ALBEMARLE COUNTY FIRE RESCUE ADVISORY BOARD ATTENDANCE LOG

Date: Wednesday, 25 October 2006

VOTING MEMBERS
(or Designates)

Chief J. Dan Eggleston (Albemarle County): "Signature"
Chief L. Dayton Haugh (CARS): "Signature"
Chief Robert Baber (Crozet): "Signature"
Chief Fred Huckstep (Earlysville): "Signature"
Chief John Hood (East Rivanna): "Signature"
Chief David Cason (Monticello): "Signature"
Chief George Stephens (North Garden): "Signature"
Chief Timothy Cersley (Scottsville Fire): "Signature"
Chief Michael Johnson (Scottsville Rescue): "Signature"
Chief Douglas Smythers (Seminole Trail): "Signature"
Chief Ted Armentrout (Stony Point): "Signature"
Chief Kostas Alibertis (Western Albemarle): "Signature"

NON-VOTING MEMBERS

Mr. Thomas Foley (County Executive's Office): "Signature"
The Honorable David Wyant (Board of Supervisors): "Signature"
Chief Bill Pahuta (Charlottesville-Albemarle Airport): "Signature"
Mr. Tom Hanson (Emergency Communications Center): "Signature"
Chief Charles Werner (Charlottesville Fire): "Signature"
Chief Mike Chisholm (Charlottesville Volunteer Fire): "Signature"
Mary Kathryn Allen (Thomas Jefferson EMS Council): "Signature"

"We will provide the highest quality services to protect and preserve the lives, property, and environment of our community."
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Agency/Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lanny Moore</td>
<td>ERUFC</td>
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<tr>
<td>Ashleigh Edwards</td>
<td>CARS</td>
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<tr>
<td>Laura Johnson</td>
<td>CARS</td>
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<tr>
<td>Greg McFadyen</td>
<td>SPUR</td>
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<td>Jake Allow</td>
<td>ACIT</td>
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<tr>
<td>Chuck Pugh</td>
<td>N4VFL</td>
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<tr>
<td>Steve Elliott</td>
<td>ACFR</td>
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</table>

"We will provide the highest quality services to protect and preserve the lives, property, and environment of our community."
## ALBEMARLE COUNTY FIRE RESCUE ADVISORY BOARD
### ACTION LETTER
Wednesday, 25 October 2006
1930 Hours
County Office Building-5th Street – Fire Rescue Training Room

<table>
<thead>
<tr>
<th>AGENDA TITLE/ISSUE</th>
<th>ACTION</th>
<th>ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call to Order</td>
<td>Chairman Stephens called the meeting to order at 1930 Hours.</td>
<td></td>
</tr>
<tr>
<td>Other Business Items</td>
<td>• Consolidation Study [Stephens]</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• RECEIVED</td>
<td></td>
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<tr>
<td></td>
<td>Chief Huckstep moved to approve and accept the Consent Agenda as prepared and presented.</td>
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<tr>
<td></td>
<td>• APPROVED</td>
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<tr>
<td>Board of Supervisors</td>
<td>No report.</td>
<td></td>
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<tr>
<td>Report</td>
<td></td>
<td></td>
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<tr>
<td>Apparatus Specifications</td>
<td>1. Tanker Specifications</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No report.</td>
<td></td>
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<tr>
<td></td>
<td>2. Brush Truck Specifications</td>
<td></td>
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<td></td>
<td>Mr. Moore reported that the manufacturer’s representative has met with the stations receiving the new brush trucks.</td>
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<td></td>
<td>3. Ambulance Specifications</td>
<td></td>
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<tr>
<td></td>
<td>No report.</td>
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<td></td>
<td>4. Engine Specifications</td>
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<tr>
<td></td>
<td>Mr. Moore reported that projected costs of engines needed to be reduced slightly to fall within the established budget.</td>
<td></td>
</tr>
<tr>
<td>Personnel Records/Tax Vouchers</td>
<td>An update was previously distributed via e-mail.</td>
<td>Chief Officers: please ensure personnel records are current as of 31 October 2006.</td>
</tr>
<tr>
<td></td>
<td>• RECEIVED</td>
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<tr>
<td></td>
<td>Chief Eggleston provided an overview of the need to have personnel records up-to-date by 31 October 2006 to ensure all eligible volunteers receive his/her tax vouchers.</td>
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<tr>
<td></td>
<td>• DISCUSSION</td>
<td>Staff: Follow-up with Finance and Chief Officers.</td>
</tr>
</tbody>
</table>
An executive summary is provided as information.

