A meeting of the Executive Committee of the Albemarle County Fire/EMS Board was held on Monday, December 1, 2014 at 1600 hours in the Fire Rescue Conference Room of the County Office Building, Stagecoach Road, Charlottesville.

The following members were in attendance:
Dayton Haugh, Charlottesville-Albemarle Rescue Squad
Preston Gentry, Crozet Volunteer Fire Department
Kostas Alibertis, Western Albemarle Rescue Squad
Dan Eggleston, Albemarle County Fire and Rescue

Others in Attendance:
Tom LaBelle, Albemarle County Fire & Rescue
John Oprandy, Albemarle County Fire & Rescue
David Puckett, Albemarle County Fire & Rescue

1. Call to Order
Chief Eggleston called the meeting to order at 1623 hrs.

a. From the Board: Agenda Additions
None were presented, and the meeting proceeded.

b. From the Public: Matters not Listed on the Agenda
None were presented, and the meeting proceeded.

2. Consent Agenda
a. November 2014 Minutes

MOTION: Chief Haugh moved to approve the minutes of November 2014 as presented. Chief Alibertis seconded the motion, which passed unanimously (4-0).

3. Fire Rescue System Strategic Plan
a. Plan progress – No presentation.

4. Unfinished Business
a. FEMSB Work Plan Items/Policy - for Decision/Discussion
There were no items for decision or discussion.

b. Volunteer Recruitment and Retention Plan – update
i. Ivy Station recruitment and retention plan – Chief LaBelle reported that recruitment at Ivy continues to go well, with three more volunteers released as firefighters through the BC process over the weekend, for 22 total at the station and two more to be voted on in December. Of the 22, he said, including this weekend there are eight released and another five who are doing their initial assessments. He said that by December they should have three more released, with three more in January. Chief LaBelle said that over the last few months, they’ve refined the releasal process, after the FEMS Board passed the release document back in the spring. He noted that they’re also starting to pick up volunteers at Hollymead and Monticello.

Chief Eggleston reported that Scottsville Rescue had kicked off a recruitment plan, and he and Chief LaBelle had gone down for a town hall type meeting where they had three or four individuals who were interested in joining – and two of them were retired military, one of them a pilot. He said that this worked out really well.

c. FEMS Board Committees
Chief LaBelle reported that the Recruitment and Retention Committee began the process, and he had a conversation with Chief Lagomarsino and Chief Lambert about that committee going through the process first to see if it makes sense rather than having everyone jump through hoops first only to find out it wasn’t going to work. He said that the committee sat down a few weeks ago – and the chairman, Mike Lencioni from East Rivanna, is filling in the document from the FEMS Board meeting and also understands what the FEMS Board is looking for, in terms of coming forward and being specific about what committees need. Chief LaBelle stated that they have their Recruitment and Retention Committee meeting the following night at Station 8, and his intention is to have a rough draft before the FEMS Board that clearly explains the scope of work, responsibilities and activities of the committee. He said that if the EC feels it makes sense, they would continue with the other committees and Chief Lagomarsino and Chief Lambert.

Chief Eggleston said that this should be discussed Thursday so that the full FEMS Board is comfortable with that same direction.

Chief LaBelle said that they should be handing out the rough draft on that same documented, and the FEMS Board had seen an unedited version that listed out all the subject areas that would be covered, but they didn’t have information based on a specific committee. He said that at this FEMS Board meeting, they would see an example with an actual committee having filled out what it believes its responsibilities are, noting that it’s a work in progress.
Chief Alibertis said that he’d attended one of those meetings, and part of it seems to have to do with a disassociation between the representative and the agency – because they don’t have a reporting structure, and some of them just stood up at a membership meeting and said what they talked about at the Recruitment and Retention Committee. He stated that it’s very difficult for the committee to be effective when that individual has no way to convey information in either direction, because they’re not speaking on behalf of anybody with what they think is a consensus.

Chief LaBelle said that there are some members of that committee who are clearly – with or without rank – leaders within in their organizations, and others are brand new and have been asked by their chief to attend.

