

# ***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 AGENDA**

Wednesday, October 25, 2023 | 1800 Hours | COB-McIntire, Room 235

<b>Agenda Item</b>	<b>Name</b>
I. Call to Order A. Moment of Silence B. From the Board: Matters Not Listed on the Agenda C. From the Public: Matters Not Listed on the Agenda	K. Alibertis
II. Approval of Consent Agenda A. August 2023 Minutes	K. Alibertis
III. Committee updates - A. Executive Committee B. Training Committee C. Operations Committee D. Recruitment & Retention E. Quartermaster F. Apparatus Committee	No Meeting See Attachment See Attachment See Attachment No Meeting No Meeting
IV. Unfinished Business – A.	
V. New Business – A. Overview of FY 25 Budget Process B. AUP Information C. Volunteer Tax Voucher Information	A. Mezzoni A. Mezzoni C. Davis

**ALBEMARLE COUNTY FIRE/EMS BOARD**  
**FEMS BOARD MEETING**  
**WEDNESDAY, AUGUST 30, 2023 – 1800 HOURS**

A regular meeting of the Albemarle County Fire/EMS Board was held on Wednesday, August 30, 2023 at 1800 hours at the County Office Building–McIntire Road, Charlottesville, Virginia.

The following members were in attendance:

Dan Eggleston, Albemarle County Fire Rescue  
 Virginia Leavell, Charlottesville-Albemarle Rescue Squad  
 Gary Dillon, Crozet Volunteer Fire Department  
 Todd Richardson, Earlysville Volunteer Fire Company  
 Michael Grandstaff, Scottsville Volunteer Fire Department  
 Dennis Hahn, Seminole Trail Volunteer Fire Department  
 Dustin Lang, Stony Point Volunteer Fire Company  
 Kostas Alibertis, Western Albemarle Rescue Squad

Others in attendance:

Christina Davis, Albemarle County Fire Rescue  
 Howard Lagomarsino, Albemarle County Fire Rescue  
 Gilbert Monroe, Albemarle County Fire Rescue  
 Emily Pelliccia, Albemarle County Fire Rescue  
 David Puckett, Albemarle County Fire Rescue  
 Chip Walker, Albemarle County Fire Rescue

**I. Call to Order**

Chief Alibertis called the meeting to order at 1800 hrs.

**A. Moment of Silence**

Participants observed a moment of silence.

**B. From the Board: Matters Not Listed on the Agenda**

There were no items added to the agenda.

**C. From the Public: Matters Not listed on the Agenda**

There were none presented.

**II. Consent Agenda**

**A. June 28, 2023 Minutes**

**MOTION:** Chief Grandstaff motioned, seconded by Chief Hahn, to approve the Consent Agenda as presented. The motion passed unanimously (7-0).

**III. Committee Updates**

**A. Executive Committee**

- B. Training Committee**
- C. Operations Committee**
- D. Recruitment & Retention**
- E. Quartermaster**
- F. Apparatus Committee**

Chief Alibertis stated that the Executive Committee did not meet, but the Training Committee meeting notes were attached in their board packets.

#### **IV. Unfinished Business**

##### **A. Development Update**

Chief Lagomarsino reported that they were trying to do a report on upcoming developments that might affect their areas. He explained that they look through items that come through Community Development—with the best sources being zoning map amendments (ZMAs) or special use permits. He said that with special use permits, for example, the County can stipulate a condition related to fire safety.

Chief Lagomarsino stated that with ZMAs, they were looking at how the developments would impact the area that the amendment was affecting. He said that the only formula they use currently is to take a year's calls and divide that number by the population, then calculate the ratio of service calls—which is less than one. He stated that with the ZMAs, they are using the household census and asking developments to start accounting for the impact of the number of houses planned.

Chief Lagomarsino said that the first plan of significance in this quarter is Biscuit Run Park Phase I, which would be just trails and a pond facility but no buildings. He stated that this would have an entrance along Scottsville Road, and his office has commented on necessary widths and turnaround spots. He noted that the only parking is designated for parking spaces, but he anticipates that people will park on the entrance road if the parking lot is full.

Chief Lagomarsino reported that there was a new medical building addition planned for Camp Holiday Trails, and his office has commented on water supply and access. He said that the Crozet Mobile Home Park is looking to add 14 units, and they would need to bring the development into code. He stated that they are waiting for final approval of the site plan, and they would be required to add a fire hydrant and expand the road that goes straight back—and although they would not be able to meet 96 feet, it would be improved. He noted that the 14 units would go on the Park Street side.

Chief Alibertis asked for Chief Lagomarsino to touch base with him on this project.

