
PITTSYLVANIA COUNTY FIRE AND RESCUE COMMISSION

Tuesday, October 27, 2020, 6:30 pm; Chatham Community Center, 115 South Main Street, Chatham,
Virginia 24531

AGENDA

- 1. Call to order**
- 2. Roll Call**
- 3. Any Additions / Revisions to Agenda**
- 4. Agenda Approval**
- 5. Minutes Approval (*September meeting*)**
- 6. Presentation(s)**
- 7. Fire and Rescue Association Reports (*D. Fowler*); (*10 minutes*)**
- 8. Other Fire or EMS Agency Reports**
- 9. County Staff Reports**
 - A. Public Safety Deputy Director's Report (*M. Lee*)**
- 10. Unfinished Business**
 - A. Commission Bylaw's Revisions Adoption (*B. Fox*)**
 - B. Strategic Plan Update (*M. Lee*)**
- 11. New Business**
 - A. Board of Supervisors' Communications (*Scarce*)**
- 12. Other matters from Commission members**
- 13. Adjournment**

Fire and Rescue Commission
Minutes of September 22, 2020
Chatham Community Center
115 South Main St, Chatham, VA 24531

1.) Call to order at 6:30 p.m. by Bryan Fox, Chairman

2.) Roll Call:

Member	Present	Absent
Chuck Angier	X	
Tim Duffer	x	
Bryan Fox	X	
Brian Garrett	X	
Ben Meeks	X	
Ron Searce	X	
Keith Scruggs	X	
Bert Sellers	X	
Bobby Lovelace		x

Staff members present: Chris Slemp, Michael Lee

Fire and Rescue Association representative: Dean Fowler

3.) Additions or Revisions to the agenda: None

4.) Approval of the agenda:

Motioned by Ben Meeks, seconded by Tim Duffer to approve agenda. Motion passed unanimously.

5.) Approval of previous meeting minutes:

Motioned by for approval of minutes Brian Garrett, seconded by Chuck Angier to approve minutes of August 25, 2020. Motion passed unanimously.

6) Presentations: None

7.) Fire and Rescue Association Report: Chief Fowler stated they are in the process of reviewing SOGs for RIT and fire ground accountability. They need a little more time to review and edit both these and will report back to the commission. The Association did make the follow recommendations for fire chief standards: VA State Firefighter 1, Hazardous Materials Operations, EVOC, CPR, and the National Incident Management System ICS 100, 200, 700 and 800. Additionally, EMS Captain minimum requirements would be EMT, EVOC, National Institute Management System ICS 100, 200, 700, 800, as well as MCI 1, MCI 2. The chief or captain would have until October 2021 to obtain these certifications if they don't already have them.

Ben Meeks stated he appreciates Chief Fowler and the Association for compiling the material and all the work they do.

8.) Other Fire and EMS Agency Reports: none

9.) County Staff Reports: Chris Slempe speaking: 640 is still in negotiations on how to handle any remaining funds. Cool Branch is still in negotiations. Danville Fire and Rescue as far as the capital inventory requested by the BOS is still in the process of being completed. Staff will be visiting stations and also cataloging SCBAs, turnout gear, defibrillators, etc. The majority of EMS supplies have come in and been delivered. There still items on back order, and some items are hard to get right now. Casey has delivered the majority of said items. The County's CARES funds have mostly been obligated at this point. ESO contract has been signed, Scott Hutcherson will be assisting with the rollout of ESO.

10.) Unfinished Business: Bryan Fox speaking.

A. Bryan Fox opened a discussion of bylaw's revision:

The draft of bylaw amendments was reviewed, and further suggestions were made such as correcting the meeting location; as well as, what constituted a quorum and a majority vote. Question about where they would be primary meeting, hearing of the citizens. There was a question on whether the paragraph on the hearing of the citizens had to be read if there were not any present. County attorney Hunt stated "no, it doesn't". Ben Meeks stated that he thought the Commission should be able to have remote meetings and used as an example that he was out sick last meeting and would have liked to still be able to participate in the meeting from his home. He also stated that because of the times we are in right now, it might be necessary.

County attorney, J Vaden Hunt, explained remote meetings and all it entails. He also stated that there is no requirement to facilitate remote meetings. Stated these by-laws are the commissions internal rules and they can adopt them how they want. Stated that the Commission will soon be meeting at refurbished school board administration building room that is being done with CARES funding. It was decided that a quorum would be more than a simple majority of the appointed members. Also, included in bylaws would be making remote meetings possible within defined guidelines. It was suggested that they refer the bylaws back to committee for further review and compile a revised copy of the bylaws. Tim Duffer made a motioned, seconded by Brian Garrett, to send bylaws back to committee for changes discussed of the bylaws. Motion so passed.

