
PITTSYLVANIA COUNTY FIRE AND RESCUE COMMISSION

Tuesday, November 24, 2020; 6:30 PM
Chatham Community Center (Gallery Room)
115 South Main Street
Chatham, Virginia 24531

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ANY ADDITIONS/REVISIONS TO AGENDA**
4. **AGENDA APPROVAL**
5. **MINUTES APPROVAL** (*October*)
6. **PRESENTATIONS** (*if any*)
7. **HEARING OF THE CITIZENS** (*if any*)
8. **FIRE AND RESCUE ASSOCIATION REPORT** (*M. Neal*); (*10 minutes*)
9. **COUNTY STAFF REPORTS** (*Slemp*); (*5 minutes*)
10. **UNFINISHED BUSINESS** (*if any*)
11. **NEW BUSINESS**
 - A. **Board of Supervisors' Communications** (*Scarce*); (*5 minutes*)
 - B. **FY22 CIP Budget Request Discussion** (*Slemp*); (*15 minutes*)
 - C. **Agency Funding Review Ad Hoc Committee Creation** (*Fox*); (*10 minutes*)
11. **MATTERS FROM COMMISSIONERS**
12. **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.

- 1. Legal Authority: Virginia Code 2.2-3711(A)(8)**
Subject Matter: Keeling Volunteer Fire Department Board of Directors
Mass Resignation
Purpose: Legal Consultation/Advice Regarding the Same

13. RETURN TO OPEN SESSION AND CLOSED SESSION CERTIFICATION

A. Closed Session Certification

14. ADJOURNMENT

FIRE AND RESCUE COMMISSION

**October 27, 2020, Meeting Minutes
Chatham Community Center (Gallery Room)
115 South Main Street
Chatham, Virginia 24531**

1.) Call to Order:

Meeting Called to Order at 6:30 p.m. by Fox

2.) Roll Call:

The following Roll call conducted by the Commission Clerk:

Member	Present	Absent
Chuck Angier	X	
Tim Duffer	X	
Bryan Fox	X	
Brian Garrett		X
Bobby Lovelace	X	
Ben Meeks	X	
Ron Scarce	X	
Keith Scruggs	X	
Bert Sellers		X

Staff members present: Michael Lee; Association Representative present: Dean Fowler

3.) Additions or Revisions to the Agenda:

None.

4.) Approval of the Agenda:

Agenda approved on Motion by Angier, second by Scarce. Motion passed unanimously.

5.) Approval of Minutes:

Motion to approve minutes by Ron Scarce, seconded by Tim Duffer. Motion passed unanimous.

6.) Presentations:

Fox stressed the importance of maintaining “radio calmness” and speaking clearly to the dispatcher. He also reiterated that ten (10) codes should not be used anymore after 9/11, because there are people out there who do not know what they mean. Please try to use plain language and plain simple text. Fox also mentioned responding and transport. He said that when responding to an accident in a marked vehicle: He said, from the EBOC book, “due regard” is determined by the judge. We cannot run breakneck speed just because the red light and siren is on. Factors to be considered are road conditions, traffic conditions, and weather conditions, etc. Fox also stressed that, when going on an emergency call to the hospital or to an emergency call (etc.), the siren and lights must be on simultaneously. Virginia law states this, and the driver could be criminally charged for not doing so and if an accident was to occur. As far as transport, Fox stated that, when

taking a person to the hospital, we should be careful, because, as aforementioned, liability is on the driver. Concerning personal vehicles, Virginia state law states they can have two (2) red or red and white flashing units; any more is unlawful. It also gives you zero (0) right in your personal vehicle to violate any posted Virginia driving law, rule, or regulation. Providers have no authority over anybody. He stated the public does not know that. When they see the red lights flashing, they are unsure exactly what you are. If they try to maneuver to get out of your way, and they wreck, you are liable. There have been previous instances in the County, who have been charged in these instances. Concerning agencies who do EMS, call reports must be in within twelve (12) hours of the end of the call run, and the state of Virginia monitors this. Violations could affect grants and funding for non-compliance. Providers should also remember, if the patient wants to go to the hospital, take them to the hospital. Do not try to “talk them out of it.” If the patient states they want to go to a particular hospital, and that hospital is on diversion, tell the patient that it is on diversion, and which hospital they will be taken to. If the patient says, well, I will not go you, then you give them their realistic options, get the patient to sign, and you go on your way. Please make sure that as an EMS agency, your provider knows the protocols. That they know what drug they can give, and when and why to give the drug. Again, the provider can be on held accountable, and lose their license. If the provider is newly certified or has changed their certification level, make sure they have been checked off on the protocols and understand what they are doing in the field because if they have not there are eternal consequences for the provider and the station. He stated that chiefs are doing a great job with their agency and to encourage their providers when on scene and in command to monitor radio traffic and remain calm.

