



Northville Plymouth Fire Advisory Board Meeting Agenda

Tuesday, January 20, 2026 - 4:00 p.m.

Plymouth City Hall, 201 S. Main St. - Plymouth

1. Roll Call: Chair Linda Filipczak, Members Mayor Brian Turnbull, Jim Rachwal, Chris Porman, George Lahanas
2. Approval of Meeting Minutes for October 20, 2025
3. Reports From the Fire Chief
4. Next Meeting Date
5. Adjournment



Northville Plymouth Fire Advisory Board Meeting Minutes

Monday, October 20, 2025 - 4:00 p.m.

Northville City Hall, 215 W. Main Street, Northville

CALL TO ORDER: Chair Linda Filipczak called the meeting to order at 4:14 p.m., following a brief presentation on Moving Northville Forward by Northville Mayor Brian Turnbull

ROLL CALL: Members Present – Chair Linda Filipczak, Chris Porman, Brian Turnbull. Also present – NCFD Chief Matt Samhat, Plymouth Director of Public Safety Al Cox. Excused - George Lahanas, Chief Jim Rachwal

APPROVAL OF THE MEETING MINUTES: It was moved by Turnbull and seconded by Porman to approve the Meeting Minutes of July 21, 2025, as presented. MOTION PASSED.

REPORTS FROM THE FIRE CHIEF:

- Fire Inspections – The Chief indicated that there are two Fire Inspectors at Station 2 in Plymouth, and one at Northville.
 - In the third quarter –
 - 61 New Inspections
 - 87 Re-inspections
 - 0 Company Inspections
 - 4 Plan Reviews
 - 12 other types of inspections
- Training Report –
 - There was discussion about in Q3, there is a new line item listed in the Training Report: Dual St Training Hours. This designated is used to identify employees who have above 15% response rate at both stations. There were 246 hours of training conducted by those members and 696 total Thurs. night training hours in Q3.
 - Online training has started using Lexipol. Low cost of \$700/year and serves both Fire and EMS modules.
 - Chief looking at 4pm-8pm training/staffing schedule options to allow that time frame to be paid to train while station is staffed.
- Staffing Report –

- Total Staffing is showing 47 members at this point – 25 members at Station 1 and 21 members at St. 2.
- The average total staff over the past four years is 49 people. Staffing remains stable.
- Two new employees are in hiring process.
- Asst. Chief
 - 10 Interviews – narrowed to 2, maybe 3 finalists
 - Porman to be involved in next round
- Brief discussion on communication between agencies on personnel matters
- Responder Percentage
 - Responders – of the 47 members, 21 have a response percentage above 20%.
 - Responders – At least 15 members have a less than 10% response percentage.
 - Chief brought up possible point system instead of 5 based system to track responders and their responses. The cost to keep a low responder is less than the cost of a new hire, so goal is to try and increase responses.
 - 10 people are greater than 20% response at both stations.
- Station Run Volume – We are seeing a continuing escalation of runs since starting the joint operations between the two cities. In addition, we are seeing a continued increase in call volume at the Plymouth Station.
 - Throughout the second quarter the Plymouth Station has 62.9% of the Department's call volume.
- Response Times – The overall emergency response times are as follows:
 - Northville Station – 5:08
 - Plymouth Station – 6:08
 - These are averages and there are some emergent runs that have extended response times, while there are also some runs that have extremely short response times due to the location of the call.
 - There was some discussion about reporting on high call volume run locations and seeing if there are other alternatives for service to those locations.
- Mutual Aid –
 - The Chief reports that the Department received 6 mutual aid calls in the second quarter.
 - The Department provided Mutual Aid to Northville and Plymouth Township a total of 21 times in the third quarter.

- The Department provided Mutual Aid to Plymouth Township a total of five times in the second quarter.
- Chief Rachwal thanked the Department for providing Mutual Aid to Salem Township on a major fire that used resources from four counties.

NEXT MEETING DATE: January 20, 2026, at 4:00 p.m. at Plymouth City Hall

ADJOURNMENT: There being no further business to come before the board, it was moved by Porman and seconded by Turnbull to adjourn the meeting. MOTION PASSED.

DRAFT