



West Dover, Vermont Fire Department



Officer's Meeting Minutes – March 11, 2024

Attendance

Rich Werner	Zack Benczkowski
Mickey Kersten	Ben Joyce
Tim Dolan	Mike Aldrich
Dan Miller	Eric St. Denis

Meeting commenced at 1700 at the West Dover Firehouse

Dan/Training:

- Training

- Track 0 WDFD onboarding
 - 81% Complete (24 Persons)
- Track 1 FF Onboarding
 - 76% Complete (12 of 25 People)
- Track 2 Wildland FF
 - 62% Complete
 - 9 of 15 Fully Complete
 - 15-24 Meet VFA Requirements
- Track 3, 4, 5 Fireground & Firefighter (Ext/Int)
 - 5 of 10 Interior firefighters complete
 - Complete
 - Mike A, Rickey, Dan, Mike Y. Chris W.
 - Incomplete
 - Zack, Rob, Marc, Matt, Tim
 - SCBA Q4 (14 OF 22)
 - SCBA Q1 (11 of 24)
- Track 6 & 7
 - VSP Basic SAR Course
 - 7 Passed course not completed all training
 - 3 Passed on-line class waiting on field test
 - 5 working on class
- Track 7B Field Team Leader & 7C SAR incident commander
 - Being built to FEMA standards
- Track 10A Fire incident commander level 5
 - 65% complete (9 out of 20)
- Track 10B Fire incident commander level 4
 - 60% complete (7 out of 13)
- Track 10C Fire incident commander level 3
 - 68% complete (3 out of 9)
- Track 11 Company Officer & Track 12 Chief Officer
 - Assigned to officers & aspiring officers
 - Company Officers

- 67% complete (6 out of 10)
 - Chief Officers
 - 46% complete (3 out of 7)
- Regular Drills
 - 03/06/2024 – Building Walk Through
 - 03/14/2024 – SAR Dover Town Forest
 - 03/20/2024 – Forcible Entry
 - 04/03/2024 – Fire Extinguishers
 - 04/10/2024 – SAR TBD
 - 04/17/2024 – Ropes and Ladders
 - 05/01/2024 – Water Supply/Pump Ops
 - 05/08/2024 – SAR TBD
 - 05/15/2024 – Water Supply/Pump Ops
 - 06/05/2024 – Motor Vehicle Incident/Fire
 - 06/12/2024 – SAR TBD
 - 06/19/2024 – Rapid Intervention Training
 - East Dover Hosting
- Special /Drills
 - 05/18/2024 – Water Supply Relay Pumping
 - Joint Saturday drill with East Dover
 - Optional – No Pay available for this training
 - 07/13/2024 – Ladder & Aerial
 - Joint Saturday drill with East Dover & Stratton
 - Will look at future Saturday's if goes well
- Outside Training
 - VFA Challeng Exams
 - Firefighter 1 – 05/29/2024
 - Eligible – Mike Y, Zack
 - Not Eligible – Luca, Chris W
 - Firefighter 2 – 06/12/2024
 - Eligible – Mike Y, Zack, Rickey
 - Not Interested – Mike Y, Matt
 - Fire Instructor
 - Eligible - Zack
 - Pre-requisites are Firefighter 1 & 2
 - Alburgh Training/Rutland Training
 - Outside courses need approval of officers
 - Subjects eligible will be chosen prior to approval
 - Zack, Mike A, and Dan will make recommendations on attendees.
 - Checking on SAR courses with Rescue Inc.
 - Firefighter 1&2 Course cycle starts in August
- Minimum Training
 - Will be put into effect soon
 - Change to personel policy for review at 03/25/2024 Officers Meeting

- Qualification Approvals
 - ATV/Snowmobile
 - Ryan Hescock brought for approval.
 - Motion by Mickey, Seconded by Zack, all in favor
 - Jr.'s for approval
 - Can take the courses and participate at trainings only
 - NOT approved for calls
 - Utility 1
 - Steve Heck brought for approval
 - Motion by Ben, Seconded by Mike A, all in favor
 - Vehicle Progress
 - Utility 1
 - Marco, Lucas, Chris W, Matt
 - Engine 1
 - Chris C, Mike Y
 - Tanker 1
 - Rickey, Rob
 - Ladder 1
 - Chris B.
- NIFRS Update
 - 561 Reports in FEMA
 - All Reports are in and up to date.
 - Big thanks go out for those who helped with this.
 - Tamera, Chris C, Dan, Mike A, Zack, Steve, Kyla, Eric
 - Calls per year
 - 2023 - 198
 - 2022 - 161
 - 2021 - 153

Per Chief going forward times need to be more closely tracked for big incidents and trainings for payroll purposes

