



# Minutes of the November 18, 2020 Safety Meeting

5 Members Physically Present to meet Quorum Requirements

**Regular / Special Meeting:** City of Brookfield Fire Department / Safety Committee  
**Date & Time:** Wednesday, November 18<sup>th</sup>, 2020  
**Location:** CBFDF Station 1, Public Safety Building, 2100 N. Calhoun Rd.  
**Members:** D/C Tiarks, A/C Mason, D/C Cass, Lt. Klinge, FF/P Gryszkiewicz, FF/P Knollenberg, FF/P Caine (absent)  
**Staff attendance:** Chief Myers

## Roll Call

1. Announcements
  - a. This is the Fall 2020 Safety Committee meeting.
  - b. The next regularly scheduled meeting is: Thursday, May 13<sup>th</sup>, 2021, 0800AM
2. Minutes
  - a. Consideration of the June 22, 2020 meeting minutes
  - b. Motion from the floor and minutes approved.
3. Unfinished Business
  - a. "Punch List" to follow for decontaminating equipment/vehicles.
    - i. Lt. Klinge to look into hand held steam cleaners for vehicle upholstery.
    - ii. Reminder to follow manufacturer recommendations for cleaning and disinfecting equipment after fires to include gross decontamination, proper cleaning and disinfecting.
    - iii. Work with D/C Erdman to providing training on cancer prevention within the firehouse and on fire grounds.
    - iv. Vehicles can be out of service if necessary cleaning and decontamination is being done.
  - b. Overview of annual fire department respirator surveillance/testing-update: few members not tested due to FMLA leave or vacations.
    - i. All but one member has completed annual face piece testing.
    - ii. Fire department working with Human Resources on annual medical questionnaire for respirator use and spirometry testing.
  - c. SPS330 Fire Department requirements
    - i. Fire Department health and safety officer
    - ii. Occupational safety and health committee
    - iii. Bi-Annual meetings (June 22, 2020 and November 18, 2020)
    - iv. Written records of meetings available to all members.
    - v. Maintain records of accidents/injuries/work related illnesses.
    - vi. Maintain records of training records.
    - vii. Establish/maintain a training program.
    - viii. Apparatus and equipment
      1. Fire apparatus pump test (Completed 6/25/2020 by Rennerts)

2. Fire apparatus aerial testing (Completed 9/3/2020 and 9/4/2020 by ATC)
  3. Fire apparatus ground ladder testing (Completed 9/3/2020 and 9/4/2020 by ATC)
  4. Portable equipment-extrication tool maintenance (Completed 7/20/2020 by Fire Rescue)
  5. Firefighting hose inspection and testing (Completed April/May 2020 by department personnel)
  6. Inspect, maintain and test fire extinguishers (compliance with SPS 314)
  7. Inspect life safety rope and equipment/harnesses (Completed 09/2020 by D/C Cass)
- ix. Protective clothing and equipment
1. Establish and maintain an inspection program for protective clothing with 29CFR1910.134
  2. Adopt and maintain a respiratory protection program consistent with 29CFR1910.134. Annual respirator testing complete with one exception (FMLA). Annual respirator and spirometry testing in works with Human Resources).
  3. Sources of compressed breathing air is tested to CGA Standards G-7.1. Completed quarterly by Lt. Anderson.
  4. Hydrostatically test each SCBA tank within the time limits established by the manufacturer and/or by governmental agency. This is not scheduled until late 2021.
  5. Conduct respiratory fit test in accordance with 29CFR1910.134 prior to (initial) use and annually. Completed early 2020 by department personnel.
  6. Conduct annual flow test for SCBA regulator and mask integrity test. Completed on 3/17/2020 by 5-Alarm.
  7. Ensure a PASS device is available and used.
- x. Fire department buildings will comply with SPS 332 and 361 to 366. This will be scheduled to be completed by end of 2020 with recommendations from CVMIC.
- xi. Medical-physical and medical capabilities.
1. Annual respirator questionnaire with forced spirometry. This is in progress with Human resources.
  2. Establish and maintain a written policy statement supporting an employee assistance program.
- d. Update Rehab policy and training during extreme heat / cold. D/C Tiarks
- i. Continue to look at best practices (Wauwatosa training grounds policy, MABAS 106 Rehab SOG and NFPA 1584: *Standard on the Rehabilitation Process for Members During Emergency Operations and Training Exercises*)
4. New Business
- a. None
5. Adjournment
- a. Motion made and 2<sup>nd</sup> for adjournment. Meeting concluded 0830 hrs.

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Name of Responsible Staff Person: Robert Tiarks Jr.  
 Department / Title Deputy Fire Chief of Training  
 Date/Time Notice Posted: 11/19/2020 09:00

Any person who has a qualifying disability as defined by the Americans with Disability Act that requires the meetings or materials be in an accessible location or format, contact the City Clerk at (262) 782-9650 or 2000 North Calhoun Road, for accommodations. Requests for

accommodations for meetings should be made at least 3 business days in advance of the meeting. Every effort will be made to arrange accommodations for all meetings.

*Note: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in this notice.*