



**BURLINGTON FIRE COMMISSION
ZOOM/STATION 1 CONFERENCE ROOM
MINUTES OF MEETING
September 18, 2023**

1. Call to Order

1. Call to Order

Subject **1.1. Call to Order**

Meeting September 18, 2023 - Fire Commission Special Meeting - Monday, September 18, 2023, 9:00 AM, Zoom/Station 1 Conference Room

Category 1. Call to Order

Department

Type

1.1. Call to Order

The meeting was called to order at 09:00 am. Commissioners Perkinson, Sheehey, and Chapman present. Chief LaChance, Administrative Assistant Meghan Sweeney, and three employees from MissionCIT, LLC were also present.

Subject **1.2. Acknowledgement of Remote Commissioners**

Meeting September 18, 2023 - Fire Commission Special Meeting - Monday, September 18, 2023, 9:00 AM, Zoom/Station 1 Conference Room

Category 1. Call to Order

Department

Type

1.2. Acknowledgement of Remote Commissioners

No commissioners attending remotely.

2. Agenda

2. Agenda

Subject **2.1. Motion to amend/adopt agenda**

Meeting September 18, 2023 - Fire Commission Special Meeting - Monday, September 18, 2023, 9:00 AM, Zoom/Station 1 Conference Room

Category 2. Agenda

Department

Type

Recommended Action

2.1. Motion to amend/adopt agenda

No motions to amend agenda. Agenda adopted.

3. Public Forum

3. Public Forum

Subject

3.1. PUBLIC FORUM - Verbal Comments

Meeting

September 18, 2023 - Fire Commission Special Meeting - Monday, September 18, 2023, 9:00 AM, Zoom/Station 1 Conference Room

Category

3. Public Forum

Department

Type

3.1. PUBLIC FORUM - Verbal Comments

No members of the public present.

4. Commissioner Items

4. Commissioner Items

Subject

4.1. Commissioners Meeting with MissionCIT, LLC regarding staffing study

Meeting

September 18, 2023 - Fire Commission Special Meeting - Monday, September 18, 2023, 9:00 AM, Zoom/Station 1 Conference Room

Category

4. Commissioner Items

Department

Type

4.1. Commissioners Meeting with MissionCIT, LLC regarding staffing study

Commissioners met with MissionCIT employees and Chief LaChance to discuss staffing items. Concerns about employee burnout as well as funding for Fire Department needs (staffing, equipment, buildings etc.) were expressed by commissioners. MissionCIT members asked the Commissioners questions about their roll in the department, and what they were able to do to support it. Discussions about increasing call volume and call types being mostly repetitive EMS is a huge factor in burnout for employees. Mission CIT is trying to identify how to try to keep the demand on the department and the current employees manageable while keeping them satisfied so they would want to stay. MissionCIT asked if Commission could be a support for the findings of the study and help present to city officials, council, and other members of the public.

Commissioners expressed gratitude that the study was being conducted and that the company was looking to help facilitate these ideas and options.

5. Adjournment

5. Adjournment

Subject

5.1. Motion to adjourn

Meeting

September 18, 2023 - Fire Commission Special Meeting - Monday, September 18, 2023, 9:00 AM, Zoom/Station 1 Conference Room

Category

5. Adjournment

Department

Council and Board

Type

Recommended Action

5.1. Motion to adjourn

Commissioner Perkinson adjourned the meeting at 10:05 am.