

June 22, 2021
Regular Meeting

**Pittsylvania County Fire and Rescue Commission
Regular Meeting
June 22, 2021**

VIRGINIA: The Regular Meeting of the Pittsylvania County Fire and Rescue Commission was held on June 22, 2021 in the Board Meeting Room, 39 Bank Street, SE, Chatham, Virginia. Chairman - SouthWest Quad - F&R Rep Bryan Fox, called the meeting to order at 6:30 PM. The following members were present:

Attendee Name	Title	Status	Arrived
Chuck Angier	NorthWest Quad - Citizen Rep	Present	6:12 PM
Tim Duffer	Southeast Quad - F&R Rep	Present	6:12 PM
Bryan Fox	Chairman - SouthWest Quad - F&R Rep	Present	6:12 PM
Kermit King	Northwest Quad - F&R Rep	Present	6:12 PM
Bobby Lovelace	SouthWest Quad - Citizen Rep	Absent	6:12 PM
Ben Meeks	NorthEast Quad - F&R Rep	Present	6:12 PM
Ronald S. Scearce	Board of Supervisors Rep	Present	6:18 PM
Keith Scruggs	Vice Chairman - NorthEast Quad - Citizen Rep	Present	6:15 PM
Bert Sellers	Southeast Quad - Citizen Rep	Present	6:13 PM

AGENDA ITEMS TO BE ADDED

1. Motion to Add Agenda Items

There were no agenda items to be added.

APPROVAL OF AGENDA

1. Motion to Approve Agenda

Motion to approve agenda by Chuck Angier, seconded by Tim Duffer, unanimous vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chuck Angier, NorthWest Quad - Citizen Rep
SECONDER:	Tim Duffer, Southeast Quad - F&R Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Scearce, Scruggs, Sellers

MINUTES APPROVAL

1. May FRC Meeting Minutes Approval

SUMMARY:

For the FRC's review and consideration, attached are the May FRC Meeting Minutes.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

County Public Safety Staff recommends the FRC approve the May FRC Minutes as attached and presented.

MOTION:

“I make a Motion to approve the May FRC Minutes as attached and presented.”

Motion to approve minutes by Tim Duffer, seconded by Kermit King, unanimous vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tim Duffer, Southeast Quad - F&R Rep
SECONDER:	Kermit King, Northwest Quad - F&R Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Scarce, Scruggs, Sellers

PRESENTATIONS

There were no presentations.

HEARING OF THE CITIZENS

Chairman Bob Warren spoke on behalf of the Board. They are happy to see the county establish the Fire Commission. The Commission has set a funding matrix so everyone is treated fair. He thanked volunteers for all their work and dedication! Budget was discussed for transparency. Board of Supervisor’s members number one priority is to protect the welfare of our citizens. Time saves lives. Frequent flyers were discussed and how to handle the problem. Keeping this in mind and take a careful look as we discuss the Code of Ethics and the liability for the county.

FIRE AND RESCUE ASSOCIATION REPORT

Chief Dean Fowler deferred comments to item 3 under new business.

COUNTY STAFF REPORTS

1. County Public Safety Director's Report

SUMMARY:

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

(1) **Volunteer Recruitment:**

County Public Safety Staff continues to receive good responses to the County’s Volunteer Interest Card on the website. Said Card is on the internet and County Public Safety Staff are forwarding the names of those individuals to the respective Volunteer Department for follow up.

(2) **FY21 County Public Safety Budget Close Out:**

The FY21 County Public Safety Budget is closing out and final allotment checks and EMS pay per call should be remitted this week. Two (2) Volunteer Departments, Callands Fire and Rescue (50% EMS call coverage) and Mt. Cross Fire Department (66% call coverage), that did not make the seventy percent (70%) call requirement for the final allotment. The FRC needs to start a discussion soon regarding improvement actions for these agencies.