Chief Lagomarsino reported that Station 8 would be affected by the new Home Depot, but they have been very good to work with and have addressed access issues, with plenty of fire hydrants already in place and mains on Route 29 to support water flow. He stated that Victorian Heights would be going in between Berkmar and Woodbrook, which would include 34 townhomes and three apartment buildings—with 24, 14, and 16

units respectively. He noted that this was fairly far along in the process and had gone back for revisions to address things like water supply and traffic.

Chief Hahn asked if this was the section below the water tower.

Chief Lagomarsino responded that it was up a little further and was about midway down. He said that he didn't know whose property it was, but it could be found on the tax map.

Chief Hahn said they cleared off below the water tower, built a retaining wall, and were working on the drainage.

Chief Lagomarsino stated that the Stonefield six-story midrise was underway, and one conversation underway related to in-building communications. He said that Station 15 and Station 5 would be impacted by Birdwood's renovation into a lodging and event center, and they would have a proper fire access road but would have to have pavers make it wide enough to meet the 20 feet. He added that the first building of White Gables is now occupied and has a CO, which was held up because the fourth floor did not have sprinklers.

Chief Eggleston asked if there were capacities yet for Birdwood and the midrise.

Chief Lagomarsino replied that he would have to confirm that with him from the plans, but he did know that Birdwood was more interested in an events center.

Chief Hahn noted that the midrise would be residential over commercial.

Chief Alibertis asked if this was the one where the whole center was concrete.

Chief Hahn confirmed that it was a spare parking garage with no ventilation.

Chief Lagomarsino reported that stations 2, 6, and 16 would be impacted by the addition of a 10,000-square-foot event center at Collina Farm at the corner of US 250 and North Milton Road, across from Stone Robinson Elementary. He stated that they were required to widen the access to accommodate the new center, and he thanked Station 8 for sending a tower ladder down.

Chief Lagomarsino reported that the Cascadia Homeowners Association had called his office, as they were trying to do a letter of revision to remove all "no parking" signs in Cascadia so they could park on the street. Chief Lagomarsino said that ACFR took those who were pushing this and drove them around in an engine and drove them around—which actually prompted them to want more "no parking" signs. He noted that they cannot enforce those signs unless they say, "no parking/fire lane." Chief Lagomarsino thanked Chief Hahn for providing Tower 88, adding that this turned into a Tier 2 event, with the crews going around to see how they could spot the truck for the upper floor of the three-story townhouses.

Chief Lagomarsino said that stations 3, 7, and 11 as well as Fluvanna County would be impacted by Briery Creek—with most of the 250 cabins in Albemarle County and many of the amenities being in Fluvanna, including the access along Rolling Road. He stated that they have the road network because of the improvements done with Mount Ida Farm, and he has been talking to the developer regarding the water supply. He said that each group of cabins would have dry hydrants, and fire access at this point was pretty good. He said that ACFR has asked them to evaluate the dams, and they should be able to drive trucks across with no problem. He noted that the average size of the cabins is above 1,200 square feet, with this being more like glam camping than rustic.

Chief Lagomarsino stated that this development was also being evaluated by the Fluvanna County Planning Commission, and Bill Fritz with Albemarle has been working with them to try to match things up—but Fluvanna is concerned about the tax dollars, as most of that revenue would go to Albemarle.

Chief Lagomarsino reported that there is a proposed warehouse for the corner of US 250 and 2305 Hunters Way, and it was large enough to necessitate a sprinkler system, but this is outside of the service authority area, and the developer has requested an exemption from the Board of Supervisors to grant an extension of the service area. He said that a lot of discussion happened at the Board meeting, with a request for water extension solely for water—and it passed on a 3-2 vote, with discussion about the need to address this through the comp plan as it is largely an industrial area. He emphasized that extending that would really improve the safety of that building, which includes UPS.

## **V. New Business**

### **A. Community Engagement Plan**

Captain Gilbert Monroe stated that he was moved to the fire marshal's office in March, with a primary focus of community engagement and [inaudible] services. He said that the objectives of community engagement were to educate the community, serve as a role model, gaining community support and improvement, taking ownership of an area, and bringing communities back to being involved. He noted that this ties into recruitment and would help them get personnel into their stations.

Captain Monroe stated that Fire Prevention Week was coming up the first week of October, then holiday events and light shows, and contacts and core group membership for each station.

Captain Monroe stated that Tier 1 is school visits, smoke detectors, blood pressure checks, pop-up events, church events, and fundraisers. He stated that those are typically staffed by career staff and can be planned or unplanned events, without a lot of promotion and additional staff. He stated that Tier 2 are planned events that are scheduled and promoted, possibly with additional staff and member participation and community risk personnel.

Captain Monroe said that these events include the Santa Run, National Night Out, Putt-Putt Golf, police and community presentations, back-to-school events, and fire extinguisher trainings and open houses. He noted that some stations have enough members to continue an open house if they get a call—but some may have the whole shift gone, so the other personnel such community risk could keep the open house or training going.

