A meeting of the Executive Committee of the Albemarle County Fire/EMS Board was held on Monday, March 2, 2015 at 1600 hours in the Fire Rescue Conference Room of the County Office Building, Stagecoach Road, Charlottesville.

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

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

1. **Call to Order**
Chief Eggleston called the meeting to order at 1600 hrs.

   a. From the Board: Agenda Additions
   Chief Alibertis asked to add a discussion of the ECC item.

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

2. **Consent Agenda**
   a. February 2015 Minutes

   **MOTION:** Chief Haugh moved to approve the minutes of January 2015 as presented. Chief Tawney seconded the motion, which passed 3-0-2, with Chief Tawney and Chief Alibertis abstaining because they were not in attendance.

3. **Fire Rescue System Strategic Plan - update**
   a. Plan progress –
   i. Bylaws
   Chief Eggleston stated that Chief LaBelle was caught in traffic in Hampton Roads and wasn’t able to make it back to the meeting in time, but said that they had spoken briefly about the bylaws. He said that the bylaws were at a stage that they could be brought before the FEMS Board, but said that the Executive Committee could look at them
again first if necessary. Chief Eggleston asked if the entire packet should be brought before the FEMS Board for vote.

Chief Haugh said that the FEMS Board was the last body to consider the bylaws, so it seemed they should just go back to them.

Chief Eggleston stated that he would make sure it was distributed ahead of time so that members could refresh themselves about the contents, but there was no need to send it through additional channels unless they had to.

Chief Alibertis asked if they would include the changes made.

Chief Eggleston said they would include the latest changes.

Chief Tawney asked if the voting members were correct, as there was no Ivy station.

Chief Alibertis noted that they didn’t attend the meetings.

Chief Haugh said that his recollection was that they struck all of the County departments, because they are represented by ACFR and are not independent.

Chief Eggleston said that he would get with Chief LaBelle and make the necessary edits.

Chief Alibertis said that this document references a “clerk,” but there is not one.

Chief Haugh said that there should be a more recent version than this one, which is dated 2004.

Chief Eggleston said that he would get with Chief LaBelle and run the bylaws back through the process.

4. Unfinished Business
a. FEMSB Work Plan Items/Policy - for Decision/Action
Chief Eggleston said that there were no items up for decision except for the field operations guide, which they would discuss later in the meeting.

b. Volunteer Recruitment and Retention - update
   i. Ivy Station Recruitment and Retention Plan – update
Chief Eggleston reported that the station had lost a few members who got jobs and moved out of the area, but there were a few people attending the hybrid academy currently, so the numbers were still hovering around 18, in various levels of release. He noted that the hybrid academy had a 100% pass rate.

Chief Oprandy said the past seven or eight academies, including the hybrid academies, had a 100% pass rate.
Chief Eggleston stated that he had discussed the hybrid academy with several other chiefs at the Virginia Beach conference, and they did not speak very highly of it – but it seems to work well locally and fit the need.

Chief Oprandy said that other localities have not experienced much success with it, but Chief Lambert had set up support with “schoolology,” so there was a lot of support beyond the state’s program with a system of homework and quizzes to help stay on track and keep organized. He noted that the state’s program was basically an online version of a lecture with PowerPoints, and they have been looking at Albemarle’s program at a state level to try to model it because it had been so successful.

Chief Haugh said that the Office of EMS had just approved hybrid EMT curriculum, but he did not yet have details on it.

c. Field Operations Guide
   i. Second Reading –
Chief Puckett reported that two months earlier the Field Operations Guide had come before them for a first reading; since then there had been a few minor edits, and then the document went to the worksession at Virginia Beach, which went fairly well. He asked Chief Gentry and Chief Tawney to comment on that discussion and any progress.

Chief Tawney said that it was good to talk through it and get a visualization.

Chief Puckett said that it was before them now for a second reading and hopefully would be passed onto the full FEMS Board for consideration.

