A meeting of the Executive Committee of the Albemarle County Fire/EMS Board was held on Monday, February 1, 2016 at 1600 hours in the Fire Rescue Conference Room of the County Office Building, Stagecoach Road, Charlottesville.

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

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

1. Call to Order
Chief Puckett called the meeting to order at 1600 hours.

a. From the Board: Agenda Additions
There were no agenda additions.

b. From the Public: Matters Not Listed on the Agenda
There were none presented.

2. Consent Agenda
a. January Meeting minutes

MOTION: Chief Gentry moved to approve the Consent Agenda as amended. Chief Haugh seconded the motion, which passed unanimously (5-0).

3. Fire Rescue System Strategic Plan - update
a. Plan progress –
   i. Pantops Update
Chief Puckett reported that plans for the Pantops Fire Station were going forward, and money for the construction would come in next fiscal year providing that the Board of Supervisors adopted the capital improvement program (CIP) as proposed. He noted that there were two committees working on the fire station planning, one of which was appointed by the chief and included FEMS Board members. Chief Puckett said they
were involved in the design phase of the station and had reviewed the schematics, providing feedback several times in the process.

4. Unfinished Business

a. FEMS Board Work Plan Items/Policy - for Decision/Action
   i. Next item for focus
Chief LaBelle stated that they had finished the bylaws and were going through the committee charters, which were the main items related to organizational structure, and he would like to get input on the need to discuss any other specific items or policies.

Chief Alibertis asked if the bylaws he mentioned to be discussed at the chiefs meeting during the conference were committee bylaws.

Chief LaBelle responded that it was a question as to whether they wanted to discuss it, but the chiefs expressed strong resistance to that suggestion.

Chief Alibertis commented that a lot of people were attending, and he was one of the only ones not going.

Chief LaBelle noted that he was one of only two or three not planning to attend, and said that the Training Division was putting together a tabletop exercise similar to the last one, to give them an idea of what was working and what wasn’t.

Chief Oprandy stated that the exercise had served as a good team-building exercise, and asked Chief LaBelle if he needed more guidance on the next item for focus.

Chief LaBelle responded that this was where they were stuck for the foreseeable future, because the work plan was their priority from a procedural document standpoint.

b. Volunteer Recruitment and Retention - update
   i. Hollymead, Ivy and Monticello Station Recruitment and Retention Plan
Chief LaBelle reported that there had been no changes since the FEMS Board meeting.

c. Temp OAs Update
Chief LaBelle stated that there was one individual who would work out well, so they would be offered the job this week. He said that they were continuing to interview until the second position was filled, and there was one very sharp ACFR volunteer who was an excellent match but was not yet finished high school.

5. New Business

a. Conference Attendance
Chief LaBelle reported that the sign-up sheet had been circulated at the FEMS Board meeting, and Ms. Davis felt positively about where things stood. He stated that there was a Virginia recruitment and retention meeting on the Thursday night of the
conference with many stations having members attending, so he was trying to find some funding in his budget to help underwrite it.

Chief LaBelle reported that when the calendar was put together for 2016, they had not made a determination if the FEMS Board was going to be attending the Virginia Fire Chiefs conference, so the question was whether to have a February meeting – and if they did it would need to be early in the month. He said that they have put it on the calendar for February 17, but there was nothing pressing and the bylaws allowed the chair to cancel a meeting if desired.

Chief Haugh stated that if the two agencies would be represented at the conference, he did not see any reason for them to have another meeting, unless something pressing came up.

Chief Alibertis clarified that the first Monday in March was actually March 7th.

Chief LaBelle mentioned that this was the second year they have had the meeting at the Fire Chiefs conference, and he and Chief Eggleston had discussed the possibility of having it at the EMS conference or some other retreat. He said that the key was getting everyone out of town, because otherwise they were distracted by day to day responsibilities.

Chief Alibertis commented that there were a lot more fire chiefs than EMS personnel, so it may be better to just do an alternate retreat – although it was hard for them to take an entire day.

Chief Haugh noted that it was very difficult to commit to those things in advance, yet it had to be done that way because of the need to reserve room space.

Chief Puckett suggested a smaller event such as the Fairfax officers’ seminar.

Chief Alibertis agreed that this might be a better approach, but said that the EMS expo would be held in New Orleans this year and would likely be appealing to fire chiefs.

Chief LaBelle said that he would talk with Chief Lambert and put a list together of programs that occurred throughout the year.

Chief Oprandy suggested bringing someone in to the County and hosting their own event.

Chief Alibertis said that it would probably be cheaper that way.

Chief LaBelle said that it sounded like there was agreement about the value of getting together, and they just needed to come up with some more concrete ideas.
Chief Oprandy stated that it would likely take place next fiscal year – in the fall or winter – so they could start planning for it and getting the word out.

6. Next Meeting
   a. Monday, March 7th, 2016, 1600hrs. ACFR Conference Room

7. Adjournment

   **MOTION:** Chief Alibertis moved to approve the Consent Agenda as amended. Chief Gentry seconded the motion, which passed unanimously (5-0).

The chiefs adjourned their meeting at 1616 p.m.
# ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD

## EXECUTIVE COMMITTEE

## ATTENDANCE LOG

**Date:** Monday, 1 February 2016

### VOTING MEMBERS (OR DESIGNATES)

- **Chief L. Dayton Haugh (CARS):**
- **Chief Preston Gentry (Crozet):**
- **Chief Danny Tawney (Seminole Fire):** *Excused*
- **Chief Kostas Alibertis (WARS):**
- **Dan Eggleston (Albemarle County):**

### GUESTS & OTHERS

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<thead>
<tr>
<th>Guest/Other</th>
<th>Organization/Agency/Affiliation</th>
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<tbody>
<tr>
<td>Dana Pickett</td>
<td>ACFR</td>
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<td>Tom LaBelle</td>
<td>ACFR</td>
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**Note:** The signature of Chief L. Dayton Haugh is visible in the document.
ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD
EXECUTIVE COMMITTEE
ACTION RECORD

<table>
<thead>
<tr>
<th>AGENDA TITLE/ISSUE:</th>
<th>AGENDA DATE:</th>
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<tbody>
<tr>
<td>Fire EMS Executive Committee – January Minutes</td>
<td>February 1, 2016</td>
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<tr>
<th>MOTION:</th>
<th>MOTION MADE BY:</th>
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<tr>
<td>Approve minutes as amended</td>
<td>Chief Preston Gentry</td>
<td>Chief Dany Tawney</td>
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| SUBSEQUENT MOTIONS/AMENDMENTS: | |
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I hereby attest that the foregoing is true and complete to the best of my knowledge.

Thomas LaBelle
Clerk

2/1/2015
Date
**AGENDA TITLE/ISSUE:**
Fire EMS Executive Committee – Adjourn

**AGENDA DATE:**
February 1, 2016

**MOTION:**
To Adjourn the meeting

**MOTION MADE BY:**
Chief Kostas Alibertis

**SECONDED BY:**
Chief Preston Gentry

**SUBSEQUENT MOTIONS/AMENDMENTS:**
1.

**CALL OF THE QUESTION:**

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Thomas LaBelle
Clerk

2/1/2015
Date