- **RECEIVED**
  Chief Eggleston reviewed the Executive Summary prepared for the Board of Supervisors and distributed to the Advisory Board. Chief Eggleston stated that the Executive Summary was information only for the Board of Supervisors – as requested by the Board. The Executive Summary was based on research conducted and prepared by staff. Chief Eggleston stated that the Board of Supervisors asked staff to consult stakeholders and develop a proposed process if the Board should decide to implement EMS revenue recovery. Chief Eggleston distributed a draft of the proposed process.

- **RECEIVED**
  Chairman Stephens reported that Mr. Wyant expressed a desire to facilitate the implementation process.

- **DISCUSSION**
  The following concerns were mentioned to be taken into account when discussing:
  1. Will the funds return to the County’s general fund? (Larsen)
  2. How will this affect drug box exchanges? (Burns)
  3. Has the Board considered other revenue such as EMS tax or emergency services tax? (Gentry)
  4. Does EMS billing have an affect on healthcare premiums? (Gentry)
  5. How does EMS billing affect the protection provided by the Good Samaritan Law? (Gentry)
  6. How soon before we bill for all emergency services? (Armentrout)
  7. How is mutual aid affected & how is interjurisdictional billing addressed? ex., Nelson County (Martin)

- **DISCUSSION**
  Chairman Stephens instructed all Chief Officers to take the information back to stations for discussion and action will be considered at the November 2006 meeting.

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Chief Eggleston reported that the Albemarle County Code already directs authorities to bill for repeated false alarms.

- **DISCUSSION**
  Mr. Martin recommended that the impact to staff be taken into consideration.

- **DISCUSSION**
  The Advisory Board asked staff to develop an Executive Summary and recommendation for the November 2006 meeting.
<table>
<thead>
<tr>
<th>Operational Issues</th>
<th>No report.</th>
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<tbody>
<tr>
<td><strong>Consolidation Study</strong></td>
<td>Chairman Stephens stated that the Consolidation Study Steering Team received the first draft profile from the consultant. The profile did not include any recommendations; it was simply a profile of the County &amp; City fire/EMS system. The team identified numerous revisions that were required. The team will meet in three weeks to review the second draft.</td>
</tr>
<tr>
<td><strong>Adjournment</strong></td>
<td>Chairman Stephens adjourned the meeting at 2100 Hours.</td>
</tr>
</tbody>
</table>
AGENDA TITLE/ISSUE: Consent Agenda

AGENDA DATE: Wednesday, 25 October 2006

MOTION: To approve and accept the Consent Agenda as prepared and presented.

MOTION MADE BY: Huckstep
SECONDED BY: Smythers

SUBSEQUENT MOTIONS/AMENDMENTS:
1.

CALL OF THE QUESTION:

<table>
<thead>
<tr>
<th>Chief J. Dan Eggleston (Albemarle County)</th>
<th>Yes</th>
<th>No</th>
<th>Abstain</th>
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<tbody>
<tr>
<td>Chief L. Dayton Haugh (CARS)</td>
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<td>Chief Robert Baber (Crozet)</td>
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<tr>
<td>Chief Kostas Alibertis (Western Albemarle)</td>
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I hereby attest that the foregoing is true and complete to the best of my knowledge.

Clerk

Date

"We will provide the highest quality services to protect and preserve the lives, property, and environment of our community."
ALBEMARLE COUNTY FIRE RESCUE ADVISORY BOARD
MINUTES
Wednesday, 25 October 2006
1930 Hours
County Office Building-5th Street – Fire Rescue Training Room

I. Chairman Stephens called the meeting to order at 1930 Hours.

The following members were in attendance:

Dan Eggleston, Fire Rescue        Benjamin Sojka, CARS
Robert Baber, Crozet             Fred Huckstep, Earlysville
John Hood, East Rivanna          Bob Larsen, Monticello
George Stephens, North Garden    Tim Cersley, Scottsville Fire
Doug Smythers, Seminole Trail    Ted Armentrout, Stony Point

Others in Attendance:
Lanny Moore, East Rivanna        Ashleigh Edwards, CARS
Laura Johnson, CARS               Greg McFadyen, Stony Point
Jake Arlow, Fire Rescue/IT       Chuck Pugh, North Garden
Steve Elliott, Fire Rescue       Bob Brown, Fire Rescue

II. Consent Agenda
A Consent Agenda is provided. Chief Huckstep moved to approve and accept the Consent Agenda as prepared and presented. Chief Smythers seconded the motion, and the motion passed.