Chief Tawney asked what the feedback had been on their questions about keeping investigative mode, how a staffing mark-up would look and sound like.

Chief Puckett said that he had not received much input beyond the worksession, although he had received an email from one of Crozet’s crews that posed a few questions after they had gone through it and reviewed it, which echoed some of what was said at the worksession. He stated that it may be fleshed out further when the FEMS policy process was on the floor and discussed in depth, and said that when he took a straw poll at the worksession about marking up on staffing, it was a 3-2 vote with several people who didn’t vote.

Chief Alibertis said that the only item he had received questions about was the working incidents, such as a countywide page for an incident taking place in Scottsville. He commented that anytime someone is woken up in the middle of the night unnecessarily, they were more apt to turn their pager off and not be there at a time when they are really needed. Chief Alibertis said that the only pushback from anybody has been the request to be very judicious about when they do that.
Chief Puckett said that it would be more so in the working incident policy, but it kind of references back to that policy, but when you get the tones is more dictated than other policy.

Chief Alibertis said that this guide should define when that activation takes place.

Chief Puckett said that it should to a degree, but it was not 100% black and white, but he basically took the main points of when it was activated and put that into the FOG – such as working fire with more than two lines deployed, mass casualties with more than 10 people, and those types of generic markers.

Chief Gentry asked if an event with five engines and three tankers would only be declared if it was declared a working incident, because that bleeds a lot of resources in the County, and a second alarm would do even more damage – and another working fire might mean trouble.

Chief Puckett explained that the FOG protocol is not recommending changing the way calls are dispatched, just to add an engine on the full box assignment in the rural area.

Chief Eggleston said that would be a working fire.

Chief Puckett said that the protocol was “flames seen,” so smell of smoke or spark would be a reduced call – two engines and a tanker, or three engines and two tankers in the case of a commercial incident.

Chief Tawney said that flames seen would be dispatched as a structure fire with the tanker “task force,” with the additional engine.

Chief Puckett said that right now, if a working incident is marked, the only thing that does is set off an all-county page that says there is a working incident.

Chief Tawney noted that it doesn't add any apparatus.

Chief Puckett confirmed that it didn’t, and said that it might be a different protocol they could use instead of second alarm, so a working incident could mean two engines were sent in that direction instead of a full second alarm.

Chief Gentry said that three engines and two tankers on the initial alarm whether it’s a working fire or not doesn’t completely deplete the resources, whereas running five engines and two or three tankers, a lot of volunteer company resources would be depleted from those stations.

Chief Eggleston said that the goal is to ensure there were enough people going to an incident to control that incident.
Chief Tawney said that if you do you first four engine assignments, all you've reached is RIT – and you don’t have any more working crews.

Chief Eggleston said that would be two crews maximum, so it seems like a lot of equipment but it’s just enough.

Chief Tawney said that it’s really about people, and you do get some who show up POV, but it’s hard to account for that and plan for it.

Chief Eggleston stated that ECC had become more accurate over time in terms of what they dispatch as a working fire or a full box alarm.

Chief Puckett said that the biggest ones that they miss are incidents where people are driving by and think they see flames in a house, and it ends up being a brush fire.

Chief Haugh said that it might be helpful to have a realtor-type sign to use that says, “controlled burn” that could be put on main roads, and there had been two controlled burns recently in the Stony Point area that prompted calls.

Chief Puckett noted that perhaps they could put this into the burn permit process – the certified burn process – and it would cut down on the majority of those calls.

Chief Tawney suggested having the contractors do it.

Chief Haugh said that firefighters shouldn’t have to do it, but some standard sign should be available to warn people that it’s a controlled burn.

Chief Tawney noted that there wasn’t an increase in tankers, just in the one engine.

Chief Puckett said that was correct, from the fill site.

Chief Haugh said that the FOG called for three tankers.

Chief Puckett confirmed that it was three for a full box.

