

Meeting Minutes
Rye Fire Department & North Hampton Fire Department
Discussion of the department operational plans
March 29, 2017 at 10:00 am

In Attendance:

Chief Tomas Lambert, Rye Fire Dept.

Chief Michael Tully, North Hampton Fire Dept.

Lieutenant Martin Tavitian, President Local 3211

Lieutenant Jacob MacGlashing

Chief Lambert called the meeting to order at 10:05am.

Chief Lambert asked if everyone had reviewed the minutes from the last meeting. Chief Tully replied that they reviewed everything and the minutes were very thorough.

Chief Lambert commented he's provided an agenda that has been posted in Rye and Chief Tully replied it was also posted in North Hampton. Discussion between the two Chiefs was the agenda is open to discuss the operations of the two departments.

Chief Tully started the conversation on call request numbers for the aerial ladder truck. Chief Lambert commented that getting the information wasn't as simple as he had hoped, Chief Tully commented he also found it difficult. He then asked Chief Lambert if Rye uses Firehouse to track their calls and Chief Lambert replied yes.

Chief Tully stated they pulled their yearly summary of when they would have used a ladder truck in the town of North Hampton. Chief Lambert stated Rye pulled their numbers by how many times a piece of apparatus actually responded. There was discussion between the two Chiefs that the information needed to be completed the same was between both towns to get accurate numbers. Chief Tully asked it gets done by how often the ladder was requested and stated North Hampton used January, 2015 - January, 2016 and also January, 2016 - January, 2017 as the time frames for statistics then asked if Chief Lambert would mind doing Rye the same way. North Hampton had requested their ladder truck 185 times between January, 2015 - January, 2016 and 220 times between January, 2016 - January, 2017. Chief Lambert then questioned if North Hampton records it by 'call type' Chief Tully replied, "yes". Discussion between the Chiefs on how the State wants the reporting to be completed.

Chief Tully commented that the goal of this committee is to develop an operational plan on how sharing equipment may work. Chief Lambert stated decisions on what type of apparatus that's going to be purchased or what may or may not happen in the future is above the charge of this committee. Chief Tully agreed along with the cost is not part of the operational plan. The operational plan would reflect how you do it and whether it could be completed. Chief Tully stated he wrote down areas he would like

to see within the operational plan with equipment being the first part, what are both towns carrying for equipment and that both towns need to standardize the needs of equipment. The second part could be responses, both emergency and non-emergency, whereas both towns have services they provide to their communities to assist their residents with non-emergencies. For example, Chief Lambert explained a need for Rye's ladder truck to respond to Greenland to assist with removing ice from the lights at the intersections. The third part of the operational plan would involve response times. Chief Lambert asked if Chief Tully could break that down since there are many ways to measure response times. Chief Tully said there needs to be further discussion on how to compare response time to make sure we're comparing 'apples to apples'.

Chief Lambert compared North Hampton's alerting system to Rye's and how North Hampton has a shortened response to an incident due to their being alerted of a call sooner.

Chief Tully started a discussion on how we are going to perform dispatch procedures. He stated he may not accept Rockingham's tactical channels and Chief Lambert stated they may not be available to North Hampton. Chief Tully stated he may not accept Rockingham's tactical channels due to cost of maintaining the radios each year. It was discussed between the two Chiefs that Rye could call North Hampton direct and North Hampton would request Rye from Rockingham dispatch.

Training was discussed that all personnel from both towns be trained on the apparatus.

Chief Tully talked about personnel and callback and whether it should be part of the operational plan. Chief Lambert didn't feel it should be a part of the plan since both towns cover their stations now with call back. Chief Tully agreed.

Discussion into specifications of the truck. Chief Tully stated Rye wants a pump on the truck and North Hampton would like a pre-piped water way. Both sides agree that this isn't something that needs to be discussed at this time because it wouldn't be a part of the operational plan.

Chief Tully stated the last part of the plan he has would involve staffing; if Rye staffs the ladder, what would they want in return. Chief Lambert replied both could balance it out operationally within the plan but it should come at the end, maybe North Hampton could respond with another piece of apparatus to Rye. Chief Tully stated that he felt that both sides would need to be similar on what they're receiving between the towns. North Hampton had an issue with Stratham with services being provided by North Hampton.

Chief Tully asked, for the next meeting, could each department come back with what they're expecting from each other and examples of planning where both need to show usage is equal town to town.

Chief Tully brought up staffing levels between the two departments. Rye currently has one shift with three personnel and three shifts with two personnel, where North Hampton has four shifts of three personnel. If Rye sends a ladder to North Hampton, most of the time it will only have two personnel on it. Chief Tully questioned if Rye will increase staffing to three on each shift and Chief Lambert stated this is still the administration's plan. North Hampton would like to see even staffing between the two towns

to equal the cost. Both towns need to know what the staffing is going to be from each town when they're called.

Chief Tully asked if staffing be included in the operational plan. Chief Lambert explained he can't control what's going to happen for the future of the fire department in the town of Rye. Chief Tully would be looking for a minimum of three to respond from Rye.

Chief Tully stated these are the areas he has for the operational plan and if anyone had other thoughts or ideas. Discussion from each department of developing an operational plan for the use of a piece of equipment, neither Chief has worked on or heard of a plan between organizations on sharing a single piece between towns.

For the next meeting, each department was asked to bring data on how many times each town responded by event type and how both are going to figure response times for different areas of each town. Each town has a different way of dispatching; North Hampton self-dispatches where Rye is dispatched by Rockingham County. How would each department know there's a call coming in for each other's department? A suggestion was made by Chief Lambert that the Officer at the station have a pager from the other department for notification of a call coming in. How would dispatch procedures happen - North Hampton would like to be contacted by phone where Rye could be contacted through Rockingham?

Discussion between the two Chiefs to determine what types of calls each department are expected to respond to in the other town - this will be looked into further.

Chief Tully requested for the next meeting to update the numbers for responses for the ladder trucks, types of calls, operational plan to include response times, dispatch requests, training between the two departments, gross specifications on the apparatus and utilization of the departments.

Discussion - should the plan be broken down and worked on or should it be discussed at the table. It was decided to work on bullet points before the next meeting.

The next meeting was scheduled for May 10, 2017 at 10:30am in North Hampton. North Hampton will post the meeting agenda for the next meeting.

Deputy Chief Lajoie discussed what would happen when Rye is out on a call and unable to respond with the ladder truck since North Hampton has a financial stake in the vehicle.

Meeting adjourned.