coverdell Stroke Systems of Care Collaborative. Coverdell is a stroke registry and quality improvement (QI) initiative implemented as a collaboration between the Massachusetts Department of Public Health, U.S. Centers for Disease Control and Prevention Paul Coverdell National Acute Stroke Registry, and the American Heart/Stroke Association's Get with the Guidelines Stroke Program.

Each year, Coverdell hosts an award ceremony to recognize participants' achievements in meeting quality of care benchmarks and participation requirements. This letter serves to notify you of your organization's award status.

Congratulations, Westfield Fire Department! You have been nominated by your Coverdell peers as an EMS Leader within the Coverdell Quality Improvement Collaborative during calendar year 2022. You have been recognized for your dedication to improving the quality of patient care.

We will be hosting a virtual award ceremony on Thursday, September 14, 2023, at 9:00am. The ceremony will start with a presentation by Cathleen Danforth, RN, MS, CNL, Aurora Quigley, MPH, CHES, and Sherry Wells, CMAA from the Survivor to Survivor SS2S Program, followed by the recognition of Coverdell Awards and AHA Get with the Guidelines Awards. Information about

registration will be coming soon. The Coverdell team will send signed award certificates via email to each organization at a later date.

Thank you for supporting your stroke team's efforts throughout the year to participate in Coverdell trainings and for your ongoing commitment to improving stroke care. If you have any questions, do not hesitate to contact the Coverdell Program Coordinator Suzana Alves at stizana.alves@mass.gov.

Sincerely,

Claire Santarelli
Director, Division of Health Protection & Promotion
Bureau of Community Health & Prevention
Massachusetts Department of Public Health

REPORTS FROM THE WFD & WFC:

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

Department Promotional Lists

The Deputies List will expire next September, so Chief Egloff will have that on the agenda for October's Fire Commission Meeting. The Captains exam has been called for and will happen Spring of 2024. This has been posted on Fire Manager and the bulletin boards. The Fire Chiefs exam has been postponed due to only one Deputy chief signing up and will be open to both the Deputies and the Captains in 2024.

Organization Status

We have one five-month Westfield Fire Department Probationary Career progress report from Deputy Kane for Esias Valentin. Firefighter Valentin is currently meeting the expected performance standards at his five-month review.

We currently have one member at the Fire Academy Jackie O'Brien. Nicholas Hope will be attending the next Academy at the end of November.

The City Council indicated that they wanted to do a City-wide study of every department and also indicated that they wanted to start with the Fire Department. The Chief has a 1989 report that was done and he has printed it out for the Commissions review. He would like to discuss this at the October Commission meeting.

Chief Egloff stated that Pat Breton will be retiring on October 6, 2023. Per the ASME35 Union's contract, Christie Fillion is the only person who could apply for the Office Manager position, so she will be taking over as Office Manager once Pat retires. Chief Egloff has filled out the employee requisition for Christie Fillion's position, which is Head Clerk and hopes that it will be posted by Personnel soon, so that we can fill it and get to training the

new staff member. From what the Chief understands the Union has agreed to allow Pat Breton to come back after she retires, part time, to do some of her old duties, so that Christie can train her replacement and Pat Breton is agreeable to this.

Replacement Equipment

Chief Egloff has put funds into the ambulance budget to replace two of the ambulances. He is anticipating having them by this coming spring. We are also anticipating receiving our new Pierce Velocity Pumper next year as well, these are all being funded through the ambulance enterprise account and not taxpayer moneys.

Chief Egloff was contacted by the Airboat manufacturer to go over the final specs of our new Airboat, this will have both river search and rescue capabilities as well as ice rescue operations. The anticipated delivery date will be November of 2023. This Airboat was purchased with ARPA funds. It has been decided that only the Captains will be trained to operate/drive the airboat do to safety concerns and accountability and the Chief will have to ask Mayor McCabb for the funds to have an expert train the Captains as training did not qualify under ARPA.

Hiring Process

Chief Egloff says he is anticipating another retirement within the next two months. As for the hiring process, Aidan King who was hired at the August meeting started his two-week orientation today.

Call Volume

August's call volume was 261 Fire Apparatus responses and 625 Ambulance responses.

For the time period of January 1st through August 31st, we are at 2095 Fire Apparatus responses and 5266 Ambulance responses.

OLD BUSINESS:

- a. Discussion and Potential Vote on a process to recognize the accomplishments of members of the Westfield Fire Department through citations and awards.

Commissioner C. Lee Bennett acknowledged that this was started by Albert Masciarelli a number of years ago, and she would like to see it on the books. Commissioner Bennett asked the other Commissioners if they had read what she sent to them. Commissioner Jeffrey Trant acknowledged that he had and Commissioner Jeffrey Siegel said yes, he thought it made a lot of sense. He wants to make sure we do not diminish what an award means, by doing too much of something. He said he would be in favor of this. Commissioner Jeffrey Trant said it was clear and there is a methodology, and you know what to expect.

Union President Travis Lucia thinks it is appropriate and members certainly would like to be recognized for their accomplishments, even though they would not tell you they would. I do not think there is any harm in this.

Commissioner C. Lee Bennett ascertained a motion to accept the policies and procedures.

Commissioner Jeffrey Trant made a motion to accept the policies and procedures as presented.

Commissioner Jeffrey Siegel seconded the motion.

Roll Call

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

Yes (3) No (0)

Motion Passed

NEW BUSINESS: None

EXECUTIVE SESSION:

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.

Commissioner C. Lee Bennett made a motion to go into Executive Session for that reason.

Commissioner Jeffrey Trant seconded the motion.

Roll Call

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

Yes (3) No (0)

Motion Passed

The Commission will adjourn during Executive Session, and will not return into open meeting.

Time: 18:22 hours

Respectfully submitted,

A handwritten signature in black ink, appearing to read "C. Lee Bennett". The signature is written in a cursive style with a large, stylized initial "C".

C. Lee Bennett, Chair
Westfield Fire Commission
Pab