



FIRE RESCUE

ALBEMARLE COUNTY

460 Stagecoach Road, Suite F Charlottesville, VA 22902-6489
 Voice: 434-296-5833 FAX: 434-972-4123

www.ACFireRescue.org

Albemarle County Fire and Emergency Medical Services Executive Committee Agenda

Monday, February 4th | 1630 Hours | ACFR Conference Room

Agenda Item	Name
I. Call to Order A. From the Board: Matters Not Listed on the Agenda	D. Eggleston
II. Approval of Consent Agenda – April	D. Eggleston
III. Unfinished Business A. Scottsville Rescue Update B. 2019 Executive Board Meeting Dates Review	D. Eggleston D. Eggleston
IV. New Business A. Change the Emergency Data Sheet Packet B. Fleet Maintenance Policy C. SAP DEP 048 Albemarle County Fire & EMS System	K. Alibertis D. Puckett J. Oprandy
V. Next Meeting A. Monday, April 8, 2019 at 1630 hours in the ACFR Conference Room	

ALBEMARLE COUNTY FIRE/EMS BOARD
COUNTY OFFICE BUILDING – STAGECOACH RD.
FIRE RESCUE CONFERENCE ROOM
MONDAY, APRIL 9, 2018 – 1600 HOURS

A meeting of the Albemarle County Fire/EMS Board was held on Monday, April 9, 2018 at 1600 hours in the Fire Rescue Conference Room of the County Office Building, Stagecoach Road, Charlottesville.

Members in Attendance:

Tom LaBelle (for Dan Eggleston), Albemarle County Fire & Rescue
Mike Grandstaff, Scottsville Volunteer Fire Department
Kostas Alibertis, Western Albemarle Rescue Squad

I. Call to Order

Chief LaBelle called the meeting to order at 1600 hours.

A. Moment of Silence

Attendees observed a moment of silence.

B. From the Board: Matters not Listed on the Agenda

II. Approval of Consent Agenda

A. Approval of Minutes – March 2018

MOTION: Chief Alibertis moved to approve the Consent Agenda as amended. Chief Grandstaff seconded the motion, which passed unanimously (3-0).

IV. Unfinished Business

A. System Strategic Plan Update

Chief LaBelle reported that the standards of cover document was causing the delay with the strategic planning process, but there would be a July 5th Board of Supervisors meeting at which the standards of cover document would be presented to the board. He stated that the hope was that volunteer fire/rescue would participate in then meeting and share any concerns they might have.

Chief Alibertis commented that some of the Board's parameters were tight.

Chief LaBelle noted that they were going to drop in the data to reflect 2016 and 2017 data, as well as 2015 as planned -- although he did not think there would be a dramatic difference over the five previous years.

B. Scottsville Rescue Update

Chief LaBelle reported that the Scottsville Rescue budget would be before the Board of Supervisors for their final approval, and it still included 5.5 FTE personnel and should have a positive outcome. He explained that 5 FTEs would be operational staff to cover nights and weekends to bring the station up to a full 24/7 station, and there would be a .5 part-time administrative person to help with recruitment and retention.

Chief LaBelle said that the station has had some success in recent years recruiting and bringing people in, but not much success in keeping them on, so the idea is for this person to address some of that and slow down some of the administrative and operational burnout.

Chief Alibertis asked if the County was covering seven days a week there.

Chief LaBelle confirmed that it would be covered 24/7, with the goal of supporting general operations, calls, and requests -- and to put them in a position where there was always a preceptor there.

Chief Alibertis stated that there should be some metrics developed to determine why people were leaving.

Chief LaBelle said that the station recognized this and was agreeable to it.

Chief Alibertis commented that it was somewhat like an audit.

Chief LaBelle agreed that it was on some level, and noted that ACFR had a meeting set up with the rescue station that he had to reschedule. He stated that they would review the job description for the part-time person and the metrics being used to evaluate the reasons for the attrition. He said that this would involve clarifying specific job duties and ensuring proper training and certification protocol and support, as well as the release process.

Chief LaBelle noted that they would also be recruiting administrative volunteers and documenting how this can be sustained over the long term. He stated that they are also hoping that other organizations with the same issues will use this as a model, with a focus of getting stations back up and running well.

Chief Grandstaff mentioned that there had been an article in the newspaper recently.

Chief LaBelle responded that it was a nice informational piece that discussed the demands on volunteer time, housing prices, retention issues, and the difference between recruitment and retention. He stated that from the Supervisors' standpoint, they consider a combination/hybrid approach to be more desirable than fully staffing each station.

Chief Grandstaff asked if there had been any further discussion about the Howardsville call incident.

Chief LaBelle responded that there had not been anything beyond what had already been discussed related to the volunteer shortage. He added that the report also addressed the fact that ACFR had more staffing in its budget for FY19 than any other department, and this was also true for FY18.

V. New Business

Chief LaBelle reported that there was a Firefighter I class that had to be split into two classes, and that would likely happen again in the fall. He stated that ACFR had to run two EMT classes, WARS would be running an EMT class and needed a summer one, and there would be two additional classes needed in the fall. He said that a typical year is about 100 volunteers coming in through EMT and Firefighter I, and they were already at 70. Chief LaBelle commented that this was on one hand a good problem to have, but it did not do any good to recruit people and not get them through training.

