

OCTOBER 19, 2015

SPRINGDALE FIRE DEPARTMENT

SENIOR STAFF MEETING MINUTES

Springdale Fire Department senior staff met on Monday, October 19, 2015 in the Fire Administration Conference Room. Chief Michael Irwin called the meeting to order at 8:00am.

Senior Staff Present:

Chief Mike Irwin
Assistant Chief Kevin McDonald
Division Chief Jim Vaughan
Battalion Chief Duane Miller
Battalion Chief James Hales
Battalion Chief Rodney Valdez
Battalion Chief Ron Skelton
Battalion Chief Blake Holte

Others Present:

Stephanie Sisco, Administrative Assistant

EVALUATIONS

Chief Irwin announced that all evaluation needs to be complete by the end of this week.

ACCOUNTABILITY OF PERSONNEL

Chief Irwin stated that the Battalion Chiefs need to know what their crews are doing, and they also need to know their crews' short comings.

Chief Irwin will be drafting a list of his expectations and responsibilities for each Chief Officer. He is particularly concerned about: inspections, sick leave usage, and condition of the stations & apparatus. It is vital that we address these issues during our accreditation process.

NTN & CPAT

Chief Irwin announced that Rogers Fire, Fayetteville Fire, and Lowell Fire will all be participating in the NTN and CPAT tests. The NTN test will be held at NTI on the second Saturday of every other month beginning in November. The Metro Chiefs Association will conduct CPAT testing twice a year. Chief McDonald will get this information updated on the Department website. We can accept the NTN test scores within one year of the testing date. We will still accept applications twice a year as we have always done. Chief Irwin would like for the Civil Service Commission to conduct their interviews in February and August.

NEW STATIONS 2 & 3

Asst. Chief McDonald, Captain Bitner, the Architect, the Engineer, the Mayor and members of the Engineering Department meet about the issues we're having with the new stations. All of the remaining issues are warranty related. The contracts have been closed on both stations and there is approximately \$140,000 of money remaining. The HVAC warranties has been extended an additional year at both stations. Some of the landscaping will be replaced in the spring, if

necessary. The crews at Stations 2 & 3 still need to contact Fire Administration with any station related issues.

Wyman Morgan wants to give the old Station 2 to CDBG, so that the new City Hall can be built. We initially wanted to use this station for Fire Department related operations. Ex: supply house, training division offices, or fire prevention division offices. After a brief discussion, the consensus was to give it to CDBG, but to move the generator to another location.

Chief Irwin discussed the proposed turn lane extension on Don Tyson Parkway. Sam Goade with the Street Department said that it could be done. He's just waiting on the Mayor to authorize the project. The east-bound turn lane on Don Tyson Parkway needs to be extended so that the Engine can get out of traffic when turning left into the station.

It was also mentioned that there needs to be a fire department road sign on N. Thompson Street in front of the Station 3. The Arkansas Highway Department says that can't be done. Core Brewing would like to install a crosswalk light on N. Thompson Street to allow people crossing the trail to get back to their business.

JAMES ROWAN

Chief Irwin would like to keep James Rowan for at least six months to 1 year. He does think there are some Captains benefiting from his services. He would like the Shift Commanders to poll their Captains and Acting Captains to see who's getting something from him.

OPEN FLOOR

Asst. Chief Kevin McDonald announced that he will be taking two to three weeks off in November. He will send an e-mail with the exact dates.

Division Chief Jim Vaughan stated that the last available ambulance needs to continue to move up to Station 1.

Chief Vaughan checked ImageTrend on Friday and there were no NFIRS calls entered as practice. Captain Damon Lee tried entering a call, but he was having trouble with staffing. Chief Vaughan asked that the Shift Commanders make sure that their Captains are getting NFIRS calls entered soon. We will go live with NFIRS reporting on November 1st.

Next, Chief Vaughan requested that the NTN psychological profiles be sent to the Shift Commanders on all firefighters hired within the last year. Anthony Spero will begin working on C shift on Wednesday, October 21st.

Chief Vaughan asked that the Shift Commanders make sure that their crews are training on the new engines. Chief Irwin wants the crews to train on the purpose, benefits and disadvantages of using the CAFS system. There will be department-wide CAFS training next week using the new engines.