Chief Alibertis said that he had mentioned to several chiefs that they should give some consideration to structure so the person can be useful and beneficial.

Chief LaBelle said that he wasn’t certain that every member of that committee did stand up at their monthly meetings and give an actual report of what they were working on and what they were thinking about.

Chief Gentry said that Elsie did a good job.

Chief LaBelle said that he considered her a leader, along with Mike Lencioni and Neil Pierce from Scottsville.

Chief Eggleston said that it might be helpful for Mike to give a report-out to the FEMS Board so if they have questions about it they can ask him directly.

Chief LaBelle said that one question is whether the committee chairs, which in some cases are members of the volunteer organizations and in other cases are staff members, give the report – or if they ask someone from the FEMS Board to participate in the committee process so there’s someone at that level who has ownership of the product as well.

Chief Eggleston said that what he’s heard from a lot of the chiefs is that they didn’t necessarily want to sit on the committees, but wanted to hear what was going on in some cases.

Chief Alibertis stated that it would be great if they came with three to four of their top line items and one question.
Chief Eggleston said they could talk about it further on Thursday and try it out to see if there’s interest, as there are a lot of good things going on – but people may just not be aware of them.

Chief LaBelle said that the FEMS Board is at a size that it’s difficult to just go in and suggest thinking about something, and it’s more effective to show up with a document or plan and let them dissect it – which is why the Recruitment and Retention Committee is being brought forward as a model.

d. Ebola
Chief Oprandy reported that they hadn’t made any substantive progress at this point in time, but had gotten some PPE from CARS that was helpful and were still operating under the kit that’s currently on the vehicle. He said that he had made a call to Tom Berry and Gary Morris to talk with them about the regional concept UVA is exploring, and the desire to do something specific for Charlottesville and Albemarle. Chief Oprandy said that over the next few months, they would make progress in training people and training the team at Station 11 – and there would likely be more progress over the next month.

Chief Eggleston asked if they had received word from UVA as to whether they would help with the training.

Chief Oprandy said they talked with Dr. Brady about that team being involved with the University’s training, and he assumed that would happen there and at Martha Jefferson; it’s just a matter of figuring out how to make it work and the de-con procedures when they arrive. He stated that it’s faded off a bit, but it’s not gone and is still something that they need to deal with.

Chief Puckett said that it would take a little while to develop the educational materials associated with it.

Chief Eggleston commented that the donning and doffing is much more difficult than what it appears to be, which is why they wanted UVA to provide that training instead of doing it themselves.

Chief Haugh asked if there was anyone currently trained to actually do anything in the event of an incident.

Chief Oprandy said that there wasn’t, outside of a normal response.
Chief Haugh said that UVA had indicated they could respond in the daytime, Monday through Friday.

Chief Oprandy said that he wasn’t sure if they were trained outside of handling it in the hospital setting.

Chief Eggleston said that there was some groundwork that Bill wanted to do in terms of talking to legal staff about deviation from protocols, so that is all happening too.

5. New Business
a. Turnout Gear Inventory Report
Chief LaBelle reported that they were able to make it to all the fire stations, but still needed to make it to Scottsville, and were able to do a general census – with the number not quite concrete at this point at 453 volunteers in the County versus the 670 originally in the system. He said that they also went through to make sure the time people spent was effective, and they did LODA training as well as gear inspection, with the online training now finished and usable for all the members. Chief LaBelle said that it went pretty well, and people seemed pleased with the effort.

Chief Puckett said that there is a big group of turnout gear that’s reaching the end of its useful life, and that’s based on purchase from a 2008 grant that covered the entire County. He stated that it has a 10-year life cycle, so there will be significant budget issues coming up, with stations already saying that they don’t get enough money now to outfit new personnel much less replace the bulk of existing members. Chief Puckett said that they’re working with the Office of Management and Budget (OMB) to try to figure out what this will look like for the coming year, with a $130,000 increase just in that one line item to replace what’s expiring in 2015. He said that this won’t likely decrease over the next few years, so OMB is having to manage this in a difficult budget year already. Chief Puckett said that they’ve been talking about some different funding ideas, and ultimately they would bring it back to FEMS, including using expired gear that’s still in really good condition, marking it and using it for firefighter academies except for live burns; having non-IDLH personnel in $200 extrication suits rather than $2,000 turnout gear; and maintaining a central supply to provide more flexibility with gear that fits.