B. Chris Slemp spoke about the Strategic Plan Update goals: Reviewed goals, objectives and actions for goal #1 “Develop and implement a strategy to recruit, retain, educate, and motivate quality volunteers and staff while improving utilization of human resources”. Mr. Slemp reiterated that some of the actions needed will take time and money.

Comments: Tim Duffer mentioned working with the DCC Community College regarding a paramedic program.

Ben Meeks asked about whether the program was being pitched to the schools. Mr. Slemp stated that they had earlier but because of COVID-19 it was stalled until schools get back to normalcy.

Caleb Ayers was introduced to the commission as our new Public Relations Manager, he spoke about how the Fire and Rescue Association and how awareness can be raised. Presented a PowerPoint titled “Thank a Volunteer, become a Volunteer”. He also answered any questions the Commission had. Mr. Neal spoke about the importance of pushing the EMT class to those in high school and all the benefits of taking the courses. Supervisor Searce thanked Caleb Ayers for laying out the plan. As did several other Commission members.

Ben Meeks reiterated that the statistics in EMS call volume should be put out to the public, for their education. Lots of people just do not know what goes on with Fire and Rescue.

Keith Scruggs agreed about getting young adults involved, and the importance of getting churches involved.

Ben Dalton mentioned “soft building” and maybe we can educate.

Bert Sellers spoke about how being an EMT volunteer, can be a great resume builder.

Chief Neal said that he newspaper article that he was featured in got him a lot of exposure, and subsequently donations from several people.

11) New Business:

A) Ron Searce gave a Board of Supervisors update: the “board” passed 2 resolutions - one honoring the late Landon Worsham, long-term fire chief of Chatham, and the other was

Gretna Fire and Rescue Tax Exempt Financing to assist with purchase of a 2020 Dodge Ambulance.

B) Caleb Ayers gave a presentation on a new marketing initiative the County is pushing called “Thank a volunteer. Become a volunteer.”

12.) Matters from Commission Members:

Ben Dalton – asked if all agencies have a Jr Member program. Stated this program should be actively pushed. He also spoke about training our captains and chiefs, also maybe getting someone once a year to come in and train on how to set small goals and strategic plans within the department. He also asked about update on EMS class and that he has several people who are waiting to take it. Kasey Seay stated that the class will start in January, with Chris Christenson being the lead instructor.

Keith Scruggs thanked Caleb Ayers for his efforts on the marketing plan. He also mentioned the late Landon Worsham and his legacy and thanked the Board of Supervisors for the resolution for Worsham.

Bryan Fox – thanked the Bylaws Committee for their work, thanked the chiefs for all their work, and coming out for the meeting. Also thanked Public Relations Manager for his efforts.

Motion, seconded to adjourn, motion so moved.

Adjourned at 7:32pm.



**FIRE AND RESCUE COMMISSION
EXECUTIVE SUMMARY**

Agenda Section:	County Staff Reports
Agenda Title:	Public Safety Director's Report
Staff Contact:	Christopher C. Slemp
Agenda Date:	October 27, 2020
Attachment:	none

SUMMARY:

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

- (1) **640 Rescue Squad Update:** 640 Rescue Squad's Board of Directors has yet to make a final decision regarding assets.
- (2) **DLSC Radio System Update:** The Board agreed to move forward with using \$175,000 to bring DLSC on the County's radio system; however, the county will not incur any additional cost of maintenance as adding the additional tower brings an annual maintenance cost. DLSC would be required to fund the maintenance cost for that tower site.
- (3) **Capital Inventory Update:** County Staff has completed the CIP inventory and is compiling a report.
- (4) **CARES Funding:** Staff has been working with ESO and volunteer departments to get the ESO reporting software up and running. Installation of the turnout gear washers and driers is proceeding. Staff has learned the household washers and driers that were ordered for the EMS transport agencies are on back order and it may December before we receive these units. Overall the CARES funding is now 100% allocated to many various projects throughout County government.

RECOMMENDATION:

None. For informational purposes only.

MOTION:

None. For informational purposes only.