Batt. Chief Duane Miller announced that the three shifts will be doing tours of the Tyson Data Center. This location will not have signage; it will just have an address. This building will have a Knox gate entrance. Chief Miller advised that if the clean agent alarm is sounding, crews will need to enter the building with an air pack. The two generators at this location have hydrogen

sensors. This building also has two battery rooms and there are absorbent pads for the batteries. There will be 7 to 8 people working at this location at any given time. Chief Miller further explained that the alarm has a 30 second delay for clean air, and a 15 second delay for a pull station. These alarms cannot be silenced.

Batt. Chief James Hales announced that the Department has several classes over the next couple of weeks. On Tuesday and Wednesday of this week, the Department will be hosting a RAE Systems class. Station 3 crews will be attending this class. Chief Hales said that there is possibly one more position available for a Springdale Fire Department member. Chief Miller suggested that Captain Clyde Clemons participate in this class. The Department is also hosting an AFA Company Officer course on Tuesday, Wednesday and Thursday of this week. Eight individuals from the Department will be participating in this class. Four members of the Department will be attending the Tactical Combat Casualty Care class at NWACC on Thursday and Friday of this week. Members going to the Hot Zone Conference will be leaving on Wednesday night. This conference will be held Thursday through Sunday of this week.

Next, Chief Hales discussed next week's upcoming classes. The Department will be sending five people to a Structural Collapse class at Rogers Fire Department. The Department will also be hosting a two week AFA Driver/Operator class beginning next Monday. We will have 10 members participating in that class.

Then, Chief Hales announced that the Department will be hosting a two week AFA Inspector I class beginning on 11/30/15, and a Trench Rescue class on 11/19/15.

Finally, Chief Hales discussed the status of the new hires. Darren Clark will be at AFA in Camden for seven weeks beginning today. He will graduate on December 4th. And, he will begin EMT classes in January 2016. Anthony Spero is currently working on his EMT reciprocity. Anthony has his National Registry which should make the reciprocity easier. Aaron Satterfield will be taking a Haz-Mat Ops class in Tontitown in November.

Chief Hales announced that First United Methodist Church wants to take down a garage at 413 W. Center Street. The training division is waiting for a written release which would allow us to do one to two weeks of vertical ventilation training at this location.

Chief Hales asked that the Shift Commanders work on Minimum Standards evaluations as time allows within the next two weeks.

Next, Chief Hales discussed the Auto Extrication class that members of the Department will be teaching. Ozark Regional Transit is providing the Department with vehicles to train on there at their location. Thursday, 10/22 through Saturday, 10/24 will be class time and Sunday, 10/25 through Tuesday, 10/27 will be hands on training.

The Training Division would like feedback from the Shift Commanders on an all-inclusive training policy.

Batt. Chief Blake Holte stated that he will need to schedule wildland interface training possibly in December. He stated that this training will only take a couple of hours.

Batt. Chief Rodney Valdez discussed Captain Holaway's proposed PIA training plan. Chief Valdez thinks is not realistic to do a PIA within 2 to 3 weeks of an incident. He stated that the Shift Commanders and Division Chief Jim Vaughan need to get together to discuss a realistic time frame. Chief Irwin thinks there might be enough money left in the 2015 budget to purchase the cameras. If nothing else, he said that he would purchase a camera for Battalion 1, and then buy the helmet cameras in 2016. It may be possible for us to get a used vehicle camera from the Police Department for Battalion 1.

Nick Warren's last day is this Saturday, October 24th. We will be conducting chief's interviews of new hire candidates this week.

Chief Irwin will be off this Friday to attend a funeral in Lee's Summit. The funeral for the Rogers firefighter will be at 11am on Thursday.

Finally, football standbys were discussed. Chief Irwin stated that the Rogers Fire Department does not cover JV football games, and they cover their Varsity games with off-duty personnel. Chief Irwin would like to meet with the Athletic Directors and re-visit the football standbys. He would like to change our policy to only do standby coverage at Varsity games beginning next season.

There being no further business meeting was adjourned at 9:13am.