

FIRE RESCUE

ALBEMARLE COUNTY

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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

Thursday, December 7, 2023 | 1800 Hours | COB-McIntire, Room 246

Agenda Item	Name
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	See Attachment See Attachment No Meeting No Meeting No Meeting No Meeting
IV. Unfinished Business – A. AUP & Budget B. Volunteer Fuel Reimbursement C. Albemarle County Volunteer Tax List	A. Mezzoni H. Childress H. Childress
V. New Business – A. Apparatus & Equipment Work Orders B. Training Documentation C. Special Operations Team Training Policy D. 2024 FEMS Board Meeting Dates	D. Puckett D. Puckett D. Puckett D. Eggleston

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD MEETING
WEDNESDAY, OCTOBER 26, 2023 – 1800 HOURS

A regular meeting of the Albemarle County Fire/EMS Board was held on Wednesday, October 26, 2023 at 1800 hours at the County Office Building–McIntire Road, Charlottesville, Virginia.

The following members were in attendance:

Heather Childress, Albemarle County Fire Rescue
 Kyle Tatton, Crozet Volunteer Fire Department
 George Stephens, North Garden Volunteer Fire Department
 Greg McFadyen, 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
 Alyssa Mezzoni, Albemarle County Fire Rescue
 David Puckett, 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. August 2023 Minutes

MOTION: Chief Stephens motioned, seconded by Chief Lang, to approve the Consent Agenda as presented. The motion passed unanimously (6-0).

III. Committee Updates

A. Executive Committee

B. Training Committee

C. Operations Committee

D. Recruitment & Retention

E. Quartermaster

F. Apparatus Committee

For the Operations Committee, Chief Puckett stated that there were notes and documents in their packets, but there were several items that would likely end up on the next FEMS Board meeting agenda. Chief Puckett said that when EMS first response capabilities are put in CAD under units, they run public service calls unless the ambulance is significantly closer. He stated that he still needed to work this out in CAD, but he wouldn't want to send a fire company two districts over when there's an ambulance sitting in that district.

Chief Puckett reported that the Operations Committee was supportive of it, and he noted the breakdown in the handouts of the EMS service calls and how that would look in the various districts. He said that the Special Operations Team Policy is already in existence, but there were a few changes made when it was moved over into Lexipol, some of which was based on feedback from the technical rescue and hazmat team leads. He added that some of the classes and names have changed, and he wanted to bring things more in line with the state requirements.

Chief Puckett stated that there were a few equipment items they may have to move on quickly, with call increases toward the end of the year. He said they needed to get some turnout gear, and Chief Walker with Brandon Madison have been talking with gear reps and pricing out an equivalent protective level that could save \$400-\$500. He added that they could get out ahead of the cost increases if they expedite this. He also said that the goal for conversion from C&O to national standard hosing is to do the entire county at one time—but this is a year out, and the hose requires a one-year or more delivery time. Chief Puckett said that a lot of stations use 3-inch hose, and they are looking at 2.5-inch hose to replace that since they don't use the supply and it's lighter and cheaper. He added that a nozzle can be put on it to be used as a stationary attack line.

[Chief Childress] noted that the Operations Committee meeting summary said it started at 1800 hours and ended at 1800 hours.

Chief Puckett responded that there were two meetings—one at 1700 and one at 1800 hours—and the end time should have been 1830.

Chief McFadyen asked if Power BI was run on EMS public service to see what Medic 18 was doing, because there's an average here that's skewing the information, and they are trying to figure out how much of an impact this would be.

Chief Puckett replied that this was for 2023, and the one he was referencing would probably not have an impact.

Chief McFadyen asked what would happen if there were multiple public service events at the same time.

Chief Puckett responded that it would cascade down, and if there was an ambulance in that district, they would pick it up—otherwise, they would roll over to the next-closest EMS resource.

Chief Stephens asked how the hose would be deployed once it is purchased or whether it would be stockpiled first.

Chief Puckett replied that they would hold it until they figured out the deployment plan; they would do the entire system over a short time period, but they may have to break it up over two years for budget reasons and do half the county each time.

Chief McFadyen asked if the hose conversion would include all fittings on the trucks, special adapters, etc.

Chief Puckett confirmed this and said that Logistics was doing an inventory and visiting actual vehicles to see if they needed just female swivels or the entire adapter.

