

May 25, 2021
Regular Meeting

**Pittsylvania County Fire and Rescue Commission
Regular Meeting
May 25, 2021**

VIRGINIA: The Regular Meeting of the Pittsylvania County Fire and Rescue Commission was held on May 25, 2021 in the Board Meeting Room, 39 Bank Street, SE, Chatham, Virginia. Chairman - SouthWest Quad - F&R Rep Bryan Fox, called the meeting to order at 6:30 PM. The following members were present:

Attendee Name	Title	Status	Arrived
Chuck Angier	NorthWest Quad - Citizen Rep	Present	6:25 PM
Tim Duffer	Southeast Quad - F&R Rep	Present	6:24 PM
Bryan Fox	Chairman - SouthWest Quad - F&R Rep	Present	6:25 PM
Kermit King	Northwest Quad - F&R Rep	Present	6:24 PM
Bobby Lovelace	SouthWest Quad - Citizen Rep	Absent	
Ben Meeks	NorthEast Quad - F&R Rep	Present	6:23 PM
Ronald S. Scarce	Board of Supervisors Rep	Present	6:28 PM
Keith Scruggs	Vice Chairman - NorthEast Quad - Citizen Rep	Present	6:24 PM
Bert Sellers	Southeast Quad - Citizen Rep	Present	6:27 PM

AGENDA ITEMS TO BE ADDED

1. Motion to Add Agenda Items

Added to Agenda was discussion of CIP funding for Apparatus replacement for Cool Branch.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chuck Angier, NorthWest Quad - Citizen Rep
SECONDER:	Tim Duffer, Southeast Quad - F&R Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Scarce, Scruggs, Sellers
ABSENT:	Lovelace

APPROVAL OF AGENDA

Motion to approve amended Agenda by Ron Scarce, seconded by Ben Meeks. Unanimous.

1. Motion to Approve

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald S. Scarce, Board of Supervisors Rep
SECONDER:	Ben Meeks, NorthEast Quad - F&R Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Scarce, Scruggs, Sellers
ABSENT:	Lovelace

MINUTES APPROVAL

1. April FRC Meeting Minutes Approval

SUMMARY:

For the FRC’s review, attached are the April FRC Meeting Minutes.

FINANCIAL IMPACT AND FUNDING SOURCE:

N/A

RECOMMENDATION:

County Public Safety Staff recommends the FRC approve the April FRC Minutes as presented.

MOTION:

“I make a Motion to approve the April FRC Minutes as presented.”

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chuck Angier, NorthWest Quad - Citizen Rep
SECONDER:	Bert Sellers, Southeast Quad - Citizen Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Searce, Scruggs, Sellers
ABSENT:	Lovelace

PRESENTATIONS

1. County Finance Presentation

SUMMARY:

David M. Smitherman, County Administrator, will make a presentation regarding County Finances.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

Not applicable. For informational purposes only.

MOTION:

Not applicable. For informational purposes only.

Kim Van Der Hyde (Finance Director) outlined the County’s budget process. Kim and County Administrator David Smitherman also answered any Commission members questions.

HEARING OF THE CITIZENS

none

FIRE AND RESCUE ASSOCIATION REPORT

Chief Mike Neal mentioned the different command channels; the Code of Ethics that is in the draft stage and that it needs further tweaking; the Ambulance CIP Funding and the proposed points system needs to be looked at again, running calls. He also mentioned that he would like for the Commission members to attend the Fire and Rescue Association meetings with the next one being in June.

COUNTY STAFF REPORTS

1. Public Safety Director's Report

SUMMARY:

For the FRC's reference and review, please find the following County Public Safety Director's Report:

(1) Volunteer Recruitment:

As reported last month, County Public Safety Staff recently added a "Volunteer Interest Form" to the County's website. This allows citizens to go online and fill out the form and then send it to the appropriate Volunteer Agency.

(2) CIP Survey

To better understand the future needs of the County's Fire and Rescue Agencies, County Public Safety Staff will soon be contacting the volunteer leadership asking that they fill out a short survey identifying their capital needs over the next five (5) years.

(3) EMS Billing Best Practices

There is wide range of the percentage being collected by each Volunteer Agency regarding EMS billing. To help all Agencies improve EMS billing revenue, County Public Safety will be surveying each Agency asking they share their billing information and practices. County Public Safety Staff desires to compile this into a Best Practices document for Agencies to use to improve revenue.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

Not applicable. For informational purposes only.

MOTION:

Not applicable. For informational purposes only.

Michael Lee (in Chris Slempp's absence) mentioned the Volunteer Recruitment form on the county website and it that it has been working well, CIP Survey with each volunteer leadership should outline their Capital Improvement needs for the next 4-years. He also mentioned EMS Billing Best Practices and surveying volunteer agencies and comparing their collection rates. CIP Apparatus Rotation/Replacement Plan Recommendation needs action, also CIP funds be moved to support other fire and rescue capital equipment needs when not used.

