

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 23, 2024 | 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 2024 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 No Meeting No Meeting No Meeting No Meeting No Meeting
IV. Unfinished Business – A. Plans Review Update	H. Lagomarsino
V. New Business – A. FEMS Board Chair & Vice-Chair Nomination B. Review 2025 FEMS Board Dates	D. Eggleston D. Eggleston

ALBEMARLE COUNTY FIRE/EMS BOARD
FEMS BOARD MEETING
WEDNESDAY, SEPTEMBER 25, 2024 – 1800 HOURS

A regular meeting of the Albemarle County Fire/EMS Board was held on Wednesday, September 25, 2024 at 1800 hours in Room 246 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
- Timothy Cersley, Scottsville Volunteer Fire Department
- Gary Dillon, Crozet Volunteer Fire Department
- Jason Tetterton, East Rivanna Volunteer Fire Company
- George Stephens, North Garden Volunteer Fire Department
- Rob Knight, Seminole Trail Volunteer Fire Department
- Dustin Lang, Stony Point Volunteer Fire Company
- Kostas Alibertis, Western Albemarle Rescue Squad

Others in attendance:

- Heather Childress, Albemarle County Fire Rescue
- Alyssa Mezzoni, Albemarle County Fire Rescue
- David Puckett, Albemarle County Fire Rescue
- Jennifer Yerby, Albemarle County Fire Rescue
- William Soucy, Stony Point Volunteer Fire Company

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 none presented.

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

There were none presented.

II. Consent Agenda

A. July and August 2024 Minutes

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

III. Committee Updates

- A. Executive Committee**
- B. Training Committee**

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

Chief Alibertis mentioned that the Operations Committee minutes were attached to the board packets.

IV. Unfinished Business

A. Dispatch Review Committee

Chief Alibertis stated that this item would be considered at the October FEMS Board meeting.

V. New Business

A. FY 26 Budget Process Update

Ms. Mezzoni stated that the FY26 budget process would be commencing over the next few weeks, and stations would receive forms by the end of October, due back the first week of December. She said that ACFR has been working with the budget office to ensure that the first quarter payments would be received as close to July 1 as possible. She stated that they have also worked with the budget office on the process for one-time requests so that funding is available on the first-quarter check for items ordered near the end of the fiscal year.

B. Speed Cameras

Chief Puckett reported that a speed camera has recently been added at Albemarle High School; currently, warnings are being issued—but beginning October 21, penalties would be enacted. He said that the Albemarle Police Department would review these before sending them out, and any vehicle with emergency lights would not be ticketed.

Chief Puckett stated that the tickets would be issued to the registered owner of the vehicle, which could be the County or the station; stations could fill out a form to indicate who was driving the vehicle, go to court and fight the ticket, or just pay the ticket. He noted that PD redirects any tickets to the drivers, and he would encourage stations to follow that protocol. He added that the cameras would be placed at other school zones throughout the County.

Chief Alibertis asked if this applied only to school zones when they were active.

Chief Puckett confirmed this and said that a driver must be going 10 miles over the speed limit to receive a ticket, unless there were emergency lights going. He also stated that the cameras take a picture of the rear of the vehicle only—not the front windshield—so it would be up to them to identify who was driving at the time.

Chief Eggleston commented that this mirrors what PD does, so it makes sense for fire/rescue as well.

Chief Puckett stated that since school started, over 1,000 warnings have been issued.

Ms. Mezzoni commented that Jason Martin indicated that 3,300 had been issued.

Chief Puckett noted that these are \$100 fines.

Pro-QA Update

Chief Puckett also reported that ECC was working on a Pro-QA update for the software itself, and the only impact to the fire/rescue system is the emergency fire inspection software and calls regarding electrical hazards such as lines or trees down. He said that the updates are slated for October 1, so there may be some new activity in terms of dispatch for those situations.

C. Townhouse FOG

Chief Puckett reported that they have already reviewed and approved the Townhouse FOG, and the only updates are to align it with the response plan that was approved with the other commercial responses. He said that he had added language for the quick reference guide, and it was up to them to decide whether to take action tonight.

MOTION: Chief Dillon moved to approve the Townhouse FOG as presented. Chief Tetterton seconded the motion, which passed unanimously (9-0).