Chief Stephens said that most of the female/male pieces can be removed.

Chief McFadyen agreed and said they have the 45 with the 22½ turndowns, and his station was ordering the special fitting that didn't put national standards but was straight C&O—but at least they are going with a common part versus a specialty part.

Chief Stephens commented that it should free up some space in the engineers' department.

Chief Puckett agreed, noting that they would still have to keep a few adapters for FDCs and stand pipes.

Chief McFadyen said that on Recruitment & Retention, there was a note about taking the life scans back to FEMS, and Seminole was trying to figure out when the Life Scans would occur.

Ms. Mezzoni responded that they would happen January through March every year, and after they figure out what the station assignments would be, Chief James would send the schedule out. She added that they don't know how many slots they would have available, but Life Scan was going to come in and do those for new hires as well—which could provide some additional slots.

Chief McFadyen said it also said they should also let ACFR know they were interested, and he wasn't sure if Seminole has voiced that.

Ms. Mezzoni responded that they have not, and that interest was indicated back in March. She said that they could see how many spots they have left and let them know.

IV. Unfinished Business

A. There was none.

V. New Business

A. Overview of FY 25 Budget Process

B. AUP Information

Ms. Mezzoni stated that the budget instructions would be coming on or around November 15, and the AUP would be due the same day budgets are do. She said that she had spoken with Ryan Davidson recently. She said they would get the instructions out in mid-November, which look similar to what they've been in the past, and both the budget and AUP would be due around December 15. She added that she would be reaching out during the first few weeks of January regarding the budget.

Chief Alibertis commented that there were some things in the AUP that were "way out there" that were supposed to be modified.

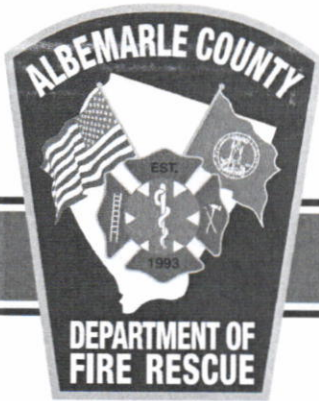
Ms. Mezzoni responded that there some things modified in the version that Lindsay Huff sent out, and those changes should have been made in that document.

C. Volunteer Tax Voucher Information

Ms. Davis reported that volunteer tax information would be coming out later this week, and Finance has updated the form and would request the last four digits of social security numbers along with mailing addresses so they can connect what's in their system with station personnel. She said she would distribute the 2023 list, and the 2024 list is due December 31.

Adjournment

At 18:14 hrs., the FEMS Board adjourned its meeting.



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

Date: Wednesday, October 25, 2023

VOTING MEMBERS (OR DESIGNATES)

Chief ^{Heather Childress} Dan Eggleston (Albemarle County):

Heather Childress

Chief Virginia Leavell (CARS):

Chief ^{Kyle Tattori} Gary Dillon (Crozet):

Kyle Tattori

Chief Todd Richardson (Earlysville):

Chief Dwayne Williams (East Rivanna):

Chief George Stephens (North Garden):

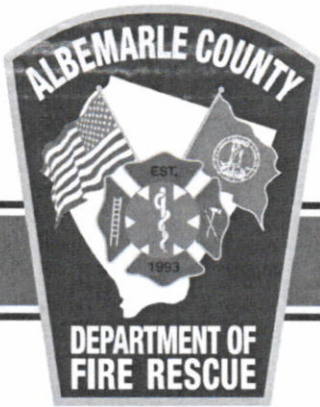
Chief Mike Grandstaff (Scottsville Fire):

Chief Dennis Hahn (Seminole Trail):

Chief Dustin Lang (Stony Point):

Chief Kostas Alibertis (Western Albemarle):

Greg McFadyen
D/LANG
Kostas Alibertis



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

GUESTS & OTHERS

Date: Wednesday, October 25, 2023

Guest/Other

Organization/Agency/Affiliation

Christina Davis

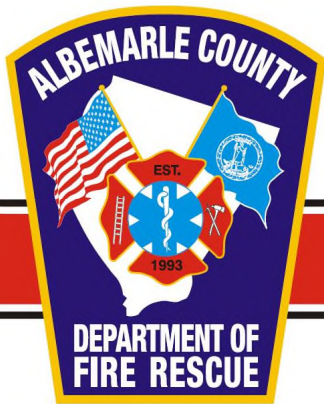
ACFR

DAVID Puckett

ACFR

Alyssa Mezzoni

ACFR



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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Consent Agenda	October 25, 2023	
MOTION:	MOTION MADE BY:	SECONDED BY:
To accept consent agenda	Chief George Stephens	Chief Dustin Lang
SUBSEQUENT MOTIONS/AMENDMENTS:		

