



**COUNTY OF ALBEMARLE
Department of Fire Rescue**

– Fire Rescue Advisory Board –

401 McIntire Road, Suite 222 • Charlottesville, Virginia 22902-4579

Voice: 434.296.5833 • FAX: 434.972.4123

www.ACFireRescue.org

**VOLUNTEER RECRUITMENT & RETENTION COMMITTEE
MINUTES**

Monday, 7 June 2004

1800 Hours

County Office Building – ACFR Conference Room

I. The meeting was called to order at 1800 Hours.

The following members were in attendance:

Jason C. Nauman, ACFR

Pam Butler, East Rivanna

Sarah Cook, Scottsville Rescue

Linda Uihlein, Earlysville

Paul Moody, East Rivanna

Debbie Mazzone, Monticello Fire & Rescue

The following members were absent:

Charlottesville-Albemarle Rescue Squad

Charlottesville-Albemarle Airport

Charlottesville Fire Department

Charlottesville Volunteer Fire Company

Crozet Volunteer Fire Department

North Garden Volunteer Fire Company

Scottsville Volunteer Fire Department

Seminole Trail Volunteer Fire Department

Stony Point Volunteer Fire Company

Western Albemarle Rescue Squad

Others in Attendance:

Christina Davis, ACFR

II. Updates

A. Calendar of Events

1. Jason distributed updated calendars.
2. Please notify Jason of any Summer and/or Fall events, functions, meetings, and/or fundraisers at your station for the Calendar of Events
3. The most updated version of the calendar can always be found on the website.

B. Sirens

1. The deadline for Summer *Sirens* is Monday, 7 June 2004.
2. The deadline for Autumn *Sirens* is Monday, 30 August 2004.
3. If anyone has anything, please get the information to Jason; he will take submissions up to Wednesday or Thursday of the week of 7-11 June.
4. Jason distributed a flyer for the Autumn *Sirens* submissions. Please post.

C. Training

1. Training Academy Graduation & Awards Ceremony – 22 June 2004 at 1900 Hours
2. A flyer was distributed. Please post.

D. Radio Advertising

1. A raffle was held for those present to select their advertising slots for FY 2004-05.
2. Jason will be sending out an e-mail to all others not in attendance for them to come by the office to draw by Friday, June 11 or we will draw for them.

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

COUNTY OF ALBEMARLE
Department of Fire Rescue
– Fire Rescue Advisory Board –

VOLUNTEER RECRUITMENT & RETENTION COMMITTEE

3. Here are the results of the raffle as of Thursday, 10 June:
 - a. Earlysville Volunteer Fire Company – October 2004 & May 2005
 - b. East Rivanna Volunteer Fire Company – October 2004 & April 2005
 - c. Scottsville Volunteer Rescue Squad – January 2005 & June 2005
 - d. Monticello Fire & Rescue – December 2004 & May 2005
 - e. Crozet Volunteer Fire Department – November 2004 & April 2005
 - f. Charlottesville-Albemarle Rescue Squad – July 2004 & January 2005
 - g. Western Albemarle Rescue Squad – July 2004 & March 2005

- E. Newspaper/Print Advertising
 1. Jason distributed a copy of Fall 2004 Training Opportunities that will be running in print media in the near future.
 2. The class costs listed are for citizens who are not volunteers. If a citizen signs a commitment letter, then the fee is waved as long as he/she is a volunteer for a pre-determined length of service.

- F. Photo ID Program
 1. No Update.

- G. Preferred Pricing Program
 1. Jason distributed an updated copy of the Preferred Pricing Program.

- H. CATEC Emergency Services Program
 1. Jason distributed a release from Virginia Fire Chief's Association about an award being presented to the Department as well as CATEC, TJEMS, & CFD for the CATEC EMT/Firefighter program.
 2. There are currently 40 applications that have been submitted for this program next year.

- I. Open Forums
 1. 14 July 2004 - 1800 hours at Crozet Volunteer Fire Department. Everyone is welcome to attend.

- J. Website
 1. No Update.

III. Unfinished Business

- A. Volunteer Recruitment & Retention Plan
 1. Jason went over the changes to the plan following discussion since the last meeting. They were highlighted in the provided document.
 2. Discussion followed.
 3. Debbie Mazzone moved to approve the Volunteer R & R Plan revisions. Pam Butler seconded the motion, and the motion passed unanimously.
 4. The Volunteer R & R Plan revisions will be submitted to ACFRAB at the June meeting.

- B. Volunteer Tax Voucher
 1. No Update.

- C. Volunteer Health/Dental/Vision Benefits
 1. Jason is still waiting on Human Resources for an administrative impact statement.

- D. Albemarle County Fair
 1. 31 August – 5 September 2004
 2. The volunteer recruitment coverage for the fair will be conducted as usual. R&R representatives are responsible for covering the night their station is assigned to the fair.

COUNTY OF ALBEMARLE
Department of Fire Rescue
– Fire Rescue Advisory Board –

VOLUNTEER RECRUITMENT & RETENTION COMMITTEE

IV. New Business

- A. Parks & Recreation Season Passes
 - 1. Chief officers received letters requesting a list for park passes this season.
 - 2. If your station has not gotten a list into Parks & Recreation, please do so.
- B. Earlysville Volunteer Fire Company Junior Academy
 - 1. 14-18 June 2004
 - 2. Flyers were distributed. Please post.
- C. National Fire Prevention Week
 - 1. 3-9 October 2004
 - 2. There will be more information to follow.

VI. Next Meeting

Monday, 12 July 2004 at 1800 Hours – County Office Building – ACFR Conference Room*
**this meeting may be cancelled*

VII. The meeting was adjourned at 1920 Hours.