

Special Board Meeting, February 22, 2024

Strategic Priorities

The meeting was called to order by President Gina Kline at 18:04.

Pledge of Allegiance

Board Members Present: Bruce Appell, Brian Baldwin, Jeff Bernetich, Steve Gwizdak, Gina Kline, Tom Post, Kristen Shaw, Jim Speich and Mark Wilson. Excused: Jeff Borges, Jamie DiPace

Other Members Present: Pete Delap, Tom Kline, Jim Reber, Ken Sedlak, Peter Tedone

President Gina Kline called this special meeting of the board to discuss the proposed Vision, Values, Steering Committee Structure and Strategic Goals and Objectives.

Other Business: Prior to the discussion of the strategic items noted above, the Board addressed three other items of business.

- **Parking at Secret Lake** – The Secret Lake Association contacted Chief Appell to request two designated parking spaces at Station 2 for residents to use for beach access. After some discussion, the Board agreed to the request. The Board voted to authorize the Chief to work with the Secret Lake Association to outline an arrangement that would be agreeable to both parties. Motion: T. Post, Second: M. Wilson, Approved unanimously.
- **Proposed OSHA Changes** – President Kline provided a summary of information shared at a recent webinar regarding proposed changes to the Federal OSHA regulations which were published on February 2nd. The comment period for the proposed changes will run 90 days and may result in subsequent proposals with additional comment periods. The webinar presenter estimated that a final rule will be in place in the next 16 months and expects new requirements to be phased in over a two-year period. Adoption of the new regulations by Conn-OSHA may take longer. Currently, volunteer fire departments do not fall under Conn-OSHA's jurisdiction, but language in the proposed Federal regulations could change that. Many of our policies and procedures already incorporate the NFPA guidelines and may align with what has been outlined in the proposed OSHA guidelines. The Department will continue to monitor this legislation, but we should be prepared to perform a policy gap analysis once the regulations have been finalized.
- **Sleeping Quarters at Station 3** – Chief Appell provided information on a preliminary plan to construct sleeping quarters at Station 3 to enable members to remain at the station overnight for duty shifts. The Chief will be engaging an architect to provide cost estimates and recommendations for sleeping accommodations. A plan to implement duty shifts is currently in development. The overall plan for duty shifts, including the estimated cost to construct sleeping quarters at the station, will be shared with the Board for approval before implementing any changes or initiating construction.

2024 Strategic Plan – The board reviewed the Strategic Priorities presentation. Changes to the Department mission were discussed and it was agreed to present a shortened version to the membership for consideration. The Board also agreed on a proposed Vision and Values for the Department. President Kline outlined the proposed Steering Committee structure to better align Department activities with the strategic priorities identified by the board and chief officers. Strategic goals and objectives were also reviewed. No changes were recommended for the goals and objectives, and it was agreed that they covered all aspects of the Department operation. A final version of the Strategic Plan incorporating changes discussed will be sent out by Sunday evening with a vote to approve to be held at the February 29th regular board meeting.

President Kline informed the Board that the Must Have By-Laws for not-for-profit Fire Departments scheduled for February 29th has been cancelled. Following a brief discussion, it was decided that the Board meeting should start at its regular time of 7pm.

Board Meeting – February 29, 2024 @ 7pm

Meeting adjourned at 20:12 with a motion by K. Shaw, Second by T. Post, Approved unanimously.