



FIRE RESCUE

ALBEMARLE COUNTY

460 Stagecoach Road, Suite F Charlottesville, VA 22902-6489
 Voice: 434-296-5833 FAX: 434-972-4123

www.ACFireRescue.org

ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD AGENDA

Wednesday, September 24, 2025 | 1800 Hours | COB-McIntire, Room 235

Agenda Item	Name
I. Call to Order A. Moment of Silence B. From the Board: Matters Not Listed on the Agenda C. From the Public: Matters Not Listed on the Agenda	K. Alibertis
II. Approval of Consent Agenda A. July 23, 2025 Minutes	K. Alibertis
III. Committee updates - A. Executive Committee i. August Meeting ii. September Meeting B. Training Committee i. August Meeting C. Operations Committee D. Recruitment & Retention E. Quartermaster F. Apparatus Committee	See Attached See Attached See Attached No Meeting No Meeting No Meeting
IV. Unfinished Business – A.	
V. New Business – A. Feedback on the Albemarle County Fire Rescue Chief Position	K. Alibertis

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD MEETING
JULY 23, 2025 – 1800 HOURS

A regular meeting of the Albemarle County Fire/EMS Board was held on Wednesday, July 23, 2025 at 1800 hours in Room 246 at the County Office Building–McIntire Road, Charlottesville, Virginia.

The following members were in attendance:

Dan Eggleston, Albemarle County Fire Rescue
D. Burton, Crozet Volunteer Fire Department
George Stephens, North Garden Volunteer Fire Department
Timothy Cersley, Scottsville Volunteer Fire Department
Greg McFadyen, Seminole Trail Volunteer Fire Department
Dustin Lang, Stony Point Volunteer Fire Department
Kostas Alibertis, Western Albemarle Rescue Squad

Others in attendance:

Heather Childress, Albemarle County Fire Rescue
Dave Bruton, Charlottesville Volunteer Fire Department
Alyssa Mezzoni, Albemarle County Fire Rescue
Jennifer Yerby, Albemarle County Fire Rescue

I. Call to Order

Chief Alibertis called the meeting to order at 1800 hrs.

A. Moment of Silence

Participants observed a moment of silence.

B. From the Board: Matters Not Listed on the Agenda

Two items were added to the agenda.

C. From the Public: Matters Not listed on the Agenda

There were none presented.

II. Consent Agenda

A. June 2025 Minutes

MOTION: Chief McFadyen moved to approve the Consent Agenda as presented. Chief Stephens seconded the motion, which passed unanimously (6-0).

III. Committee Updates

A. Executive Committee

B. Training Committee

C. Operations Committee

D. Recruitment & Retention

E. Quartermaster**F. Apparatus Committee**

[Chief Childress stated that the _____ policy before them is an interim directive that has been in the works for six or seven month, and they would like to move this forward as a regular policy. The FEMS Board agreed to treat this as a first reading.]

IV. Unfinished Business**A. Recruitment and Retention**

Chief Childress reported that she had sent out a survey regarding recruiting practices, which closed the previous Sunday night, and she has summarized and compiled the comments as well as removing attributes to specific people. She said she was proposing that they hold a work session to further explore these results and decide on next steps and direction.

Chief Childress said that all the raw survey data was collected and organized by question, highlighting themes that emerged from the responses. She stated that the survey received good responses, with several reasonable suggestions, but emphasized that the group should examine them together.

Chief Childress said the group had only a few days with the survey data and suggested that everyone read, make notes, and prepare questions for the upcoming FEMS board work session. She stated that the recommendations should be analyzed, particularly those that appeared most frequently, to consider their advantages and disadvantages and to discuss them thoroughly at the next meeting. Chief Childress mentioned that she and Alyssa had already scheduled a work session to address these topics.

She stated that an agenda would be provided before the meeting so everyone could be prepared. Chief Childress expressed appreciation for the survey responses and said that if anyone had not yet responded, she could resend the survey link, although it was currently closed to allow time for compiling the information. She added that she was available to answer questions and to gauge how the group felt, acknowledging that most had only just received the material but affirming that it was time to move forward.

Chief Childress explained that each section began with the relevant question, and she welcomed additional comments, offering to include them herself or distribute the survey electronically for further input or sharing within departments. She noted that some suggestions seemed entirely reasonable, while others would require further discussion to clarify priorities and identify those responsible for implementation.

Chief Childress said that if they proceed with the work session, while it might not be perfect and may not produce everything desired, it would still provide enough material to support making a request in the budget with sufficient time for consideration. She stated that it's realistic to acknowledge that they probably can't accomplish every idea that comes up, nor would it necessarily be smart to do so, but prioritizing actions that have

the greatest impact for the most people is important, as is considering how to achieve that. She said that she believes there are some thoughtful responses in the survey.

Chief Alibertis asked if they had evaluated the AUP process, because they had previously discussed doing that.

Chief Childress said this is an excellent conversation to have with Finance, which is the lead on that. She said that so far every year they have worked on this, there has been somebody different running Office of Grants and Agreements (OGA), which manages the AUP process—so each time they turn it in, the person who is looking through it is just getting a handle on it. She commented that there's some settling and consistency in the staffing of that office, so it's probably a good time to have this conversation.

Chief Alibertis said that the turnover has made this difficult, because they can't see what's valuable if they keep having different people look at it; they don't even know what the information is, and there's no continuity in the information being used.

Chief Stephens commented that there's a huge financial investment involved in that too.

Chief Childress mentioned that there has also been a change in their lead analyst in the budget office, and it's now Tia Mitchell.

V. New Business

A. Pharmacy Policy

There was no report.

B. Miscellaneous

Chief McFadyen mentioned that there was a head of state visiting a few weeks ago, which of course had security impacts and traffic impacts. He stated that he found out about it through news coverage—not through direct communications channels—and ACFR knew that this was happening. He said that during that time period, Berkmar Drive, Hydraulic Road, and West Rio Road were all significantly affected. Chief McFadyen said he also learned from the news about the major incident at Frays Mill.