**FIRE AND RESCUE COMMISSION
EXECUTIVE SUMMARY**

Agenda Section:	Unfinished Business
Agenda Title:	Revised Commission Bylaws Adoption
Staff Contact:	Christopher Slempp
Presenter	Bryan Fox
Agenda Date:	October 27, 2020
Attachment:	1 (Revised Commission Bylaws)

SUMMARY:

At the July Commission Meeting, the Commission Chairman appointed a Committee to recommend revisions to the Commission's Bylaws. At the September Commission meetings proposed bylaw changes were presented. After discussion with the Commission members, some changes were requested. The Committee has met and its proposed revisions (indicated in "red") to the Commission's Bylaws are attached. Bryan Fox will present the same for potential adoption.

RECOMMENDATION:

County Staff and the Bylaw Revision Committee recommend adopting the revised Commission Bylaws as presented.

MOTION:

"I make a Motion to adopt the revised Commission Bylaws as presented."

BY-LAWS AND RULES OF PROCEDURE OF THE PITTSYLVANIA COUNTY FIRE AND RESCUE COMMISSION

ARTICLE I. NAME; OFFICES; RECORDS

1.1. **Name.** The name of this organization shall be the Fire and Rescue Commission of the County of Pittsylvania, Virginia (the "Commission").

1.2. **Office.** The principal office (the "Office") of the Commission shall be located at 1 Center Street, Chatham, Virginia 24531. The Office's mailing address shall be P.O. Box 426, Chatham, Virginia 24531.

1.3. **Records.** Except as otherwise required specified, or as the business of the Commission may require, all of the books and records of the Commission shall be kept at the Office. Said Commission documents shall be open and available for public inspection at all times during normal business hours, and copies of the same shall be produced to any Virginia citizen pursuant to the Virginia Freedom of Information Act.

ARTICLE II. PURPOSE

2.1. The Commission's purpose is to provide recommendations regarding the County's Fire and EMS system; oversee strategic planning efforts; and provide a mechanism for collaboration and coordination among the Public Safety Department, volunteer fire companies and rescue squads, and the Board of Supervisors on issues impacting fire and emergency medical services. The Commission shall work with the Public Safety Director, or his designee, on these issues, and the Public Safety Department shall provide Staff support to the Commission. The Commission shall submit such recommendations and reports to the Board of Supervisors as needed. The Commission shall assist with the development of the Fire and Rescue Services Annual Budget and Capital Improvement Projects. The Commission shall serve as a partner with the Department of Public Safety. Together, they should serve as a centralized unit responsible to the Board of Supervisors for all Fire and EMS issues throughout the County.

ARTICLE III. VISION AND MISSION STATEMENTS

3.1. **Vision Statement.** The Pittsylvania County Fire and Rescue Commission envisions an emergency services system that provides a high degree of excellence through the use of volunteers and staff who demonstrate a great degree of professionalism and sincere care to the citizens of Pittsylvania County.

3.2. **Mission Statement.** It is the mission of the Pittsylvania County Fire and Rescue Commission to continually improve and seek excellence in fire and rescue services through a "one service, one team" approach encompassing the Board of Supervisors, the Commission, County Staff and the County's volunteer fire and rescue agencies that meet the needs of the County's citizens while remaining cost efficient.

ARTICLE IVH. MEMBERS; TERMS

43.1. **Members.** The Commission shall be composed of nine (9) at-large Members appointed by the Board of Supervisors (“Board”) as follows: One (1) Member from a Fire Department located West of Highway 29 and North of Highway 57 and one (1) citizen at large from the same area; One (1) Fire Department Member from a Fire Department located East of Highway 29 and North of Highway 57 and one (1) citizen at large from the same area; One (1) Member of a Fire Department East of Highway 29, South of R and L Smith Road to its intersection with Franklin Turnpike, East of Franklin Turnpike, and East of the City of Danville, and South of Highway 57 and one (1) citizen at large from the same area; One (1) member from a Fire Department West of Highway 29, North of R and L Smith Road, West of Franklin Turnpike and West of the City of Danville and South of Highway 57 and one (1) citizen at large from the same area; One (1) Member from previous four (4) Departments must represent a Department that does transport EMS; and one (1) Member shall be from the Board. All the aforementioned appointed Commission Members shall have full and complete voting rights. The Director of Public Safety and one (1) Member from the County’s Fire and Rescue Association shall serve as an ex-officio Members with no voting rights. The Director of Public Safety shall be the Commission’s Staff Representative. Fire and Rescue Members appointed to the Commission must be from Fire and Rescue Agencies that are in good standing with the County and meeting all standards as set forth by the same.

