A meeting of the Albemarle County Fire/EMS Board was held on Wednesday, January 22, 2014 at 1800 hours in the Fire Rescue Conference Room of the County Office Building, Stagecoach Road, Charlottesville.

The following members were in attendance:
John Oprandy, Albemarle County Fire & Rescue
Keith Shifflett, Earlysville Volunteer Fire Company
Preston Gentry, Crozet Volunteer Fire Department
Calvin Butler, East Rivanna Volunteer Fire Company
George Stephens, North Garden Volunteer Fire Company
Mike Grandstaff, Scottsville Volunteer Fire Department
Chuck Stockton, Scottsville Volunteer Rescue Squad
Danny Tawney, Seminole Trail Volunteer Fire Department
Mike Reid, Stony Point Volunteer Fire Company
Kostas Alibertis, Western Albemarle Rescue Squad

Others in Attendance:
Chuck Pugh, North Garden Volunteer Fire Department
Kathyrne Presson, Albemarle Fire Corps
Tom LaBelle, Albemarle County Fire & Rescue
Lanny Moore, East Rivanna Volunteer Fire Company
Doug Smythers, Seminole Trail Volunteer Fire Department
Wendy Roberman, Albemarle County Fire & Rescue

I. Call to Order
Chief Alibertis called the meeting to order at 6:00 p.m.

A. Moment of Silence
Attendees observed a moment of silence. Chief Alibertis said that some of the stations had experienced a difficult week, due to losses and the volume of calls.

B. From the Board: Agenda Additions
i. Chief Grandstaff said that he would like to add an item regarding insurance for vehicles.
ii. There were no items from stations added to the agenda.

C. From the Public: Matters not Listed on the Agenda
None were presented, and the meeting proceeded.
II. Consent Agenda
MOTION: Chief Gentry moved to approve the Consent Agenda as presented. Chief Stephens seconded the motion, which passed unanimously.

III. Worksession
There was no worksession held on the fleet plan, and Chief Alibertis stated that it would take place the following Wednesday at 6:00 p.m.

IV. Executive Committee Updates
Chief Tawney stated that the main point of discussion at the Executive Committee's January 6, 2014 meeting was release standards.

Chief Oprandy extended thanks from Chief Eggleston, the Board of Supervisors, the County Executive’s office, and others who have expressed their appreciation for the work done on the recent Keswick fire. He said that there has been much concern about how the stations are doing, and extended a special thanks to Chief Butler at Station 2 and Captain Burkett from 111, who had gone in and brought the young male victim out of the fire and tried to rescue the mother. Chief Oprandy said that there had been a lot of media attention related to the fire, and ACFR issued a press release as well as handling many incoming media calls and questions. He stated that they have been working on another press release to address some misinformation that had been reported in the newspaper, and said that they would be working with Chief Butler on compiling an after-action review.

Chief Butler stated that it was a group effort from several engine companies, and said that it’s been a stressful time for the station. He said that he’s been trying to deter the crew from paying attention to the media reports.

Chief Oprandy said that the system came together and worked, and it was a job well done.

V. Unfinished Business
A. Policy
i. Position release standards - Chief Oprandy reported that FEMS had asked at their last meeting that the 28 days be reviewed, discussed and possibly omitted from the policy, and asked that the Training Committee take another look at it. He said that they’ve met and discussed the policy at length, and have adjusted some other sections of the policy based on feedback they continue to get as well as looking at the 28-day requirement. Chief Oprandy stated that the committee believes that the 28 days is still preferred, particularly for the smaller and slower companies, and the number of calls
that have to be run is not quite as much of a burden if that is included. He said that the committee did submit another option – and that is to increase the total number of calls required to a 5-10 range. Chief Oprandy said that those are the options the Training Committee would like them to focus on, and when it advances to the Executive Committee in February, there should be some direction provided from this meeting.

Chief Grandstaff said that he has served on the Training Committee since before he was promoted to chief, and the way it was originally written said that you had to wait the 28 days, but it’s been changed now to say that the 28 days can be used as a way out of the minimum number of calls. He said that after 28 days, a trainee can go around the minimum calls and start being tested at the station for the different line items in the policy. Chief Grandstaff added that if it’s written like that, they don’t have a problem with it in Scottsville.