Chief Eggleston explained that ACFR found out the night before the head of state visit that it was happening, and the secret service handles that and notifies the police department. He said that this involved both the federal government and Israeli intelligence, and they had to maintain a high level of secrecy for security reasons.

Chief Eggleston said that regarding the Frays Mill incident, Station 4 and Station 6 were involved, as well as the fire marshal's office, to work on getting the temporary road stabilized. He stated that they are currently focusing on an area to put some gravel on to reinforce the roads, and those residents currently only have solar power. He said they are getting pressured by the community and the County to step in and fund the replacement of the road, which is a private residence, and he hoped to have a better idea of that by the end of the week.

Chief McFadyen also mentioned that the GIS is still not communicating with First Due.

Chief Eggleston said he had talked to Joe Plumb about it that morning, and he is working with a security consultant to get some of that added back on. He stated that IT security is coming up with strategies to address this, but the issues remain with those who are not on the County network credentials.

Chief Stephens noted that the mobile is not working either, even if that's the sole login.

Chief McFadyen said a mobile device can hold those credentials on an apparatus so they can still use CAD, but it doesn't seem like it's a technology hurdle but instead a decision-making issue.

Chief Eggleston reiterated that Joe Plumb is working on it and is the best person to troubleshoot, as he is a responder and is very experienced.

Chief McFadyen said they cannot see the preplanned information such as stormwater runoff, when they deal with hazmat situations and material getting dumped into stormwater pipes and then suddenly have to manage that runoff.

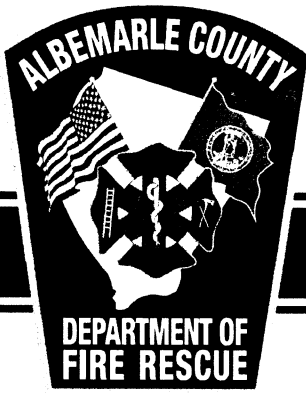
Chief Eggleston confirmed that he can get the call notes with First Due, and responders should have access to things like gate codes.

Chief Alibertis added that there are a lot of new people on dispatch who are still learning, so it's taking a little bit longer.

Chief Eggleston emphasized that it was not arbitrary; decisions are made because of the security threats and the fact it's a regional system.

Adjournment

At 1825 hrs., the FEMS Board adjourned its meeting.



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

Date: Wednesday, July 23, 2025

VOTING MEMBERS (OR DESIGNATES)

Chief Dan Eggleston (Albemarle County): _____ 

Chief Dan Paxton (CARS): _____

Deputy Chief D. Burton (Crozet): _____ 

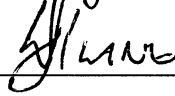
Chief Todd Richardson (Earlysville): _____

Chief Jason Tetterton (East Rivanna): _____

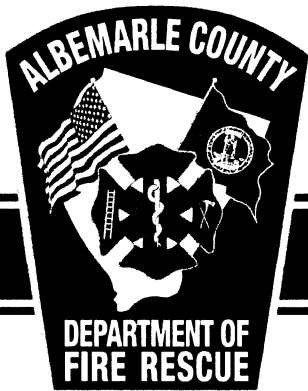
GEORGE STEPHENS
Chief ~~John Shiffett~~ (North Garden): _____ 

Chief Timothy Cersley (Scottsville Fire): _____ 

Chief Greg McFadyen (Seminole Trail): _____ 

Chief Dustin Lang (Stony Point): _____ 

Chief Kostas Alibertis (Western Albemarle): _____ 



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7

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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

GUESTS & OTHERS

Date: Wednesday, July 23, 2025

<i>Guest/Other</i>	<i>Organization/Agency/Affiliation</i>
Jennifer Yerby	ACFR
Heather Childress	ACFR
David Bruton	CVFD



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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:
Consent Agenda	Wednesday, July 23, 2025
MOTION:	MOTION MADE BY: SECONDED BY:
To approve consent agenda	Chief Greg McFadyen Chief George Stephens
SUBSEQUENT MOTIONS/AMENDMENTS:	

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (Albemarle County)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dan Paxton (CARS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief D Burton (Crozet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Todd Richardson (Earlysville)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Jason Tetterton (East Rivanna)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief John Shifflett (North Garden)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Timothy Cersley (Scottsville Fire)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Greg McFadyen (Seminole Trail)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dustin Lang (Stony Point)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Kostas Alibertis (Western Albemarle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby attest that the foregoing is true and complete to the best of my knowledge.

Jennifer Yerby
 Clerk

June 25, 2025
 Date



- Building the Model Volunteer-Career Fire & EMS System -

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD EXECUTIVE COMMITTEE
MONDAY, SEPTEMBER 8, 2025 – 1630 HOURS

A meeting of the Albemarle County Fire/EMS Board Executive Committee was held on Monday, September 8, 2025, at 1630 hours.

The following members were in attendance:

Dan Eggleston, Albemarle County Fire Rescue
Dan Paxton, Charlottesville/Albemarle Rescue Squad
Greg McFadyen, Seminole Trail Volunteer Fire Department
Kostas Alibertis, Western Albemarle Rescue Squad

Others in attendance:

Heather Childress, Albemarle County Fire Rescue
Christina Davis, Albemarle County Fire Rescue
David Puckett, Albemarle County Fire Rescue

I. Call to Order

Chief Eggleston called the meeting to order at 1630 hrs. and noted that there was a quorum present.

A. From the Board: Matters Not Listed on the Agenda

II. Approval of Consent Agenda

A. August 4, 2025 Minutes

MOTION: Chief Alibertis motioned, seconded by Chief Paxton, to approve the Consent Agenda as presented. The motion passed unanimously (4-0).