Chief Tawney said that it was three tankers and four engines for a rural box.

Chief Puckett noted that the current protocol called for four, but they were recommending a fifth, with the reduced being two engines, one tanker for residential.

Chief Haugh mentioned that with the fill site, it didn’t provide any extra people at a house to spell firefighters.

Chief Puckett said that based off of NFPA standards and discussions within the Operations Committee, they were looking for 15 people on-scene, so if you assume that
every engine brings three people, that only makes 12, and three chief officers would make 15 people on-scene, not counting the fill site.

Chief Eggleston asked Chief Puckett if he was putting it forward for the Executive Committee’s recommendation.

Chief Puckett responded that he was, to see if they were far enough along to move it along to the full FEMS Board for discussion.

During the meeting, an ECC call came over the channels that stated there was an oven fire but also said that the fire was out.

Chief Tawney said that it wasn’t really an oven fire if the fire was out, so two engines should be sent and be done with it.

Chief Alibertis suggested that the dispatch be, “Oven fire out.”

Chief Puckett said that recently there was a trash can fire that put out, but the fire had gotten into the wall and the ceiling, and that information had not been conveyed.

Chief Haugh asked if the motion was to move the FOG along.

**MOTION:** Chief Haugh made a motion to move the Field Operations Guide along to the FEMS Board.

Chief Tawney said that there would likely be feedback on the investigative mode, and his department felt pretty strongly that they should keep that. He stated that they would have to come up with some resolution on whether or not they would mark up a staffing, and what that would sound like.

Chief Puckett said that it would be difficult to come to that consensus until they sit with a full group and have that discussion.

Chief Gentry commented that it would be very difficult for a chief officer to tally up how many people were on the scene.

Chief Oprandy asked for confirmation that Chief Tawney had seconded the motion.

Chief Haugh said that this table was not going to be able to answer all of the questions surrounding this.

Chief Tawney said that he would support moving the Field Operations Guide forward to the full FEMS Board for discussion.

Chief Alibertis said that he would abstain from the vote as he was not at the worksession, and asked Chief Puckett to send him an electronic copy of the guide.
Chief Eggleston **seconded** the motion.

Chief Tawney said that his support was also the equivalent of a second.

The motion passed 5-0, with Chief Alibertis abstaining.

5. New Business  
Chief Eggleston said that Chief Alibertis had wanted to discuss the screening as mentioned recently in their conversations. He explained that there had been a lot of discussions with ECC to set up some screening and questioning based upon the issue surrounding Ebola, and that went on for a while but then died out. Chief Eggleston said that at one point there were discussions between Tom Hanson and George Lembeck about stopping that, and ACFR received a quick email stating that they should stop screening for Ebola. Chief Eggleston said that it seemed as though they should have talked about this further before pulling the plug on it, and he wasn’t aware until he and Chief Alibertis discussed it that there was still some screening going on at UVA. He stated that the chances of infection continued to minimize, but he wanted to have a conversation with Mr. Hanson about how to handle this in the future – and it’s reasonable to expect more discussion about this, especially given the amount of work that went into it on the up front.

Chief Alibertis said that there had been a fight to get it started because of an opinion, even though all the information out there was compelling that something should be done – so to have it arbitrarily an unilaterally decided on an operational matter, which impacted all of them, is concerning. He stated that they were not even formally notified of the policy change, and the notification seemed to go out to just a small group – not the entire system.

Chief Eggleston said that he and Charles received the email.

Chief Haugh said that he had received it too.

Chief Alibertis said that he had received it.

Chief Puckett said that he saw it but wasn’t sure if it had been sent directly to him.

Chief Eggleston stated that he would talk to Mr. Hanson about it, as it is a valid concern and an operational issue.

Chief Tawney said that ACFR’s relationship with ECC seems to be a bit of the tail wagging the dog, with ECC making the decisions and taking an attitude whereby fire rescue is not involved.