43.2. **Terms.** Initially, terms shall be determined by a drawing of lots at the Commission’s first Organizational Meeting, the nine (9) appointed members shall be appointed for initial terms as follows: 3, 1-year terms, 3, 2-year terms, and 3, 4-year terms, and, thereafter, each member shall serve for four (4) year terms.

ARTICLE IV. OFFICERS; REORGANIZATIONAL MEETING; DUTIES

54.1. **Officers/Reorganizational Meeting.** At the Regular Commission Meeting in January of each year (the “Reorganizational Meeting”), or at any other time as determined by a majority of the Commission, there shall be elected a Chairman and Vice-Chairman to serve for a period of one (1) year expiring on December 31st, or until replaced by Board Membership. Nominations require a second and a vote. A majority vote of the Members present is required for a candidate to be elected.

54.2. **Duties.** It shall be the Chairman’s duty to preside at all Commission Meetings, and to maintain the orderly conduct thereof. In the event of the absence of the Chairman, the Vice-Chairman shall preside over Meetings. The Chairman and Vice-Chairman shall continue to be a voting member of the Commission. The Chairman -may, from time-to-time, appoint committees for a specific purpose with a limited duration.

ARTICLE VI. MEETINGS; NOTICE; WAIVER; ATTENDANCE; REMOTE MEETING

65.1. **Meetings.** The Commission shall regularly meet, at a minimum, on the fourth (4th) Tuesday of each odd numbered month. The Meeting location shall be determined either at the

~~Commission's Regular Meeting in the Notice of Meeting in the County Administration Building Main Conference Room at 6:00 PM. The Commission~~
also be authorized to set dates for other Meetings pursuant to the consent of the majority of the Commission.

65.2. Notice of Meetings. Three (3) days' written Notice of all Regular or Special Meetings of the Commission stating the time and place and in the case of a Special Meeting, the purpose thereof, shall be given by mailing the same to each Commissioner at his residence or business address or by electronic mail, if requested by the Commissioner. If mailed, such Notice shall be deemed to be delivered when deposited in the United States Mail so addressed with postage prepaid. Notwithstanding the foregoing, no Notice need be given to hold a legally constituted Special Meeting, if all the Commissioners are present or sign a Waiver of Notice.

65.3. Waiver of Notice. Whenever any Notice is required to be given to any Commissioner of any Meeting under these By-Laws, a Waiver thereof in writing signed by all of the Commissioners, whether before or after the time stated therein, shall be equivalent to the giving of such Notice. The attendance of a Commissioner at a Meeting shall constitute a Waiver of Notice of such, Meeting, except where a Commissioner attends a Meeting for the express purpose of objecting to the transaction of any business, because the Meeting was not lawfully called or convened.

65.4. Attendance: Commission Members may miss no more than three (3) regularly scheduled Commission Meetings in a calendar year. If a Commission Member does miss more than three (3) regularly scheduled Commission Meetings in a calendar year, the Commission shall forward said information to the Board for potential removal by the Board of said Commission Member.

65.5 Remote Participation in Board Meeting: As authorized by § 2.2-3708.2, Code of Virginia, 1950, as amended, the Commission shall allow the participation of Commission Members in a Meeting through electronic communication means from a remote location that is not open to the public subject to complying with all parts of the following written policy:

1. On or before the day of a Meeting, the Commission Member shall notify the Commission Chairman that the Commission Member is unable to attend the Meeting due a personal matter, and the Commission Member shall identify with specificity the nature of the personal matter, or the Commission Member shall notify the Commission Chairman that the Commission Member is unable to attend a Meeting due to a temporary or permanent disability or other medical condition that prevents the Commission Member's physical attendance. The Commission shall record the specific nature of the personal matter or fact of temporary or permanent disability, and the remote location from which the absent Commission Member participated in its minutes.

2. If the absent Commission Member's remote participation is disapproved, because such participation would violate the strict and uniform application of this written policy, such disapproval shall be recorded in the Commission's Minutes.