(3) **County Public Safety Offices:**

The County Public Safety Department has moved most of its Staff to the Old Registrar’s Office on South Main in front of Chatham Lofts. Please feel free to stop by and visit.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

None. For information purposes only.

MOTION:

None. For information purposes only.

County Public Safety Director's Report (Christopher C. Slemp)

UNFINISHED BUSINESS

No items for unfinished business.

NEW BUSINESS

1. Apparatus CIP Funding Schedule (Christopher C. Slemp)

SUMMARY:

The Apparatus Ad Hoc Committee (“Committee”) met and communicated on several occasions and developed an Apparatus CIP Funding Schedule. The Committee recommended that fire apparatus be funded on a rotation that is based on the last time an agency received CIP funding for fire apparatus. A Volunteer Agency can choose to pass on funding, and the funding will go to the next Volunteer Agency in line. If a Volunteer Agency does pass on funding, it would remain on the list in the same priority position for upcoming funding years. Once any Volunteer Agency receives funding, it will move to the bottom of the rotation. For the FRC’s review and consideration, the proposed Fire Apparatus Funding Rotation is attached.

CIP funding for ambulances; however, would be based on a points system. The Committee recommends the attached Funding Formula that considers the last time a Volunteer Agency received CIP ambulance funding, the age of the ambulance being replaced, the amount of engine hours on the ambulance, call volume, and gives bonus points for remounting an ambulance box to a new chassis. A Volunteer Agency must meet a minimum score to be eligible. After hearing feedback from some chiefs, the Committee agreed to reduce the minimum points required to be eligible for CIP ambulance funding. Volunteer Agencies having the higher scores would receive priority for ambulance funding. The FRC would recommend to the Board of Supervisors whom to provide funding in the case of a tie. For the FRC’s review and consideration, attached also is the Ambulance Funding Formula.

Finally, it is recommended that when no Volunteer Agency applies for CIP funds, said funding be moved to support other Fire and Rescue Capital equipment needs.

FINANCIAL IMPACT AND FUNDING SOURCE:

No immediate impact to the FY22 Fire and Rescue Budget.

RECOMMENDATION:

County Public Safety Staff and the Committee recommend the plan be approved by the FRC and moved on the Board of Supervisors for adoption.

MOTION:

“I make a Motion recommending the Board of Supervisors adopt the Fire Apparatus Funding

Rotation and Ambulance Funding Formula as attached and presented.”

Director Chris Slemple stated after feedback from agencies all have agreed to reduce from 45 to 40 points for minimum points for ambulance funding. Discussion was held. Bert Sellers showed concerns and just wanted to make sure the points will be able to be made. Kermit King spoke for committee members that it is attainable. Ben Meeks talked about the system as it compares to the state grant point system and we may have to update it. Motion to accept Apparatus CIP Funding Schedule by Tim Duffer with second from Bryan Fox, unanimous vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tim Duffer, Southeast Quad - F&R Rep
SECONDER:	Bryan Fox, Chairman - SouthWest Quad - F&R Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Scarce, Scruggs, Sellers

2. Board of Supervisors Communications (Supervisor Scarce)

SUMMARY:

At the Board of Supervisors’ (“Board”) June Business Meetings, the Board decided the following issues/items related to the County’s Volunteer Fire and EMS Agencies:

- (1) After a random drawing, Keeling Fire Department and Callands Fire and Rescue Department were selected for an audit in compliance with County Budget requirements; and
- (2) Approved the Volunteer Agency Funding Allocations as recommended by the FRC.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

None. For informational purposes only.

MOTION:

None. For informational purposes only.

Ronald Scarce discussed at the Board of Supervisors team business meeting, that after random drawing Keeling Fire Department and Callands Fire and Rescue were selected for an audit in compliance with the county budget requirements. The also approved the Volunteer Agency Funding Allocations. The same amount of money is given to Cool Branch as Franklin Co. There was discussion of criteria of the audit, same as what is provided to IRS. Chris Slemple will find out a time frame for audit.