Captain Monroe stated that Tier 3 includes heavily planned, promoted special events, typically with additional staffing. He stated that examples were Fire Prevention Week, Yancey community events, the Albemarle County Fair, and the Citizen Fire Academy (should it be revived). He said that Fire Prevention Week dates were October 8–14, with two large events. He said the first would be at 5<sup>th</sup> Street Station, and he would like stations 2, 3, 5, 7, and 11 to participate. He stated that the closing event would be at Hollymead Town Center the following Saturday, and he would like for stations 4, 6, 8, WARS, and CARS to participate.

Captain Monroe emphasized that they want to have a wide variety of apparatus at the events, which is why they divide the County into two parts. He said that part of the events included scavenger hunts, with gift cards and prizes from participating businesses. He noted that ACFR would also be present at the high school football games, with firefighters present inside during the game to talk with attendees. He added that there would also be some pop-up events at North Garden, Pantops, and Scottsville—with all stations asked to host an open house and multiple stations hosting them on the same night. He said that they are asking that each station have a person in the kitchen to demonstrate cooking safety.

Captain Monroe commented that Crozet and Scottsville put on huge holiday shows, and stations 2, 8, and 12 have Santa—but there has been feedback that there are never Easter events, so he would like to have a department host an annual Easter egg hunt event. He emphasized that it's too much work for each station to do a Fourth of July event, etc., so he would like for stations to take one holiday and do an event. He also said that he would like to have a holiday light contest as localities like Lynchburg do.

Captain Monroe stated that another objective is for each station to provide a list of specific contacts and a core group of members, in part to help with the community events mentioned.

Chief Eggleston said that Station 4 has a Veterans Day event because of their relationship with the VFW, and he may wish to speak with Chief Richardson about that.

Captain Monroe responded that his list just included suggestions, and he did not intend to eliminate anyone. He stated that they would be happy to promote any station's events through social media, and they were also hoping to keep a master calendar. He added that he would be sending a follow-up email in the near future.

## **B. Radio Channel Assignments**

Chief Puckett reported that he emailed the radio channel assignments, which should go live on September 5, with a bit more testing to do first. He said that as part of the dispatch, they would hear “respond on” TAC 2, 3, or 4 and would immediately go to that channel and mark up. He stated that this should help in hearing all the traffic, but it was also going to be a huge learning curve.

Chief Richardson asked what he thought the biggest hangup would be.

Chief Puckett responded that there was a learning curve on the ECC side since they had to put the TAC channel in as their dispatch without slowing things down—and if for some reason ECC doesn’t assign the channel, it would default to TAC 2.

Chief Richardson asked about the assignments when there were multiple incidents.

Chief Puckett responded that they would operate on TAC 2, and ECC would not send anyone to an unmonitored TAC channel without someone giving that approval. He said that it was important to mark up on the proper TAC channel, and they should remind their crews that the TAC channel is already in the bottom of the notes. He stated that for first due, it would be added to the [inaudible] for active 911, and they were working to get it to the top of the list in first due then adding it to the screens in the stations. He noted that there was probably too much info on the screens currently, and they were going to reduce that to make it clearer.

Chief Grandstaff asked if they still had the ability to move to a TAC channel.

Chief Puckett responded that they absolutely would, and they should hopefully get TAC channels assigned with things that generate a heavy radio load—such as entrapment calls, structure fires, smoke in a structure, and water rescues. He said if it was something like an accident on the interstate and they want to get units off the main channel, they should just ask for a TAC channel.

Chief Hahn commented that dispatchers were taking the existing call and adding other units, such as one recently where they dispatched an ambulance but there were no injuries. He clarified that they don’t change the call type.

Chief Alibertis said in his situation, they don’t create a new call—so if he calls for lifting assistance, another unit might be dispatched for the troubled breathing part.

Chief Puckett commented that they wouldn’t want to change the call type, and as soon as they mark up, they should be told something. He suggested possibly calling Samantha and clarifying what is needed.

Chief Eggleston emphasized that they need to pay particular attention to what’s in the call notes for additional information, as some of it is not getting relayed.

Chief Alibertis responded that sometimes what’s in the notes can be conflicting.

### **C. Mayday Procedures**

Chief Puckett reported that there was a brief Mayday at the Comfort Inn, which was resolved quickly but revealed some issues with the systems and ECC. He said that he sent out some processes that were more IC driven, with the email including a cheat sheet of language that could be used in their reports. He stated that the Mayday fog was part of that, and he confirmed that JJ was doing the Comfort Inn report.

Chief Eggleston stated that perhaps JJ could come to the FEMS Board and present on that, as there was some good information uncovered in that.