Chief Alibertis said that the only issue he has with the 28 days is that everything in education is going towards a competency-based system – not time – and time means absolutely nothing.

Chief LaBelle said that a person would still have to test out, so it’s still competency based, and the idea is to go ahead and test rather than wait.

Chief Alibertis stated that if a trainee is competent at day five and doesn’t run any calls, they won’t become any more competent waiting to 28 days; and if they are not competent at day 29, they’re still incompetent. “If it’s competency-based, time doesn’t matter, as long as it’s worded so there’s some ability…[for] competency-based practice.”

Chief LaBelle said that his understanding of the policy is that the only value of the 28 is for the local training officer or the local chief to determine whether a trainee has made enough calls to be signed off on to show competency. He stated that if a trainee has been there for a while but has not yet run a call or thrown a ladder, then a chief would want to get them going on specific tasks so they’re not just spending 28 days without those skills being used and then going out in the field. Chief LaBelle said that the Training Committee’s concern was that if they don’t include the 28 days, they would have to increase the number of calls in order to do the evaluation. He stated that if they agreed to a call limit, such as 5-10, then it may take months to reach that number.

Chief Shifflett said that it would be easy at his station currently because they’ve been busy, but they will probably have a stint where they didn’t have a call for a month.
Chief LaBelle said that at that point, the 28-day parameter would go into effect, and a station would go ahead and do an evaluation.

Chief Shifflett asked what would happen if he wanted to just drill his candidates and circumvent the 28 days, because if they’re competent the 28 days wouldn’t matter. “It’s can they safely perform the skill…without jeopardizing anybody or themselves.”

Chief Alibertis commented that 28 days is just an arbitrary number that has no value assigned to it.

Chief Oprandy said that the intent of having it be part of a call is that it’s very difficult to recreate the stress and the reaction of working under stress, and the goal is to try to have that done on a scene – and proving that competency on a scene is ideal. But recognizing that may take far too long, he said, the 28 days provides a time limitation that allows an “escape clause” so they’re not hampering the efforts to get trainees out in the field.

Chief Tawney asked for clarification as to the next steps in the policy process, and for clarification of the two options.

Chief Oprandy said that they would submit the policy to the Executive Committee as the next step in the process, but ideally would submit it with some consensus on the options – a minimum of 5-10 calls, and a 28-day parameter included so that companies that might have to wait a long time to reach that number of calls for one person are not hampered by that.

Chief Pugh asked if they had seen the draft of the policy that was developed since the Training Committee meeting. He stated that the committee’s understanding from their meeting the first week of January was that Chief Lambert was going to take their discussion and distribute it to the group and the FEMS Board.

Chief Oprandy said that ACFR could distribute it, but fundamentally they are still faced with this same question. He asked if there was consensus of the FEMS Board at this point to submit it to the Executive Committee with the 28 days, or to submit it with the option of leaving it open for discussion – which isn’t quite as straightforward.

Chief Stephens stated that it should be submitted to the Executive Committee just as it came out of the Training Committee, rather than having them do committee-level hashing out at the FEMS Board meeting.
Chief Alibertis commented that if they haven’t seen it, they can’t really talk about it here.

Chief Stephens said that that’s an issue between station chiefs and their training officers.

Chief Grandstaff stated that initially the 28 days was included, but at the last FEMS meeting it was discussed that a station begins its evaluation of a candidate once they get fire attack – and you’ve got until the end of the academy, so the evaluation starts before they’re even eligible to be released. “So the 28 days became moot, because you’ve got 3½ months that they’re still in class.”

Chief said that the 28 days starts for call collection process, which has to be after they’re certified.

Chief Grandstaff said that wasn’t the intent.

Chief Alibertis said that it would be good to see the draft policy and have it sent out to the chiefs directly, although there seems to be some disagreement even between the Training Committee members.

Chief Tawney stated that he doesn’t think that the “bar is very high on this one,” and he doesn’t see how it could be much of an issue, how it’s currently written.

Chief Oprandy clarified that they’re going to submit it to the Executive Committee as the next step of the process, and they would look at it the first meeting of February with the discussion starting at that point. He said that they would vote on it in March, and it would come back to the FEMS Board later in March.