3. Code of Ethics (Christopher C. Slemple)

SUMMARY:

Over the past couple months, the FRC has been discussing and taking comments on a proposed Fire and Rescue Code of Ethics and Conduct (“Code of Ethics”). Some recent events in the County have created a potential need for a Code of Ethics. For the FRC’s review and consideration, County Public Staff has created the attached Code of Ethics. Said Code of Ethics is intended to promote a culture of ethical integrity and high standards of professionalism in the

County’s Volunteer Fire and EMS System. Public Safety professionals (both volunteer and career) are always charged with upholding the public trust. Portions of the proposed Code of Ethics were taken from the *Firefighter Code of Ethics* but can be applied to all public safety professionals. County Public Safety Staff has taken comments from the volunteers and made amendments to the proposed Code of Ethics presented herein for FRC adoption consideration.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

County Public Safety Staff recommends the FRC adopt the attached Code of Ethics as presented.

MOTION:

“I make the Motion to adopt the attached Code of Ethics as presented.”

Director Chris Slep has made some reasonable changes as discussed prior. Chief Dean Fowler for the Fire and Rescue Association advised the Fire and Rescue Association discussed it and went back and looked at the revisions and it was unanimous to move forward. Motion to adopt as written with the latest revisions by Ronald Scearce, seconded by Tim Duffer, unanimous vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald S. Scearce, Board of Supervisors Rep
SECONDER:	Tim Duffer, Southeast Quad - F&R Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Scearce, Scruggs, Sellers

4. County Fire and EMS System Strategic Plan

SUMMARY:

During the first months of the FRC’s existence, the FRC prioritized the development of a County Fire and EMS System Strategic Plan (“Plan”). A Plan was started and reviewed at FRC Meetings in the Fall of 2020. However, the Plan formulation/adoption was put on hold while other priorities were discussed and addressed. A Plan is needed for the County’s Fire and EMS System to move forward in an organized and purposeful manner. For the FRC’s review and future consideration, attached is a copy of the revised Plan, to be presented by the County’s Public Safety Director for discussion/informational purposes only.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

None. For informational purposes only.

MOTION:

None. For informational purposes only.

Director Chris Slep spoke on strategic plan, a road map to lead us in the future. Formulation of plan and looking to adopt by this by the Fall. This will set direction for our county. Setting leadership standards and training for existing leaders and Code of Ethics. (Which was

accomplished tonight.) Develop Firefighter program in the schools. Retaining program was discussed, incentives, and training. Standardization of operational procedures across the county with SOP/SOGs. Develop and implement apparatus standards and training standards that guide the county. Provide consistent county-wide fire and EMS services response within service response standards. The Community Paramedic Program was discussed in depth. Ben Meeks discussed countywide mental healthcare for volunteer and career providers. Also, classes on the North end and the South end along with large scale training events. Kermit King discussed recruitment and retention.

MATTERS FROM COMMISSIONERS

Bert Sellers - no matters

Chuck Angier - Ride a long was wonderful and he learned a lot. Recruitment has helped, Cool Branch got an RN/EMT.

Ronald Scarce - Appreciates the hard work and making a commitment to give funding. Board is dedicated for support first responders.

Ben Meeks - Recruitment program his helping, and need to continue educate public. Watch what is posted on social media.

Tim Duffer - Thanked volunteers. With stress debriefing communicators needs to be remembered as well.

Kermit King - Thanked volunteers

Keith Scruggs - Mr. Lovelace hopes to be back next month, continuing healing. Sheriff's office has EMTs taking and passing tests, this will be a great asset.

Bryan Fox -There was a provider lost the first of June - One team one mission was displayed. Water rescue last week again, one team on mission from county SOT team with multiple agencies and everyone worked well together.

ADJOURNMENT

Motion to adjourn by Bryan Fox. Adjournment at 7:58 PM.