### **D. Insurance Service Office (ISO) Rating**

Chief Puckett reported that ISO rates communities nationwide for their ability to mitigate fire risk—with the three primary areas being the fire department, the water/hydrant system, and the 911 center. He said they also gave somewhat of a bonus credit for community risk reduction.

Chief Puckett stated that their last rating was done in 2014, and prior to that, each station was rated independently—but evaluating the system as a whole brought them down to a “3Y,” which was the old “8D” and means that they get credit even if rural areas don’t have water readily available. He explained that 3Y meant that structures were within five miles of a station but not 1,000 foot of hydrant, which can also include other water sources. He noted that outside of five miles of a station was an ISO rating of 10, and some of the bigger insurance companies use their own data for the ratings.

Chief Puckett reported that their new rating was a 3X, which was a slight downgrade, but they improved overall with one facet that caused the downgrade. He stated that the overall rating was a 73.68, up slightly from the 2014 rating of 72.15. He noted the different areas of rating, pointing out the ISO’s defined peer group. He said that ACFR is ahead of the peer group with CRR and water, but a bit behind with fire departments and ECC. He stated that divergence, which compares fire departments with and without water, uses a formula subtracts from their overall score.

Chief Puckett stated that regarding apparatus and equipment, ACFR is maxed out or well ahead of peer localities in every category except for [inaudible] bladder. He said that the other evaluation category involves resources such as station distribution, personnel, and training, and ACFR is behind in deployment, personnel, and training. He stated that they are ahead in operational aspects.

Chief Puckett explained that regarding deployment, ISO evaluates how much built up area is within 1.5 miles of a first due engine and 2.5 miles of a ladder company—all based off of NFP-1710, which is a challenging standard to meet in a large county like Albemarle. He said that the Pantops station helped increase the rating from 3.4 to 4.02, but this was a hard category to meet without significant investment.



Chief Puckett reported that ACFR has had substantial investment in personnel since 2014, but their rating fell from 9.68 to 8.9. He explained that additional stations meant additional personnel were needed, and on-call personnel had also been reduced over that time period. He said that on-duty referred to those at a station, whereas on-call meant they were not at the station when called, which assumes additional time to reach a scene. He said that there wasn't a significant change one way or another, but their investments did not yield a significant gain. He also noted that only a few stations were documenting in-station hours, so that couldn't be included in the report to get that credit.

Chief Puckett stated that with training, the ISO credit fell from 4.05 to 2.5—which was singlehandedly what was responsible for the reduction from 3Y to 3X. He said to get the Y component, ISO requires every firefighter to have a minimum of 24 training hours per year, which hasn't been available to all stations and firefighters. He noted that there have been different interpretations of training hours from ISO since 2014, and they have not been willing to offer any flexibility on that measurement.

Chief Puckett emphasized that if they are keeping people on the rosters who may be life members and/or may have taken a year of absence or something, they should be clearly delineated from the active members on the roster so they're not penalized for not offering them training.

Chief Eggleston asked if ISO differentiated between active and non-active members.

Chief Puckett responded that they look to the systems for that direction, and ACFR does not have a clear standard as to what constitutes "active."

Chief Puckett explained the annual training requirements from ISO to get 100% credit: 18 hours of facility training, such as burn building, a minimum three-story structure, or the drill tower; 12 hours of training for every officer; 12 hours of DPO training for existing drivers; and 6 hours of hazmat. He said that in addition to that, every firefighter must have 192 hours per year of training. He stated that new drivers must have 60 hours of training; new firefighters must have 240 hours of training. He said that some of this comes from Firefighter I, but they have not been documenting station release requirements. He noted that company baseline training was 24 hours of training per year, but they would have to work on the documentation side.

Chief Puckett said that pre-fire training was also part of this, but they haven't had a process for this in the past.

Chief Hahn stated that they have been doing this somewhat informally at Station 8, and they could revive that and get it going again.

Chief Puckett summarized that documentation was a key opportunity area, on-duty personnel hours, training, and preplans. He said they are working on consolidation, and several stations are working on their hours for first due. He noted that even if they aren't

using a full scheduling suite, they can just put their name and station in as somewhat of a “time clock.” He stated that ACFR is working on training modules and preplans, and he would send out that information. He stated that categorizing personnel was another area they could improve.

Chief Puckett emphasized that they could likely get back to a 3Y, and he wasn’t certain how the drop to 3X would affect homeowners’ rates.

Chief Alibertis asked how often ISO rates this and whether ACFR could request a review.

Chief Puckett responded that they could provide the new information and request a review after that, perhaps in 2024.

Chief Hahn commented that Chief Puckett’s report talks about staffing, and there have been a lot of ads for paid staff—but he has not seen a volunteer recruitment ad in two or three years. He stated that they seem to have all their eggs in one basket, which seems to be where they are getting hit, and they need to focus more on volunteer recruitment. He said that some of the training, such as active shooter, needs to be expanded. He noted that some of the stations have just bought vests, but he is concerned about situations such as an assailant being at large.’