Chief Alibertis said that if the 28 days isn’t even in there, there’s probably not an issue.

B. Strategic Goal #5 (Volunteer R&R):

i. Ivy Station Recruitment and Retention Plan – Chief LaBelle reported that there are one or two more members on track to join the station, and they are revamping their release process with requirements added for group drills such as forceable entry drills.

ii. LODA Policy – Chief LaBelle said that he’d had a brief meeting with Human Resources staff the previous week, and they’ve given him the data he needs to start moving forward with the PowerPoint presentation on how the LODA process works. He stated that it’s his intention to be in stations before the end of March to provide the LODA class.
iii. VWS Grant – Chief LaBelle reported that they have a recruitment and retention meeting the following evening at East Rivanna, where they will review the VWS grant and what they want to do as a group moving forward. He said that he had spoken to all of the chiefs individually, and he envisions his responsibility to be supporting each station’s recruitment and retention efforts.

iv. Health and Welfare of the Volunteer System – Chief LaBelle said that he had distributed an outline of the report to be presented, and had an extensive conversation with the group put together to work on it – comprised of Chief Cersley, Chief Tawney and Chief Haugh. He stated that there was consensus that there should be a fairly straightforward and clear path for the process of joining the organization, and how it is supported, and a pathway to help each member succeed to the fullest extent possible. Chief LaBelle said that they also agreed that the entire spectrum should be covered in recruitment efforts, not just fire. Chief LaBelle stated that he had met with Board of Supervisors Chair Jane Dittmar, and she has made it clear that she wants specific information on each of their organizations. He said that there was a report done in 2004-05 that outlines most of the information she is looking for, and he needs approval from the FEMS Board at this meeting to move forward on this format in order to get onto the March BOS agenda.

**MOTION:** Chief Gentry moved to proceed with the proposed outline of the report on the health and welfare of the volunteer system as presented. Chief Stephens seconded the motion, which passed unanimously.

C. Volunteer Tax Credits
Chief LaBelle reported that at his meeting with Ms. Dittmar, they discussed the fact that fire and rescue had a lot of members who lived outside of Albemarle County, and he would be asking station chiefs to compile figures on how many members they have from outside contiguous counties such as Fluvanna, Louisa, etc. He said that Ms. Dittmar would be approaching those counties to see if they can get tax credits within their own counties for volunteering within the region. Chief LaBelle stated that the director of emergency services from Fluvanna had met with Scottsville Rescue and was planning to reference that organization in their own recruitment and retention materials.

D. Automatic Aid Agreement
Chief Oprandy reported that there wasn’t a lot of new information, and the leadership from both localities is in agreement with a formal agreement being established by their respective attorneys for official vote by City Council and the County Board of Supervisors. He stated that the call volume for the first six months has been about 125 calls, and the new station was to open that day.
Chief Tawney said that his understanding was that it would open on January 29.

Chief Oprandy said that the change is already in CAD so once that happens, the changes will be initiated.

E. CAD/RMS Replacement Project
Chief Oprandy reported that he had had two meetings with the subject matter experts from the field, and those were well attended with a lot of groundwork having been done and a lot of good discussion and feedback as to how the proposals stack up against the functional requirements listed in the RFP. He said that the next step is a full committee meeting for Wednesday, January 29 with the CAD/RMS group – which includes representatives from the City, County and University. Chief Oprandy stated that they would score all of the proposals and decide which vendors would move forward to the next phase of the project, vendor demonstrations, which would happen in late February or early March.

F. Consolidated Fuel Purchasing
Chief Oprandy said that Chief Puckett had asked him to share information with them about consolidated fuel purchasing, and plans to present a proposal on it to the Executive Committee in February. He stated that they have secured some funding through an innovation grant through the County, which will help pay for things like installing tanks. Chief Oprandy said that site reviews would have to happen as part of that in order to plan for the project, and they are expected to take place in late January or early February – especially at those stations that don’t currently have tanks.

Chief Moore asked if propane was included in this.

Chief Oprandy and Chief Alibertis responded that it was not included at this time.