D. High-Rise FOG

Chief Puckett reported on the High-Rise FOG (five stories and up) and Mid-Rise FOG (multi-story but less than five stories). He stated that this follows the response plans and adds an additional engine to the high-rise fire, which is part of the quick reference guide.

MOTION: Chief Dillon moved to approve the High-Rise FOG as presented. Chief Eggleston seconded the motion, which passed unanimously (9-0).

E. Medication Policy

Chief Puckett reported that the Executive Committee reviewed this at their meeting the previous month, at which time it was about 80% complete but still being drafted. He said that this was on a relatively tight timeframe because of the deadline to get off of the drug exchange program. He noted that they do not have to approve this at this meeting, but there was a good chance they would have to at least use it as an interim policy.

Chief Puckett explained that this policy lays out the expectations to receive medications from the County and outlines roles and responsibilities, as well as security measures.

Chief Alibertis asked if they had considered the issues raised, such as if the staffing was not ALS.

Chief Puckett responded that he had revised the policy so that BLS personnel could do a seal check—but if they find any discrepancy, they should stop immediately and let ALS personnel handle it.

Chief Puckett noted that there was one update to the standard inventory since the packet was emailed, and that still had a few outstanding items to be worked out.

Chief Tetterton said that they stored medications in little pelican cases in the back of the car, and he asked if that procedure would be impacted by this. He confirmed that these were unlocked cases.

Chief Puckett replied that they couldn't just be in a locked trunk, and they would either have to be secured in a vehicle or have a policy to remove them from the unit if temperatures could not be maintained.

Chief Eggleston asked what medications needed to be temperature controlled.

Chief Puckett explained that the Board of Pharmacy regulates all prescriptions, so anything above aspirin or glucose—even nitroglycerin—must be maintained per those specifications. He asked if the medications were at the station or in the vehicles.

Chief Tetterton responded that they keep the BLS drugs in a secure location in the building.

Chief Puckett said that technically, they would need a controlled substance registration or a pharmacy to store any drugs at the station. He stated that they waived the alarm requirement if it is schedule 6, but you still need a license to store them.

Chief Alibertis stated that the alarm systems must have two means of communication.

Chief Lang noted that schedule 6 registration is a fairly routine process, and that additional measure costs only about \$10 a month.

Chief Puckett stated that right now, everyone has to have their own license; in the future, other locations can be designated under the PSOC registration.

Chief Leavell asked about Section 505.8.1 for controlled substance check, as she did not see a differentiation between ALS and BLS.

Chief Puckett responded that the language used to stipulate that an ALS provider needed to do it, but he changed it to a generic EMS provider.

Chief Leavell said that the language includes references related to quantity, etc.

Chief Puckett noted that he would go back and clarify the ALS/BLS discrepancies.

Chief Alibertis pointed out that there would be a difference in how the medication was handled based on whether or not the seal was broken.

Chief Puckett clarified that if there were no ALS providers in the station during that shift, he would argue that they don't necessarily have to document the seal—although they may want to for their own protection.

Chief Alibertis said they discussed this at the Executive Committee, because several shifts might go and they did not know where there was a drop. He recalled that the EC said it would be nice to have that timeframe be once every 24 hours.

Chief Puckett agreed that the shorter the time period the better, especially in the event of a diversion. He added that the verification was not that difficult and goes pretty quickly with a person just entering a four-digit PIN.

Chief Tetterton asked how they would identify who would verify the seal, as it might be several days before an ALS person could do it.

Chief Puckett said that someone would hopefully be there during the day who could verify it, but a long weekend might prolong that timeframe.

Chief Puckett reported that the policy references the electronic locks on the drug boxes, which would not be in place by the time this goes live in October or November. He noted that they are still working through the process of testing and getting the software on the server, as well as connecting to units and stations.

Chief Alibertis asked if the noncompliance issue raised in the policy pertained to people not checking.

Chief Puckett responded that it could be not checking, not taking controlled substances out of the PIXIS machine, not documenting where they went, or not completing required training. He added that it's different for ACFR as a station because the drugs are coming from either UVA or Martha Jefferson (Sentara)—but they did have to account for controlled substances from the time they were purchased, every move they made, who they were administered to, and what third-party company was used to destroy them. He emphasized that they have to account for every vial, which was a big concern for him in terms of a change management process.

