

HYANNIS FIRE DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING

Date Of Meeting:	Thursday, February 28, 2019
Meeting Place:	95 High School Road Extension Hyannis, MA 02601 in the 2 nd Floor Training Room

A quorum being duly present, Commissioner Cronin called the February 28, 2019 Hyannis Fire District Commissioner meeting to order at 7:00 PM.

PRESENT: Victor Skende, Laura Cronin and Demetrius Atsalis

ALSO PRESENT: Chief Peter Burke, EMS Supervisor Michael Medeiros and Reporting Secretary Colleen Murphy

Absent: Peter Cross, Dennis Sullivan

I. OPEN SESSION:

1. ACT ON MINUTES:

- Upon a motion duly made and seconded it was voted to approve the minutes of February 14, 2019

▪ **VOTE: PASSES UNANIMOUSLY**

2. CORRESPONDENCE:

- None

3. PUBLIC COMMENT:

- None

4. STREET LIGHTS:

- Commissioner Atsalis stated that a second line needs to be installed for the light Duffy Health Center has requested and he will request Duffy Health Center to pay for the one-time second line installation fee
- Commissioner Sullivan to follow up with the Pontiac Street light request

5. OLD BUSINESS:

- None

6. NEW BUSINESS:

a. Building Committee Report

- Commissioner Skende stated that the construction progress has been going well. Key Phase 3 construction items such as slab pour, heater is installed and working, concrete blocks on High School Ext Road are finished and ready for sealing so that the bricks then can be installed. Rough plumbing and mechanic systems to be started week of March 4th.

b. FY20 Workshop Agenda

- Commissioners created workshop agenda for March 13, 2019 special meeting– topics to be discussed are the following:
 - b1. Fire District Direction - five year plan for the District.

- b2. Commission Expenses And Budget - detail breakdown of expenditures for last 2 years to understand where money has been spent and if expenditures will be reduced or increased in FY20
- b3. Clerk Treasurer's Expenses And Budget - detail breakdown of expenditures for last 2 years to understand where money has been spent and if expenditures will be reduced or increased in FY20 and review fixed costs.
- b4. Civilian And Administrative Staff Restructuring - ascertain the changes in civilian and administrative staff. Review staff tasks and responsibilities and the requirements to fill those positions, short-term vacancies and long-term succession plan(s).
- b4. Capital Expenditures - what are the near and long term capital expenditures, discussion on how to map out future capital expense and how to structure these future capital expenses.

7. ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR

- None

8. CHIEF'S REPORT

- a. EMS Supervisor Michael Medeiros presented demo on "Handtevy Pediatric Emergency Standards". The entire Cape is adopting this system. HFD has a customized app specifically for the HFD.
- b. The staff has started training in shifts the week of February 18, 2019
- c. HFD is moving away from the more time consuming "Broselow" system to the new "Handtevy" system which has more accurate dosing, better time efficiency and better dosing efficiency, more rapid response and has a better pediatric survival rate
- d. Another key component to "Handtevy" is better closure for the EMTs involved in these pediatric calls. This is key to helping EMT's deal with post-traumatic stress after a critical pediatric call.
- e. Commissioner Cronin asked if this was part of the onboarding for all new staff and both Chief Burke and EMS Supervisor Michael Medeiros affirmed that it is part of onboarding.

9. PUBLIC COMMENT

- None

II. POTENTIAL EXECUTIVE SESSION

- None

Vote on Adjournment:

Upon a motion fully made and seconded it was voted to adjourn

Adjourned at 8:03 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District