VI. New Business
Chief Grandstaff stated that he had an issue the previous weekend with a station member that was taking a car home to run as duty officer, and he hit a deer on the way to the station. He said that he worked with Chief Puckett and filed an insurance claim, and in the process of providing information about the driver he found out the vehicle is not on the insurance policy – and they’re probably not going to cover it. Chief Grandstaff stated that they’ve been driving around for about five years without any coverage on the car. He said that everything had been turned into ACFR but it’s not on the insurance policy, and he needs to know how they are going to move forward with getting the car fixed or replaced.
Chief Oprandy said that he would work with Chief Grandstaff on that, and in the past an insurance list has gone out to all the stations.

Chief Alibertis said that they did not get one this year, but they have in the past.

Chief Grandstaff said that he had spoken with Chief Cersley about the incident, and he had gone through all the VIN numbers on the vehicles, corrected them on the list, and turned it back in to ACFR.

Chief Alibertis said that it might be a good opportunity to distribute that list again, noting that they usually do it every year.

Chief Oprandy stated that this is the first he has heard about this incident, so he would get with Chief Puckett and find out when the list was last sent out and what was included. He said that he would get back with Chief Grandstaff and find a resolution.

Chief Gentry asked Chief Grandstaff if they had an estimate for the damage yet.

Chief Grandstaff said that he had not, because once he found out it wasn't covered they stopped the process and the car is just sitting with the damage.

Chief Alibertis said that he has become aware of some “hard feelings” because Western Albemarle is the only agency in the County that didn't go on modified response, and they have their own reasons criteria for going on and not going on. He emphasized that just because one agency goes on it doesn't mean that every agency goes on it.

Chief Stephens said that Crozet doesn't go on modified response.

Chief Grandstaff said that if Rescue 7 goes on, they also go on – and the rescue squad makes the decision, not the fire company.

Chief Alibertis said that it’s paired up together, so a station might be put on modified response without knowing it if a County ambulance goes on.

Chief Stephens said that when the Police Department and rescue squads are both on modified response, nobody goes, and his station has picked up a lot of calls because people will come into the station or members will come upon people needing help.

Chief Alibertis stated that his concern was that the interstate roads weren't that bad, and cameras will give you average speeds – so if the speeds don't slow down the accident
has a greater potential of problems. He said that Western takes those things into considerations, and the system is paralleled with fire.

Chief Oprandy said that he would get some research done on the policy and review it, summarize it and then send it out – rather than waiting until the next FEMS meeting.

Chief Alibertis said that everyone should just be familiar with what that is.

Chief Grandstaff said that he would like to have protocol added to the policy regarding outside counties, as his station has a first due area into Fluvanna, and ECC has told Fluvanna numerous times that they’re on modified response and not responding. He said that if they call for Scottsville, they should be dispatched whether ECC thinks they should be or not.

Chief Alibertis said that a lot of the pushback has come from ECC.

Chief Oprandy said that he would look at the current policy first, so that they have a starting point if they are going to change the process. He stated that the policy may end up being that whoever has the authority to go into modified response, but some discussion as to the criteria that’s being used could be beneficial to everyone.

Chief Stephens said that the bigger question is how are they supporting their citizens if everyone is on modified response, and no one is responding.

Chief Oprandy stated that he remembers that discussion when they created the policy.

Chief Stephens said that they were very vocal about that, and their modified response is what they respond with – so perhaps the responder will be a smaller vehicle, but at least it will still respond.

Chief Alibertis said that he raised it for informational purposes, as there are some new chiefs on the board.

Chief Shifflett read a list of what was dispatched: “All ACFR, EMS, Rescue 8, 11, 12, 15; R1, R7 – on modified response.”

The chiefs said that R5 was an exception.

Chief Grandstaff said that there are four different rescue units deciding what WARS will run, with Rescue 7, the County, Rescue 1 and Rescue 5 responding.
Chief Tawney said that it can be very exhausting to have to pay such close attention to what's going on, and there are constantly changes happening with transfer of apparatus, the City/County contract changes, etc. – and now that rescue and fire have been combined on one channel, it’s “non-stop.” He stated that a battalion chief has to be the band director for the operation, and doing that seven days a week is exhausting. Chief Tawney said that he was against moving rescue and fire to the same channel to begin with, and now they are having to pay close attention to make sure some weird anomalies aren’t happening with dispatches.

