

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD EXECUTIVE COMMITTEE MEETING
VIRTUAL MEETING
MONDAY, AUGUST 9, 2021– 1630 HOURS

A virtual meeting of the Albemarle County Fire/EMS Board Executive Committee was held on Monday, August 9, 2021, at 1634 hours.

The following members were in attendance:

Dan Eggleston, Albemarle County Fire Rescue
Virginia Leavell, Charlottesville-Albemarle Rescue Squad
Mike Grandstaff, Scottsville Volunteer Fire Department
Kostas Alibertis, Western Albemarle Rescue Squad
Todd Richardson, Earlysville Volunteer Fire Company

Others in attendance:

Alyssa Mezzoni, Albemarle County Fire Rescue
Heather Childress, Albemarle County Fire Rescue
David Puckett, Albemarle County Fire Rescue
Christina Davis, Albemarle County Fire Rescue
Allison Wrabel, *The Daily Progress*

I. Call to Order

Chief Alibertis called the meeting to order at 1631 hrs. He read the following statement aloud: "This meeting is being held pursuant to and in compliance with Ordinance No. 20-A(14), 'An Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster.' The opportunities for the public to access and participate in the electronic meeting are posted on the Albemarle County website at www.acfirerescue.org. under the Fire Rescue and EMS Board section."

II. Approval of Consent Agenda

June 7, 2021, Minutes

MOTION: Chief Alibertis moved to approve the June 7, 2021, meeting minutes. Chief Grandstaff seconded the motion, which carried unanimously.

III. Executive Session

There was no executive session.

IV. Unfinished Business

A. Agreed Upon Procedures – Meetings & Feedback

ACFR reminded chiefs to review the Agreed Upon Procedures and to share them with their auditor. Any concerns or questions raised by the auditor should be documented and shared with the Office of Management and Budget. Any stations who wish to meet with ACFR, Finance and Budget, and the County Executive's Office to discuss these reporting requirements further should reach out to Alyssa. As discussed at the FEMS

Board meeting in June, the County will provide for ongoing professional bookkeeping services to each Company, to fulfill the conditions placed on the appropriations of public funds and the requirements that are laid out in this document. Any station who anticipates needing this assistance should notify Andy Bowman with OMB as soon as possible.¹

B. Volunteer Incentive Program – Feedback & Timeline

Chief Childress asked if there were any questions or feedback regarding the Reimbursement Program. There was no questions or feedback about the program from the Chiefs in attendance.²

C. Update on Stony Point Operational and Financial Assessment

The first part of this section's recording was inadvertently suspended.

Chief Alibertis asked if the operational assessment is including members or if the reference was for operational budget items.

Chief Eggleston responded that it's operational in terms of their ability to maintain fire and EMS protection in a district. He said the operational assessment looks at membership, training, responses and performances, and things like that. He said the leadership there has been very cooperative and there have not been any issues or problems, but it takes quite a while to get all of that information. He said it's really looking at the number of members, the members that are trained, the ability to respond to calls received, and assessing their current operational strength.

D. Update Staffing Availability Project

Chief Puckett stated that he has been trying to source software to account for what staffing is available at any given time—and FirstDue was a product being considered fairly seriously to meet their needs. He said that while he and his team are still assessing some components of it, it appears that FirstDue would be able to fill the void.

He said the current plan is to move forward with the Mobile Responder application portion, which will alert the responder to the call and allow for the responder to give direct feedback on whether they are responding to the station, the scene, etc. He said from that point, the team will continue to evaluate the more robust scheduling module and several others and bring those on in phases. He noted that the team is going through the County procurement processes now, which will take a month or two before any contracts can be signed.

Chief Grandstaff asked if this product has the option for a responder to show themselves as available or not available if the scheduling app is not purchased. He said if he remembers correctly, this product will only say "Responding" unless the rescue system has both applications.

¹ The recording for the Fire Rescue Executive Committee meeting was suspended inadvertently for this section.

² The recording for the Fire Rescue Executive Committee meeting was suspended inadvertently for this section.

Chief Puckett replied that he needed to verify that, and the company did talk about it, but he has not seen it firsthand. He said the FirstDue has something they can configure in the app to allow the responders to do some basic available/not available stuff. He added that the option for marking full availability is available in the full-fledged scheduling app as well as reoccurring crews, etc.

V. New Business

A. MDT Use Policy

Chief Puckett said this is the first readthrough of the MDT Use Policy. He said work began on this policy in the Operations Committee prior to COVID and ultimately got sidetracked through the pandemic, but it is now back on track and ready to come forward. He said the committee made some minor changes since the original draft, and it is attached on tonight's agenda.

Chief Puckett said the policy breaks the usage down into several categories. He said it certainly encourages use of MDTs—even if utilizing the radio as well—for better timestamps. He added that it also has more robust data available to the responders. Second, he said, it breaks down responses into emergent and non-emergent. He said it is encouraged for everyone to use MDT for every non-emergent status changes, out-of-service, etc. He said on response is where the committee broke it down into two additional levels: a single station, and a multi-station level.