Chief Eggleston explained that they made the active shooter training scope small to begin with until they got some of the kinks worked out, and they were in the process of further development.

Chief Hahn stated that the dynamic changes at 6 p.m., and if they are going to be the first ones in, they at least need to know the staging.

Chief Eggleston commented that he felt there was more training than what ISO was reflecting, and he is hoping they can make the documentation easier.

Chief Hahn said that he agreed there was more training happening, and they can’t keep pushing aside things like not getting the vests.

Chief Eggleston noted that PD lieutenants and captains were working with battalion chiefs on the ACFR side, which follows a lot of the federal models for command and control. He said that in looking at the after-action reports, they did not reflect issues with tactics but did point out issues with command and control. He stated that he hoped the group would land on exercising that quite a bit this year so they could then expand the training out to the agencies, and that decision would be made by him, Trevor Henry, and Chief Lantz.

Chief Lang commented that his station sends personnel to Lynchburg and Liberty for their active shooter training, which they had to pay for out of their station funding.

Chief Eggleston said that the embedded fire/police needs to be worked out, and there is a lack of getting resources together for unified command—because being separate causes confusion and overlap.

Chief Grandstaff said that's what Chief Lang was saying, and an incident happening right now would have ACFR [battalion chief] going in.

Chief Eggleton stated that in that case, they would rely on PD to clear the area, then take command on when to call the resources in. He emphasized that what was changing was the rescue task force aspect, and they still had work to do to get training for those roles.

Chief Hahn said that they should get the initial command and overview as soon as possible, as they needed to know what they were doing—because it becomes sort of a volunteer/career thing, and they need to at least get something going on the volunteer side.

Chief Eggleston commented that many of them had been involved in the regional programs, which have struggled at times to make progress. He noted that they have a command control meeting the following week, as they just finished the AAR on the training exercise and would report out on it.

Chief Hahn said they still needed to know their roles even if it was just support. He also said that they have not had a lot of training going on for volunteers, noting that he understands that new paid career staff have been going through the academies.

Chief Eggleston responded that he wasn't sure if there were capacity issues.

Chief Puckett confirmed that there were capacity issues.

Chief Hahn emphasized that the system needed to accommodate the additional capacity.

Chief Eggleston agreed but noted that he has had to appeal to the County continuously to meet the increased demand, and he had just met with Finance before this meeting.

## **VI. Next Meeting**

The next meeting would be September 27, 2023.

## **Adjournment**

At 19:05 hrs., the FEMS Board adjourned its meeting.



# FIRE RESCUE

## ALBEMARLE COUNTY

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

[www.ACFireRescue.org](http://www.ACFireRescue.org)

### ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

Date: Wednesday, August 30, 2023

**VOTING MEMBERS (OR DESIGNATES)**

Chief Dan Eggleston (Albemarle County):



Chief Virginia Leavell (CARS):



Chief Gary Dillan (Crozet):



Chief Todd Richardson (Earlsville):

\_\_\_\_\_

Chief Dwayne Williams (East Rivanna):

\_\_\_\_\_

Chief George Stephens (North Garden):

\_\_\_\_\_

Chief Mike Grandstaff (Scottsville Fire):



Chief Dennis Hahn (Seminole Trail):

Dennis Hahn (CD) 

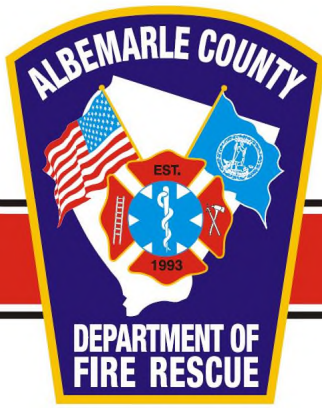
Chief Dustin Lang (Stony Point):



Chief Kostas Alibertis (Western Albemarle):







# FIRE RESCUE

## ALBEMARLE COUNTY

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

[www.ACFireRescue.org](http://www.ACFireRescue.org)

### ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:
Consent Agenda	August 30, 2023
MOTION:	MOTION MADE BY:      SECONDED BY:
To accept consent agenda	Chief Michael Grandstaff    Chief Dennis Hahn
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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Dwayne Williams (East Rivanna)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief George Stephens (North Garden)	<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 Dennis Hahn (Seminole Trail)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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 30, 2023

Clerk

Date



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

## Training Officers Meeting Minutes

Wednesday, September 6, 2023, @ 1830hrs

### Attendees:

Matt Ascoli	Greg McFadyen
Jennifer Yerby	Aris Indio
Rob Knight	James Fitz-Gerald
Carol Paget-Brown	Dan Spearin
Sean Keeley	