Chief Alibertis commented that it does happen with medic unit responses, because occasionally the system doesn’t make sense as it has some design limitations.

Chief Tawney said that his station is on a course to run 2,500 calls at the rate this is going, and at some point they’re going to need to discuss how it’s all working.

Chief Alibertis stated that they should bring this up at the Executive Committee, and the problem is that the system is designed so tightly there are times when silly things happen and there isn’t sufficient flexibility.

**Adjournment**

Chief Alibertis moved to adjourn the meeting at 6:48 p.m. Chief Gentry second the motion, which passed unanimously.
# ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

<table>
<thead>
<tr>
<th>AGENDA TITLE/ISSUE:</th>
<th>AGENDA DATE:</th>
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<tbody>
<tr>
<td>Consent Agenda</td>
<td>January 22, 2014</td>
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<tr>
<th>MOTION:</th>
<th>MOTION MADE BY:</th>
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<tr>
<td>To approve minutes as written</td>
<td>Preston Gentry</td>
<td>George Stephens</td>
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<th>SUBSEQUENT MOTIONS/AMENDMENTS:</th>
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**CALL OF THE QUESTION:**

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<td>Chief J. Dan Eggleston (Albemarle County)</td>
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<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.

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Wendy Redburn

Clerk

January 22, 2014

Date
ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD
ATTENDANCE LOG

Date: Wednesday 22 January 2014

VOTING MEMBERS (OR DESIGNATES)

Chief J. Dan Eggleston (Albemarle County):

Chief L. Dayton Haugh (CARS):

Chief Preston Gentry (Crozet):

Chief Keith Shifflett (Earlsville):

Chief Calvin Butler (East Rivanna):

Chief George Stephens (North Garden):

Chief Mike Grandstaff (Scottsville Fire):

Chief Chuck Stockton (Scottsville Rescue):

Chief Danny Tawney (Seminole Trail):

Chief Mike Reid (Stony Point):

Chief Kostas Alibertis (Western Albemarle):
<table>
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<tr>
<th>Guest/Other</th>
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<tr>
<td>Chuck Rich</td>
<td>NSVFC</td>
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<td>Katherine Presson</td>
<td>Albemarle Fire Corps</td>
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<td>Tom Labelle</td>
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1. Volunteerism Context
   a. National outlook/trends
   b. Virginia outlook/trends

2. Agency Report
   a. Current ACFR Deployment Models
      i. All Volunteer stations
      ii. Volunteer with Career support
      iii. Career with volunteer support
      iv. Zone maps
   b. Briefing Sheet on each agency outlining:
      i. Organizational Structure
      ii. Membership levels
      iii. Photo of apparatus/members
      iv. Call volume

3. Pathway to joining
   a. Keeping local volunteerism local
      i. Focus on support of local branding and local initiatives
   b. Clear process to becoming an active volunteer
      i. LODA
      ii. Training
   c. Develop Volunteer Recruitment Support Group
      i. Utilize Fire Corp
      ii. Training and support
   d. Fire and EMS not just fire.

4. Pathway to fulfillment
   a. Assist member in reaching their highest potential as volunteers

Pathway to joining: Keeping local initiatives local by recognizing that most volunteers join to support their immediate community and we need to focus on that rather than volunteering for a large entity like “the county”. Initiatives need to provide support for EMS, Fire and Fire Corp recruitment. Training and access to training is an integral part of success in the endeavor of an open clear pathway to participation in our overall system.

Pathway to Fulfillment: We need to assist members in achieving higher levels of personal fulfillment within our organization(s). This means meeting their base level needs of security (training, equipment, insurance/LODA) first and then moving towards helping fulfill their higher levels of “self actualization” by giving them to tools to be leaders (at all ranks) within their organizations. Support of volunteering, beyond riding in apparatus, to fulfilling other levels of support such as training, officer ranks and administration.
EARLYSVILLE VOLUNTEER FIRE COMPANY