Chief Eggleston stated that it doesn’t qualify for a capital item, so it would have to be an operational expenditure.

Chief Puckett said that the cost in FY06 was $66,900; FY18 projected cost is $376,700.
Chief Eggleston stated that part of this is coming from a multi-year needs assessment, which is why the number is so high.

Chief Alibertis asked if they used a set in the academy for training.

Chief Eggleston responded that they did, and some of it gets torn up.

Chief Puckett said that concrete floors are hard on gear, so using the older gear for training makes sense except for burns. He said that they also got funding through the Innovation Fund to open a “gear repair shop” in the County, but they will provide the training for free – which takes place in Ohio. Chief Puckett said that everything is paid for except for time, whereas now they’re sending gear off to repair holes and tears.

b. Map Book Updates

Chief Alibertis stated that Christina Davis used to send out map book updates every time a street was changed, etc., which was helpful in establishing a turn by turn book – but over the last year or two, those stopped coming. He said that this year when they tried to go reconcile, they were given the old map book and the new map book from GIS, and they had to figure out what was different and what was in the first due area. Chief Alibertis said that it’s a tremendous amount of work and is changing – making it especially difficult if they can’t track it – and it would be helpful to have the page inserts jut as replacements, so they can create a turn by turn.

Chief Haugh said that he wondered if she wasn’t just getting them emailed from GIS anymore.

Chief Puckett said that he had spoken to GIS after their conversation, and they showed him emails that had gone out about it, and her name was on the email address – so he wasn’t sure if he was receiving them, but it seems that GIS is trying to send the updates.

Chief Alibertis said that there was a breakdown for a long time when they received nothing, and they were trying to start it back up, but this year when they got the new map books and tried to reconcile them, there were huge differences.

Chief Puckett said that the question is whether they’ve been fixed again or not.

Chief Alibertis said it had been over a year since he’d gotten anything.

Chief Puckett said he would check with Christina to see if she was still getting them; and
if so, if she was forwarding them out to everyone. He said that it seems as though some people are getting them, others are not, but he would look into it. He said that it sounds as though there’s an attempt to send them, they’re just not getting distributed.

Chief Eggleston said that they’re pretty large files.

Chief Haugh said that they can be upwards of six pages.

Chief Puckett commented that they want to get away from the book altogether, but they don’t know yet what it’s replacement will be.

Chief Alibertis said that Damon had sent a long email with eight or so line items about what they want to do.

Chief Eggleston said that the ultimate goal would be to get computers in apparatus, but that’s a CIP initiative that’s not even funded yet.

Chief Puckett said that Office of EMS grants provided them for Earlysville, Scottsville, etc., so more stations have them than don’t.

Chief Eggleston said they still needed a platform.

Chief Puckett said that would come with the new CAD system, but that’s 18 months away.

c. ECC Operations
Chief Alibertis said that they had a situation recently in which there was a call for service and the unit was tied up on a call, so he went to the station and picked up a unit – and in the process, the other unit freed up. He said that when the unit freed up, because he was responding, ECC said that the other unit could disregard and return to quarters. Chief Alibertis said that then ECC canceled him and returned him to quarters – and the other unit was the duty crew and should have taken the call, but he was less than a half mile away and because there was a delay he wanted to go ahead and get there. He stated that the issue was that ECC was trying to make decisions and reassign units without having all the information, and it’s an operational decision so the question is whether it can be made easier for them in the decision process.

Chief Eggleston said that they’re talking about two different situations – and Western is a different situation. He explained that this morning there was another concurrent call while the first unit was at the hospital, and Station 5 made a quick switch-up and told the
dispatcher what they were going to do and the dispatcher picked up on it and made a good call. Chief Eggleston said that that’s totally different than what may happen at Rescue 8 or 12, so they need to know the difference between the two – and he wasn’t sure what kind of conversations they’d had with Kathy about that. He said that they can’t use the same algorithm for each station, because there are people around who can pick up the second call.