III. Unfinished Business

A. Policy 301 - Emergency Response

Chief Puckett said there had been a number of changes with the Emergency Response Policy, most of which primarily concerned section 301.5 dealing with initiating emergency response. He said that previously, almost all units would wait for the Battalion Chief (BC) to mark up before bidding to get on the call or replacing a unit, but this now delineated that into a few categories.

Chief Puckett stated that a unit assigned to the same first due district as the call would mark up and respond with ECC, since they were likely the closest or at most the second closest, to get them on the road. He explained that this section also included units responding in tandem with other specialty units, such as Engine 151 always marking up to accompany Hazardous Materials 15 when dispatched; this pairing was not a violation of policy but simply the norm. Chief Puckett said the dispatch would not always include the unit, and all others would continue with the current process, marking up at the BC's discretion and allowing the BC to decide if changes were needed, especially if there was a considerable difference in ETA. He noted that this procedural change was

probably the most significant. He noted that nothing in the new policy was intended to prevent a chief officer from marking up on a call.

Chief Alibertis said his only concern was how 505's operations were managed, which occurred frequently. He recalled that sometimes the process might be delayed, but if Unit 151 could be put in service, it would remain available, and this could be discussed further offline.

Chief Puckett stated that if they were responding within that first due, it technically meets the requirements.

Chief Paxton stated that something came up today that made him think about this policy. He explained that historically, squad personal has been cross-staffing 133 by policy—but 505 had to come all the way into down today. He said he called the BC, who indicated they didn't need the unit; in the future, they would cross staff if they had the personnel. He added that it would be the same for water.

Chief Puckett said the water and gator was easier, but he still has not figured out how to work that into the logic, even with cross-staffed.

Chief Paxton said it took 505 about 15 or 18 minutes, whereas it was 6 minutes for him.

Chief McFadyen suggested they modify the text in the first sentence to say "in the direction of travel" after the passage that says an operator is obligated to stop if there is a red light, flashing red light, or stop sign. He stated that operators frequently encountered situations where the straight direction had a green light and the left turn was red, but if traveling with the direction of travel, they would not typically stop.

Chief Puckett commented that he was a little nervous about the language, and he wanted to make sure they were at least coming down to a controlled movement and a complete stop at any blind street intersection, red light, or when traffic could not be accounted for in approaching lanes. He emphasized that this was standard procedure at every intersection, including rural roads and every cross street.

Chief McFadyen said that changes his response time from 2 minutes to 20 minutes just to travel from his house to COSTCO.

Chief Puckett said that could certainly jam an operator in case of an accident.

Chief Eggleston asked if this language came out of Virginia Code, as it is cited here.

Chief Paxton stated that the code says, "due regard."

Chief Childress noted that the code mentions something about being insured.

Chief McFadyen commented that he is not advocating for the reason of being able to do whatever you want to do, but he's trying to avoid coming to a complete stop where they

might be causing more problems in an effort to adhere to this policy versus following the normal rules of the road.

Chief Eggleston said some departments have backed away from complete stops at every controlled intersection.

Chief Paxton stated that if you add “in the direction of travel,” that would mean it is only at a redlight, stop sign, or red arrow.

Chief McFadyen also noted the difference between a full stop and a California stop.

MOTION: Chief Alibertis moved to advance Policy 301–Emergency Response to the full FEMS Board. Chief Paxton seconded the motion, which passed unanimously (4-0).

B. Policy 302 – Mutual Aid

Chief Puckett reported that mostly what was changed since last time was cleaning the policy up, formatting, and adding more detail around some of the items providing aid—but overall, it was still pretty consistent with the directive the Chief put out that mutual aid requests require both a formal request through ECC and approval by the BC to be accepted and respond. Chief Puckett said the policy does talk about requesting aid, and basically any company officer can request mutual aid; it’s up to their process whether they’re able to send something or not.

Chief Puckett said he did put in two exceptions: one is the automatic aid that’s been approved and programmed in CAD, which includes both Charlottesville City as well as the portion of Fluvanna County around Scottsville; and requests for EMS rendezvous that happen within Albemarle County. Chief Puckett said if they’re in ACFR’s district, they would be dispatched. He noted that ECC had to put in a County address, which could be bumpy at times.

Chief McFadyen asked if the text that says “cannot be reached” means one phone attempt, or two or three—as this reads to him as a singular attempt.

Chief Puckett explained that if 202 is not staffed that day, for example, the phone is forwarded to 201 and should roll over. He said if they call and nobody answers, they tone it; if nobody calls in, they decline at that point.

MOTION: Chief McFadyen moved to advance Policy 301–Mutual Aid to the full FEMS Board. Chief Paxton seconded the motion, which passed unanimously (4-0).

C. Cyber Security

Chief Puckett stated that this is really more about the cybersecurity incident that they went through seven months ago, and they are still trying to find their way through that. He said the area the County is primarily focusing on is access to the system. He said everything was locked down for a period of time, and they have re-added stuff as they vetted it. Chief Puckett said they are still working on the volunteer access, and

volunteers have received emails and now are trying to figure that out—but there are still some outstanding issues.

Chief Puckett stated the other part is they are doing a systematic review of how particularly sensitive information—whether it be personally protected information or identifiable information or HIPAA—is handled. He said they have sent out information internally about how they communicate or share anything, along with requirements for encryption; this has really required them to take a look at what they are doing now. He said obviously within their particular patient care reporting, there is a significant amount of HIPAA information there.

Chief Puckett said this has revealed some of their current vulnerabilities; currently, each agency has the ability to add members into the system and provide access, though not all do. He stated there is not a standard process to vet and ensure those members have all the right things, are there in the right place, and the right permission groups. He noted that they are looking into HIPAA training for people before they get in the system, which is not legally required but is a best practice.

Chief Puckett added that another weak spot is determining when someone leaves the system and removing their access expediently—particularly on the volunteer side. He commented that non-active members and so forth can still be tracked within the system, so that chiefs can still see their membership in one view, but that individual will not be able to go in and access information.

