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**PITTSYLVANIA COUNTY FIRE AND RESCUE COMMISSION**

Tuesday, January 26, 2021, 6:30 P.M.; 39 Bank Street, Chatham, Virginia 24531

**AGENDA**

*(Slemp will temporarily Chair Meeting until Section 11(B)(i), when he will turn Meeting over to newly elected FRC Chairman)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ANY ADDITIONS/REVISIONS TO AGENDA**
4. **AGENDA APPROVAL**
5. **MINUTES APPROVAL (*December*)**
6. **PRESENTATIONS**
7. **HEARING OF THE CITIZENS**
8. **FIRE AND RESCUE ASSOCIATION REPORT (*Fowler*); (*5 minutes*)**
9. **COUNTY STAFF REPORT (*Slemp*)**
10. **UNFINISHED BUSINESS**
11. **NEW BUSINESS**
  - A. New FRC Member Welcome/Introduction
  - B. Election of Officers
    - i. Chairman Election (*Slemp*)
    - ii. Vice-Chairman Election (*New FRC Chairman*)
  - D. Funding Ad hoc Committee Report (*Slemp*)
  - D. Board of Supervisors Communications (*Scarce*)

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E. CIP Apparatus Rotation and Apparatus Placement Discussion (*Slemp*)

F. Aerial Truck Discussion (*Fowler*)

**12. MATTERS FROM COMMISSIONERS**

**13. CLOSED SESSION**

A. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Legal Authority: Virginia Code 2.2-3711(A)(8)  
Subject Matter: Keeling VFD Probation Status  
Purpose: Legal Consultation Advice Regarding Same

**14. RETURN TO OPEN SESSION AND CLOSED SESSION CERTIFICATION**

A. Closed Session Certification

**15. ADJOURNMENT**



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

**Action Item**

<b>Agenda Section/Title:</b>	Minutes Approval
<b>Agenda Title:</b>	Approval of minutes of December 14, 2020
<b>Staff Contact:</b>	Gwen Tucker
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	12/14/2020 draft of minutes

**PITTSYLVANIA COUNTY**  
**FIRE AND RESCUE COMMISSION**

Called Meeting Minutes  
December 14, 2020  
Chatham Community Center (Gallery Room)  
115 South Main Street  
Chatham, Virginia 24531

**1.) Call to Order**

Fox called the Meeting to Order at 6:30 p.m.

**2.) Roll Call**

<b>Member</b>	<b>Present</b>	<b>Absent</b>
Chuck Angier	X	
Tim Duffer	X	
Bryan Fox	X	
Brian Garrett		X
Bobby Lovelace	X	
Ben Meeks	X	
Ron Scearce		X
Keith Scruggs	X	
Bert Sellers	X	

Staff members present: Chris Slep  
Association Representative: Mike Neal

**3.) Additions or Revisions to the Agenda**

None.

**4.) Approval of the Agenda**

Motion by Sellers, second by Duffer to approve agenda. Motion passed unanimously.

**5.) Approval of Previous Meeting Minutes**

Motion to approve minutes by Scruggs, second by Angier. Motion passed unanimously.

**6.) Presentations**

None.

**7.) Hearing of the Citizens**

None.

**8.) Fire and Rescue Association Reports (Neal)**

Christmas banquet held on Dec 4, 2020. Requests were held for fire and rescue apparatus tonight. Only one (1) department applied for brush truck, however, there was not a representative for the agency present to present this request or answer any questions. The request was only made on paper. It was voted to put on hold and add this to January session. Association is working on apparatus standards and there should be some recommendation in place by January 2021. Neal also stated that the Association do not want to lose the rotations of the ambulances.

**9.) County Staff Reports (Slemp)**

No new updates on 640 Rescue Squad. Ad-hoc committee that was appointed to look at funding for agencies met last week and reviewed some recommendations. Slemp will get back as soon as he can with these suggestions. The Cool Branch and Franklin County situation is still in discussion. Budget process has started, with both capital and operational budgets having a deadline of December 31<sup>st</sup>.

**10.) Unfinished Business**

None.

**11.) New Business**

None.

**12.) Matters from Commission Members**

- Meeks: Gretna hosting EMT class in January with twenty (20) spots available.
- Angier: Thanked all volunteers for their service through the years; Merry Christmas
- Sellers: Had a question if this is the last meeting for the year, (“yes”); Merry Christmas
- Duffer: Merry Christmas and Happy New Year, thanks to all agencies.
- Lovelace: Thanked all for what they do; Merry Christmas.
- Fox: Thanked all volunteers for doing a great job and thanked them for their professionalism.

**13. Closed Session**

Motion made by Tim Duffer, and seconded by Chuck Angier to enter Closed Session. Motion passed unanimously by Members present.

A. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

**Legal Authority: Virginia Code 2.2-3711(A)(8)**  
**Subject Matter: Keeling VFD Board of Directors Mass Resignation**  
**Purpose: Legal Consultation/Advice Regarding Same**

**14. Return to Open Session and Closed Session Certification**

**15.) Adjournment**

Motion to adjourn by Scruggs, seconded by Lovelace. Motion passed unanimously by Members present. Fox adjourned meeting at 9:00 p.m.



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Section:</b>	Fire and Rescue Association Report
<b>Agenda Title:</b>	Fire and Rescue Association Report
<b>Staff Contact:</b>	Dean Fowler
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	None

**SUMMARY:**

At the FRC’s November Meeting, the Fire and Rescue Association (“FRA”) was tasked with developing formal apparatus standards that County agencies will be required to meet when using the County’s CIP funds. The FRA has met and developed the following standards:

**Fire Engine/Pumper**

- Minimum of 1250-gpm pump
- Minimum 1000-water tank
- Minimum of a 3-person cab
- Meets current NFPA standards for storage and hose capacity.
- 4000-watt light tower

**Fire Tanker/Tender**

- Minimum of 1000-gpm pump
- Minimum of 2000-gallon tank
- Quick water discharge
- Meets current NFPA standard for water

**Brush Truck**

- Minimum 1-ton chassis
- Minimum 250-gpm pump
- Minimum 250-gallon tank

**RECOMMENDATION:**

The FRA recommends the FRC endorse the above minimum apparatus standards and send the same to the Board of Supervisors for potential adoption.

**MOTION:**

“I make a Motion for the FRC to endorse the above minimum apparatus standards developed by the FRA and send the same to the Board of Supervisors for potential adoption.”



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

**Informational Purposes Only**

<b>Agenda Section:</b>	County Staff Reports
<b>Agenda Title:</b>	Public Safety Director's Report
<b>Staff Contact:</b>	Christopher C. Slemp
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	None

**SUMMARY:**

For the Commission's reference and review, please find the following County Public Safety Director's Report:

**(1) 640 Rescue Squad Update:**

Recently, the 640 Board of Directors and the County's Board of Supervisors reached an agreement, where 640 turned over its remaining assets and real estate to the County. In return, the County is staffing a quick response vehicle ("QRV") in the 640-response area for thirty (30) months. The QRV is staffed from 6 A.M. to 7 P.M. The County will also be entertaining volunteer members who wish to staff the QRV during the night.

**(2) Cool Branch / Franklin County Fire and EMS Situation:**

No new updates.

**(3) FY22 Budget Request**

Public Safety's FY22 County Budget request has been submitted to County Finance. One position, another Field Staff Supervisor, was requested. A 2.5% increase in volunteer funding was also requested, as well as, a \$5,000 increase in the volunteer recruitment and retention line. Other requested increases were centered around additional funding for agencies due to increases in call volumes.

**(4) COVID Vaccinations**

County Public Safety Staff is continuing to work with the local Virginia Department of Health ("VDH") with offering COVID vaccinations. Deputy Director Lee is coordinating that effort with VDH, volunteers, and other health partners. County Public Safety Staff has attempted to reach all County volunteers with the offer to get vaccinated, so please help push this message.

**RECOMMENDATION:**



None. For informational purposes only.

**MOTION:**

None. For informational purposes only.



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Section:</b>	New Business
<b>Agenda Title:</b>	New FRC Reappointments/Appointment; New FRC Member Introduction/Welcome
<b>Staff Contact:</b>	Christopher C. Slemp
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	None

**SUMMARY:**

At the January meeting of the Board of Supervisor both Tim Duffer and Chuck Angier were reappointed to the FRC. Kermit King, firefighter with Callands Volunteer Fire and Rescue, was appointed as a new FRC Member representing the Northwest quadrant. All were appointed for four-year terms. The FRC welcomes Mr. King to the FRC and asks him to introduce himself.

**RECOMMENDATION:**

None. For informational purposes only.

**MOTION:**

None. For informational purposes only.



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Section:</b>	New Business
<b>Agenda Title:</b>	Election of FRC Chairman
<b>Staff Contact:</b>	Christopher C. Slemp
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	None

**SUMMARY:**

As required by FRC Bylaws, at the January FRC Reorganizational Meeting, the FRC shall elect a Chairman. Christopher C. Slemp, will solicit nominations and a vote for 2021 FRC Chairman.



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Section:</b>	New Business
<b>Agenda Title:</b>	Funding Ad Hoc Committee Report
<b>Staff Contact:</b>	Christopher C. Slemp
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	None

**SUMMARY:**

The Funding Ad Hoc Committee studying volunteer department funding has met twice and had lengthy discussions concerning a better and more fair way to fund agencies. The Committee has narrowed down what it thinks should be the bases for funding, but the Committee asked for a little more time to study the issue and determine what is best and fair for all agencies. The Committee will have a related recommendation for potential FRC adoption at the February FRC Meeting.