Chief Alibertis said that what frustrated him was that they were canceling and returning units to quarters without appreciating that he was closer and there was no first responder, even though the other unit was the duty crew.

Chief Eggleston said that conversation happens across the board, and sometimes units say they will respond because they’re close.

Chief Puckett asked Chief Alibertis if he was in an ambulance.

Chief Alibertis said that he marked up as a chief officer, but he was in an ambulance because he picked up.

Chief Puckett said that the confusion was that they had two ambulances coming.

Chief Alibertis said that nobody was knowing who’s going because both units have been canceled and then reassigned, and maybe putting something in place that stipulates if there’s a chief officer, the response defers to them – or some standard.

Chief Puckett said that seems to be the logical way to deal with it, or have it addressed on the other side so when you mark up, continue where the second ambulance is.

Chief Alibertis said that if it’s an all-page, you may not know who’s coming, and ECC doesn’t have the benefit of knowing who’s closer – they only know that the assignment was satisfied by some response.

Chief Eggleston said that the duty officer or chief officer would be the better person to make that call anyway, but it does take a bit of radio traffic and he wasn’t sure what the answer was for that – but in some of the unusual cases, they just have to pick up the radio and explain it to ECC.

Chief Haugh said that there’s no way to write some algorithm to cure it, unless they get ECC to know where everybody is and exactly what they’re doing – so they’re doing the best they can with what they have to work with.
Chief Alibertis said that his solution is that they should defer to a field officer instead of trying to make that decision in-house, but according to Kathy at ECC, staff is pushing to have ECC determine it.

Chief Eggleston said that he wasn’t quite sure he understood her response.

Chief Alibertis said that everything she had told him was the opposite of what he was suggesting as far as response from the field.

Chief Oprandy said that there’s a line somewhere, where if there’s a chief officer out there, that’s not what they’re talking about. He said that they’ve often talked about heads-up dispatching in which they take on more responsibility and try to push some operational decisions and think ahead of the command officer.

Chief Alibertis said that he told Kathy he was going to bring it up, and he didn’t want their personnel to get caught in the middle either.

Chief Haugh said that they’re always caught in the middle, and if you want them to think and stay ahead, then you’re always going to have situations where you want to change what they do – so they’re just going to have to accept the fact that they may have to get on the radio and change the protocol.

Chief Gentry said that a lot of times his station get called to the interstate, and if he doesn’t have a truck signed on at the time, they ask how he wants to handle it – and often Augusta County is also responding so they hold the second engine.

Chief Haugh said that if they had assumed they shouldn’t do anything, someone would complain about that, so they really are caught in the middle.

Chief LaBelle said that he heard the call that Chief Alibertis is mentioning, and the dispatcher was being “somewhat aggressive” about redirecting units. He stated that she was trying to put units back in service, rather than advising the chief or the responding unit about the other responder and asking how they wanted ECC to handle it.

Chief Alibertis said that maybe at that point, they should defer to a chief officer or the unit in the field.

Chief Eggleston said that they want ECC to play an active role in the process.
Chief Oprandy said that sometimes they’re just not going to get it right, and they want to be careful not to smack somebody every time.

Chief Gentry said that he hears chiefs complain about ECC not making a decision, but they minute they do, they get smacked.

Chief Alibertis agreed, but said that they need to clarify where the line is and convey it to them.

Chief Eggleston said that if Kathy feels she is getting conflicting information, they need to talk with her about it, and establishing that line is the most important thing.

Chief Gentry stated that it’s always been the case where the chief officer or incident commander calls the shots from the field.

Chief Haugh said that they’ve never countermanded a chief officer’s command.

Chief Alibertis said that they certainly have, and ECC refused to roll a call to Station 10 because Crozet didn’t get out on a particular request. He stated that he was responding to that call with Kathy’s husband, Kenny.