Chief Alibertis reiterated that this may need to be a temporary policy until they could vote on it, as people may want a chance to read it and offer feedback.

Chief Puckett reported that the implementation schedule begins October 11, with PSOC being the hub, and stations 15, 16, and 11 being spokes. He said that they would stand for a staggered implementation, beginning with the north—so stations 8, 18, 12, and 4. He stated that they would keep the current boxes on the ambulances while this is being launched. He also said that Sean Watson would be working out of PSOC and would be available to answer questions. He stated that the second spoke would be eastern, then southern, then finishing with western the week of November 11.

Chief Puckett stated that this provides a two-week buffer before the hospitals outright stop stocking, and they would be winding down beginning November 15. He also mentioned that the current drug boxes would remain the property of ACFR, so they would be going out the week before, picking up spare boxes, bringing them back in, using them to build the kits, then sending them out and getting more boxes to try to utilize some of the stock before it goes out of date.

Chief Tetterton noted a discrepancy with Section 505.13, stating that the language indicates that police, the FDA, etc. would all be notified and an investigation would be initiated. He asked if this was specific only to controlled substances.

Chief Puckett confirmed that this would only pertain to controlled substances. He added that he tried to clearly break out controlled vs. non-controlled substances and make the latter as easy as possible while still having some idea of where inventory was.

Chief Tetterton said that the language indicates that if a seal has been compromised, that process gets triggered.

Chief Puckett emphasized that this only pertained to controlled substances, but he agreed to review the language to make sure it was clear.

Chief Eggleston stated that this was a significant change, and Virginia is one of the last states to move to this system from a stocked box—which was perfect in the EMS world.

Chief Stephens asked if it would make more sense to have them issue it at the chief level and test it out prior to adopting it as a full policy, which may require redoing as an entire policy if changes are needed.

Chief Eggleston agreed that this was the best approach.

MOTION: Chief Alibertis moved to support an interim policy created by the Chief, pending usage and modification of the formal mediation box. Chief Leavell seconded the motion, which passed unanimously (9-0).

Miscellaneous

Chief Eggleston reported that earlier that week, ACFR was notified of the award of a FEMA SAFER grant that allows the hiring of seven personnel for North Garden, which rounds them out to 24/7. He said that he and Chief Stephens spoke about this and are very happy about this, and the process itself was very collaborative among all parties. He noted that the award amount is \$1.7 million, which will allow funding of those positions for three years.

Chief Puckett commented that 18-2 would also be 24/7.

Chief Eggleston confirmed this.

Adjournment

At 18:36 hrs., the FEMS Board adjourned its meeting.



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

GUESTS & OTHERS

Date: Wednesday, September 25, 2024

<i>Guest/Other</i>	<i>Organization/Agency/Affiliation</i>
Jennifer Yerby	ACFR
David Puckett	ACFR
Alyssa Mezzoni	ACFR
Heather Childress	ACFR
William Sovey	SVFe
Timmy Chesley	SVFD



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ALBEMARLE COUNTY FIRE AND EMERGENCY MEDICAL SERVICES BOARD ATTENDANCE LOG

Date: Wednesday, September 25, 2024

VOTING MEMBERS (OR DESIGNATES)

Chief Dan Eggleston (Albemarle County): _____

Chief Virginia Leavell (CARS): _____

Chief Gary Dillon (Crozet): _____

Chief Todd Richardson (Earlysville): _____

Chief Jason Tetterton
~~Assistant Chief George Robinson (East Rivanna):~~ _____

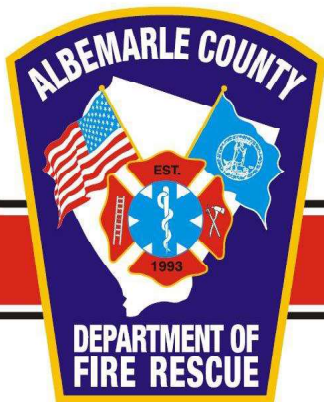
Chief George Stephens (North Garden): _____

Chief Timothy Cersley (Scottsville Fire): _____

Assistant Chief Rob Knight (Seminole Trail): _____

Chief Dustin Lang (Stony Point): _____

Chief Kostas Alibertis (Western Albemarle): _____



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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:
Consent Agenda	Wednesday, September 25, 2024
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 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 (Earlysville)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Jason Tetterton (East Rivanna)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief George Stephens (North Garden)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Timothy Cersley (Scottsville Fire)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assistant Chief Rob Knight (Seminole Trail)	<input 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.

