

## KENT VOLUNTEER FIRE DEPARTMENT

# SPECIAL JULY EC MEETING DRAFT MINUTES

07.29.2019 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

### ATTENDEES

**MEMBERS:** B. Donzella, A. Gawel (arr@1940), G. Hock (arr@1955), T. Limbos (arr@2043), E. Matson, C. Rochovansky, W. Soule, J. Speck, MA VanValkenburg.

**GUESTS & OTHER MEMBERS:** J. Christen, M. Starr, E. Epstein

**Call to order @ 1935**

**Minutes of June EC meeting- no report**

### Membership

John Christen reported that Tom Farrell turned in his turnout gear and equipment. He has also contacted him to get a check from him to reimburse the department for the cost of the FF1 course he took that the department paid for.

### Formal Complaint

#### MOTION

**MOTION:** E.Matson/2nd MA VanValkenburg **To enter executive session @ 1941**

Discussion:

*Voting yes:* B. Donzella, A. Gawel, G. Hock, E. Matson, C. Rochovansky, W. Soule, J. Speck, MA VanValkenburg.

*Voting no:*

*Abstaining:* **Motion passed**

*(MS, EE, JC, left the meeting)*

**(J. russell left meeting @ 1951)**

**MOTION:** E.Matson/2nd MA VanValkenburg **To exit executive session @ 2031**

Discussion:

*Voting yes:* B. Donzella, A. Gawel, G. Hock, E. Matson, C. Rochovansky, W. Soule, J. Speck, MA VanValkenburg.

*Voting no:*

*Abstaining:* **Motion passed**

*(MS, EE, JC, returned to the meeting)*

E. Matson read a complaint submitted by T. Limbos. President Matson offered an opportunity for M. Starr to respond. M. Starr provided response that his vehicle was pulled off the road and parked while his red lights were in operation, and was operating them due to the amount of incoming responders and mutual aid. M. Starr remarked that Trooper Andrew gave him a verbal warning. He reported that Trooper Fisher was going to investigate the statute further with DMV.

*(T. Limbos arrived @2043)*

Chief Gawel asked M. Starr if the red lights had been removed from his vehicle; M. Starr confirmed that the red lights have been removed. Chief Gawel thanked him for his follow-up. M. Starr asked E. Matson why the officers on scene did not address the issue with him directly, but instead said nothing during the incident and waited and made a written complaint and waited a month to have it addressed.

**MOTION:** B. Donzella/2nd W. Soule **To dismiss the complaint submitted by Tim Limbos.**

Discussion:

*Voting yes:* B. Donzella, G. Hock, E. Matson, C. Rochovansky, W. Soule, J. Speck, MA VanValkenburg.

*Voting no:*

*Abstaining:* A. Gawel, T. Limbos, C. Rochovansky,

**Motion passed**

### **Old Business**

*Engine 2 check engine light* - E. Matson reported that it had been fixed. John Christen asked why it was being brought to the EC and not the engineer. E. Matson reported that he was asked to add it to the agenda by M. Starr. J. Christen reported the issue had not previously come up on the codes but did when he saw it in a recent truck report. M. Starr voiced concern that it had been happening for many months was not clear if the truck was safe to operate. Discussion ensued about concern regarding effective communications to the membership.

*Interior firefighter list members* - Ed is working with Training Officer and Records on updated list

*Shoreline plug fixed* - discussion

### **New Business**

- *Tax Abatement HB5125 Public Act* - E. Matson is following up on next steps
- *HIPAA compliance* - MA Van Valkenburg reported there was a possible breach of protected health information of a patient to an individual who did not have a legal right to that information. She contacted VFIS and they recommended that we review our HIPAA policies. She also sought courtesy advice from a healthcare attorney, who advised her to purchase a prepared program offered by Page, Wolfburg, & Wirth ("PWW" - the leading EMS law firm in the country) which will bring us into compliance with our HIPAA policies, and provide training materials to train members.

**MOTION:** MA VanValkenburg/2nd B. Donzella To spend up to \$750 on an emergency expenditure to purchase the HIPAA compliance package from PWW.

Discussion:

*Voting yes:* B. Donzella, G. Hock, E. Matson, C. Rochovansky, W. Soule, J. Speck, MA VanValkenburg.

*Voting no:*

*Abstaining:* J. Speck

**Motion passed**

- *Fire Gear donation* - J. Speck updated the EC on Stamford FDs recent request for donations of retired PPE and hose, and an ambulance.
- *P&Z add 175 Carter Road* - brief discussion was held regarding a preliminary discussion at a recent P&Z meeting regarding possible conversion of a residential home to a 16-bed sober house. Discussion about concerns regarding driveway access to the house. E. Epstein also remarked about a residential application approved 'pending KVFD at 81 Kent Hollow Road

- *Drug & Alcohol Policy* - was added in error instead of being added to the monthly meeting. M. Starr gave a brief intro of a revision to the current policy he is working on for the membership meeting.
- *Quick Med meeting* - MA Van Valkenburg and a small group met with our billing company, Quick Meds, to discuss various components of the ambulance billing process. MA Van Valkenburg has appointed Bonnie to begin working with the bookkeeper on learning and transitioning his duties and tasks related to EMS billing. MAV will be contacting R. Trautmann regarding the Hardship Committee.
- Compliance with bylaws & finance policies - no report
- Nationwide insurance settlement - E. Matson has received the settlement for (estimate) \$84,600. He will bring the topic to the monthly department meeting.

**Treasurer report** - no report

**Fire chief report** - no report

**Ambulance chief report** - no report

**Line Officers report** - no report

**Junior program** - Discussion regarding difficulties getting response from Junior advisors. They were invited to come to the EC meeting but that meeting was canceled. E. Matson will follow up to find out about the current interest. M. Starr offered to step onto the board.

**Committee reports** -

- **Recruitment & Retention** - MA Van Valkenburg needs help from officers to cover the Kent Sale Days this weekend.

**Warnings** - none

**Meeting adjourned @ 2226**

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RESPECTFULLY SUBMITTED,  
JEAN C. SPECK

**NEXT MEETING: 26 AUG@ 1930hrs**