CALL OF THE QUESTION:	Yes	No	Abstain
Chief Heather Childress (Albemarle County)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Virginia Leavell (CARS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Kyle Tatton (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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Michael Grandstaff (Scottsville Fire)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Greg McFadyen (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 -

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD EXECUTIVE COMMITTEE
MONDAY, NOVEMBER 6, 2023 – 1630 HOURS

A virtual meeting of the Albemarle County Fire/EMS Board Executive Committee was held on Monday, November 6, 2023, at 1630 hours.

The following members were in attendance:

David Puckett, Albemarle County Fire Rescue
 Michael Grandstaff, Scottsville Volunteer Fire Department
 Dennis Hahn, Seminole Trail Volunteer Fire Department

Others in attendance:

Christina Davis, Albemarle County Fire Rescue

I. Call to Order

Chief Puckett called the meeting to order at 1652 hrs.

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

Chief Grandstaff thanked committee members and noted that this would likely be his last Executive Committee meeting, as he would be moving on from his position as chief in Scottsville. He noted that he has been chief or assistant chief for 21 years.

Chief Puckett said that he had appreciated working with him over the years.

Chief Hahn stated that they needed to address the apparatus fleet plan.

Chief Puckett said that he would move this up on his priority list.

II. Consent Agenda

A. May 8, 2023 Minutes.

MOTION: Chief Grandstaff motioned, seconded by Chief Hahn, to approve the Consent Agenda as presented. The motion passed unanimously (3-0).

III. Unfinished Business

A. There was none.

IV. New Business

A. EMS Public Service Response

Chief Puckett stated that they discussed this at the Operations Committee and FEMS Board meetings, and there was no action tonight needed—this is just for information only and relates to response of EMS public service calls as primary in some cases, instead of the ambulance. He said this intended to keep those resources in service, as they have much higher call volume, and they are often altering the dispatch anyway and taking the call with fire apparatus.

B. Special Operations Team Training Policy

Chief Puckett reported that this is a revised version of a current policy and updates it into Lexipol, simplifying it and updating training requirements under hazmat and technical rescue to bring it more in line with state standards as well as some of the new training classes. He said that the Operations Committee supported it, and this was the first reading of the Executive Committee to go to FEMS in December.

Chief Grandstaff said that his understanding of the policy was that agency lead was the head of the water rescue team for that individual agency.

Chief Puckett confirmed this, stating that the technical rescue team and hazmat team is organized at the county level—so participants would go that through the county—with water rescue being more decentralized, deferring management to the agency lead.

MOTION: Chief Grandstaff moved to forward Policy 620 to the FEMS Board for consideration and first reading in December. Chief Hahn seconded the motion, which passed unanimously (3-0).

C. 2024 Executive Committee Meeting

V. Next Meeting

A. Monday, January 8, 2024 at 1630 hours

Ms. Davis noted that the next scheduled Executive Committee meeting was Monday, January 8, at 1630.

Chief Grandstaff asked if Chief Eggleston still wanted to schedule these every month.

Chief Puckett and Ms. Davis responded that they have not discussed it with him yet, and Ms. Davis said she just used what they had in 2023.

MOTION: Chief Grandstaff moved to approve the list of EC meetings as presented. Chief Hahn seconded the motion, which passed unanimously (3-0).

Ms. Davis said they could make any changes in January if needed.

Adjournment

At 17:02 hrs., the FEMS Executive Committee adjourned its meeting.



