



# Northville Plymouth Fire Advisory Board

## Meeting Minutes

Tuesday, January 17, 2023 4:00 p.m.  
Plymouth City Hall

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### 1. ROLL CALL

Present: Chair Marques Thomey, Members Jim Rachwal, Paul Sincock, Brian Turnbull, Mark Wollenweber

Also Present: Chief Matt Samhat

### 2. APPROVAL OF MEETING MINUTES

Turnbull made a motion, seconded by Sincock, to approve the minutes of the October 17, 2022, meeting.

MOTION PASSED 5-0

### 3. FIRE INSPECTION REPORT

Samhat provided a year-end report outlining the fire inspections. The report shows a total of 631 inspections in 2022, which Samhat noted was more than neighboring communities.

### 4. TRAINING REPORT

Samhat said department members attended a total of 2804 hours of Thursday night department training, 653 individual training hours, 150 hours of outside training, 202 hours of USAR training and 173 hours of HazMat training in 2022. Thomey asked about the increase of participation in training and Samhat said the numbers are back to pre-Covid levels.

### 5. PERSONNEL STAFFING REPORT

Samhat reported that there are currently 48 staff members, including 23 at station one and 24 at station two. Thomey asked about personnel participation levels, and Samhat said that staff who didn't meet the response requirements had been relieved of duty.

### 6. RUN VOLUME REPORT

Samhat reported that in 2022, station one received 673 calls for service in the third quarter, and station two received 1169.

### 7. REVIEW OF RESPONSE TIMES

The group reviewed the 2022 year-end response times provided by Samhat. The average call-to-arrival response time at Station One was 7:23, with a dispatch-to-arrival time of 6:33. At Station Two, the average call-to-arrival response time was 8:15, and the dispatch-to arrival-time was 7:16 in 2022. Rachwal said the response times are very good when compared to national standards.

## **9. FINANCIAL REPORT**

The group reviewed the year-to-date budget.

## **11. OTHER BUSINESS**

There was a brief discussion on the intergovernmental contract. Resident Kevin Henderson asked about the fire marshal position. Rachwal noted the need for a strategic plan and Wollenweber suggested asking the ICMA Center for Public Safety Management to perform a review of operations.

## **11. NEXT MEETING DATE**

The next meeting will be on Monday, April 17, 2023, at 4:00 p.m. at Northville City Hall.

## **12. ADJOURNMENT**

Turnbull offered a motion, seconded by Sincock, to adjourn the meeting.

MOTION PASSED 5-0

DRAFT