

WAREHAM FIRE DISTRICT

PRUDENTIAL COMMITTEE

APRIL 9, 2020

MINUTES

5:30 PM

Members: George Barrett, Ken Baptiste, Rick England (remote), Ron Enos (remote) Dean Decas (remote)

Non Members: Wendy Lemieux, Andrew Reid, Chief Rowley (remote)

5:40 Meeting called to Order (George)

- George asked if anyone was recording? No

5:42 Correspondence:

- Invoice from Wareham Week for legal advertisements in the amount of \$3,140.00 – Motion to pay by Ron, second by Dean (5-0-0)
- Invoice from UFASI, Unibank Fiscal Advisory Services in the amount of \$2,000.00, split with Water, Pru Comm share = \$73.60, Motion to pay by Ron, second by Dean (5-0-0)
- Purchase Order for HVAC Quick Office & Warehouse for replacement of exhaust fan at Well #4 in the amount of \$5,158.40 – Motion to approve by Ron, second by Dean (5-0-0)
- Purchase Order for Minuteman Trucks, Inc. for a foam pump for Rescue 1 in the amount of \$7,920.00 – Motion to approve by Ron, second by Dean (5-0-0)
- Purchase Order for C & S Specialty, Inc. for 6 situational awareness cameras in the amount of \$3,594.00 – Motion to approve by Ron, second by Dean (5-0-0)
- Purchase Order for Shea Concrete Products for 4 Electrical Pull Boxes in the amount of \$5,480.00 – Motion to approve by Ron, second by Dean (5-0-0)

- Purchase Order for FTG Technologies/New Era Technology in the amount of \$10,155.00 for providing, installing and maintaining a new fire wall – Motion to approve by Ron, second by Dean (5-0-0)
- Purchase Order for MTV Solutions, Inc. in the amount of \$4,160.00 to replace lightening porcelain hardware at Well #6 – Motion to approve by Ron, second by Dean (5-0-0)
- Purchase Order for MTV Solutions, Inc. in the amount of \$4,600.00 to replace two secondary Poles for Well #2 – Motion to Approve by Ron, second by Dean (5-0-0)
- Invoice from Robert Short, Constable in the amount of \$35.00 for the Posting of District Meeting Warrant – Motion to pay by Ron, second by Dean (5-0-0)

5:55 Treasurer's Report

- Discussion regard Recess and Continuance of District Meeting to Tuesday, May 12, 2020

5:58 Water Superintendent Report

- Discussed Treatment Plant PCO's and timeline on the progress of Change Orders

6:04 Chief's Report

- See Attached Exhibit "A"

6:08 Motion to Adjourn by Ron, second by Dean (5-0-0)

Minutes:

VOTE DATE: 10/8/20

APPROVE: 4

DISAPPROVE: 0

ABSTAIN: 1

Chairman *John T. Burt*

Clerk *Wendy Wilson*

4/9/2020
ATTACHMENT
"A"

Chief's Report for

Friday, March 13th

- AFG grant deadline has been extended unknown when there will be any review.
- DFS (Department of Fire Services cancelled all classes except the full time recruit school

Monday, March 16th

- Department Meeting for April 4th was cancelled
- E-4 repairs have been put on hold, cosmetic body work
- Town of Wareham began daily conference calls with Town Department Heads

Tuesday, March 17th

- Changes made in our fire reporting to include a Special Studies on Covid 19
- Memo dispersed on additional PPE measures to our personnel regarding Covid-19

Wednesday, March 18th

- R-1 taken out of Service for Foam System
- MEMA received the Emergency Declaration for Covid-19 from FEMA
- Security Measures were implemented at Station 1 Main Street, Station was locked down to the public, but we put measures in place to still assist our customers.
- Memo sent Internally of handling of Fire Inspections and Burn Permits
- S.O.G.2020-02 "Recall of Dispatchers" for an emergency was put out.

Thursday, March 19th

- Received PPE and Patient interaction protocol from EMS Director Evans regarding Covid-19.
- FEMA Home Go portal for reimbursed was activated and the Wareham Fire Department has an active account for the Covid-19 Pandemic. (Tracking of all related purchases had begun back in February for Covid-19)
- Received the Governors and the Fire Marshalls order on Licensing and home re-sale inspections, our policy was updated to reflect those changes
- Received an advisory from OEMS regarding unprotected exposure reporting, all personnel were advised.

Friday, March 20th

- MEMA sent out a guideline on re-imburements under the Covid-19 Emergency declaration. National Disaster Declared for Massachusetts 4496 DR-MA
- Advisory on how to handle emergency responders who become exposed to Covid-19 was received from OEMS and was dispersed to the Department.

Saturday, March 21st

- Memo was sent out to all personnel regarding the cleaning of SCBA to eliminate potential cross contamination.

Sunday, March 22nd

- Advisory from the Fire Marshall was received for tracking of emergency responders who are exposed and also infected with Covid-19 was received.
- Spoke with Chairman Barrett about the Covid-19 Situation and the impact it is having and will continue to have on the Department. I proposed that I would speak to the Union and come up with a plan to limit potential exposure but also enhance personal safety.

