A meeting of the Executive Committee of the Albemarle County Fire/EMS Board was held on Monday, December 12, 2016 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
Alex Belgard, Charlottesville Area Rescue Squad
Calvin Butler, East Rivanna Volunteer Fire Department
Mike Grandstaff, Scottsville Volunteer Fire Department

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

1. Call to Order
Chief LaBelle called the meeting to order at 1600 hours, noting that he would be presiding in place of Chief Eggleston.

   a. From the Board: Agenda Additions
   Chief LaBelle added an item to the end of the agenda.

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

2. Consent Agenda
   a. November meeting minutes
   Chief Belgard noted that the acronym spell-out for CARS should be “Charlottesville-Albemarle Rescue Squad,” instead of “Charlottesville Area Rescue Squad.”

   **MOTION:** Chief Grandstaff moved to approve the minutes as corrected. Chief Belgard seconded the motion, which passed unanimously (4-0).

3. Fire Rescue System Strategic Plan - update
Chief LaBelle reported that ACFR had hired the plan consultant, with the process being to bring subject items for the plan before the FEMS Board, with dates to review the items prior to proceeding with the actual strategic plan.

4. Unfinished Business
   a. FEMSB Work Plan Items/Policy - for Decision/Action
   Chief LaBelle reported that station treasurers have expressed a desire to change the County’s policy on funding, so if the Executive Committee feels that is important, they could begin discussing that as a top priority in 2017. He noted that those changes are actually Board of Supervisors’ policy, so ACFR would report them to the BOS – and they are already aware that they are coming forward.

   b. Volunteer Recruitment and Retention – update
   Chief LaBelle reported that the Recruitment and Retention Committee finalized a decision who they would like to have manage the recruitment and retention grant – with one candidate contractor from Oregon and the other being the International Association of Fire Chiefs, based in Northern Virginia. He stated that no formal announcement can yet be made on who was selected, as Purchasing was in the process of awarding and formalizing the contract, which
was expected to happen later in the week.

i. Hollymead, Ivy and Monticello Station Recruitment and Retention Plan

c. Temp OA’s Update
Chief LaBelle reported that it was hoped that funding would be found to continue to the temp OAs past February, but the BOS has made it clear that it was a temporary program and no new permanent staff was to be hired. He mentioned that some of the projects Christina Davis has been able to do was because of the temp OAs, and he is concerned that some things will be dumped back in her lap.

d. Budget Update
Chief LaBelle stated that ACFR has sent out budget requests to stations, and those had started coming back.

Chief Grandstaff said that his station had not heard anything yet.

Chief LaBelle responded that it had been sent to Tracy Cersley, and she had already responded – and the questions this time were very specific. He said that snowplowing should be put in as “Other,” because it is not grounds maintenance, and it is not necessary to share how a station will do its plowing.

e. Scottsville Rescue Update
Chief LaBelle reported that ACFR had a meeting with the Scottsville Rescue Board – current and pending members – to talk about their new leadership, with the intention that the board would be able to provide some level of consistency over time. He commented that it is very difficult if a new chief shows up and everything changes in terms of what they expect from ACFR and the County. Chief LaBelle stated that the new chief would be Brian Cropp, but he would not be able to start until February because he needs to maintain his active status for some amount of time. He noted that John Waits would remain chief until then and then would just go onto their board.

Chief Grandstaff mentioned that one of his battalion chiefs, Rob Woodson, was assistant chief at Scottsville Rescue; and Kerry ? is deputy chief.

Chief LaBelle stated that a number of their members have come back, and Rita Krenz would be stepping away from administration and leadership roles and just run with the squad. He commented that ACFR is hoping for predetermined verbal and written expectations and has suggested having a meeting with Scottsville Fire and Scottsville Rescue.

Chief Grandstaff agreed that he would get in touch with Chief LaBelle about it.

Chief Belgard asked that they clarify the intended dispatch protocol, because sometimes they will keep toning for ALS with Rescue 7 and will be setting off tones every three minutes until units get on the scene – and if they don’t have a significant number of providers that live within the first due, it may just be creating more of a distraction for the duty officers who are trying to listen to radio traffic.

Chief LaBelle said that Scottsville has asked RBCs to be duty officers at least until February, so after a certain number of tones they would probably be told to stop because it is not particularly productive.

Chief Belgard said that toning for a transport unit is one thing, and where it is not useful is toning for an ALS provider from Rescue 7. He added that he is not up to date on who’s coming, but at least one of Scottsville’s medics has to drive past his station to get to Scottsville – and if she is off duty, it’s not likely that anyone would respond to that tone.

f. Pantops – Delay
Chief LaBelle reported that the Pantops Station bids came in over budget and the groundbreaking has been delayed.

g. SAFER grant update
Chief LaBelle noted that he had provided this report earlier in the meeting.

5. New Business
a. 2017 Meeting Schedule
Chief Grandstaff noted that there seems to be a typo in the meeting schedule, because Labor Day is September 4 and September 11 is a Monday.

MOTION: Chief Grandstaff moved to approve the 2017 meeting schedule as corrected. Chief Belgard seconded the motion, which passed unanimously (4-0).