Chief Puckett reported that with First Due configuration, they will need to change all members gaining access to come through ACFR and have a standard process to confirm who they are. He emphasized that it is unknown right now whether everyone will have to have a County credential. He noted that the highest users are people who don't run calls, so there is no justification for them to have that information; administrative members may have access to some areas but not others. Chief Puckett stated that they may create a new permission group where they would get call information but perhaps would not be able to see the notes.

Chief Childress said the second leg of assessing vulnerabilities or making changes to address them is the onboarding process, and they are attempting to standardize that and improve efficiencies at the same time. Chief Childress said much of the onboarding information came up in the recruitment survey, and there is an opportunity to make changes to decrease vulnerabilities, increase efficiencies, and provide more administrative support for volunteer department members.

Chief Childress stated that it was important to clarify the roles and responsibilities between ACFR, the volunteer department, and members—and Ms. Davis has been the most successful at trying to show how the moving parts interact. Chief Childress stated they are developing an online onboarding portal that would standardize the process, with a dashboard that shows users exactly where people are in the onboarding process. She said everyone would enter the same way and the process could happen quickly.

Chief Childress said they are updating documents and content related to onboarding, starting with a standard ride-along waiver for all County apparatus. She said this waiver had not been reviewed in a decade and was sent to the County attorney and is now updated, along with the HIPAA acknowledgement required for ride-alongs. She said that addressing one issue often brings up related areas needing attention, and as a result, the team is working through a comprehensive list of updates and new content, including HIPAA training.

Chief Childress said Lucian Mirra and Jacob [Roland?] are developing HIPAA training for all new employees and system members. She said Chief Puckett and she agreed to make HIPAA, LODA, and blood-borne pathogen training part of the first-year assignments. She said their goal is to create efficiencies, recognizing the significant workload and the urgency to make progress.

Chief Childress stated that they looked at policy and procedure changes in two tiers: tier one addresses immediate vulnerabilities and existing policies, and tier two will refine or create additional policies. She said they are updating and reviewing items, modifying Lexipol policies to fit ACFR operations when needed. She said the first date for these going into effect is January 1, 2026—though that may not be realistic, and interim policies may be necessary to prevent holdups. She emphasized that decisions are needed about whether to review policies in smaller groups or all at once, and how best to share information without overwhelming participants or delaying progress.

Chief Alibertis stated that they have something in place in the County already for ride-alongs, so they should probably state with policies that they don't have.

Chief Puckett commented that none of the policies are extensive; they are about a page or page and a half, and some of them work in tandem.

Chief Childress said they are trying to parse all the work out and identify what they need to do to bring the policies to completion, with the online portal providing efficiencies.

Chief McFadyen commented that members are not getting their First Due access until the F number has already been assigned, and they may not need that responder view.

Chief Childress responded that there may be an intermediate step where members can be engaged, prior to them getting their physicals.

Chief Puckett stated that they are considering it almost like a “conditional offer of employment” where a member is being accepted but still needs to get their medical clearance and background check.

Chief Alibertis noted that there will always be a few exceptions, such as people coming in with previous experience or affiliation with another station.

Chief Childress emphasized that they are definitely not interested in creating extra work, as they hear frequently that the stations will lose members if they don't get them

engaged immediately. She also said that it would be helpful for each department to write down what everybody does to assess whether the system is creating work that doesn't need to happen.

Chief McFadyen said that Seminole has been having conversations about "member cleanup" with their internal systems and making sure members who have resigned or just stopped showing up are removed from the systems.

Chief Childress commented that the cybersecurity incident has required them to look at all of those things, but it has also been positive in terms of timing with other efforts to streamline their systems and processes.

Chief Paxton said they have been looking at how they add people in scheduling modules, where they can show their account but not grant them access until they are issued a password and login.

Chief Puckett said that they are hoping to establish permissions in incident reporting first and then go from there to adopt that in other systems.

Chief Childress also confirmed that the LaserFiche project is part of the portal, which is an online onboarding platform with dashboard functions that allow tracking of station member information as well as reporting capabilities.

Chief Puckett stated that within the next day or so, they will have the signed contract with First Due and be able to kick off implementation, which is a 3–6 month schedule. He noted that they have Image Trend until March, and they will be migrating data over.

Chief Childress provided a brief demo of the new system, noting that it flags certifications that are going to expire and maintains records of certifications. She added that she would also be presenting it at the full FEMS Board meeting.

IV. New Business

A.

V. Next Meeting

A. Monday, October 6, 2025

Adjournment

The FEMS Board Executive Committee adjourned their meeting at 1732 hours.



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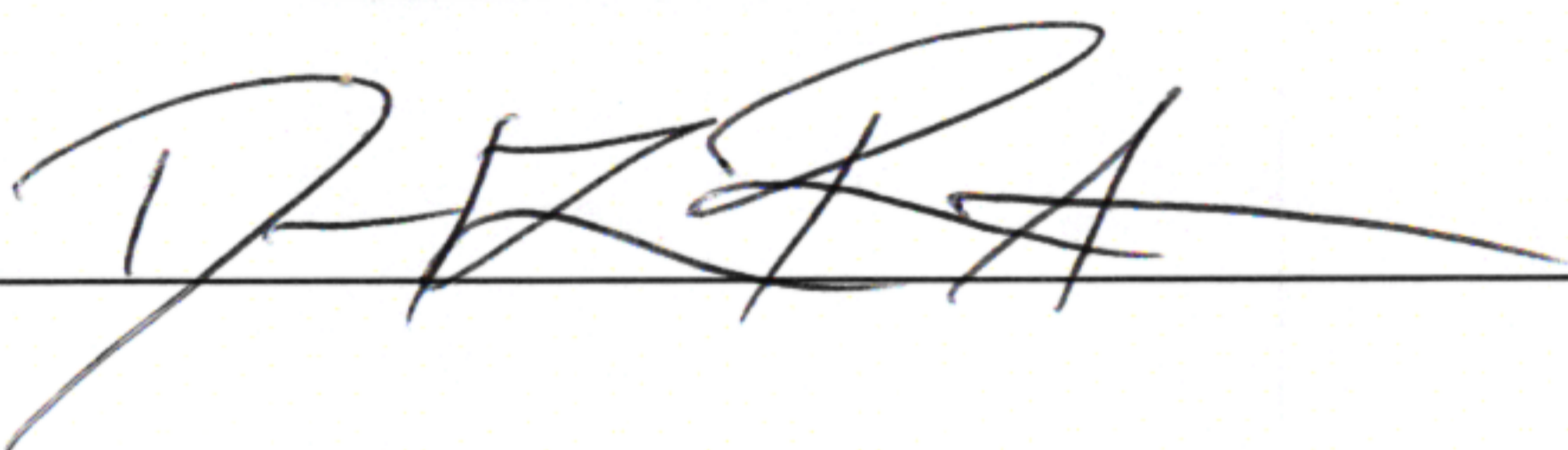
ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD EXECUTIVE COMMITTEE

