



**CITY OF PLYMOUTH
MEETING MINUTES**

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**NORTHVILLE – PLYMOUTH FIRE ADVISORY BOARD
MEETING MINUTES -
Monday, December 19, 2016**

ROLL CALL – Chair Ken Roth, Vice-Chair Colleen Pobur, Members Pat Sullivan, Paul Sincock and Al Smolen.

Others present were Fire Chief Steve Ott, Fire Capt. Jim Davison, Plymouth Public Safety Director Al Cox, City Police Lt./Fire Investigator Jamie Grabowski, Plymouth Township Resident

APPROVALS OF MEETING MINUTES – The Meeting Minutes of the Meeting of September 19, 2016 were distributed in advance of the meeting. It was moved by Member Pobur and seconded by Member Sincock to approve the Minutes as presented.

MOTION PASSED

PERSONNEL STAFFING REPORT - Chief Ott reported that the number of staff remains fairly constant with some members of the Department moving onto full time fire jobs and new people coming on board. There are currently a total of 52 members on the Department.

ANNUAL RUN VOLUME REPORT - Through November 30, 2016. Station 1 has 43.3% of the runs, while Station 2 in Plymouth has 56.7% of the runs. There was a brief discussion related to the amount of mutual aid provided, mainly through Automatic Mutual Aid Agreements. The Department has provided a total of 19 Mutual Aid responses to Plymouth Township, 6 responses to Novi and 6 responses to Salem Township. It was discussed that the Automatic Mutual Aid is a good way for all of the responding Departments to gain experience at a fire scene.

TRAINING REPORT - Chief Ott stated that the Third Quarter Training Report showed an emphasis on "back to basics" including pump operations, hose deployment, use of power saws, emergency vehicle operations and several other topics. During the third quarter of 2016 the Department conducted or participated in a total of 42 training sessions which represented approximately 1,292 hours of Departmental Training.

HURON VALLEY AMBULANCE RESPONSE TIMES - It was reported by Member Paul Sincock that the response time report for Huron Valley Ambulance for November in the City of Plymouth was an average of 5:10 (minutes/seconds) from time of call to the arrival of the HVA unit at the scene. This was well within the established guidelines per the contract with the City of Plymouth and HVA. In addition, they are meeting the goal of a less than 10 minute response 96.9% of the time.

REVIEW OF PLYMOUTH STATION RESPONSE TIMES - It was reported that the average Year to Date response time for Emergent Calls for the Plymouth Station was 7:31 (minutes/seconds) from the time of the call to the arrival of the first Fire Unit on scene. The All

Calls average fire response time was 8:20 year to date. Chief Ott reported that the Northville Dispatch Center was going through a transition with the Dispatch Supervisor and that he is meeting with the new Dispatch Supervisor soon and hopes to have similar information in 2017 for the Northville Station.

FIRE PREVENTION DIVISION ACTIVITY - During the third quarter a total of 10 plan reviews were completed and there were 23 application reviews. The Fire Inspectors were busy with a total of 56 routine fire inspections, 26 follow up inspections and 76 Company Level Site Visits.

INFORMATIONAL ITEMS - The Board was presented with a number of published articles including an article on Metro Detroit Municipalities cooperating, the story on the NCFD Open Houses during Fire Prevention Week and the fire at the Recycling Plant in Salem Township.

There was also a brief discussion related to the recent house fire in Northville. Chief Ott reported that the Department had 33 staff members respond to the incident. He also indicated that the Department had an approximately 7 minute response to the fire scene. There were no injuries and all occupants of the house were able to escape. In addition, to the NCFD Staff Novi also responded with four additional staff and equipment. This was also the first incident where the new NCFD Ladder Truck was fully deployed.

NEXT MEETING DATE – It was determined that the next meeting of the NPFAB would be on Monday, March 20, 2016 at 4:00 p.m. at Northville City Hall.

ADJOURNMENT – There being no further business to come before the NPFAB it was moved by Member Smolen and seconded by Member Sullivan to adjourn the meeting.

MOTION PASSED

Respectfully Submitted,
Paul J. Sincok
Recording Secretary