3. Such participation by the absent Commission Member shall be limited in each calendar year to two (2) Meetings.

4. A quorum of the Commission shall be physically assembled at the primary or central meeting location.

5. The Commission shall arrange for the voice of the absent Commission Member to be heard by all persons in attendance at the primary or central Meeting location

6.6. Hearing of the Citizens. All Hearing of the Citizens shall be conducted as follows: Each person shall step up, give his/her name and district in an audible tone of voice for the record, and unless further time is granted by the Chairman, shall limit his/her address to three (3) minutes. No person shall be permitted to address the Commission more than once during Hearing of the Citizens. All remarks shall be addressed to the Commission as a body and not to any individual Commissioner thereof. Hearing of the Citizens shall last for a maximum of forty-five (45) minutes. Any individual that is signed up to speak during said Section who does not get the opportunity to do so because of the aforementioned time limit, shall be given speaking priority at the next Commission Meeting.

6.7. Presentations. Unless additional time is granted by the Chairman, all presentations to the Commission shall be limited to a maximum of ten (10) minutes.

6.8. Quorum and Method of Voting. At any Commission Meeting, a majority of the Commissioners present shall constitute a quorum (meaning at least five (5) Commissioners). All formal Motions submitted to the Commission for decision shall be determined by a viva voce vote or approved electronic voting method of at least five (5) Commissioners, regardless of the number of Commissioners present at Meeting. The name of each Commissioner voting and how he/she voted must be recorded. The Commission has elected not to have a tie breaker, and a tie vote on any Motion shall be considered defeated. Each Commission Member present when a Motion is put to vote shall vote "yes" or "no." No Commission Member shall be excused from voting, except on matters involving the consideration of his/her own official conduct, where his/her own financial interests are involved, or where he/she may have a conflict of interest, pursuant to the Virginia State and Local Government Conflict of Interests Act.

6.9. Closed Meetings. Closed Meetings of Commission shall be allowed by, and conducted in accordance with, the Virginia Freedom of Information Act.

6.10. Matters from Commissioners. The Matters from Commissioners Agenda Section shall be used for individual Commissioners to share information with other Commissioners and/or the public. No official action may take place during this Agenda Section.

6.11. Fire and Rescue Association Report. The Fire and Rescue Association Report shall be in written form and included in the Commission's Agenda Packet.

ARTICLE VII. PARLIAMENTARY PROCEDURE

76.1. All such Meetings shall be open to the public and shall be conducted in an orderly fashion with the most recent edition of *Robert's Rules of Order* being used for parliamentary procedure purposes.

ARTICLE VIII. AGENDAS

87.1. Agendas shall be prepared by the Director of Public Safety, or his designee, and used at all Commission Meetings. All items requested to be placed on the Agenda shall be submitted in writing to the Director of Public Safety, or his designee, at least ten (10) working days before the Meeting; however, Commission Members may make oral requests within said ten (10) working day period. Any items received after that time shall appear on the next Regular Commission Meeting's Agenda, unless a majority of the Board present vote to place such items on the current Agenda.

ARTICLE IXVIII. MEETING ORDER

9.1. The following shall be the Meeting Order of all Commission Regular Meetings:

- Call to Order
- Roll Call
- Revisions/Additions to Agenda
- Approval of Agenda
- Presentations
- ~~Hearing of the Citizens~~
- Fire and Rescue Association Reports
- ~~Other Fire or EMS Agency Reports~~
- County Staff Reports
- Unfinished Business
- New Business
- Matters from Commission~~ers~~ Members
- Adjournment

ARTICLE IX. QUORUM; METHOD OF VOTING

~~9.1. — Quorum. At any Commission Meeting, a majority of the Commission Members shall be present to constitute a quorum.~~

~~9.2. — Method of Voting. All questions submitted to the Commission for decision shall be determined by a viva voce vote, unless otherwise provided by law. The name of each Member voting and how he/she voted must be recorded. The Commission has elected not to have a tie breaker as provided for by the Code of Virginia, and a tie vote on any Motion shall be considered~~

~~defeated. Each Commission Member present when a question is put shall vote "Yes" or "No." No Commission Member shall be excused from voting, except on matters involving the consideration of his/her own official conduct, where his/her own financial interests are involved, or where he/she may have a conflict of interest, pursuant to the Virginia State and Local Government Conflict of Interests Act.~~

ARTICLE X. AMENDMENTS

10.1. These By-Laws may be amended, added to, altered, or repealed, in whole or in part, by Commission Members at any Commission Meeting, provided that Notice of the proposed amendment, addition, alteration, or repeal is given in the Notice of the Call of such Meeting, and such Notice is provided to all Commission Members in writing not less than one (1) week prior to the holding of such Meeting.

Adopted this ~~27th-7th~~ day of ~~October-January~~, 2020.



