

**Notes from first Fire/Code Task Force Meeting**  
**December 3, 2014**

**Phase I Task Force Members:**

Rich Bianculli, City of Portland, Corporation Counsel/Police Dept

Jay Fleming, Boston Fire Dept

Keith Gautreau, City of Portland, Fire Dept

Sheila Hill-Christian, City of Portland, City Manager

Tammy Munson, City of Portland, Building Inspections

Tuck O'Brien, Portland Planning Board

Jon Rioux, City of Portland, Building Inspections

Julie Sullivan, City of Portland, City Manager's Office

1. Welcome and introductions – Sheila Hill-Christian
2. Purpose and goals
  - a. Purpose is to ascertain whether there are any codes changes, staffing, program, etc. following the Noyes Street fire to prevent future tragedies by working interdepartmentally and with key external stakeholders.
  - b. Goal is to make detailed, clear recommendations to the City Council's Public Safety, Health & Human Services Committee regarding any code/ordinance changes, staffing/program changes, etc. at their February 10, 2015 meeting.
3. Draft work plan and schedule
4. Review of existing codes
  - a. Discussed the relevant codes used by Building Inspections and by Fire as well as the State statutes.
  - b. Some cover new construction or renovations only, some cover all existing structures.
  - c. Extensive discussion of the codes and what they cover as well as potential longer-term work identified
5. Next steps
  - a. Need to identify what are code-related challenges versus implementation challenges with staffing, training, interdepartmental communication.
  - b. Julie will meet with Rich, Tammy and Jon, and Keith over this coming week to drill down and will report back for next meeting.
6. Next meeting: Wed 12/17, 2:30-4 pm. Focus on roles and what currently works and doesn't work.