III. Board of Supervisors Report
No report.

IV. Unfinished Business
A. Apparatus Specifications
   1. Tanker Specifications
   a. No report.
   2. Brush Truck Specifications
   a. Mr. Moore reported that the manufacturer’s representative has met with the stations receiving the new brush trucks.
   3. Ambulance Specifications
   a. No report.
   4. Engine Specifications
   a. Mr. Moore reported that projected costs of engines needed to be reduced slightly to fall within the established budget.
V. New Business
A. Personnel Records/Tax Vouchers
1. An update was previously distributed via e-mail.
2. Chief Eggleston provided an overview of the need to have personnel records up-to-date by 31 October 2006 to ensure all eligible volunteers receive his/her tax vouchers.
3. Discussion followed.

B. EMS Revenue Recovery/Billing
1. An executive summary is provided as information.
2. Chief Eggleston reviewed the Executive Summary prepared for the Board of Supervisors and distributed to the Advisory Board.
3. Chief Eggleston stated that the Executive Summary was information only for the Board of Supervisors – as requested by the Board.
4. The Executive Summary was based on research conducted and prepared by staff.
5. Chief Eggleston stated that the Board of Supervisors asked staff to consult stakeholders and develop a proposed process if the Board should decide to implement EMS revenue recovery.
6. Chief Eggleston distributed a draft of the proposed process.
7. Chairman Stephens reported that Mr. Wyant expressed a desire to facilitate the implementation process.
8. Discussion followed.
9. The following concerns were mentioned to be taken into account when discussing:
   a. Will the funds return to the County’s general fund? (Larsen)
   b. How will this affect drug box exchanges? (Burns)
   c. Has the Board considered other revenue such as EMS tax or emergency services tax? (Gentry)
   d. Does EMS billing have an affect on healthcare premiums? (Gentry)
   e. How does EMS billing affect the protection provided by the Good Samaritan Law? (Gentry)
   f. How soon before we bill for all emergency services? (Armentrout)
   g. How is mutual aid affected & how is interjurisdictional billing addressed? ex., Nelson County (Martin)
10. Discussion followed.
11. Chairman Stephens instructed all Chief Officers to take the information back to stations for discussion and action will be considered at the November 2006 meeting.

C. Alarm Activation Revenue Recovery/Billing
1. Chief Eggleston reported that the Albemarle County Code already directs authorities to bill for repeated false alarms.
2. Discussion followed.
3. Mr. Martin recommended that the impact to staff be taken into consideration.
4. Discussion followed.
5. The Advisory Board asked staff to develop an Executive Summary and recommendation for the November 2006 meeting.

VI. Other Business
A. Operational Issues
   a. No report.
B. Consolidation Study
   1. Chairman Stephens stated that the Consolidation Study Steering Team received the first draft profile from the consultant.
   2. The profile did not include any recommendations; it was simply a profile of the County & City fire/EMS system.
   3. The team identified numerous revisions that were required.
   4. The team will meet in three weeks to review the second draft.

VII. Next Meeting(s)
    Wednesday, 15 November 2006 at 1900 Hours – COB-5th Street, Public Meeting Room A
    Jefferson Country Fire & Rescue Association meets 1900-1930 Hours in January, April, July, October.

VIII. Chairman Stephens adjourned the meeting at 2130 Hours.

Respectfully submitted:

Jason C. Nauman
Clerk
Time Line – T.B.D.

**TASKS**
- Conduct **FIRST** round of meetings to capture issues, obstacles, and benefits of an EMSRR Program
- Develop **FIRST DRAFT** of EMSRR Program
- Conduct **SECOND** round of meetings to capture issues, obstacles, and benefits of **FIRST DRAFT** EMSRR Program
- Develop **SECOND DRAFT** EMSRR Program
- Staff presents **SECOND DRAFT** EMSRR Program with stakeholder comments to Volunteer Advisory Board for **FIRST** and **SECOND** reading
- Staff presents **FINAL DRAFT** EMSRR Program to Board

**PARTICIPANTS**
- Volunteer Rescue Chiefs and City Fire
- County Fire Rescue Staff
- Volunteer Rescue Chiefs and City Fire
- County Fire Rescue Staff
- Volunteer Fire Rescue Advisory Board
- County Exec AND County Fire Rescue Staff

**OUTCOME**
- Documented issues, obstacles, and benefits of an EMS RR Program
- **FIRST DRAFT** EMSRR Program
- Documented issues, obstacles, and benefits surrounding **FIRST DRAFT**
- **SECOND DRAFT** EMSRR Program
- ACFRAB APPROVED EMSRR Program
- BOARD APPROVED EMSRR Program

**BEFORE FIRST MEETING**
Send out EMS RR background information to Stakeholders prior to **FIRST** meeting. Summary provides background on the issues, obstacles, and benefits obtained from other localities.