ATTENDANCE LOG

Date: September 8, 2025

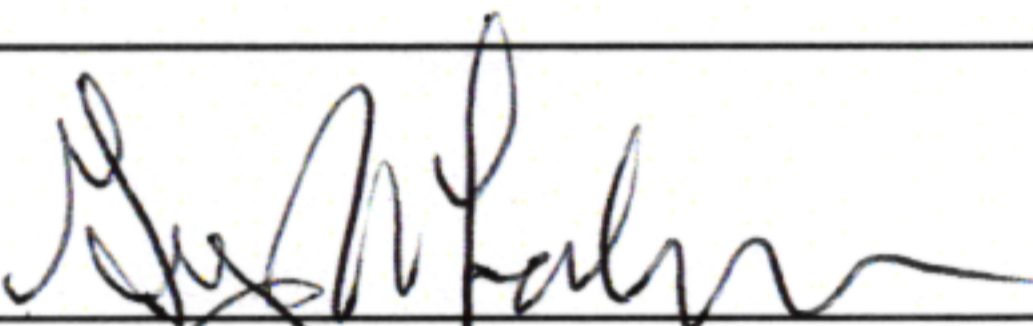
VOTING MEMBERS (OR DESIGNATES)

Chief Dan Paxton (CARS):



Chief Gary Dillon (Crozet):


Chief Greg McFadyen (Seminole Trail):



Chief Kostas Alibertis (WARS):



Chief Dan Eggleston (Albemarle County):



GUESTS & OTHERS

Guest/Other

Organization/Agency/Affiliation

Christina Davis

ACFR

Heather Childress

ACFR

David Puckett

ACFR



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD EXECUTIVE COMMITTEE ACTION RECORD

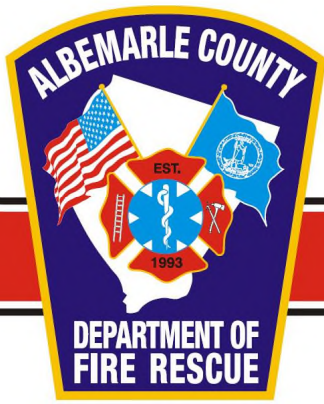
AGENDA TITLE/ISSUE:	AGENDA DATE:	
Consent Agenda	September 8, 2025	
MOTION:	MOTION MADE BY:	SECONDED BY:
Approve Consent Agenda	Chief Kostas Alibertis	Chief Dan Paxton
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dan Paxton (CARS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Gary Dillon (Crozet)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Greg McFadyen (Seminole Trail)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Kostas Alibertis (Western Albemarle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby attest that the foregoing is true and complete to the best of my knowledge.

 Christina Davis
 Clerk

 September 8, 2025
 Date



FIRE RESCUE

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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD EXECUTIVE COMMITTEE ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:
Policy 301 – Emergency Response	September 8, 2025
MOTION:	MOTION MADE BY: SECONDED BY:
Move Policy 301 to FEMS Board	Chief Kostas Alibertis Chief Dan Paxton
SUBSEQUENT MOTIONS/AMENDMENTS:	
1.	

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dan Paxton (CARS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Gary Dillon (Crozet)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Greg McFadyen (Seminole Trail)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Kostas Alibertis (Western Albemarle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby attest that the foregoing is true and complete to the best of my knowledge.

 Christina Davis
 Clerk

 September 8, 2025
 Date



FIRE RESCUE

ALBEMARLE COUNTY

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www.ACFireRescue.org

ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD EXECUTIVE COMMITTEE ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Policy 302 – Mutual Aid	September 8, 2025	
MOTION:	MOTION MADE BY:	SECONDED BY:
Move Policy 302 to FEMS Board	Chief Greg McFadyen	Chief Dan Paxton
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dan Paxton (CARS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Gary Dillon (Crozet)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Greg McFadyen (Seminole Trail)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Kostas Alibertis (Western Albemarle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby attest that the foregoing is true and complete to the best of my knowledge.

 Christina Davis
 Clerk

 September 8, 2025
 Date

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD EXECUTIVE COMMITTEE
MONDAY, AUGUST 4, 2025 – 1630 HOURS

A meeting of the Albemarle County Fire/EMS Board Executive Committee was held on Monday, August 4, 2025, at 1630 hours.

The following members were in attendance:

Dan Eggleston, Albemarle County Fire Rescue
Dan Paxton, Charlottesville/Albemarle Rescue Squad
Greg McFadyen, Seminole Trail Volunteer Fire Department
Kostas Alibertis, Western Albemarle Rescue Squad

Others in attendance:

Heather Childress, Albemarle County Fire Rescue
Christina Davis, Albemarle County Fire Rescue
David Puckett, Albemarle County Fire Rescue

I. Call to Order

Chief Eggleston called the meeting to order at 1632 hrs. and noted that there was a quorum present.