Chief Alibertis stated that his station spoke with Chief Lambert because there was an issue with not training past the EMTs, so there would be some ALS issues.

Chief LaBelle said that the EMT instructor would help also, and there was more money in the proposed budget for ALS-level training.

Chief Alibertis responded that the issue was that the training was not available, and Valerie Quick was only teaching the paramedic bridge course. He stated that the I course was completely gone and there had been discussion of holding another A course.

Chief Grandstaff stated that the first responder course had been canceled at TJEMS.

Chief Alibertis commented that he had another issue with TJEMS he wanted to bring up. He explained that Lucian Mirra had started his class and banked on the day TEJMS had posted for testing, which essentially closed that testing day with the internal class they were doing -- thus occupying all the space.

Chief Alibertis said he had discussed this with Chief Lambert, who talked with Mr. Mirra about it, and they determined that there were enough people in the class to pay someone to come up and do the testing.

Chief LaBelle noted that there were about 30 people total between the first responder and the EMT class.

Chief Alibertis stated that TJEMS had set up a Thursday, which Mr. Mirra took because there was nothing else, and he said that Chief Lambert was expected to discuss this with TJEMS.

Chie Grandstaff said that the first responder class that was cancelled was part of the agreement for ACFR to give TJEMS funding, and one of his personnel was told by TJEMS that the course would not likely be returning.

Chief Alibertis commented that he had attended TJEMS' last meeting and found it to be "bizarre."

Chief LaBelle replied that they seemed to be going in another direction.

Chief Alibertis reported that he had set up a meeting with the Finance Department to address issues with the vouchers for personal property tax credits, etc. He stated that he had a member who was not allowed to use his 2017 voucher because it zeroed out in December -- yet Finance had not issued the bill until February. Chief Alibertis mentioned that he had received a refund but then received a letter from Finance directing him to send it back. He noted that Chief Stephens had agreed to go to that meeting.

Chief Alibertis stated that they should have a vote for a [inaudible].

Chief LaBelle said that the bylaws are written such that you were not choosing a station, you were choosing a person.

Chief Grandstaff commented that he had been voted in when Chief Gentry retired.

Chief Grandstaff asked if the rain tax affected them.

Chief LaBelle and Chief Alibertis responded that it only affected Albemarle County residents as individuals.

Chief Grandstaff noted that he has had people stop by his station with flyers and pamphlets and information claiming that it would affect the fire department.

Chief LaBelle said that initially there was a belief it would affect the fire and rescue squad stations, but they have since learned that it would not have an impact. He noted that it would be part of the Board's final budget document, adding that this tax exists in other counties in Virginia.

Chief Grandstaff stated that he did not know much about it, but a lot of people opposed it and asked members of his station to sign it.

Chief LaBelle mentioned that the idea was for people to have to pay a fee based on the amount of non-permeable surface they had.

Chief Grandstaff clarified that it seemed to include paved areas and any area with a roof, according to the flyers that were brought by his station.

Chief Grandstaff stated that he wanted to follow up on the conversation related to battalion chiefs, held at the FEMS Board meeting, and he had hoped Chief Puckett would have been present for this discussion.

Chief Alibertis mentioned that his station's car and Rescue 4 had been paged for an incident on Beaver Creek the previous Friday afternoon, and he did not understand why this was done.

Chief Grandstaff stated that they had some problematic calls that morning as well.

Chief LaBelle mentioned that the CAD system had been notably experiencing issues during that time period. He offered to send an email regarding the problems mentioned and said he would copy Chief Alibertis on it.

Chief LaBelle reported that they were going to be posting the ECC position again and wanted to ensure success this time, and Tom Hanson would be coming back to assist.

Chief LaBelle noted that a series of emails had been around that indicated battalion chiefs were not interjecting and were not asked to interject. He said that they needed to come up with a clear protocol in the event a station was toned a number of times but hadn't marked up, and they should establish a reasonable number.

Chief Grandstaff emphasized that if he was on the truck, there was no reason for ECC to start giving directions.

Chief LaBelle commented that it was possible they missed that, and they weren't always looking at the CAD to display that level of specificity, and he said that there were some chiefs that would not get on the radio and say they were on the call.

Chief LaBelle stated that the road network throughout the County was different depending on the location.

Chief Alibertis mentioned that if cars were still traveling at highway speed, his units would not go on modified -- but once they had to slow down and began to slide off the road, then they would switch to modified.

Chief LaBelle noted that he had received a note from BC stating they were on modified response, which was just a general note to ACFR officers that had been prepared hours earlier.

Chief Alibertis commented that the issue was that ECC shouldn't been putting the stations on modified.

Chief LaBelle responded that the policy dictated how that was going to work.

Chief Grandstaff confirmed this, and said that it was specific ECC personnel who seemed to favor this approach.

Chief Alibertis stated that they should be able to override it.

Chief LaBelle said that the policy provided for this.

Chief Alibertis commented that he had not seen the policy.