Chief Puckett gave examples of a single station call being something like an ambulance-only call, or a wreck or an EMS call that is out of a single station. He said to think of it as Engine 111, Medical 11 going out on a chest pain call. He said those are typically traveling together in most cases, so they don't necessarily need to transmit as much radio information about their status and response on scene. He said in the single station, the policy defers to a station may use MDT exclusively for unit status changes including in-route, on-scene, clear, etc.

Chief Puckett said on a multi-station call where there is more than one station responding—EMS call, structure fire, etc.—then it changes in that if the responder is marking up in route before the three-minute roll call, it can be done by the MDT, ECC then at the three-minute time provides a roll call of the units responding and gives updated information. He said this is very much like it's done today, and information is still being transmitted over the radio for other stations that haven't marked in route yet. He said anybody marking up after that first three minutes is done by radio so everyone can hear that message.

Chief Puckett stated that there are some additional requirements if responding with reduced staffing, and that has to be put out over the radio. He explained that the first arriving unit on scene shall mark "on scene" over the radio and give an initial situational report. He commented that the policy lays out various scenarios and gives guidance,

but it doesn't necessarily require the use of the MDT at any time because not all units have MDTs in place.

Chief Puckett stated that it is impossible to dictate that they be used at any given time; however, the policy does talk about code red conditions or use by direction of the chief if there is an expectation of significant call volumes. He said it encourages and pushes people to use MDT for all transmissions, if possible, unless the user is on a separate TAC channel. He said this is to be able to keep the dispatch channels and primary response channels clear of unnecessary radio traffic at that point.

With no immediate questions, Chief Puckett said that ultimately the decision is up to the Executive Committee whether to move it on to FEMS as recommended, not recommended, or recommended with changes.

MOTION: Chief Grandstaff moved to approve the MDT Use Policy as written and move it onto FEMS. Chief Richardson seconded the motion, which carried unanimously.

B. Volunteer Precepting

Chief Alibertis reported that there have been several requests from stations to have folks precept. He stated that one thing being said is when trying to precept in the system, with one of the ambulances as an example, no precepting slots are available. He asked if there is a policy or procedure in place for this. He said that there are a bunch of new people trying to get precepted just because they were down for so long without onboarding. He said he doesn't have a lot of availability to bring someone in from another station to precept. He noted that by the same token, it's concerning that new members are not able to get precepted in Albemarle's system with the number of ambulances there are.

Chief Alibertis apologized to Chief Childress for not giving notice on that. He said he was out of the office last week and did not check the email.

Chief Childress responded that she had reached out to Chief Steve Elliott, and one of her first questions was whether or not this had been brought to the Training Committee. She said she thinks that is a great place to start the discussion. She stated that in checking in with Chief Elliott, part of the problem is that there are 15 currently released recruits riding along every day, paramedic students riding along every day, Station 4 members, some from Station 2, and a person who just got released from Station 2.

She stated that there are patients from other EMT classes in CATEC, and there is also some talk about precepting the WARS EMT students, though that is not happening just yet. She said she thinks the problem is that there are so many requests. She commented that like Chief Alibertis, others have had difficulty getting people in, so now the spots are just full. She stated that she does not think there is any particular reason they can't, but this would be a great opportunity for the Training Committee to address that. She said they could discuss the availability for spots and figure out a process that

would make it available to as many people as possible; currently, it seems that it's mostly CATEC students.

Chief Alibertis thanked Chief Childress for her response. He said he knows there are folks in the system, and in the past, those people have always been chosen before offering spots to someone outside of the system, or not a volunteer with the system. He said he thinks the Training Committee is a fine place to have this discussion, and he asked if there is a dashboard or some way for folks to see a calendar.

Chief Childress replied that there is an EMT student calendar, but she does not know if it is available for everyone to see. She said that could definitely be worked on and develop a dashboard to see where spots are.

Chief Alibertis suggested having something in place that says there are a certain number of spots open for a certain amount of time, then after that time, those spots will open up to requests from outside of the system. He reiterated that the Training Committee might be a great place to address this and report back.

Chief Childress said she does think generally that is the way it goes. She said system volunteers and system members are given priority in anything done in the Training Division—whether that's taking applications for classes or precepting. She said system members are given first priority, as it should be.

Chief Alibertis responded that the requests he's received have come from Station 6. He said knowing their operational status and everything going on, it seems like there would be a way to prioritize them.

Chief Childress said she does not know that she's heard from Station 6.

Chief Alibertis asked if a request comes in whether he point them to Chief Childress, or to Chief Elliott, or if their training officer should have a conversation.

Chief Childress responded that she thinks the Training Committee is the place since each station has a representative there, as the best way to bring it in. She said she doesn't want to put it all on Chief Elliott and thinks that the committee should figure out as a group how to handle that, and given the competing priorities, she thinks that group is the right group to take it on. She added that if they can't decide, they can come to the Executive Committee for guidance.

Chief Leavell commented that she would really like to see that go through the Training Committee, and she thinks there are a lot of misinformation circulating. She said she was contacted by Stony Point, which said that Western told them there was an exclusive contract between Stony Point and CARS and so they could only be precepted at CARS. She said Stony Point said the County told them that Western couldn't collect on the County trucks because of their EMS license status. She said she had certainly

not heard any of that anywhere else—and this is a great plan to get everyone on the same page.

Chief Alibertis emphasized that he agrees, so everyone has the same answer.

Chief Eggleston said he thinks there is a breakdown in communication with Stony Point because he's never heard from them. He said with as much correspondence as there has been back and forth, this is the first time he's heard of this issue. He stated that he is not aware of a contract with CARS or any of what was mentioned about Stony Point. He said he would send something out to say if there were any questions, to please work through the Training Committee. He said that Chief Elliott could help out with that just to make sure they get on the right track.

Chief Childress stated that what has been offered at this point has been ride-along spots on the ambulances. She said she does not have any precepting spots, but they just wanted EMS exposure. She noted that they are requiring vaccinations for all of the ACFR members, as well as masking in the stations, and that had eliminated about half of their folks.

Chief Eggleston thanked Chief Childress for her responses and for the topic being raised. He said that ACFR wants to make sure that everyone gets the most accurate information and knows where to go if they have people that need precepting and know the process. He added that he appreciates this topic being added to the agenda.

Chief Alibertis said he got one request from a paramedic student at Station 8 and a few from Station 6, and if he gets anymore, he can try to channel them in the right direction.

Chief Eggleston thanked Chief Alibertis for that.

Chief Childress said she would love to get to a place in those meetings where the first question is, "Have you talked to the Training Committee?" She said the people closest to the work were more apt to find a reasonable solution, emphasizing that the Training Committee has a representative from each department, so it is a great place to get this work done with the most efficiency as possible.

Chief Alibertis noted that Chief Lambert was handling some of the scheduling; the request was made to him, and the graduates had taken up a bunch of the spots. He said maybe there weren't any available at the time when they had checked.

Chief Childress stated that they should be free, and based on the conversation with Chief Elliott, the paramedic students would be finished in two weeks. She said she did just release one of Chief Richardson's members at Station 4 and has had a couple released at Station 2. She said it has been super packed, but hopefully that would be clearing up, and then the recruits that graduated last month should also be about ready to be done with the extra spots.

Chief Alibertis thanked Chief Childress for her response.

Chief Eggleston said that is it for the agenda and asked if anyone had anything they'd like to add before concluding the meeting.

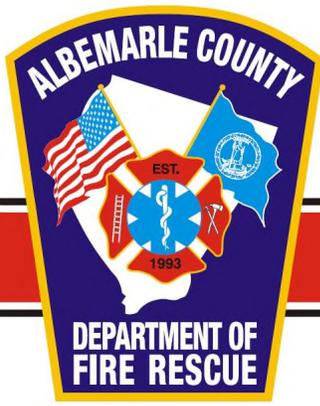
Chief Childress said she's heard from a number of departments asking about the County mask mandate and what ACFR is doing. She said she knows three or four people have reached out, and she wondered if anyone in the group had questions or wanted to talk about the reversion back to masking in County buildings and whatnot.

V. Next Meeting

A. Monday, October 4, 2021 at 1630 hours – Location TBD

VI. Adjournment

At 1658 hrs., the FEMS Board Executive Committee adjourned their meeting.



FIRE RESCUE

ALBEMARLE COUNTY

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www.ACFireRescue.org

ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD

EXECUTIVE COMMITTEE

ATTENDANCE LOG

Date: August 9, 2021

VOTING MEMBERS (OR DESIGNATES)

Chief Virginia Leavell (CARS): Virginia Leavell

Chief Todd Richardson (Earlsville): Todd Richardson

Chief Michael Grandstaff (Scottsville Fire): Michael Grandstaff

Chief Kostas Alibertis (WARS): Kostas Alibertis

Dan Eggleston (Albemarle County): Dan Eggleston

GUESTS & OTHERS

<i>Guest/Other</i>	<i>Organization/Agency/Affiliation</i>
<u>Heather Childress</u>	<u>ACFR</u>
<u>Christina Davis</u>	<u>ACFR</u>
<u>Alyssa Mezzoni</u>	<u>ACFR</u>
<u>David Puckett</u>	<u>ACFR</u>
<u>Allison Wrabel</u>	<u>Daily Progress</u>



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

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Approval of Consent Agenda	August 9, 2021	
MOTION:	MOTION MADE BY:	SECONDED BY:
Approve June Minutes	Chief Kostas Alibertis	Chief Michael Grandstaff
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Virginia Leavell (CARS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Todd Richardson (Earlysville)	<input checked="" 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.

 Christina Davis
 Clerk

 August 9, 2021
 Date