7.) Fire and Rescue Association Reports (Fowler):

Fowler stated the Chiefs’ qualifications for Captains have been adopted, and the SOG has been put in place and distributed. Accountability system has been adopted with name tags and the passport system. Lee has started collecting information for name tags. There were questions about the Accountability Board or Command Board apparatus, with the cost for this possibly going back to Departments to purchase. Rapid intervention team was discussed within the Association and suggested that he and Lee go back and look over it again. There will be a chance for all to look over and ask any suggestions they come up with. A suggestion was made that, once put in place, Chiefs and Captains undergo the training, so that they might be able to take back to their agencies.

8.) Other Fire or EMS Agency Reports:

None.

9.) County Staff Reports:

A. Public Safety Deputy Director’s Report (Lee):

Lee spoke in Slemple’s absence. Stated that the inventory list of all equipment has been completed. Test kit with N95s are available. Lee further said fit testing will start again. Scott masks (small and large) are in, as well as MSA masks. A Training Officer has been hired. He is part-time. Since coming on board, he has accomplished and will provide at least two (2), maybe three (3), Firefighter 1 classes, (one (1) of these being hybrid-virtual). The hybrid class will likely start this November. Hands on Fire Fighter I class for first part of next year for the southern and northern parts of the County. The inaugural Fire Academy class is having their first class tonight. There will be twenty (20) or more certified Fire fighters upon completion. Target Solutions online

training has been a great help for providers. For 2021, ten (10) fire programs classes have been requested from the state. Scott has been working on this. ESO should be live by January 1, 2021

10.) Unfinished Business:

A. Commission Bylaw's Revisions Adoption (Fox):

Commission Bylaws revised as presented on a Motion by Meeks, second by Scruggs. Fox thanked the Committee and their willingness to get the bylaws established.

B. Strategic Plan Discussion (Lee):

Lee asked for suggestions regarding the Strategic Plan and Dean Fowler wants more input on it. Fowler recommends a Needs Assessment across the County for apparatus. Further discussion of items under the Strategic Plan was held. No formal related action taken

11.) New Business:

None.

A. Board of Supervisors' Communications (Scearce):

Scearce stated, at the Board of Supervisors' last Meeting, a Resolution was passed regarding the Franklin County/Cool Branch situation. Discussions are still ongoing. He stated it was unfair that approximately sixty percent (60%) of Cool Branch' calls go to Franklin County. There were three (3) options offered to Franklin County in Resolution. Franklin County has until December 1st, 2020, to decide which option to choose.

12. Other Matters from Commission Members:

- Scearce: none
- Meeks: asked for a list of the inventory list for all Commissioners
- Duffer: asked are we going to follow guidelines countywide for fit testing. Questioned about facial hair. He spoke about negligence and possibility of suits by citizens and that Chiefs need to have that discussion.
- Angier: none
- Lovelace: said he was glad to be here, also stated to bear with him as he becomes acclimated to being on the commission
- Scruggs: none
- Fox: stated next meeting will be the Thanksgiving week. It was decided to keep meeting the same date as scheduled for November and December. Thanked all for being here.

13. Adjournment:

Motion to adjourn meeting by Meeks, seconded by Scearce. Motion passed unanimously. Meeting adjourned at 7:25 pm.



**FIRE AND RESCUE COMMISSION
EXECUTIVE SUMMARY**

Informational Purposes Only

Agenda Section:	County Staff Reports
Agenda Title:	Public Safety Director's Report
Staff Contact:	Christopher C. Slemph
Agenda Date:	November 24, 2020
Attachment:	None

SUMMARY:

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

(1) 640 Rescue Squad Update:

Still no final decision concerning 640 Rescue Squad's assets.

(2) Training:

In October, the County sponsored a Mass Casualty Incident training at Mt. Cross that was heavily attended. Another is planned on the north end of the County. The County has also scheduled a Virtual Firefighter 1 course that is fully booked. The County plans another in the very near future as well. The EVOC class in October was also well attended. Several of the volunteer agencies have been able to do in house training lately, which were well attended. The County still has some uncertainties about the future of classroom training with COVID restrictions.

(3) Call Responses:

There have been vast and steady improvement in call response rates among the County's volunteer agencies. Many have hired staff or offered increased stipend to volunteer, and it has made a huge difference. Another noticeable improvement is EMS out-the- door time improvement.