6. Next Meeting
a. Monday, February 6, 2017, 1630hrs. ACFR Conference Room

7. Other
Chief LaBelle presented a fundraising letter from Stony Point Volunteer Fire Department that had been sent to area residents and expressed concern on behalf of ACFR. He stated that the intention is to bring this up at the FEMS Board meeting, noting that the concern on his part and from ACFR leadership is that there have been letters from volunteer fire companies – specifically Crozet – that alluded to the County not providing financial support, and the letter from Stony Point. Chief LaBelle said that this begs the questions of whether these communications should be reviewed first, which he did not think that stations wanted, and that ACFR definitely did not want.

Chief Grandstaff stated that he interpreted Crozet's letter to mean that the station was not “100% funded” by the County, because at one point Albemarle County said they were fully funded – which they are not.

Chief LaBelle responded that it depends on who is reading the letter, as it can be interpreted differently – and the concern is that the wrong person would read it and the wrong people would bring it up. He said that the context in which Chief Eggleston would bring this up in is that the chiefs are leaders in their organizations, and this type of letter should not be sent.

Chief Grandstaff asked if the Stony Point letter went out before or after changes had been made.

Chief LaBelle stated that it went out afterward, and said that Chief Armentrout of Stony Point – who was currently serving as Car 2 – had apologized and promised it would not happen again.

Chief Grandstaff commented that the wording seems like something that a past administration there would have included.

Chief LaBelle said that there would be further discussions with both Crozet and Stony Point, specifically because the letters were sent outside of the district – and there is no value in having ACFR harm their fundraising, but at the same time the letters should be factual in terms of career versus volunteer staff.

Chief Eggleston stated that this would be discussed at the FEMS Board meeting in January, and they would likely send out a correction, hopefully under joint signature – with ACFR paying the postage.

Chief Grandstaff reiterated his interpretation of Crozet’s letter in terms of funding percentage, but said that Stony Point’s letter was another matter.

Chief Belgard said that his station’s letter indicated that they were “primarily funded by
donations, not by tax dollars” – and that split is actually about 80/20, with 80% funded by
donations. He added that if you make comments about another organization in your letter, they
should be approved by that organization.

Chief LaBelle noted that he had mentioned that in his email to Stony Point, adding that they had
rendered an opinion of other stations and implied they did not receive any funding from the
County. He added that he hoped it came before the FEMS Board with a conclusion to follow.

Chief Belgard mentioned that the letter indicates that the station mentions staffing an
ambulance, and asked if it was something that had been discussed as part of the regional
response plan.

Chief LaBelle responded that it had not, but Stony Point brought it up consistently and –
particularly under Chief Mike Reid – felt that they could attract more volunteers if they could do
more. Chief LaBelle noted that they had not put anything in their CIP for it though.

Chief Eggleston stated that the last time he had spoken with Mike Reid about it, he had said
they would not run it outside of their district – which is not compliant with ACFR policy.

Chief LaBelle added that when ACFR mentions having an ambulance with a daytime crew at
their station, they strongly resist – so he does not feel they are committed to providing transport
services.

8. Adjournment

**MOTION:** Chief Grandstaff moved to adjourn the meeting. Chief Belgard seconded the
motion, which passed unanimously (4-0).

The EC adjourned their meeting at 1623 hrs.
ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD

EXECUTIVE COMMITTEE

ATTENDANCE LOG

Date: Monday, December 12, 2016

VOTING MEMBERS (OR DESIGNATES)

Chief Alex Belgard (CARS):

Chief Calvin Butler (East Rivanna):

Chief Michael Grandstaff (Scottsville Fire):

Chief Kostas Alibertis (WARS):

Dan Eggleston (Albemarle County):

GUESTS & OTHERS

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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD
EXECUTIVE COMMITTEE
ACTION RECORD

AGENDA TITLE/ISSUE: Consent Agenda
AGENDA DATE: December 12, 2016

MOTION: Amend to approve correction of the minutes, should reflect Charlottesville Albemarle Rescue Squad – not Charlottesville Area Rescue Squad.
MOTION MADE BY: Calvin Butler
SECONDED BY: Alex Belgard

SUBSEQUENT MOTIONS/AMENDMENTS:
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I hereby attest that the foregoing is true and complete to the best of my knowledge.

Tom LaBelle

Clerk

12/12/2016
Date
## ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD
### EXECUTIVE COMMITTEE
### ACTION RECORD

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<tr>
<th>AGENDA TITLE/ISSUE:</th>
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<tr>
<td>EC 2017 Meeting Schedule</td>
<td>December 12, 2016</td>
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### MOTION:
Approve EC Meeting Schedule with correction, change Tuesday to Monday for 9/11/2017

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### SUBSEQUENT MOTIONS/AMENDMENTS:
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Tom LaBelle  
Clerk  
12/12/2016  
Date
AGENDA TITLE/ISSUE: Adjourn

AGENDA DATE: December 12, 2016

MOTION: Adjourn Meeting

MOTION MADE BY: Mike Grandstaff
SECONDED BY: Alex Belgard

SUBSEQUENT MOTIONS/AMENDMENTS:
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Tom LaBelle
Clerk
12/12/2016
Date