**RECOMMENDATION:**

None. For informational purposes only.

**MOTION:**

None. For informational purposes only.



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

**For Informational Purposes Only**

<b>Agenda Section/Title:</b>	New Business
<b>Agenda Title:</b>	Board of Supervisors' Communications
<b>Staff Contact:</b>	Supervisor Ronald S. Scarce
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	None

**SUMMARY:**

At the Board of Supervisors' ("Board") December and January Business Meetings, the Board decided the following issues/items related to the County's Volunteer Fire and EMS Agencies:

- (1) Request the FRC to adopt a formal CIP and apparatus funding rotation.
- (2) The Board approved and sent the final radio agreement to Danville Life Saving Crew for the regional radio system upgrade and the use of CARES funding for this Project.
- (3) The Board reappointed Tim Duffer as the firefighter representative for the Southeast quadrant, reappointed Chuck Angier as the citizen representative for the Northwest quadrant, and appointed Kermit King as the firefighter representative for the Northwest quadrant.
- (4) The Board gave approval to County Staff to continue with the Hurt EMS Station Project.

**RECOMMENDATION:**

None. For informational purposes only.

**MOTION:**

None. For informational purposes only.



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Section:</b>	New Business
<b>Agenda Title:</b>	CIP Apparatus Rotation & Apparatus Placement Discussion
<b>Staff Contact:</b>	Christopher C. Slemp
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	None

**SUMMARY:**

The Board of Supervisors has requested the FRC develop a formal CIP. Additionally, it is becoming necessary to review the amount and type of apparatus currently in the County, as well as apparatus placement. Furthermore, it is necessary to start considering where/when apparatus that runs very few calls or may be unsafe due to age should be decommissioned. County Public Staff recommends the FRC Chairman appoint an Ad Hoc Committee to analyze current apparatus, call volumes, apparatus placement, and funding.

**RECOMMENDATION:**

County Staff recommends the FRC Chairman appoint an Ad Hoc Committee from the Commission to analyze current apparatus, call volumes, apparatus placement, and funding.

**MOTION:**

For the FRC's Chairman's consideration.



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Section:</b>	New Business
<b>Agenda Title:</b>	Aerial Truck Discussion
<b>Staff Contact:</b>	Dean Fowler, Blairs Fire Department
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	none

**SUMMARY:**

Blairs Fire Department has requested that the Board of Supervisor allow them to tap into the County's Municipal Bonds as a way of funding a used aerial apparatus for their department. The Board has requested that Blairs bring this issue before the Commission for discussion prior the Board acting on this request.

**RECOMMENDATION:**

Due to the length of the discussion, it is recommended that Chief Fowler with Blairs be giving time under the "new business" section of the agenda.

**MOTION:**

# PITTSYLVANIA

COUNTY, VIRGINIA

## FIRE AND RESCUE COMMISSION EXECUTIVE SUMMARY

<b>Agenda Section:</b>	Closed Session
<b>Agenda Title:</b>	Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.
<b>Staff Contact:</b>	J. Vaden Hunt, Esq
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	none

### **SUMMARY:**

Legal Authority: Virginia Code section 2.2-3711 (A)(8)  
Subject Matters: Keeling Fire Department Status  
Purpose: Legal Consultation / Advice Regarding the Same

### **RECOMMENDATION:**

Staff recommends closed session to discuss follow up regarding Keeling Fire Department.

### **MOTION:**

**“I make the motion the Fire and Rescue Commission enter closed session as allowed by Virginia Code Section 2.2-3711 (A) (8) to consult with legal counsel regarding the status of Keeling Fire Department.”**





**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Section:</b>	Closed Session Certification
<b>Agenda Title:</b>	Certification of closed session.
<b>Staff Contact:</b>	J. Vaden Hunt, Esq
<b>Agenda Date:</b>	January 26, 2021
<b>Attachment:</b>	none

**Pittsylvania County Board of Supervisors  
Closed Meeting Certification**

**BE IT RESOLVED**, that at the Meeting of the Pittsylvania County Fire and Rescue Commission (“Commission”) on January 26, 2021, the Commission hereby certifies by a recorded vote that to the best of each Commission Member’s knowledge only public business matters lawfully exempted from the Open Meeting requirements of the Virginia Freedom of Information Act (“Act”) and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered, in the Closed Meeting. If any Board Member believes that there was a departure from the requirements of the Act, he shall so state prior the vote indicating the substance of the departure. The statement shall be recorded in the Commission Minutes.

Vote

Chuck Angier	Yes / No
Tim Duffer	Yes / No
Bryan Fox	Yes / No
Kermit King	Yes / No
Bobby Lovelace	Yes / No
Ben Meeks	Yes / No
Ronald Scarce	Yes / No
Keith Scruggs	Yes / No
Bert Sellers	Yes / No