(4) EMS Staff:

Currently, County EMS Staff is working under the forty (40) hour a week "EMS only" position. As such, said personnel is paid overtime after forty (40) hours. Their paychecks vary greatly from month-to-month. The County is investigating moving said personnel to a "Fire/EMS" position to allow the longer work week under FLSA (while increasing their base pay). This move would even out their monthly pay and improve morale. They would still be assigned to EMS units but trained in fire suppression.

(5) Health Equity Pilot Project:

The County was recently selected to participate in a Project where it was given ten thousand (10,000) free mask and bottles of hand sanitizer to distribute into “at risk” population areas. The County has reached out to several fire and rescue agencies that it knows have these areas and will be working for a future distribution date.

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

No new updates.

RECOMMENDATION:

None. For informational purposes only.

MOTION:

None. For informational purposes only.



**FIRE AND RESCUE COMMISSION
EXECUTIVE SUMMARY**

For Informational Purposes Only

Agenda Section/Title:	New Business
Agenda Title:	Board of Supervisors' Communications
Staff Contact:	Supervisor Ronald S. Scearce
Agenda Date:	November 24, 2020
Attachment:	None

SUMMARY:

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

- (1) Approved release of \$140,000 CIP apparatus fund to Tunstall Fire and Rescue for purchase of fire apparatus;
- (2) Approved release of \$14,000 CIP training fund to allow the Public Safety Department to purchase technical rescue training equipment such as rope and rigging equipment and trailer;
- (3) Approved \$295,000 payment for the Harris Radio System maintenance agreement; and
- (4) Continued with the use of CARES funding for the DLSC/County Regional Radio Project.

RECOMMENDATION:

None. For informational purposes only.

MOTION:

None. For informational purposes only.



FIRE AND RESCUE COMMISSION

EXECUTIVE SUMMARY

Action Item

Agenda Title:	FY 22 CIP Fire and Rescue request
Staff Contact(s):	Chris Slemp
Agenda Date:	November 24, 2020
Attachment(s):	

SUMMARY:

Capital Improvement Plan (CIP) for FY22 requests are due by November 30, 2020. Staff will be putting in request for the following items under the Fire and Rescue budget.

Tier I (imminent needs)

Update computer workstations (3 county EMS stations)	\$7,000
2 Fire apparatus (2 engines and 1 brush truck)	\$450,000
1 mobile radio for ambulance	\$15,000
EMS medical equipment	\$30,000
Turnout gear for staff	\$48,000
SCBA cylinder replacement fund	\$10,000
Building fund assistance (Cascade Fire and Rescue)	\$35,000
Training equipment capital fund	\$10,000
Water Rescue Boat	\$20,000
Air & Light Utility (begin fund for future purchase)	\$50,000

Tier II (expected replacement)

Quint (FY25)	\$1,300,000
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Tier III (Visionary request)

Fire and Rescue Training center \$100,000 each year until fund builds for actual construction

Recommendation:

- (1) Develop written minimum standards for all future apparatus that will be funded by County CIP fund.
- (2) Draft a standard operating procedure that corresponds with the CIP Memorandum that the Board adopted this past year and minimum apparatus standards.
- (3) Staff recommends that Commission explore and adopt an apparatus rotation for CIP funding. Additionally, staff recommends the commission consider setting a CIP suggested amount for various types of apparatus;

Brush Truck	\$50,000
Tanker	\$130,000
Engine	\$170,000
Ambulance	\$130,000 (remount \$100,000)

Motion:

For Commission's review and consideration.

Fire Department	Yr awarded	total amount funded	Protected Bldg Value
Bachelors Hall	FY18, FY00	\$205,000	\$157,620,400
Blairs	FY19, FY14, FY09, FY08	\$340,000	\$363,989,900
Brosville	FY21*, FY12, FY03	\$185,000	\$218,769,100
Cascade	FY13, FY06	\$180,803	\$48,636,900
Callands	FY15, FY06	\$185,000	\$108,663,400
Chatham FD	FY17, FY06	\$185,000	\$666,075,900
Climax	FY10, FY99	\$185,000	\$66,174,900
Cool Branch FD	FY20*, FY16, FY01	\$185,000	\$90,063,100 (Pitt co) \$275,673,900 (Franklin Co)
Dry Fork	FY11, FY99	\$185,000	\$99,923,000
Gretna FD	FY20, FY17, FY09	\$340,000	\$435,479,400
Hurt	FY16, FY03	\$185,000	\$430,699,300
Keeling	FY13, FY02	\$185,000	\$63,561,000
Kentuck	FY14, FY04	\$185,000	\$168,417,100
Laurel Grove	FY10, FY00	\$185,000	\$38,668,500
Mt Cross	FY05	\$82,391	\$145,364,200
Mt Hermon	FY09	\$100,000	\$458,788,100
Renan	FY18, FY07	\$205,000	\$84,195,200
Riceville/Java	FY15, FY04	\$185,000	\$73,475,100
Ringgold	FY19, FY14, FY12**, FY07	\$525,000	\$318,954,000
Riverbend	FY01, FY11	\$185,000	\$39,830,000
Tunstall	FY21, FY02	\$225,000	\$215,868,400
* = not funded yet or drawn down			
** = ladder truck funding			