Jennifer Yerby

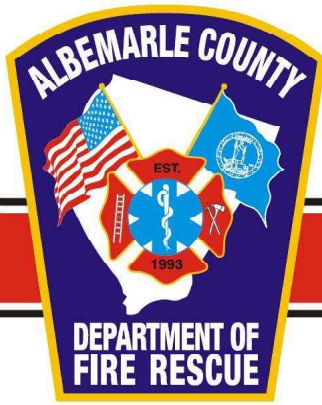
September 25, 2024

Clerk

Date



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



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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Townhouse FOG	Wednesday, September 25, 2024	
MOTION:	MOTION MADE BY:	SECONDED BY:
To accept Townhouse FOG	Chief Gary Dillon	Chief Jason Tetterton
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 (Earlysville)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Jason Tetterton (East Rivanna)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief George Stephens (North Garden)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Timothy Cersley (Scottsville Fire)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assistant Chief Rob Knight (Seminole Trail)	<input 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.

Jennifer Yerby

September 25, 2024

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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:
High-Rise FOG	Wednesday, September 25, 2024
MOTION:	MOTION MADE BY: SECONDED BY:
To accept High-Rise FOG	Chief Gary Dillon Chief Dan Eggleston
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 (Earlysville)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Jason Tetterton (East Rivanna)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief George Stephens (North Garden)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Timothy Cersley (Scottsville Fire)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assistant Chief Rob Knight (Seminole Trail)	<input 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"/>

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Jennifer Yerby

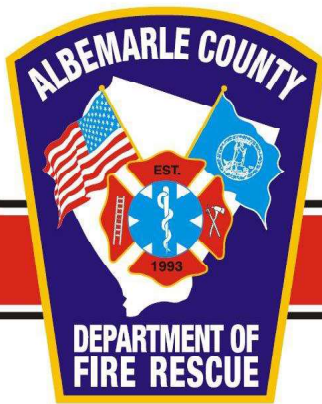
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ALBEMARLE COUNTY FIRE RESCUE EMERGENCY AND MEDICAL SERVICES BOARD ACTION RECORD

AGENDA TITLE/ISSUE:	AGENDA DATE:	
Medication Policy	Wednesday, September 25, 2024	
MOTION:	MOTION MADE BY:	SECONDED BY:
To accept Medication Policy	Chief Kostas Alibertis	Chief Virginia Leavell
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 (Earlysville)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Jason Tetterton (East Rivanna)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief George Stephens (North Garden)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chief Timothy Cersley (Scottsville Fire)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assistant Chief Rob Knight (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"/>

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Jennifer Yerby

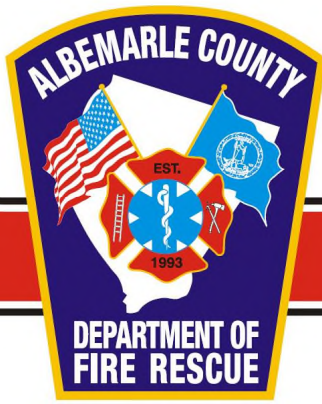
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NOTICE OF PUBLIC MEETING

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 2025 MEETING SCHEDULE

Meeting Date	Meeting Time	Meeting Location
Wednesday, 22 January 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 26 February 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 26 March 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 23 April 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 28 May 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 25 June 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 23 July 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 27 August 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 24 September 2025	1800 Hours	COB-McIntire, Room #235
Wednesday, 22 October 2025	1800 Hours	COB-McIntire, Room #235
No meeting in November*		
Thursday, 4 December 2025*	1800 Hours	COB-McIntire, Room # 241

**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.”