A. From the Board: Matters Not Listed on the Agenda

Chief McFadyen stated that he had an item to discuss under new business related to incident reporting. Chief Eggleston noted that there were also a few items related to the mutual aid proposal, and he suggested that Chief McFadyen comment on incident reporting first, as part of them addressing multiple policies.

II. Approval of Consent Agenda

A. July 7, 2025 Minutes

MOTION: Chief McFadyen motioned, seconded by Chief Alibertis, to approve the Consent Agenda as presented. The motion passed unanimously (4-0).

III. Unfinished Business

A. Mutual Aid Proposal/Incident Reporting

Chief McFadyen said that the mutual aid policy and the initial incident reporting both originated from the same current interim directive, and this is trying to move that into full policy ratification. Chief McFadyen stated that a discussion a few months earlier had become sidetracked when George Robinson spoke about it, as the group got into more discussion about being added to calls and related topics. He stated that the policy was not requesting more calls but instead was about how dispatch to calls was processed. Chief McFadyen said there was a strong side note from Station 2 that they were seeking to be dispatched to more calls—and he would not argue that point, but perhaps ACFR had updates on that.

Chief McFadyen said that his goal was to clarify the challenges they encounter, particularly in handling the initial incident response, and this process mostly applied to units marking up. He stated that there were times when Battalion 201 or 202 were on the call and other times when they were not, and the issue was how to establish a de facto plan for handling such responses.

Chief McFadyen explained that the proposal was for the response unit from the first due stations going to the call to act as the initial coordinator if there was no other chief officer on the call, and that person would be the one to form the tactical plan and take command, such as marking Engine 121 Bravo as in command if Battalion 201 or another chief officer was unavailable. He said the policy aimed to ensure a timely response by allowing any unit from the first due stations or in the immediate vicinity to add on to the call before command had been established on scene. He stated that the goal was to get the closest units to the call as quickly as possible.

Chief McFadyen stated that once a chief officer was on the call or roll call was done by ECC, they would advise that a unit had been added onto and what the recommended number of units for the call was—whether engine or service companies—and the furthest unit out. He said that the responding unit or chief officer could then decide to keep all units coming or put the farthest unit back in service.

Chief McFadyen said the primary change from current practice involved how units add onto calls. He stated that currently, any unit regardless of location must request permission from Battalion 201 or 202 to add on if they're on the call, but they are not always on the call. He explained that in those cases, another chief officer or the responding unit must make the decision. Chief McFadyen said that the current process sometimes involves requesting permission from the time, and battalions do not always respond promptly, and the intent is to eliminate that delay. He explained that Seminole was currently proceeding by having people start responding without waiting for a response and adjusting once time responded, even if several minutes had passed.

Chief Eggleston said that he and Chief Puckett had reviewed the initial directive, which combined both mutual aid and management of the initial emergency response. Chief Eggleston stated that this directive had been in effect for a few years and needed to be converted into a formal policy. He noted that both Chief McFadyen and Chief Robinson had brought their policies forward. Chief Eggleston stated that separating the two policies was advisable because they were distinct in purpose and scope.

Chief Eggleston stated that the emergency response policy was necessary, and Chief Puckett would be researching how other departments managed similar situations, with intent of empowering higher-ranking company officers to make key decisions. He said this approach would be particularly valuable if units were already committed outside the area. He said that this scenario might involve a unit being released from a medical call and a company officer being given the opportunity to make an informed decision. Chief Eggleston stated that guidelines should be established to assist first-arriving units or

those significantly closer to the incident than other responding units, encouraging them to act when ready and able.

Chief Eggleston stated that Chief Puckett had prepared a draft policy for distribution at this meeting, which aligned with the overall intent and language under discussion. He stated that the current objective was to develop reasonable guidelines that empowered company officers on apparatus to make sound decisions. Chief Eggleston said there was always a risk of the system being abused, but they would just have to monitor that.

Chief McFadyen stated that the system is already being abused, with people self-adding onto calls without following the existing directive. He emphasized that the goal of Seminole is to take the ambiguity out of it and stay in between the lines.

Chief Puckett said the emergency response policy is already in Lexipol, noting that much of this language is derived from that, particularly regarding lights and sirens and railroad crossings—the usual considerations in emergency response. He said there was a category on initiating emergency response, and the policy still includes that the unit would notify the battalion chief, who would make any necessary modifications to dispatch, such as adding or removing units. Chief Puckett said the process differs in that the unit should begin its emergency response and notify the battalion chief; if they are not on the call, the responsibility is delegated to the closest responding officer.

Chief Eggleston noted that this gets more complicated with rural calls, but this really only comes up if responders are already committed when the call comes in.

Chief McFadyen commented that it's only as accurate as the GPS data, which is definitely not an uncommon issue.

Chief Eggleston suggested that they take the best of both and develop a new version of the policy. He said that Chief Puckett had included a lot of preamble and definitions, which is a good policy, and reflects some best practices and stipulations related to things such as controlled intersections and railroad crossings.

Chief Paxton asked what the protocol would be in situations where Squad 11 gets dispatched but 133 is staffed and available, and whether this was how the card was set.

Chief Puckett responded that in general, Squad 11 would still be kept on the call—but they could let dispatch know that the other unit was very close by. He said if they weren't available, it would send 133 out, but he might not be able to make the logic work in all cases.

Chief Paxton emphasized that he did not want to jam up the airwaves with calls to the battalion chief for every situation like that.

Chief McFadyen noted that the primary difference between his version and Chief Puckett's is that his approach defers to the first responding unit, whereas Chief

Puckett's version defers to the County Battalion. He noted that there are far more single-unit responses without a battalion than there are with a battalion.

Chief Eggleston distributed the draft policy for mutual aid and said the proposal ensures there is adequate coverage in the County and would not impact their automatic aid agreements with other localities.

Chief Alibertis commented on situations where there was some confusion with mutual aid in Nelson County, particularly with Rockfish.