UNFINISHED BUSINESS

1. CIP Apparatus Rotation/Replacement Plan Recommendation

SUMMARY:

At the April FRC Meeting, the FRC's Apparatus Committee ("Committee") Meeting presented a formal CIP rotation for fire apparatus and an ambulance replacement plan. After much discussion and questions regarding the same, the FRC tabled the matter. The FRC still needs to recommend a Plan to the Board of Supervisors ("Board").

The Committee has recommended that fire apparatus be funded on a rotation that is based on the last time an Agency received CIP funding for fire apparatus. A Volunteer Agency can choose to pass on funding, and the funding go to the next Volunteer Agency in line. If a Volunteer Agency does pass on funding, it would remain on the list in the same priority position for upcoming funding years. Once any Volunteer Agency receives funding, it will move to the bottom of the rotation. For the FRC's review and consideration, the proposed Fire Apparatus Funding Rotation is attached.

CIP funding for ambulances; however, would be based on a points system. The Committee recommends the attached funding formula that considers the last time a Volunteer Agency received CIP ambulance funding, the age of the ambulance being replaced, the amount of engine hours on the ambulance, call volume, and gives bonus points for remounting an ambulance box to a new chassis. A Volunteer Agency must meet a minimum score to be eligible. Volunteer Agencies having the higher scores would receive priority for ambulance funding. The FRC would recommend to the Board of Supervisors whom to provide funding in the case of a tie.

Finally, it is recommended that when no Volunteer Agency applies for CIP funds, said funding be moved to support other fire and rescue capital equipment needs.

FINANCIAL IMPACT AND FUNDING SOURCE:

No immediate fiscal impact to the FY22 County Budget.

RECOMMENDATION:

County Public Safety Staff and the Committee recommend the FRC recommend to the Board the adoption of the Fire Apparatus CIP Funding Rotation and Ambulance CIP Funding Formula as presented.

MOTION:

"I make a Motion recommending the Board adopt the Fire Apparatus CIP Funding Rotation and Ambulance CIP Funding Formula as presented."

Discussion of Replacement Plan Recommendation. Tim Duffer discussed and explained remounting. Motion to table another month the Ad-Hoc Committee for CIP Apparatus Rotation/Replacement Plan Recommendation'

RESULT:	TABLED [UNANIMOUS]
MOVER:	Ben Meeks, NorthEast Quad - F&R Rep
SECONDER:	Kermit King, Northwest Quad - F&R Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Searce, Scruggs, Sellers
ABSENT:	Lovelace

2. Cool Branch CIP Funding discussion

Discussion of funding Cool Branch their CIP monies.

RESULT:	DEFEATED [4 TO 4]
MOVER:	Chuck Angier, NorthWest Quad - Citizen Rep
SECONDER:	Kermit King, Northwest Quad - F&R Rep
AYES:	Angier, Duffer, King, Meeks
NAYS:	Fox, Searce, Scruggs, Sellers
ABSENT:	Lovelace

NEW BUSINESS

1. Operational Radio Procedures SOG Approval

SUMMARY:

For the FRC’s review and consideration, attached is an Operational Radio Procedures Policy (“ORPP”) created by the Fire and Rescue Association, Public Safety, and County dispatchers. Radio traffic can be very heavy and confusing during major events and the adoption of the proposed ORPP will reduce those issues.

FINANCIAL IMPACT AND FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

County Public Safety Staff and the FRA recommend the FRC adopt the attached ORPP policy as presented.

MOTION:

"I make the Motion to adopt the attached ORPP policy as presented."

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tim Duffer, Southeast Quad - F&R Rep
SECONDER:	Keith Scruggs, Vice Chairman - NorthEast Quad - Citizen Rep
AYES:	Angier, Duffer, Fox, King, Meeks, Searce, Scruggs, Sellers
ABSENT:	Lovelace

MATTERS FROM COMMISSIONERS

Searce - no matters

Sellers - stated there are flaws in the points system proposed and the thinks the committee to go back and look at it again; the Code of Ethics should be handled by each department and not Public Safety.

Chuck Angier - no matters

Ben Meeks - the Commission has a tough job and tries to make well-thought recommendations to send to “the Board” and always put the citizens first.

Tim Duffer - The volunteers need to look at the EMS billing; also, because the County pays the insurance, Public Safety needs to be immediately informed of major infractions proposed in the Code of Ethics.

Kermit King - thanks to the volunteers also stated the Commission tries to make sound decisions.

Keith Scruggs - keep Chris Slemm in prayers also well wishes to Mr. Lovelace.

Bryan Fox - reminding chiefs to follow-up on the volunteer recruitment online form, also SOVAH health is reminding Fire and Rescue trucks whether Basic or ALS level, if your monitor shows STIMMY, and you're going to Danville, to please call them and activate the Stimmy alert, so that they can clear the Cath lab, if necessary as it will make them aware, thus a better chance for survival for the patient.

CLOSED SESSION

Closed Session was not entered into.

RETURN TO OPEN SESSION AND CLOSED SESSION CERTIFICATION

ADJOURNMENT

Adjournment at 8:33 PM by Bryan Fox.