**Current Registrations:** current registrations were sent out Tuesday.

- **Current Registrations/Cancellations:** We discussed reasons why registrations might be low for the classes lately & why we may be having a lot of drops.
  - We can send our DAO registrants over to St 8 if we don't have enough to proceed with class.
  - The Fall EMT course started the day after UVA had their Activities Fair, of which St 8 set up a booth. Perhaps we can start the EMT course a little later in the year to look for sign-ups at the Activities Fair?
  - A lot of people are coming in with EMT Certs so there is no need for them, as system candidates to sign up.
  - Possibly offer a commitment discount if they join and stay with ACFR for a certain amount of time.
- **Fall Semester Planning:**
  - EMT: We will host a summer class and support WARS for their Spring & Fall class.
  - 2024 Calendar will be posted by Nov 1.
  - Offering Officer II in the Spring, ahead of Regional School.
- **Regional School Planning:** We discussed the courses that will be beneficial in our next Regional School in 2024. Matt and Jen meet with Chief Berry to iron out more details on the 25<sup>th</sup>.
  - Confined Space II, Ropes I, TECC, Mayday Ops Class, and Truck School
- **Training Center Updates/Inspection:**
  - Waiting on feedback from inspection.
  - Basement apartment at the Training Center to provide a better training experience for our firefighters and recruits.

**Operations Committee**  
**Date: Thursday, October 12, 2023**  
**Time: 1800 hours**  
**Location: MS TEAMS – Virtual Meeting**

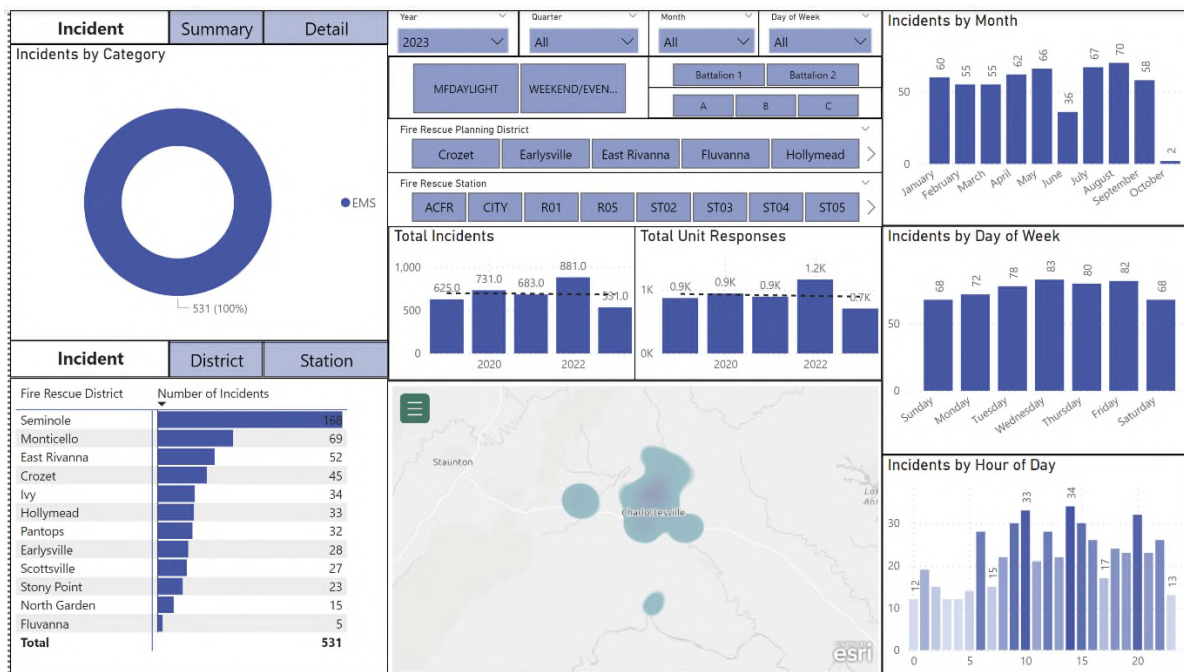
A virtual meeting of the Operations group was held on Thursday, October 12, at 1800 hours.

Those that were in attendance are as follows:

David Puckett, Albemarle County Fire Rescue  
 Dennis Hahn, STVFD  
 Mike Grandstaff, SVFD

**I. EMS Public Service Calls**

- a. Discussed having fire agencies that run EMS calls, be primary for EMS public service calls. Medical complaints and injuries are denied by the caller to be categorized as public service calls and having fire apparatus handle these calls would keep ambulance in service for other calls.
- b. Agencies represented were supportive of the change.
- c. Public service calls YTD are below.