Chief Eggleston said they shouldn't have reached out directly, but he is empathetic to the dynamics that cause that to happen.

Chief Alibertis agreed, stating that they do not have an ALS provider.

Chief Eggleston noted that they have a busy area to cover.

Chief Puckett emphasized that ACFR needs to be careful about taking on responsibility for another locality.

Chief Eggleston clarified that the only standing automatic aid agreements are with the City of Charlottesville and Fluvanna County, and they really needed to formalize others.

Chief McFadyen mentioned that the way this reads, if ECC can't get a hold of a battalion because they are active medic on a call at that moment, the next call for service will not be dispatched.

Chief Eggleston explained that battalion chiefs are designated as backup, but from that point forward, if there is a non-duty officer that rotates, they can take on that responsibility if necessary. He pointed out that their primary objective is to protect residents since they're the ones that help to fund the system and expect service—so while it may feel odd sometimes to turn down a mutual aid request, the intent is to ensure they've got accurate coverage in the County.

Chief Puckett said he has talked with ECC about doing a beta test where they eliminate the middle steps and just call the battalion chief directly on the phone and clarify the call type, how far away from the county it is, and whether they have resources already responding. He said they would make a decision then instead of toning out, messaging, and creating a call. He reiterated that they would use this as a test to see if it improves the process and the response times.

Chief Paxton said he was thinking more along the lines of cross-staffing assets and how that works in partnership with the City.

Chief Puckett agreed but noted that some of those particulars become complicated.

Chief Paxton recalled a recent incident with a Lake Monticello call for water rescue wherein they had water rescue boats that went to the County BC, but they probably should have gone to the City.

Chief Puckett explained that the automatic aid agreement carves out certain call types— primarily life-or-death situations such as structure fires calls with entrapment, MCI active shooters, etc. He said for them to accept and send a unit, they have to keep maintaining two engines in the City; if they've already got a couple calls going on, they won't send one of their last two engines to those.

Chief McFadyen commented that there are unusual carveouts in certain areas of the County such as Rio Road. He emphasized that he cannot decipher the rationale as to why responses are dispatched either City or County.

Chief Puckett stated that he did not have a specific rationale for every call they made, but there is a list of call types and a map of the boundary on that response area.

Chief Eggleston noted that there are challenges with reaching an agreement that is equitable, and there are situations where the City has a closer unit but the County responded because it is a low-priority call. He added that the line is also very jagged.

Chief Eggleston emphasized that the County is currently running slightly more calls in the City than the City is in the County.

IV. New Business

A. HIPAA Policy

Chief Childress reported that she is providing this on behalf of their HIPAA compliance officer, and this talks about what protected health information (PHI) is and the importance of protecting it. She confirmed that this replaces something very limited that they had before—and a lot of the language came from Lexipol because they have crafted this based on Virginia-specific requirements. She emphasized that the content of the policy is dictated by code and by law and thus is not particularly flexible.

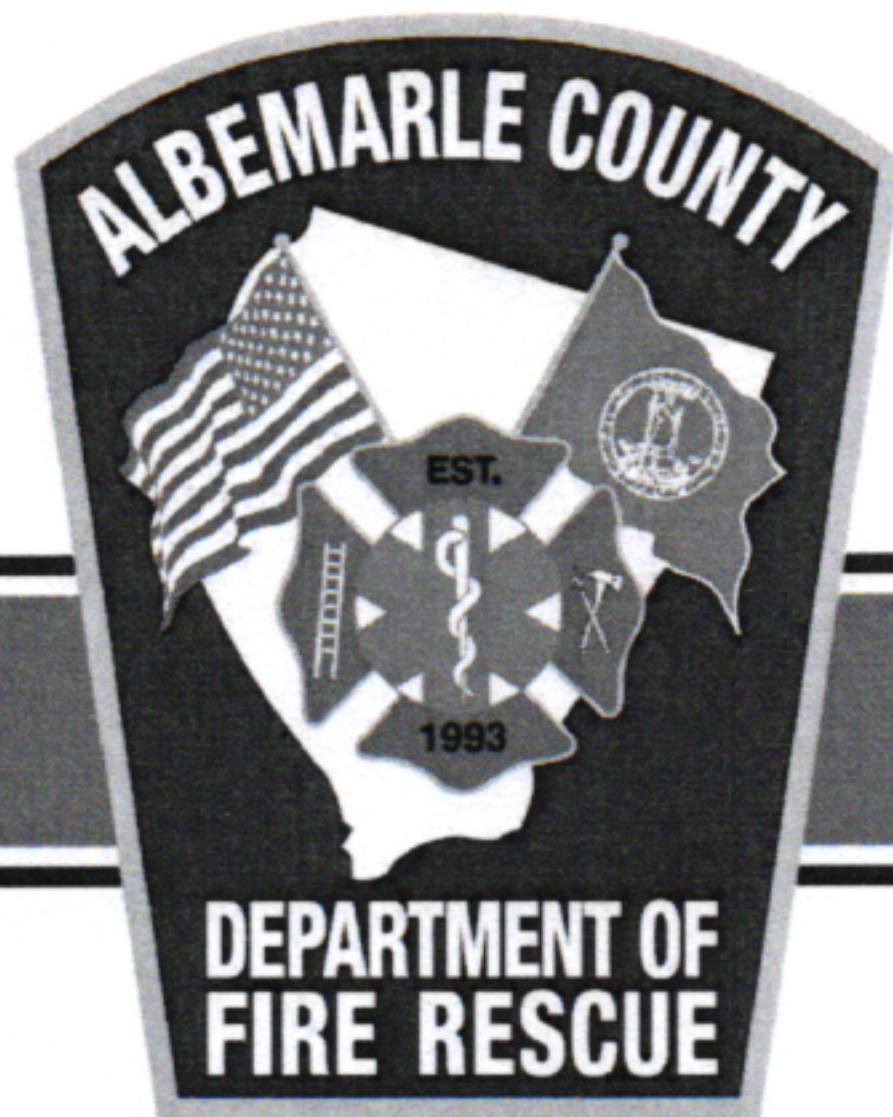
Chief Childress agreed to develop a PowerPoint that would clarify parameters such as disclosing information to law enforcement, and she could also develop something laminated to include on clipboards that can be easily accessed in every truck. She added that it doesn't have to be overly complicated but could serve as a useful job aid, in addition to having stations supporting compliance.