STATION 4

283 Reas Ford Road
Earlysville, VA 22936

434.973.8862
www.earlysvillefire.org

— Established in 1965 —

Chief Operational Officer: Fred Huckstep
Chief Administrative Officer: Bill Ross

FY 2004-05 Budget: $107,823

Response Area: 93 square miles
Population: 12,371
Population Over Age 65: 1,285
Number of Structures: 6,736
Median Household Income: $67,846.92
Service Area with Hydrants: 7.50 square miles

Volunteer Staff:
42 Operational Volunteers
9 Support Volunteers

Career Staff: 5

Apparatus:

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<th>Engines/Pumpers</th>
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<td>Hazardous Materials Response</td>
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SCOTTSVILLE VOLUNTEER RESCUE SQUAD

RESCUE STATION 7

805 Irish Road
Scottsville, VA 24590

434.286.3979

www.svrs.org

Established in 1974

Chief Operational Officer: Michael Johnson
Chief Administrative Officer: Cyndi Johnson
FY 2004-05 Budget: $193,337

Response Area: 155 square miles*
Population: 5,930*
Population Over Age 65: 751*
Number of Structures: 3,756*
Median Household Income: $42,920.17*

Volunteer Staff: 58
Career Staff: 2

Apparatus:

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<td>Boats</td>
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*Albemarle County response area; does not include response areas in Fluvanna, Buckingham, or Nelson Counties
### ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD
### ACTION RECORD

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<td>Report to the BOS on the Health and Welfare of the Volunteer System</td>
<td>January 22, 2014</td>
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### MOTION:
To move forward with current process as outlined

### MOTION MADE BY: | SECONDED BY: |
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<tr>
<td>Preston Gentry</td>
<td>George Stephens</td>
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### SUBSEQUENT MOTIONS/AMENDMENTS:
1.

### CALL OF THE QUESTION:

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<thead>
<tr>
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<th>Yes</th>
<th>No</th>
<th>Abstain</th>
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<tbody>
<tr>
<td>Chief J. Dan Eggleston (Albemarle County)</td>
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<tr>
<td>Chief L. Dayton Haugh (CARS)</td>
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<td>Chief Preston Gentry (Crozet)</td>
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<td>Chief Keith Shifflett (Earlysville)</td>
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<td>Chief Calvin Butler (East Rivanna)</td>
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<td>Chief George Stephens (North Garden)</td>
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<td>Chief Mike Grandstaff (Scottsville Fire)</td>
<td>✔</td>
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<td>Chief Chuck Stockton (Scottsville Rescue)</td>
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<td>Chief Danny Tawney (Seminole Trail)</td>
<td>✔</td>
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<td>Chief Ted Armentrout (Stony Point)</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.

Signed: Wendy Roberman

Clerk

January 22, 2014
December 5, 2013

Dan Eggleston, Chief
Albemarle County Fire Rescue
460 Stagecoach Road, Suite F
Charlottesville, VA 22902-6489

Dear Chief Eggleston:

On behalf of the Albemarle County Fire and Emergency Service Board I am writing to you to convey the Board’s concern regarding funding for training positions in the upcoming budget. Specifically we want to ensure that you place a high priority on ensuring the continuation of current instructor staffing into the next budget year and beyond.

The Albemarle County Board of Supervisors has made it clear that continuation and expansion of the volunteer membership of our system is a priority. This priority cannot occur however if we don’t provide training to those entering our ranks. As a board we are deeply concerned that lowering of the number of instructors will lead to an immediate decrease in the number of introductory firefighting classes provided to our new members.

As you are well aware, the State of Virginia has increased the number of hours for Firefighter 1 training to comply with new national standards. This increase in hours, coupled with a loss of an instructor will certainly mean that fewer courses will be offered. With current staffing levels our members’ access to two traditional courses as well as one “hybrid” course utilizing on line and class room training has been helpful.

The current offering of 3 courses has shown the ability to place over 30 qualified fire fighting volunteers into our ranks each year. This level of training access recognizes the unique time constraints and learning styles of all our valuable members. Conversely, in years where we’ve only been able to offer a single class we’ve averaged 17 qualified firefighters at the end of the year.

Clearly the provision of training of all our Rescue and Fire service members must be a high priority. For that reason the board wants to ensure that you place this high on your budget priority list.

Sincerely

Kostas J. Aliberti, Chair