



FIRE DEPARTMENT • CITY OF NEW YORK

Department Order No. 10

February 6, 2020

Edited Online Edition



1.1 With regret, the Department announces the death of retired Firefighter *John Sapienza* appointed December 8, 1962, retired April 5, 1983, formerly of E-22, residing in Stratham, NH, which occurred on December 21, 2019.

1.2 With regret, the Department announces the death of retired Firefighter *Edward Whalen Jr.* appointed March 18, 1961, retired October 5, 1989, formerly of E-36, residing in Lake Ronkonkoma, NY, which occurred on December 21, 2019.

1.3 With regret, the Department announces the death of retired Captain *Arthur Crichlow* appointed December 30, 1965, retired August 13, 1993, formerly of L-53, residing in Bronx, NY, which occurred on December 25, 2019.

1.4 With regret, the Department announces the death of retired Medical Officer *Cristobal Alvarado* appointed October 21, 1990, retired July 2, 2000, formerly of Bureau of Health Services, residing in Brunswick, ME, which occurred on December 25, 2019.

1.5 With regret, the Department announces the death of retired Lieutenant *Edward Shea* appointed January 16, 1965, retired August 1, 1987, formerly of Division of Training, residing in Delray Beach, FL, which occurred on December 25, 2019.

1.6 With regret, the Department announces the death of retired Firefighter *Anthony Baldassano* appointed June 16, 1953, retired January 2, 1975, formerly of E-55, residing in Barnegat, NJ, which occurred on December 26, 2019.

2.1

PA/ID 1-2020

The following PA/IDs dated February 6, 2020, are issued:

- PA/ID 1-2020, titled *Learning Management System Policy*
- PA/ID 1-2020, Addendum 1 titled *Activity Management & Submission Policy*

The FDNY Learning Management System (LMS) is now available for use by all employees of the FDNY. The LMS, also called Sumtotal, has online training that can be accessed from any computer 24 hours a day and 7 days a week. There are over 5000 online training classes available to all employees of the FDNY. Please read the Learning Management System Policy, PA/ID 1-2020, to understand restrictions and guidelines for its use.

Accessing the Learning Management System can be accomplished by:

1. From the FDNY Intranet go to the Applications dropdown; select Learning Management System (LMS).
2. Or by typing the following URL into the address bar: <https://fdny.sumtotal.host>

Initial Login: Your login is your seven-digit employee reference number and your initial password is FDNYLMS1 (case sensitive). Upon your initial login, you will be prompted to create a new password and answer several security questions for your account. Once you have reset your password, you can access training classes.

2.2

REGULATIONS

Regulations, Chapter 17 titled *Leaves of Absence* dated January 1, 1997, is **amended** as follows:

Under Section 17.4.1 Delete: 1st paragraph **Insert:** New 1st & 2nd paragraphs, to read:

Deputy Chiefs shall, when notified of a serious illness of a spouse, registered domestic partner, child (biological, adopted, or in loco parentis), including the birth of the child, parent (step, foster or natural), brother or sister of a member, grant an emergency leave to member. Deputy Chief granting such leave shall complete and forward form BP-603.

Domestic Partner: Two people, both of whom are 18 years of age or older and neither of whom is married, who have shared responsibilities, who have lived together for one year or more on a continuous basis at the time of registration, and who have registered as domestic partners and have not terminated the registration

Affected pages 5-6 (Rev. 02/06/20) reflecting these changes have been **issued** to all Bureaus and Divisions for equal distribution to all units under their command.

2.3 JAMES B. BOYLAN SCHOLARSHIP AWARD APPLICATION

Applications for the annual James B. Boylan Scholarship Award are now available and can be obtained via email to Mr. Robert Gullickson at rjgullickson@gmail.com. Eligibility is as follows:

- This scholarship is offered to children of Firefighters/Fire Officers (active and retired) entering a Catholic High School on Staten Island.
- **Amount of Award:** \$7000 **Number of Awards:** 1
- **Submission Date:** April 1, 2020 **Date of Award:** To be announced at the annual Lt. Joe Gullickson Picnic.
- Visit www.Congressionalaward.org or contact Robert Gullickson at above email for further information.
- Visit www.theMaverickFoundation.com for more information about this and other scholarships offered.

2.4 FDNY MINDFULNESS EATING CHALLENGE

Come to the FDNY Mindfulness Group's kick-off of the 40-Day Mindful Eating Challenge on Wednesday, February 12th from 1 to 2pm in Room 8S-7 at 9 MetroTech Center. At this meeting, we will learn more about how to develop better eating habits but also to introduce the experience of eating as a meditation. To attend this meeting, please RSVP via email to mindfulness@fdny.nyc.gov by 12 pm Friday, February 7th.

2.5 FDNY COURAGEOUS SESSION

On Thursday, February 20, 2020 from 4 to 6pm in the Auditorium of 9 MetroTech Center, the Office of Diversity and Inclusion will host the first FDNY Courageous Conversation session. Courageous Conversations is a monthly circle in which all those at FDNY are invited to hold space for each other by listening with compassion and speaking bravely. This month's topic is forgiveness. To RSVP, please email diversity.inclusion@fdny.nyc.gov by Friday, February 13th.

2.6 FDNY CIVILITY CHALLENGE

February's FDNY Civility Challenge on REDISCOVERING SILENCE starts now. The best responses will be posted anonymously and the winners will receive a \$25 gift certificate to the FDNY Fire Zone. In Choosing Civility: The Twenty-Five Rules of Considerate Conduct, P.M. Forni says "[s]ilence is not necessarily the sign of a failure to communicate. Instead, it can be the refreshing result of a choice. We often surround ourselves with chatter and sundry sounds because we don't want to be alone with our thoughts. While noise takes us away from ourselves, through silence we build bridges to our own souls." In 50-100 words, explain how discovering silence has benefited you. Please send responses to diversity.inclusion@fdny.nyc.gov by Friday, February 28th.

By Order of: **Daniel A. Nigro**, *Fire Commissioner*
John Sudnik, *Chief of Department*