Rescue Department	Yr Awarded	total amount funded	daily avg EMS call responses July-Oct 2020
Bachelors Hall	FY19	\$90,000	0.5
Blairs	FY17, FY10, FY05	\$210,000	2.8
Brosville	FY 21#, FY09, FY06	\$130,611	1.6
Callands	FY21#, FY13, FY99	\$140,000	0.5
Laurel Grove***	FY02	\$70,000	
Mt Cross***	FY17	\$70,000	
Mt Hermon	FY20#, FY17, FY01	\$119,597	1.5
Ringgold	FY18, FY04, FY11	\$230,000	2.3
Tunstall	FY15, FY00	\$130,299	2
Chatham Rescue	FY21#, FY12, FY08	\$135,000	2.1
Cool Branch Rescue	FY20*, FY16, FY03	\$125,320	0.5
Gretna Rescue	FY08	\$70,000	4.4
640 Rescue***	FY15, FY07	\$140,000	
Cascade			0.5
staff			4.2
***= no longer EMS transport			
#=CARES ambulance			

Fire Apparatus Priority if by year			
FIRE	most recent year funded	RecommendedF uture funding	
#1 Mt. Cross FD	FY05	FY22	
#2 Mt Hermon FD	FY09	FY22	
#3 Climax FD	FY10	FY22	
#4 Laurel Grove FD	FY10	FY23	
#5 Riverbend FD	FY11	FY23	
#6 Dry Fork FD	FY11	FY24	
#7 Keeling	FY13	FY24	
#8 Cascade	FY13	FY25	
#9 Kentuck FD	FY14	FY25	
#10 Riceville/Java	FY15	FY26	
#11 Callands	FY15	FY26	
#12 Hurt	FY16	FY27	
#13 Chatham	FY17	FY27	
#14 Bachelors Hall	FY18	FY28	
#15 Renan	FY18	FY28	
#16 Blairs	FY19	FY29	
#17 Ringgold	FY19	FY29	
#18 Gretna	FY20	FY30	
#19 Cool Branch	FY20 * not funded yet	FY30	
#20 Tunstall	FY21	FY31	
#21 Brosville	FY21 not drawn down yet	FY31	

Rescue Apparatus Priority if by years	Last yr funded	Future Funding
Rescue		
#1 Tunstall Fire and Rescue	FY15	FY21
#2 Cascade Fire and Rescue		FY23
#3 Blair Fire and Rescue	FY17	FY23
#4 Ringgold Fire and Rescue	FY18	FY24
#5 Gretna Fire and Rescue	FY21	FY24
#6 Mt. Hermon	FY21 (CARES)	FY25
#7 Bachelors Hall	FY19	FY25
#8 Chtaham Rescue	FY21 (CARES)	FY26
#9 Brosville Fire and Rescue	FY21 (CARES)	FY26
#10 Cool Branch	FY21 *on hold	FY27
#11 Callands Fire and Rescue	F21 (CARES)	FY27
640 Rescue Squad	FY15	OOS
Mt. Cross Fire and Rescue	FY17	OOS



FIRE AND RESCUE COMMISSION

EXECUTIVE SUMMARY

Action Item

Agenda Title:	Volunteer Agency Funding
Staff Contact(s):	Chris Slemm
Agenda Date:	November 24, 2020
Attachment(s):	

SUMMARY:

Over the past couple years, the agency funding formula has become outdated and does not take into account the many factors regarding the needs of agencies. IN FY19 funding was changed and agencies were allocated funds based on prior county funding and spending on behalf of the agency by the county. This formula did not take into account the call volume of the agency, property values protected, and if the agency was multiple service. Additionally, it has not taken into account agencies that have stepped down a service or added a service.

Recommendation:

It is recommended the Chairman of the Commission appoint an ad hoc committee made of non-agency members to review the funding and recommendations on how to better allocate funds to volunteer agencies.

Motion: