

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD REGULAR MEETING
VIRTUAL MEETING
WEDNESDAY, AUGUST 24, 2022– 1800 HOURS

A regular meeting of the Albemarle County Fire/EMS Board was held on Wednesday, August 24, 2022, at 1800 hours via Zoom.

The following members were in attendance:

Dan Eggleston, Albemarle County Fire Rescue
Virginia Leavell, Charlottesville-Albemarle Rescue Squad
Gary Dillon, Crozet Volunteer Fire Department
Dwayne Williams, East Rivanna Volunteer Fire Company
John Shifflett, North Garden Volunteer Fire Company
Michael Grandstaff, Scottsville Volunteer Fire Department
Dennis Hahn, Seminole Trail Volunteer Fire Department
Cara Metcalf, Stony Point Volunteer Fire Company
Kostas Alibertis, Western Albemarle Rescue Squad

Others in attendance:

Heather Childress, Albemarle County Fire Rescue
Christina Davis, Albemarle County Fire Rescue
Caslynn Franklin, Albemarle County Fire Rescue
Nicole Jones, Albemarle County IT Department
Dustin Lang, Stony Point Volunteer Fire Company
Greg McFadyen, Seminole Trail Volunteer Fire Department
Alyssa Mezzoni, Albemarle County Fire Rescue
Emily Pelliccia, Albemarle County Fire Rescue
Kathryne Presson, North Garden Volunteer Fire Company
David Puckett, Albemarle County Fire Rescue
Jason Tetterton, East Rivanna Volunteer Fire Company
Chip Walker, Albemarle County Fire Rescue
Meade Whitaker, Albemarle County Fire Rescue
Peppy Winchel, Thomas Jefferson Emergency Medical Services

I. Call to Order

A. Ordinance No. 20-A(14) Reading

Chief Alibertis called the meeting to order at 1800 hours and read the following statement: “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.”

B. Attendance

- i. Fire EMS Board
- ii. Attendees

C. Moment of Silence

Attendees observed a moment of silence.

D. From the Board: Matters Not Listed on the Agenda

Ms. Davis stated that Peppy Winchel of TJEMS had two additional items for the agenda.

E. From the Public: Matters Not Listed on the Agenda

There were none presented.

II. Approval of Consent Agenda

A. July 27, 2022 Minutes

MOTION: Chief Grandstaff moved to approve the Consent Agenda as presented. Chief Shifflet seconded the motion, which passed unanimously (9-0).

III. Committee Updates

A. Executive Committee

B. Training Committee

C. Operations Committee

D. Recruitment & Retention Committee

E. Quartermaster Committee

F. Apparatus Committee

Chief Alibertis asked about the status of the Executive Committee meeting minutes. Ms. Davis indicated that they would be ready for the August meeting.

Chief Eggleston stated that the EC had discussed the policy updates and clarified the registration process for classes, which Chief Ascoli had also reviewed with the Training Committee.

IV. Unfinished Business

A. Lexipol

Chief Puckett stated that Lexipol is the knowledge management system for policies and procedures to reside at this point forward, and as station chiefs, they will acknowledge them within the system. He said the exception is that Station 4 and Station 2 individual members will have to acknowledge policies related to EMS, operating under the ACFR license, but for general policies they will acknowledge on behalf of the agencies.

Chief Puckett said that all members were sent acknowledgements for the initial upload, and he wanted to walk through how to log in and acknowledge the policies. He stated that the login could be accessed from Lexipol.com, at which point they would enter their email addresses (such as chief50@albemarle.org), and the first login would act as though they needed a password reset. He demonstrated what they would see upon

login, with two panes—including the existing 60+ policies to be acknowledged. He said that this includes ACFR policies now; in the future, they would only have to acknowledge system-level policies. He noted that there would usually only be one or two policies pushed out at a time, and it would actually show a markup of what has been changed in any editing.

Chief Puckett stated that the goal for now is to ensure that everyone gets into the system, and an “Acknowledge All” option will allow them to acknowledge the current policies posting. He said that in the future, they will have to open each document to acknowledge them. He noted that “Manuals” only had the policy manual currently, but in the future there would be a procedures manual, operations guides, etc. He also mentioned that the old policies were stored within chapters, as other policies would be going forward. He asked the chiefs to inform him of any formatting issues or other problems when using Lexipol.

Chief Puckett mentioned that each station has a generic login so that members can access it at their discretion.

Chief Alibertis asked if the ACFR policies with the generic login would or would not be available.

Chief Puckett responded that everyone would see all the policies now — but going forward, they would only get access to acknowledgements for those policies that applied to them.

Chief Alibertis said that once a policy is acknowledged, they can go into the manual.

Chief Puckett confirmed this, noting that PDFs of the policies are available.

Ms. Davis noted that she has already acknowledged all of the generic email logins, so anyone can log in with that and see the manuals.

Chief Puckett stated that Lexipol has an app that can be found in the App Store, and you log in with the same credentials to view the manual and sort through the same policies and chapters available with the online version. He noted that the menu navigation allows them to acknowledge any available policies.

Chief Alibertis mentioned an item on reporting that Chief Puckett would explain.

B. ECC QA

Chief Puckett explained that ECC has established an online form to report a multitude of issues, such as response dispatch issues where protocol on scene didn't match, and the goal is to collect information about these. He said that it has been hard to submit things quickly while on scene, so the hope is that this will make it easier. He said that if you access First Due online, there is a menu button and an option for “Outside Resources” and an “ECC Feedback Form” that takes you directly to the online form. He

said that you then click on “Field Responder,” which is grouped under locality and only requires minimal information to use. He said that responders can submit photos of events and screenshots of a call, with enough information needed to address the question or problem, then a “Submit” button. He stated that this goes to Chief Todd Richardson and Celeste, who will do the background on it and send the responder a response as to where a breakdown occurred—which would help with both protocols and training.

Chief Richardson commented that they had just finished streamlining this today, removing some unnecessary fields and providing a way for responders to communicate besides the current text-message approach.

Chief Alibertis thanked him and said that he hoped it would be helpful for responders to provide feedback—as there are some situations that are under-responded to in addition to those that are over-responded to. He noted that when they only have 28 responses in eight months, it didn’t seem that they were capturing all the challenges occurring with the program.

Chief Puckett stated that with the radio system and pagers, the initial issues are resolved but they are continuing to work on some inconsistencies in audio, with some reports of unclear audio, intermittent failures to activate, etc., and they would like specific feedback for him or Chief Walker. He requested input on specific incidents with times and locations, so they can pull logs for those incidents.

Chief Alibertis said that his station seems to be having more in-building coverage challenges, once a home or structure is entered, and he asked if others were experiencing the same. He mentioned challenges at Mountainside and status checks where no one answered.

Chief Puckett reiterated that a specific date and time would help so they could pull logs for calls, with as much information as possible so they can address the problem, including what radio channel they were on.

Chief Eggleston asked if there were a way with Lexipol to set up an alert or reminder that there are pending policies to be reviewed and approved.

Chief Puckett responded that he did not know.

Chief Eggleston said they had discussions in prior meetings about this, and the approval process seemed a bit spotty at the moment. He commented that with all the things people have to keep track of, it was helpful to have a reminder that there is something pending that they need to address.

Chief Puckett stated that he would look into it, and he said that Jen Kernley and Chief Aliberits had both acknowledged everything — and he could provide a report going forward of any outstanding acknowledgements if a reminder isn’t possible.

Chief Eggleston thanked Chief Richardson for making the feedback process easier, as a smoother process will encourage better input.

Chief Shifflet stated that the CAD pages at his station come out about 10-12 hours after an event. He said that two came through last night, both on Plank road, but it happens all the time.

Chief Puckett asked if they were text messages.

Chief Shifflet responded that they were.

Chief Puckett explained that this was a Verizon issue, and the company had said that this wasn't really a commercial product — so they don't guarantee delivery at all, or in a timely manner. He acknowledged that a number of the messages had been significantly delayed, and Joe Plum with ECC was looking into upgrading the service to improve it. He added that there's nothing they can do on the system side to make delivery any quicker, noting that it is good to share that with other responders so they are aware.

V. New Business

A. TJEMS – Peppy Winchel

Mr. Winchel reported that UVA MedComm has updated the trauma criteria for pre-hospital activations, and he sent the new JPGs to Christina for distribution to the FEMS Board; they had also been distributed through the TJEMS directors and to the EMS physicians. He stated that this has really streamlined the process, with fewer words to read, which is especially helpful to new EMTs. He noted that TJEMS protocols for ACFR should be updated to reflect the new information.

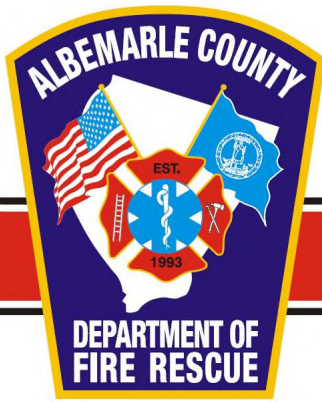
Mr. Winchel reported that supply-chain issues continued to impact medication shortages, particularly Midazolam, and as they are moving into the fall, EMS providers needed to look at each drug box — noting any changes and differences with each box. He emphasized that supply-chain challenges had changed the composition of the boxes, and it's possible that they have different components.

Chief Alibertis asked if there was a substitute for Midazolam.

Mr. Winchel responded that they are looking at that now, but the other benzoprines are also in shortage, including diazepam and lorazepam. He said that they are looking into alternatives and other sedation options, with the EMS physician group studying this now.

Adjournment

MOTION: Chief Richardson motioned, seconded by Chief Grandstaff, to adjourn the meeting. The FEMS Board adjourned its meeting at 1827 hrs.



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 BOARD ATTENDANCE LOG

Date: Wednesday, August 24, 2022

VOTING MEMBERS (OR DESIGNATES)

Chief Dan Eggleston (Albemarle County): Dan Eggleston

Chief Virginia Leavell (CARS): Virginia leavell

Chief Gary Dillon (Crozet): Gary Dillon

Chief Todd Richardson (Earlysville): Todd Richardson

Chief Dwayne Williams (East Rivanna): Dwayne Williams

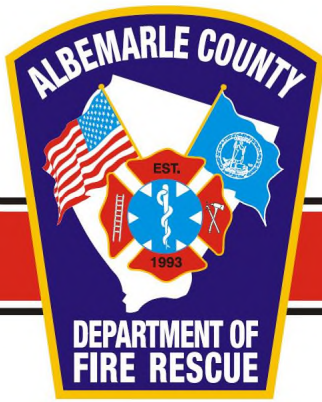
President John Shifflett (North Garden): John Shifflett

Chief Michael Grandstaff (Scottsville Fire): Michael Grandstaff

Chief Dennis Hahn (Seminole Trail): Dennis Hahn

Chief Cara Metcalf (Stony Point): Cara Metcalf

Chief Kostas Alibertis (Western Albemarle): Kostas Alibertis



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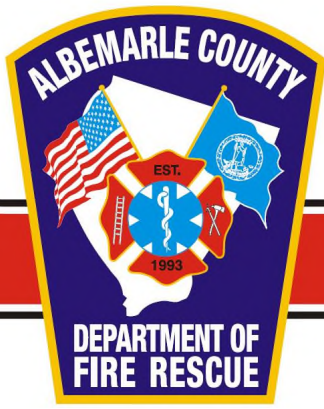
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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

GUESTS & OTHERS

Date: Wednesday, August 24, 2022

<i>Guest/Other</i>	<i>Organization/Agency/Affiliation</i>
David Puckett	ACFR
Alyssa Mezzoni	ACFR
Caslynn Franklin	ACFR
Christina Davis	ACFR
Chip Walker	ACFR
Nicole Jones	<u>A/V Specialist, Dept. of Information Technology</u>
Emily Pelliccia	ACFR
Peppy Winchel	TJEMS
Jason Tetterton	East Rivanna Vol. Fire Co.
Dustin Lang	Stony Point Vol. Fire
Greg McFadyen	Seminole Trail Vol. Fire
Kathryne Presson	North Garden Vol. Fire



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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Consent Agenda	August 24, 2022	
MOTION:	MOTION MADE BY:	SECONDED BY:
To Approve the Consent Agenda	Chief Michael Grandstaff	President John Shifflett
SUBSEQUENT MOTIONS/AMENDMENTS:		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (Albemarle County)	<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 Gary Dillon (Crozet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Todd Richardson (Earlsville)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dwayne Williams (East Rivanna)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President John Shifflett (North Garden)	<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 Dennis Hahn (Seminole Trail)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Battalion Chief Dustin Lang (Stony Point)	<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

August 24, 2022

Clerk

Date



- Building the Model Volunteer-Career Fire & EMS System -



FIRE RESCUE

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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Adjournment	August 24, 2022	
MOTION:	MOTION MADE BY:	SECONDED BY:
To Adjourn	Chief Todd Richardson	Chief Michael Grandstaff
SUBSEQUENT MOTIONS/AMENDMENTS:		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Dan Eggleston (Albemarle County)	<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 Gary Dillon (Crozet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Todd Richardson (Earlsville)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dwayne Williams (East Rivanna)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Chief Michael Grandstaff (Scottsville Fire)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dennis Hahn (Seminole Trail)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Cara Metcalf (Stony Point)	<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

August 24, 2022

Clerk

Date



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