- Grant Update
 - FEMA Grant Submitted for \$326,000
 - If awarded full amount town would put in apx. 132,000
 - PPE w/ Extractor
 - 175,000
 - Hoses
 - 93,000
 - Meters
 - 31,000
 - Misc Equipment
 - 27,000
 - Grant Info
 - FEMA
 - Is a cost share grant of 5%
 - VT Homeland Security
 - Is a payback style grant

- Sinirji Update
 - All current members have updated there profiles
- Incident Pre-Planning
 - Looking to see about ESO property module
 - Tracking of alarms
 - Pre-palns
 - Hydrants

Ben:

- VT Ropes Course
 - Brought forward a ropes course that is being put on. Does not feel that this would be a course that we should look into or recommend

Mickey :

- SCBA Compressor
 - Found a defective hose leading to tank 4.
 - Has been replaced and tank 4 is now working
- Masks
 - Switching out the voice amplifier out to the standard valve.

Tim:

- Training Computer
 - It is now set up and ready in the conference room on file cabinet in corner.
DO NOT remove from conference room
 - 2 different profiles set up
 - Training
 - No password needed
 - Can only access FireRescue1 Academy and select training sites
 - Admin
 - Password protected
 - Full access
- Additional Camera
 - Should be arriving on Wednesday 03/14/2024
 - Will be installed shortly after

Zack:

- DPD fire Alarm Response
 - Per occupant of condo, DPD officer had them remove alarms and batteries prior to leaving scene.
 - Concerned that this could make a cause and locating the issue more difficult.
 - Concerned with moving forward with DPD assisting with response to alarms.
 - DPD will have to get training prior to the program going forward.
- BID Sheet/Cover Letter
 - Ready to go out to manufactures.
 - Zack and Chief will get these sent out

Mike A.

- Equipment Removal
 - Firefighters need to return equipment to the truck it has been removed from.
 - Has been an ongoing concern
 - Recommends that the driver/operator do an inventory sheet on there apparatus following a major incident.
 - Truck Inventory Sheets need to go on green printer paper
- Fire Watch Form
 - Suggest placing fire watch forms in trucks for when alarm is deactivated.
 - Per chief they do not to be made in trucks
 - Recommend to property owner to do fire watch
 - If questions/concerns recommend they contact the local Fire Marshall
- Truck Crew Program
 - Looking to start a ladder truck specialty crew.
 - Start with in house interest first,
 - MikeA, Zack, Mickey, Tim, Ben approves of in-house training
 - Training 1 night a week
 - Without pay
 - Hours count towards training
 - Only for those interested
 - Chief's concerns
 - He would like to see a written proposal
 - Especially before opening to outside agencies.
 - "Perfect practice makes perfect action"

Chief:

- Quarter Master
 - Rob McCarthy
 - Wants to have inventory sheets for each firefighter with department issued equipment.
 - Gear
 - Wildland
 - Structural
 - SAR
 - Pagers
 - Personal Inventory Sheets go on the blue copier paper.
- DUO ladder Company
 - Admin to send email about getting some additional stickers for the ladders in order to have on hand for next ladder inspection
- Dry Hydrant Construction
 - Asked about status of construction of hydrant.
 - Per Mickey, Chief was going to follow up on this
 - Chief will work on this
- Firehouse Bunk Constuction
 - All present reviewed the latest version of the blue-prints

- Mike A. to post blue-prints for members to view.
 - Gym Equipment move to basement
 - Looking a humidity fans for the basement to assist with the moisture issues.
- Possible Promotion Process in future
 - Will announce in future if moves forward
 - Needs to be approved by Select Board before announcement or process begins
- Side Jobs
 - Review side jobs at next meeting
 - Rob – Quarter Master
 - Steve – Radios
 - Mike A – Apparatus
 - Dan – Training
 - Rickey – Small Engine
 - Zack – Supplies
 - Eric – AED/First Aid
- Ian Boyd Gear
 - No longer at Rowe Fire
 - Now at Shelburne Fire
 - Shelburne Chief
 - John Taylor
 - Chief will reach out to Shelburne Chief.
- Mt. Snow Fire Response
 - Looking to meet with MT. Snow staff at an upcoming meeting to update.
 - Admin to Email to set it up.
- Apparatus Accidents
 - Engine 1
 - Minor Scratches on front bumper.
 - Will be easily repaired.
 - Adding additional reflective striping
 - Moderate Damage to Drivers Side
 - Going to Twin State on Wednesday for evaluation and possible repair.
- Hose Testing
 - Should Occur in May
 - Company will call in April to officially schedule
- Town Meeting
 - All proposals for department passed
- Gear
 - Working on getting prices on some replacement gear.
 - Coats/Pants/Helmets

- 7,500 for hose
- 7,000 gear
- 12,000 Misc.
- Utility 1 Replacement
 - 2025-2026

End of Meeting: 1912