**II. Special Operations Team Policy**

- a. Discussed a revision to the policy that updates the following:
  - i. Requirements for the technical rescue and haz mat team updated
  - ii. Removes the rescue task force information as it isn't technically a "team"
  - iii. Simplified the training information
  - iv. Reformat to Lexipol format.
- b. All agencies present supported the changes. The policy will be presented to FEMS EC at their next meeting.

**III. C&O to National Standard hose conversion**



- a. Shared that we are working on determining the budget and timeline for the conversion. Our desire is to convert the entire system at one time, but the cost may require we do it over two budget years.
- b. We are expecting price increases before the end of the year, so we may move quickly to procure at least a portion of the hose required.
- c. There is also a desire to move from 3" to 2.5". Since we no longer use 3" as a supply hose, 2.5" hose will accomplish our desired functionality and provides the option of using it as a large handline. In addition, 2.5" hose is lighter and cheaper.

The meeting adjourned at 18:00 hours.

## Special Operations Team Training

### 620.1 PURPOSE

The purpose of this policy is to outline the requirements and responsibilities of members who wish to operate as a part of a designated specialty team in the Albemarle County Fire Rescue System.

### 620.2 SCOPE

This policy applies to all members of the Albemarle County Coordinated Fire and Rescue System as defined in Albemarle County Code Chapter 6, Article I, Division 2, Section 6-102.

### 620.3 POLICY

It is the policy of the Albemarle County Fire Rescue System that any member operating as part of a specialty team within Albemarle County shall meet the minimum eligibility requirements, successfully complete the required training, and demonstrate competency prior to performing duties on an incident. Team members shall also successfully complete the required annual continuing education to maintain their status on the team. Specialty teams include hazardous materials, technical rescue, and water rescue.

This policy does not prohibit any member from receiving training in these specific topics or operating on a scene in an awareness level capacity.

### 620.4 ELIGIBILITY

Members shall meet the following criteria prior to being considered for any specialty team.

- (a) Member in good standing with an Albemarle County Fire EMS Agency.
- (b) Have a minimum of 2 years of emergency service or other relevant experience.
- (c) Be endorsed by their Agency leadership.

Members interested in participating on a specialty team should forward the request up their chain of command.

### 620.5 INITIAL TRAINING

Members shall successfully complete the required initial training prior to being considered for team membership. Qualifying courses shall meet the applicable NFPA standard and accreditation by Pro Board and/or IFSAC is preferred. The courses outlined below are the preferred offerings and have been pre-approved. Alternative courses should be submitted for approval [to the team lead or water rescue agency lead](#) prior to attending.

#### 620.5.1 HAZARDOUS MATERIALS (HAZMAT) TEAM

Initial training shall meet NFPA 1072 Technician Level. Pre-approved course options include:

- (a) Virginia Department of Emergency Management (VDEM) HazMat Technician **or**;

### *Special Operations Team Training*

---

- (b) Center for Domestic Preparedness (CDP) HazMat Technician and HazMat Technology: Sampling, Monitoring, and Detection **or**;
- (c) International Association of Firefighters (IAFF) HazMat Technician

#### **620.5.2 TECHNICAL RESCUE TEAM**

Initial training shall meet NFPA 1006 operations level for, ropes, confined space, and trench rescue and technician level for passenger vehicle rescue. Pre-approved courses include:

- (a) Virginia Department of Fire Programs (VDFP) Passenger Vehicle Operations/ Technician **and**;
- (b) VDFP Ropes Operations Low/High Angle **and**;
- (c) VDFP Confined Space Operations **and**;
- (d) VDFP Trench Rescue Operations

#### **620.5.3 WATER RESCUE TEAM**

Initial training shall meet NFPA 1006 technician level for water rescue. Pre-approved course options include:

- (a) VDFP Surface Water and Swift Water **or**;
- (b) US National Whitewater Center Swift Water and Flood Rescue I & II **or**;
- (c) Rescue 3 International Swift Water and Flood Rescue Technician and Swift Water and Flood Rescue Technician- Advanced

Boat operators are also required to successfully complete the Virginia State Boat Operators Course

#### **620.6 COMPETENCY ASSESSMENT**

Following completion of initial training, new team members must successfully demonstrate competency prior to performing skills on scene. The team lead [or water rescue agency lead](#) shall be responsible for developing and coordinating scenario-based assessments that ensure competency at the desired level.

#### **620.7 ANNUAL TRAINING**

Members shall complete the required annual training to maintain their team membership. If a member fails to complete the required annual training they will be notified of such. If they fail to meet the required training for two consecutive years they will be removed from the team.

Annual training should be structured to ensure team members can successfully perform the duties they are expected to perform. A minimum of 75 percent of the required hours should be in-person and led by a qualified instructor. Qualified instructors should have a minimum of 2 years of experience in the topic area and be endorsed by the team lead [or water rescue agency lead](#).

