



**CITY OF PLYMOUTH
MEETING MINUTES**

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**NORTHVILLE – PLYMOUTH FIRE ADVISORY BOARD
MEETING MINUTES -
Monday, March 5, 2018**

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

Others present included Fire Chief Steve Ott, Plymouth Director of Public Safety Al Cox, and four fire fighters from the Department.

APPROVALS OF MEETING MINUTES – The Meeting Minutes of the Meeting of December 4, 2017 were distributed in advance of the meeting. It was moved by Vice Chair Roth and seconded by Member Sincock to approve the Minutes.

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. The Chief reported that he currently has three people in the hiring process. He reported that there are 50 members of the Department with 27 assigned to Station 2 in Plymouth and 22 assigned to Station 1 in Northville, plus the Chief.

RUN VOLUME REPORT - Chief Ott provided the NPFAB with the Year to Date Run Volume report covering the period of January and February 2018. At this point in the year; Station 1 had 38.7% of the total runs and Station 2 had 61.3% of the runs. Year to date there have been 243 total runs, with 175 of those being medical runs.

TRAINING REPORT - Chief Ott stated that the Fourth Quarter Training Report for 2017 showed a total of 615 personnel hours dedicated to training activities. This includes the Department's Training efforts on a variety of issues; including, but not

limited to; commercial building response, SCBA use, Incident Command System, railway incidents and more.

The Chief noted that the training hours were a little less this quarter, due in part to the completion of a number of major classes.

There was some discussion related to active shooter training and Plymouth Public Safety Director Al Cox provided some insight on the issue.

UPDATE ON NEW FIRE PAGERS - Chief Ott gave a verbal report on the new Fire Department 800Mhz pagers for the Department. The Chief indicated that the new pagers are active and operational.

BUDGET PRESENTATION - The presentation of the proposed budget was presented by Chief Ott. Overall the proposed budget shows a 4.4% increase with a total budget for the entire department of \$1,199,678. This is an increase of nearly \$51,000 with the largest increases in the areas of employee physicals and drug testing. The Chief explained that this was in part due to the increased standards for regular all employee testing, due to the nature of fire fighting work. Other education and training is also a major part of the increase.

It was moved by Member Sullivan and seconded by Member Smolen that the budget be recommended to be approved as presented.

MOTION PASSED

HURON VALLEY AMBULANCE RESPONSE TIMES - It was reported by Member Paul Sincock that the response time report for Huron Valley Ambulance for January showed that in the City of Plymouth was 5:20 (minutes/seconds). Response time is measured from time that the call was received in the Dispatch Center 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.

REVIEW OF PLYMOUTH STATION RESPONSE TIMES - It was reported that the average Year to Date or January through February response time for Emergent Calls for the NCFD Plymouth Station was 8:20 (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 9:26 year to date.

There was significant discussion related to these response times as it was noted that the Dispatch Centers are now only able to provide times by the minute and not with minutes and seconds. This change in reporting is apparently due in part to changes made by Oakland County and their CLEMIS Dispatch system. The group came to the

consensus that it is anticipated that the times are better than reported, but we are not able to track the metrics of each phase of call handling and response as we have in the past, so comparisons are difficult at best. The Chief was going to continue to follow up on this matter.

INFORMATIONAL ITEMS - The Board was presented with a number of published articles including ;

- * Novi drops long-time EMS provider, picks up Superior
- * Misbehavior, leadership issues cloud Columbia Fire Department
- * Firefighter, police and EMT: Palmyra volunteers triple up on public safety duties
- * Muskegon firefighter debate boils over as leaders call for a reset
- * At least \$2M in damage after fire destroys rescue squad building, ambulances
- * Aurora Fire Station under construction catches fire

OTHER BUSINESS - Member Smolen asked about Next Gen 9-1-1 and there was a brief discussion related to the PSAP's and Director Cox gave some insight to the issue and discussed how there have been some talks related to a potential of a four community dispatch center, but the issue always comes back to issue of lock up and handling of prisoners.

NEXT MEETING DATE – It was determined that the next meeting of the NPFAB would be on Monday, June 18, 2018 at 4:00 p.m. at Plymouth City Hall.

ADJOURNMENT – There being no further business to come before the NPFAB it was moved by Member Sincock and seconded by Vice Chair Roth to adjourn the meeting.

MOTION PASSED

Respectfully Submitted,
Paul J. Sincock
Recording Secretary