Chief Eggleston said that from their point of view, from what ACFR has gained from discussions with ECC personnel, they would like to create one way of doing things with a simplified process so that it’s easier with fewer errors. He stated that Albemarle
County was not really comparable to the City, and the struggle has been with having a dispatch center that is able to accommodate that, within reason.

Chief Alibertis said that ECC should get University Police Department, City Police and County Police to do the same thing.

Chief Haugh said that they have done that a lot, and they were not making any policy decisions randomly without talking to anyone.

Chief Alibertis said that not to screen for something is a policy decision.

Chief Haugh said that it was a policy decision for them, it just happens to affect others.

Chief Alibertis said that if it’s a question on a protocol, it’s ACFR’s policy – and they are shareholders in those decisions.

Chief Haugh said that it’s easy to lump all of these things together, and perhaps they should have had more conversations about the Ebola issue.

Chief Eggleston said that perhaps he should talk with Mr. Hanson about the process by which these things were decided, and when they adopted the working incident policy, there was a big concern that it covered so many facets – and ECC would like to simplify things. He stated that he was hopeful that with the new CAD system, they could put variations in so they wouldn’t have to rely so much on memory.

Chief Alibertis said that it was important across the board to have good communications, because the Ebola policy change never went out to the rank and file in a formal way.

Chief Haugh asked what UVA was doing.

Chief Alibertis said that they were still doing decontamination protocol, PPE, donning and doffing, etc. – and were still staying up on training so that staff can be current.

Chief Puckett said that regardless of whether it was Ebola or something else, UVA felt that they needed to maintain a certain level of decon.

Chief Alibertis said that he wasn’t sure if the CDC had called it off either, which wasn’t necessarily the sole factor in these decisions.

Chief Haugh asked if there was still a threat, as there had been nothing in the news about it.

Chief Tawney said that there was still a recent case.

Chief Alibertis said that he thought airports were still screening travelers.
Chief Oprandy said that they were screening travelers from the high-risk areas, and that was the first safety net – which was supposed to prevent local communities from getting people with Ebola. He said that it was on the back burner, and asked how the chiefs felt about it.

Chief Alibertis said that the threat here was negligible, and the change in Ebola protocol was more a matter of principle.

Chief Tawney said that the issue is when those decisions directly affect caregivers and providers.

Chief Gentry said that the providers should at least have some say in it.

Chief Alibertis said that they should at least have some notice or communication about it.

Chief Eggleston said that it was reasonable, and he would talk to Mr. Hanson about it.

The chiefs had an informal discussion of radio issues, repairs and problems, most of which had recently been resolved by Clear Communications.

Chief Haugh said that they were redoing 2,800 radios total. Chief Eggleston said that he wondered if the police were experiencing similar problems with their radios, and Chief Puckett said that he didn't know but Chief Hahn would. Chief Puckett stated that the owner/manager had been giving out his personal cell phone as an open line for anyone who had radios that didn’t get fixed, to set up an individual time to come in. Chief Puckett noted that he wasn’t sure if all of the officer radios were right, because unless there was a change, his no longer scans FR/ADMIN, so they would probably need to reprogram officer radios so they can set scan channels.

Chief Alibertis asked if there had been an update on pagers.

Chief Eggleston said that the re-appropriation for $55,000 should go to the Board of Supervisors on March 4, and he has emphasized to County Executive’s office that some people currently had no pagers.

Chief Tawney noted that his station had experienced problems with Apollo pagers, so they bought 15-20 Unication brand pagers – but they have not been any better.

Chief Eggleston said that Motorola had not been in a position to provide a reliable pager, so the County ended up stuck with malfunctioning units.

Chief Puckett said that he had even looked into legal action, but the warranty had expired two or three years earlier.
6. Next Meeting  
a. Monday, April 6, 2015 1600hrs. ACFR Conference Room

7. Adjournment  
The meeting adjourned at 1640 hours.