

Personnel Board Meeting Minutes

REMOTE PARTICIPATION ONLY

April 8, 2021

Present: John Lolley, Bill Vrooman, Kevin Brennan

Also present: Chief Blake, Chief Schilling, HR Director Wendy Brough

Meeting called to order at 10:00 a.m.

Review and possible vote to accept Fire-EMS Job descriptions – presented by Chief Blake and Chief Schilling.

The job description of the Deputy Fire Chief was reviewed and discussed. It was pointed out that inspections which take a lot of time and earn \$40.00 per inspection were not included in the description. The Deputy fire Chief would not have any EMS responsibilities.

The reduced calls from the Hospital for transport reduced the staff for EMS.

There were several comments/questions about the title of Ambulance Coordinator. The concern is that it lacks a "chain of title and responsibility". A suggestion of "EMS Ambulance Supervisor" was made.

John Lolley motioned to accept the Job description for Deputy Fire Chief, as presented, seconded by Kevin Brennan. Vote was:

***John Lolley Aye
Bill Vrooman Aye
Kevin Brennan Aye***

The discussion of the title for the EMS Ambulance Coordinator continued. The decision was made to refer it to the Board of Selectmen. HR Director Brough will present it at the Agenda planning meeting.

Adjourn

Kevin Brennan motioned to adjourn at 10:39 a.m., seconded by John Lolley. Vote was:

***John Lolley Aye
Bill Vrooman Aye
Kevin Brennan Aye***

Respectfully submitted,

Alice Ryan Butler
Executive Assistant