Monday, March 23rd

- Governor declared an Advisory to "Stay Home" for all non-essential personnel.
- Town decided to shut down all non-essential business'
- 25 cases of Covid-19 were reported in Plymouth County
- S.O.G. (Standard Operating Guideline) 2020-03, "Staffing and Response Changes for the Duty Crew" was developed by Administration and the Union Leadership. Duty Crew would be split, two personnel in S-2, 3 on E-1 to help eliminate exposure. All personnel will be covered with man for man overtime (Reimbursable). This S.O.G. will be terminated at the conclusion of the Covid-19 pandemic.
- Running Order Assignment 2020-02 was established, "Mutual Aid response and Station Coverage". Onset and the Wareham Fire Department have agreed when requesting a coverage Engine to remain in quarters. All requested for assistance to the scene will be honored, all Station Coverage other than Onset will be honored but we will secure outside of the other Towns fire station.
- Notification was made by one of our Call Firefighters of a possible exposure for Covid-19, with possible contamination too other Fire Department personnel. The Emergency Medical Director along with the Board of Health Doctor assisted with measures that needed to be taken. Due to HIPPA I will only go this far in an open meeting. (Notification was made by the Firefighter in question that the Covid-19 test came back negative and we were able to make the appropriate notifications.)

Tuesday, March 24th

- Town of Wareham made changes to its operations at Town Hall and Municipal Maintenance.
- 32 Covid-19 Cases in Plymouth County
- Memo sent to Ken Buckland, Town Administrator and Building Inspector regarding Wareham Fire Department Inspections during Covid-19, re-sale, new residential, commercial and all plan review.

Wednesday, March 25th

- A/C Kelley was able to secure the Marriott for Emergency response personnel who made need to quarantine for Covid-19, 3rd and 4th floors were reserved. Draft Policy was developed.
- 64 Covid-19 cases in Plymouth County
- Home Depot Donated N-95 Masks

Thursday, March 26th

- Marriott contacted A/C Kelley backing out of the possibility to house Emergency Response Personnel needing quarantine.
- A/C Kelley along with EMD Patrick McDonald were able to secure the Glen Cove Hotel, Onset, 14 rooms for Public Safety Personnel who may require quarantine.
- 101 Covid-19 Cases in Plymouth County
- S.O.G. 2020-04, "Employee Health Evaluation" was established and distributed to all personnel. School Department gave us an Electronic Thermometer with 500o disposable tips.
- The New Dispatcher completed her training and will begin her regular shift on Shift 1 beginning Friday, April 3rd.

Friday, March 27th

- Received directive from the Fire Marshall on coding MFIRS (Massachusetts Fire Incident Reporting System) for the Covid-19 pandemic. This reporting is to continue until 12/31/2022. A/C Haskell made the updates in our "Special Studies" and went over all changes with each shift Captain.

Sunday, March 29th

- Memo was put out regarding personnel going to any store, I.E. grocery shopping for shift meals, personnel will wear a mask and gloves.
- Home Depot donated gloves and cleaning supplies

Monday, March 30th

- New forms and update from FEMA regarding the "Home Portal" were received and Administration Staff met regarding tracking of all purchases, supplies, Overtime and equipment costs during the Covid-19 pandemic.
- Received an Update from the CDC with an update on the Ryan White Act which now will include Covid-19
- PPE was received, 10 cases of Tyvek Suits

Tuesday, March 31st

- Town Conference Call, all playgrounds were shut down along with bay Point Golf Course.
- 680 Covid-19 cases in Plymouth County
- 6 Flir Thermal Imaging Cameras were purchased, can read body temperature

Wednesday, April 1st

- New Rescue arrived at C and S Specialty, mounting brackets for tools to be installed and will be being sent to East Bridgewater for Lettering.
- Received notification of a possible deployment of the MDU possibly on Wednesday the 8th at Tobey Hospital
- E-1 O.O.S for an oil leak

Thursday, April 2nd

- A/C Kelley along with EMD Patrick McDonald secured the Fairfield Inn in Bourne for Public Safety quarantine.

Friday, April 3rd

- Dispatcher Young started on her regular shift (Shift 1).
- Southcoast Hospital notified C-1 that they would not be using the MDU.
- C-1 advised Dave Camara, South Coast Rep., that the MDU had approximately 400 Tyvec suits available if needed. Note: these suits are from 2002 and were designated for events such as Covid-19.

Sunday, April 5th

- South Coast Hospitals officially requested the Tyvec Suits from the MDU and would be picked up on Tuesday, April 7th.

Monday, April 6th

- MM Barrett advised E-1 had a cracked cylinder block and would \$7,000 to fix.
- Inventory on PPE used for Covid-19 was submitted to EMD MacDonald.

Tuesday, April 7th

- Social Distancing policy and plan for Station 1 was implemented.
- Notified that testing for First Responders who were A-Symptomatic was being made available by appointment starting on Thursday the 9th.

Wednesday, April 8th

- MEMA re-supply shipment was received for Wareham Public Safety Agencies, replaced much of the MDU suits that were given to South Coast Hospitals.
- EMD MacDonald reported 1100 Covid-19 cases in Plymouth County