V. Next Meeting

A. Monday, September 8, 2025

Adjournment

The FEMS Board adjourned the meeting at 1522 hours.



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD EXECUTIVE COMMITTEE

ATTENDANCE LOG

Date: August 4, 2025

VOTING MEMBERS (OR DESIGNATES)

Chief Dan Paxton (CARS):

Chief Gary Dillon (Crozet):

Chief Greg McFadyen (Seminole Trail):

Chief Kostas Alibertis (WARS):

Chief Dan Eggleston (Albemarle County):

GUESTS & OTHERS

Guest/Other

Organization/Agency/Affiliation

Christina Davis

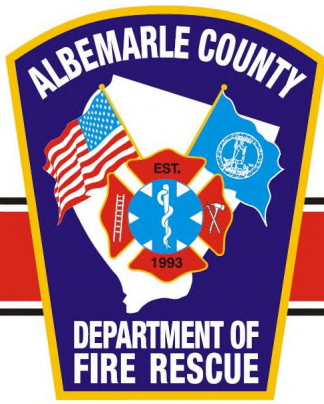
ACFR

Heather Childress

ACFR

David Puckett

ACFR



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AGENDA TITLE/ISSUE:	AGENDA DATE:	
Consent Agenda	August 4, 2025	
MOTION:	MOTION MADE BY:	SECONDED BY:
Approve Consent Agenda	Chief Greg McFadyen	Chief Kostas Alibertis
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dan Paxton (CARS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Chief Kostas Alibertis (Western Albemarle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby attest that the foregoing is true and complete to the best of my knowledge.

 Christina Davis
 Clerk

 August 4, 2025
 Date

Operations Committee
Date: Tuesday September 9, 2025
Time: 1700 hours
Location: MS TEAMS – Virtual Meeting

A virtual meeting of the Operations group was held on Tuesday September 9, at 1700 hours.

Those who were in attendance are as follows:

David Puckett, ACFR
Rob Knight, STVFD
Mike Rose, STVFD
Doug Smythers, STVFD
Greg McFayden, STVFD
Harrison Brookman, CARS
Ross Anderson, WARS
Philip Burkett, ACFR

- I. CAD Updates
 - a. Preparing for phase 2 fire call types
 - i. Implementation has been delayed until Oct 13
- II. Strip Mall & Commercial FOG
 - a. Updated draft completed that encompassed feedback from the last couple of discussions
 - b. Committee was supportive of all changes and recommended to move it to FEMS for consideration
- III. Flammable Gas FOG
 - a. Identified that the outside gas leak response of 2 engine and 2 tankers is inconsistent with other similar call types.
 - b. Recommended updating the FOG and response to 2 engine and 1 tanker
 - c. Committee was supportive. Changes to the FOG will be drafted and submitted to FEMS for consideration.

The meeting adjourned at 17:30 hours.

Training Officers Meeting-Internal

August 4th, 2025, @ 1830

Attendees: Matt Ascoli, Lucian Mirra, Cati Gantt, Taylor Vierrether, Rob Knight, Carol Paget Brown, Cody Pillow, Kyle Tatton

Current Registrations for the fall semester:

Class	Start Date	# Registered/Waitlisted	Date registration closes
EVOC	8/12/25	Roster of 24- 2 waitlisted	7/22/25
FFI	8/18/25	Roster of 23- All system members got in.	7/28/25
DPO	9/2/25	7/6	8/12/25
Rope Operations	9/27/25	14/18	9/5/25
Fire Officer III	10/2/25	3/6	9/11/25
Firefighter II	10/7/25	14/20	9/10/25
PVO	10/11/25	7/3	9/20/25
Live Fire Training	10/19/25	7/8	9/28/25
EVOC	11/4/25	7/1	10/14/25

- EVOC – August class still has two on the waitlist and several who have not registered in Cornerstone. If they do not register by the deadline, they will not be allowed to take the class.
- Please promote the live fire day to your folks so we do not have to cancel this event.
- Passenger Vehicle is still a little light. Please promote this as well.

Fall FFI location change

- Due to construction at the TC and Sta 11. We are moving the fall FFI class to Seminole. If the burn building is not ready by the time FFI burns, we will hold the FFI burn at Orange County burn building
- We will provide transportation with the bus and training van.

Calendar Planning

- Regional School weekend will be March 13th, 14th, 15th
- We are building the certification calendar now. We will add two EVOC III upgrade sessions only in addition to the four full classes.
- Additional DAO class to be considered. Matt and Rob to meet again to discuss.
- FFII- Will potentially be moved to the spring. Students that don't get into this Falls class would not have to wait a whole year to have the opportunity to take this class.
- Class flyers should go out by October.

First Due Project

- Regionally we will be moving to First Due for fire reports and EMS reporting.
- Go-Live is target date is January 1st 2026.
- We are looking for volunteers that willing to be super users or participate in train the trainer activities for this project. If you are interested in helping, please reach out to Chief Ascoli.

Extreme Weather Guideline

- Chief Ascoli will look into if it would be beneficial to add additional definitions/define different types of training that are offered.
- Chief Ascoli will make any changes and have Chief Puckett review before he sends it back out.

Additional Items

- System EMT class has ended with 13 students. All 13 have passed the final written exam.
- Ongoing issues with the National Registry continue. Student will not be able to test until this is resolved. Lucian will continue to update students as he receives status updates.
- Virtual CE class attendance has been very low. Please encourage your members to sign up or we will have to commit to holding these in the future.