Chief Eggleston said that he would follow up with her to make sure they’re clear, and if there’s any pushback they would have to address it. He stated that there are still some new people who are getting acclimated.

Chief Haugh asked if they could get an Active-911 IPad or PC-based system.

Chief Puckett said that he wasn’t sure if all the units had Active-911 on any one particular account.

Chief Haugh said that everyone would have to give them access to their account, but it would all show up on one screen.

Chief Oprandy asked if they could control who they see.

Chief Haugh said they can’t, but they can control the colors of the apparatus.
Chief Puckett said that there’s a setting where units only show up if they mark “responding,” but that shifts the burden on them to turn it on which they probably don’t want to do.

Chief Alibertis said you can turn your settings to not show up at all.

Chief Puckett said it would be complicated to have 400 people figure that out though.

d. Other Business
Chief LaBelle stated that he forgot to mention that at the FEMS Board meeting, he would be giving an update on the Health & Welfare of the System report.

Chief Puckett reported that they put together a few lines in the CIP for pagers, and it now has to go to the Board of Supervisors for re-appropriation, with the earliest being January for a decision.

Chief Oprandy said that the deadline was probably earlier to get the executive summary to them, so it may not be until February.

Chief Puckett said that it ended up being about $50,000, which was not going to do everything – and they’re about $400 per pager, so that would provide about 125 pagers. He said that divided by 13 agencies, that would mean 9 or 10 pagers per agency, so at some point they would have to determine how to distribute.

Chief Gentry asked if they based it on what was put in from individual companies.

Chief Puckett said that it was.

Chief Gentry said that some companies have bought all their pagers, so they shouldn’t get 9 or 10 more if they replaced all of theirs.

Chief Puckett said there would probably be varying opinions, which some stations feeling that they should have some new ones if they paid for others on their own. He stated that the funding going forward was still questionable in terms of adding another round next year to get all the way up to speed.

Chief Oprandy reported that they had a pile of incidents that had been in the queue for years and just need to have small details added. He explained that the policy doesn’t allow for other people to go in and fix those incident reports, but he wanted to know if
Captain Pitt could go out and close those out so it would clean out the pending incidents.

Chief Gentry said that if Western runs a call, it appears in his RMS.

Chief Oprandy explained that most of that should go away because of the 3001 Code, but if there were any that got through, he could clean those up too. He said that he didn’t want the chiefs to be upset if Chief Pitt did this housekeeping.

Chief Gentry said that if the incident seems to have some major issues, it should be pulled aside, but minor items such as missing zip codes could be handled.

Chief Oprandy said that he could give Chief Pitt some parameters to work with, and closing those things out would be helpful.

Chief Haugh and Chief Eggleston agreed.

Chief Oprandy said that he would instruct him to start with 2013 and go back.

Chief Alibertis said that it would show an edit, so if it ever got pulled it would show that edit and they could always reconcile in it and still track the incidents.

Chief Eggleston mentioned that there had been a series of town hall meetings with the Board of Supervisors and the public in which they are discussing the five-year needs for the County, and there is a huge discrepancy in terms of what they can fund and what won’t be funded – meaning that revenues are still flat, with just a slight increase. He said that Tom Foley needs some direction as to what to propose next year, so the Board would meet on Wednesday to talk about five-year needs, and Chief Eggleston said that he would be serving on that panel and would cover the main items that fire rescue needs over that period. He added that there wouldn’t be any big decisions, they just need to get some direction as to what the priority items are.

6. Adjournment
The meeting adjourned at 1712 hrs.
ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD

EXECUTIVE COMMITTEE

ATTENDANCE LOG

Date: Monday, 1 December 2014

VOTING MEMBERS (OR DESIGNATES)

Chief L. Dayton Haugh (CARS):

Chief Preston Gentry (Crozet):

Chief Danny Tawney (Seminole Fire):

Chief Kostas Alibertis (WARS):

Dan Eggleston (Albemarle County):

GUESTS & OTHERS

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<td>Thomas HaBelle</td>
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