## *Special Operations Team Training*

---

### 620.7.1 HAZARDOUS MATERIALS (HAZMAT) TEAM

The team leader shall coordinate a minimum of 24 hours of training annually that covers the following topics:

- (a) Policy and procedure
- (b) Hazmat Safety Officer
- (c) PPE (Level A, B and C)
- (d) Explosives
- (e) Planning, management, research and chemistry
- (f) Monitoring and detection

### 620.7.2 TECHNICAL RESCUE TEAM

The team leader shall coordinate a minimum of 24 hours of training annually that covers the following topics:

- (a) Rope Rescue
- (b) Vehicle Extrication
- (c) Confined Space Rescue
- (d) Trench Rescue

### 620.7.3 WATER RESCUE TEAM

The team/agency lead shall coordinate a minimum of 8 hours of training annually that covers the following topics:

- (a) Hydrology/floodwater dynamics/incident management
- (b) Rope systems
- (c) Swimming/in-water rescue techniques
- (d) Boat operations

## **620.8 TRAINING RECORDS**

The Battalion Chief of Training and Professional Development shall be responsible for maintaining records of all specialty team training provided to members. Records should include, but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of all members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.

The Battalion Chief of Training and Professional Development should maintain the training records in accordance with established records retention schedules.

**Recruitment & Retention Committee**  
**Date: Monday, October 16, 2023**  
**Time: 1800 hours**  
**Location: Microsoft Teams Virtual Meeting**

A virtual meeting of the Recruitment and Retention group was held on Monday, October 16, 2023, at 1802 hours.

Those that were in attendees are as follows:

Deputy Chief Heather Childress, Albemarle County Fire Rescue  
 Chris Tomley, North Garden Vol. Fire  
 Thomas Echols, Crozet Vol. Fire  
 Neil Pierce, Scottsville Vol. Fire  
 Chief Kostas Alibertis, Western Albemarle Rescue Squad  
 Christina Davis, Albemarle County Fire Rescue

I. UVA Lady's Basketball Tickets

The UVA lady's basketball team will be hosting Virginia Tech on March 3<sup>rd</sup> at 6 PM at John Paul Jones Arena. This is the game Chief Childress is recommending we offer tickets to Fire Rescue members and their family (up to 4 tickets for each member). Twenty-five percent of the basketball tickets purchased did not get used. Chief Childress asked, what do we do or can do to see the tickets purchased for the lady's basketball game are used? One suggestion was to purchase a set number of tickets and have those offered on a first come first served basis. Another suggestion was to start advertising the game tickets in January and open the registration a few weeks before the game. When advertising a suggestion was made to make a note about encouraging people not to sign up if they are not going to use their tickets. Chief Childress and Christina will work on the advertisement and sign-up for review at the December meeting.

II. Volunteer Tax Voucher

The volunteer tax list is due to Albemarle County Finance Department by December 31, 2023, for 2024 tax season. Ms. Davis will be sending out an email to the Chiefs and will copy their recruitment and retention person on this email with the list from 2023 and the new tax form from Finance. This information will be emailed out in the next week or so.

III. LifeScan Physicals

Chief Bozzone asked that we discuss Lifescan physicals at this meeting. He had concerns that the topic was not brought up for discussion at the R&R committee. Chief Childress feels like this is a topic that belongs at the full FEMS board, where the department chiefs can discuss it. The current budget does not have funding for volunteer physicals. A suggestion was made to discuss have the Lifescan physical discussion at the full FEMS Board meeting and share that information at the R&R meeting as well.

The cost for physicals will have to be covered by the individual stations for their members in FY24. ACFR is planning to ask for funding in the FY25 budget request to pay for some volunteer physicals. During the January or March FEMS Board meeting Chief Childress asked the Chiefs to let her know if their station would be interested in covering costs of the physical for their member and how many members, they anticipate doing the physical. Chief Childress has only received information from one station. If other stations are interested, please let Chief Childress know so if we have any spots open, they can be

open to those members. We will not know how many spots will be open until after Battalion Chief James schedules the physical. More information will be coming to the stations who are willing to cover the costs for their members.

IV. Events and Upcoming Events

Chief Childress helped at Crozet Volunteers event on Saturday. She had a good time and asked if anyone else had other events coming up, they may need help with.

Crozet Volunteer Fire Department will be holding their Christmas Parade in December. Chief Albertis gave a shout out to Captain Gilbert Monroe. Chief Alibertis said he did a nice job with Fire Prevention Week. Chief Alibertis asked if the County would be doing the holiday baskets this year, and Chief Childress said, yes, we will be doing the baskets again this year and they will be out before Christmas.

The meeting adjourned at 1835 hours. The next scheduled meeting is on Monday, December 11 at 1800 hours.