Chief LaBelle noted that he had participated in the process, and Chief Grandstaff said it had been about a year earlier. He stated that if the battalion chief was advocating for going on modified, there needed to be a policy in place, with either ECC dropping a tone or a text message going out -- so that chiefs had the opportunity to respond. He added that he would discuss with Chief Puckett the need for a system to determine how stations were put in or pulled out of regular rotation, and the protocol seemed to favor having chiefs put their stations back into regular rotation.

Chief Grandstaff agreed with that approach, as long as they knew they were in modified.

Chief LaBelle reported that there were several things coming up in the next few months, including the Community Development Department's presentation on future growth in each region of the County.

Chief LaBelle stated that ACFR also wanted to do a final presentation on standards of cover, and he would do a presentation on budgets, with the Board of Supervisors meeting in May to include CIP funding as a public document. He said that this would essentially include an assessment every four years, with a list of standard maintenance items suggested. He stated that the next piece would be an annual donation, subject to the same formula used for County office buildings as a flat dollar per square foot, to reflect continual ongoing maintenance but also the annual maintenance report.

Chief LaBelle said the net piece was the CIP maintenance budget, which seemed to cause the most strife, and it was the standard County CIP process with ACFR acting as the fiduciary agent, which means it goes into their budget but it is managed by the Department of Facilities and Environmental Services. He noted that this budget included the Crozet parking lot as a "test project," and no recommendations were required by individual stations.

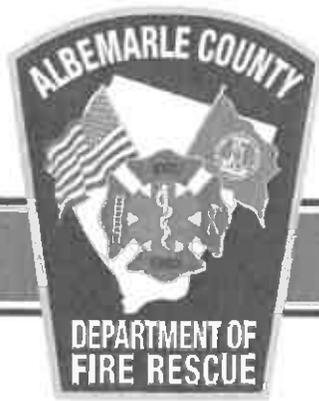
He added that the CIP expansion was not funded significantly, but it was the net piece.

Chief LaBelle mentioned that the annual donation for County buildings was about \$3 per square foot in FY18, which totaled about \$300,000 for the 10 agencies, and this figure changed every year.

VI. Next FEMS Board Meeting

Chief Grandstaff moved to adjourn the meeting. Chief Alibertis seconded the motion, which passed unanimously (3-0).

The FEMS Board adjourned their meeting at 14:34 hrs.



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD

EXECUTIVE COMMITTEE

ATTENDANCE LOG

Date: April 9, 2018

VOTING MEMBERS (OR DESIGNATES)

Chief Alex Belgard (CARS):

Absent

~~Chief Danny Vanderploeg (East Rivanna):~~

Not a member

Chief Michael Grandstaff (Scottsville Fire):

M. Grandstaff

Chief Kostas Alibertis (WARS):

KE Alibertis

~~Dan Eggleston (Albemarle County):~~

Thomas Apple III

GUESTS & OTHERS

Guest/Other

Organization/Agency/Affiliation



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

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Minutes	April 9, 2018	
MOTION:	MOTION MADE BY:	SECONDED BY:
Motion to Approve February 5, 2018 Minutes	Mike Grandstaff	Kostas Alibertis
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Tom LaBelle (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Alex Belgard (CARS) (Absent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief East Rivanna	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Michael Grandstaff (Scottsville Fire)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Kostas Alibertis (Western Albemarle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby attest that the foregoing is true and complete to the best of my knowledge.

 Chief Tom LaBelle
 Clerk

 April 9, 2018
 Date



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

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Adjourn	April 9, 2018	
MOTION:	MOTION MADE BY:	SECONDED BY:
Motion to Adjourn	Mike Grandstaff	Kostas Alibertis
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Tom LaBelle (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Alex Belgard (CARS) (Absent)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief East Rivanna	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Michael Grandstaff (Scottsville Fire)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Kostas Alibertis (Western Albemarle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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NOTICE OF PUBLIC MEETING

The Executive Committee of the Albemarle County Fire and Emergency Medical Services (FEMS) Board meets on the first Monday of each month at 1630 Hours except as noted below at the offices of County Fire Rescue, 460 Stagecoach Road, Charlottesville, VA.

Executive Committee of Albemarle County Fire and EMS Board 2019 MEETING SCHEDULE

Meeting Date	Meeting Time	Meeting Location
No meeting in January*		
Monday, February 4, 2019	1630 Hours	County Fire Rescue – 5 th Street
Monday, April 8, 2019	1630 Hours	County Fire Rescue – 5 th Street
Monday, June 3, 2019	1630 Hours	County Fire Rescue – 5 th Street
Monday, August 5, 2019	1630 Hours	County Fire Rescue – 5 th Street
Monday, October 7, 2019	1630 Hours	County Fire Rescue – 5 th Street
Monday, December 2, 2019	1630 Hours	County Fire Rescue – 5 th Street

**Meeting date falls on or near a holiday or other observance. As a result, the schedule is revised.*

The most up-to-date information including agendas, minutes, related documents, and meeting schedules is available online at www.ACFireRescue.org

“ We will provide the highest quality services to protect and preserve the lives, property, and environment of our community.”