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD EXECUTIVE COMMITTEE

ATTENDANCE LOG

Date: November 6, 2023

VOTING MEMBERS (OR DESIGNATES)

Chief Virginia Leavell (CARS):

Chief Michael Grandstaff (Scottsville Fire):

Michael Grandstaff

Chief Dennis Hahn (Seminole Trail):

Dennis Hahn

Chief Kostas Alibertis (WARS):

Deputy Chief David Puckett (Albemarle County):

David Puckett

GUESTS & OTHERS

Guest/Other

Organization/Agency/Affiliation

Christina Davis

ACFR



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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	November 6, 2023	
MOTION:	MOTION MADE BY:	SECONDED BY:
Approve Consent Agenda	Chief Michael Grandstaff	Chief Dennis Hahn
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Deputy Chief David Puckett (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Virginia Leavell (CARS)	<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 Kostas Alibertis (Western Albemarle)	<input 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

November 6, 2023

Date



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

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Special Operations Team Training Policy	November 6, 2023	
MOTION:	MOTION MADE BY:	SECONDED BY:
Approve the Special Operations Team Training Policy to move forward to Fire EMS Board for Review	Chief Michael Grandstaff	Chief Dennis Hahn
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Deputy Chief David Puckett (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Virginia Leavell (CARS)	<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 Kostas Alibertis (Western Albemarle)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

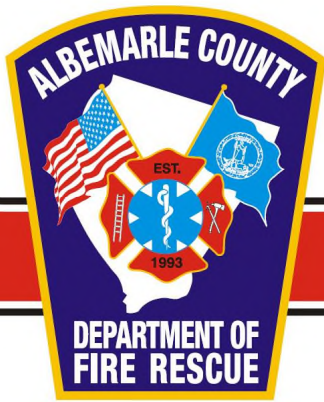
I hereby attest that the foregoing is true and complete to the best of my knowledge.

Christina Davis

Clerk

November 6, 2023

Date



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

AGENDA TITLE/ISSUE:	AGENDA DATE:	
2024 Executive Committee Meeting Dates	November 6, 2023	
MOTION:	MOTION MADE BY:	SECONDED BY:
Accept 2024 meeting dates as listed	Chief Michael Grandstaff	Chief Dennis Hahn
SUBSEQUENT MOTIONS/AMENDMENTS:		
1.		

CALL OF THE QUESTION:	Yes	No	Abstain
Deputy Chief David Puckett (ACFR)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Virginia Leavell (CARS)	<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 Kostas Alibertis (Western Albemarle)	<input 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

November 6, 2023

Date

Training Officers Meeting Agenda

November 1st, 2023, at 1830

Attendees: Matt Ascoli, Jennifer Yerby, Rob Knight, Dan Spearin, Carol Padget-Brown, Taylor Vierrether, and Kyle Tatton

Current Registrations

Upcoming Classes:

CLASS	START DATE	# REGISTERED	DATE CLOSES
EVOC	11/14/23	13	10/23/23
Fire Officer II	01/06/24	3	12/16/23
Firefighter I	01/08/24	31	12/18/23

- **Reminder of VDFP HTR pre-course work** – Pre-course work must be completed prior to registration in Cornerstone. This may take 1.5-2 hours to complete.
- **Live fire training review/feedback** – Positive feedback. Looking forward to it next year.
- **Vehicle 1** - 12 signed-up in Active but 6 registered in Cornerstone after completing the prerequisites of pre-course work.
- **VDFP instructor update review** – Moving all testing to QA/QI.
 - Online Testing Platform
 - Better Analytics and feedback of what the student may need to focus on for retesting.
 - Water Rescue Training Center coming to Hanover, VA.
 - All Programs going through Reaccreditation.
 - 40+ programs.
 - HTR classes are not accredited.
 - Vendor-style classes such as Nozzle Forward and Thermal Imaging.
 - Class for Electric Vehicle for Firefighters.
- **Please be sure to have those associated with your stations to include that when completing the Active account sign-up.**

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.



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NOTICE OF PUBLIC MEETING

The Fire and Emergency Medical Services (FEMS) Board meets on the fourth Wednesday of each month at 1800 Hours except as noted below.

DEPARTMENT OF FIRE RESCUE FIRE and EMERGENCY MEDICAL SERVICES BOARD 2024 MEETING SCHEDULE

Meeting Date	Meeting Time	Meeting Location
Wednesday, 24 January 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 28 February 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 27 March 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 24 April 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 22 May 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 26 June 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 24 July 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 28 August 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 25 September 2024	1800 Hours	COB-McIntire, Room #235
Wednesday, 23 October 2024	1800 Hours	COB-McIntire, Room #235
No meeting in November*		
Thursday, 5 December 2024*	1800 Hours	COB-McIntire, Room # 235

**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
<https://www.albemarle.org/government/fire-rescue/fire-ems-board>

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