



# Northville Plymouth Fire Advisory Board

Meeting Minutes

Monday, April 6, 2020 4:00 p.m.

Zoom Meeting 371 123 442

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## ROLL CALL

Present: Vice Chair Marques Thomey, Member Paul Sincock, Member Pat Sullivan

Excused: Chair Brian Turnbull, Member Robert Vogel

Others Present: Chief Steve Ott, Director Al Cox, DMS Director Chris Porman, IT/HR Director Athanasios Alexandris, Matt Samhat, John Smith

## APPROVAL OF MEETING MINUTES

Member Sincock made a motion, seconded by Member Sullivan to approve the minutes of the January 6, 2020 meeting.

**MOTION PASSED**

## PERSONNEL STAFFING REPORT

Chief Ott reported that there are 51 members of the department at this time.

## RUN VOLUME REPORT

Chief Ott reported that runs were down 11% from the previous year.

## ROUTINE FIRE INSPECTIONS REPORT

Chief Ott reported that there has been significant improvement, however, routine inspections have been suspended due to COVID-19.

## TRAINING REPORT

Chief Ott presented a report showing that training was up in the first quarter, which is normal after the holiday season. Training activity was suspended in mid-March due to COVID-19.

## REVIEW OF STATION RESPONSE TIMES

Member Sincock reported that the average response time for emergent calls in January and February for the NCFD Plymouth Station was 7:13 (minutes/seconds) from the time of the call to the arrival of the first fire unit on scene. The average response time for non-emergent calls was 9:17. Chief Ott reported that Station One does not differentiate between emergent and non-emergent, and the average response time in January was 5:51 and in 6:57 in February. Both stations reported improved dispatch processes.

## BUDGET PRESENTATION

Chief Ott reported that the budget for FY 2020-21 shows a modest increase, mainly because of timing of staff physicals. Sincock offered a motion, seconded by Sullivan to approve the budget.

**MOTION PASSED**

NCFD Northville Station 215 W. Main Northville, MI 48167

NCFD Plymouth Station 201 S. Main Plymouth, MI 48170

## **INFORMATIONAL STORIES ON FIRE SERVICES**

Sincock provided the board with informational articles including:

- a) The Diverse Faces of the Novi Fire Department
- b) CPR Pit Crew
- c) Don't Take Volunteer Fire Fighters for Granted

## **OTHER BUSINESS**

Chief Ott gave an update on department responses to COVID-19.

Vice Chair Thomey requested clarification of the department's goals and asked Chief Ott to provide a report on progress toward the goals in the near future.

## **NEXT MEETING DATE**

The next meeting will be on Monday, June 15, 2020 at Plymouth City Hall.

## **ADJOURNMENT**

Sincock made a motion, seconded by Sullivan, to adjourn.

**MOTION PASSED**

Respectfully submitted,

Paul J. Sincock, Recording Secretary

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