**FIRE AND RESCUE COMMISSION
EXECUTIVE SUMMARY**

Agenda Section:	Unfinished Business
Agenda Title:	Strategic Plan Update
Staff Contact:	Christopher C. Slemp
Agenda Date:	October 27, 2020
Attachment:	1 (Strategic Plan Update)

SUMMARY:

At its August Meeting, the Commission started working on the Fire and Rescue Services Strategic Plan. One of the primary goals developed concerned recruitment and retention of volunteer members and covered in the September Commission meeting. For the Commission's review, attached is an update for the objectives and suggested actions needed to accomplish the second goal, "Develop strategies centered around standardization of operational procedures and equipment for Fire and Rescue Services". Michael Lee, Deputy Public Safety Director, will present this update to the Commission.

RECOMMENDATION:

None. For informational purposes only.

MOTION:

None. For informational purposes only.

Goal: Develop a Strategy centered around standardization of operational procedures and equipment for Fire and Rescue Services.

Objective 1 – A

Develop and implement countywide standard operating procedures and guidelines that all fire and rescue agencies and members will function under.

(Suggested) Actions needed

- Create and adopted standard operating procedures and guidelines for (some of these are in the works):
 - Officer standards
 - Vehicle operations and driver eligibility
 - Fire ground accountability
 - Incident Command
 - RIT
 - Member conduct

Objective 1 -B

Develop and implement apparatus standards and other equipment standards that guide County CIP budget.

(Suggested) Actions needed

- Complete capital inventory and develop priorities
- Develop apparatus and equipment standards for:
 - Engines
 - Tankers
 - Brush Trucks
 - Turnout gear
 - SCBA's
 - Major medical equipment
- Competitive bid apparatus and equipment contracts that all departments will be able to purchase under

Objective 1 – C

Develop and implement countywide training standards.

(Suggested) Actions needed

- Develop minimum training requirements for:
 - EMS providers
 - Entry firefighters
 - Line Officers
- Initiate full times training officers and identify cadre of instructor within the volunteers
- Continue with countywide training academy and expand opportunities
- Look for training opportunities with DLSC and DFD



**FIRE AND RESCUE COMMISSION
EXECUTIVE SUMMARY**

Agenda Section/Title:	New Business
Agenda Title:	Board of Supervisors' Communications
Staff Contact:	Supervisor Ronald S. Scarce
Agenda Date:	October 27, 2020
Attachment:	BOS Resolution to Franklin County Concerning Cool Branch

SUMMARY:

At the Board of Supervisors' ("Board") October Business Meeting, the Board decided the following issues/items related to the County's Volunteer Fire and EMS Agencies:

Resolution Regarding Franklin County's support of Cool Branch: After multiple meetings and much discussion the Board adopted the attached Resolution laying out three various options for Franklin to choose from in order to resolve the issue of providing better support to Cool Branch Fire Department and Cool Branch Rescue Squad. Should Franklin County choose to do nothing then first due fire and EMS service to Franklin County by Cool Branch will stop effect December 1, 2020.

RECOMMENDATION:

None. For informational purposes only.

MOTION:

None. For informational purposes only.

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
RESOLUTION # 2020-10-04**

**RESOLUTION SUPPORTING POTENTIAL CESSATION OF FUNDING FOR AND
RESTRICTIONS ON COOL BRANCH SERVICE IN FRANKLIN COUNTY, VIRGINIA**

VIRGINIA: At the Pittsylvania County Board of Supervisors' ("Board") Business Meeting on Tuesday, October 20, 2020, in the Gallery Room of the Chatham Community Center, the following Resolution was presented and adopted:

WHEREAS, the Cool Branch Volunteer Fire Company and Cool Branch Volunteer and Rescue Squad, Inc. (collectively, "Cool Branch") are located in Pittsylvania County, Virginia ("Pittsylvania County"), near the Penhook community, south of Smith Mountain Lake and close to the Franklin County, Virginia ("Franklin County"), boundary line; and

WHEREAS, Cool Branch's response area covers both Pittsylvania County and portions of Franklin County; and

WHEREAS, Cool Branch protects \$285M of Pittsylvania County property and \$502M of Franklin County property; and

WHEREAS, most of Cool Branch's service calls originate from Franklin County's 911 Center, not Pittsylvania County's 911 Center; and

WHEREAS, the majority of said calls are answered in Franklin County, particularly in The Water's Edge Country Club community; and

WHEREAS, upon information and belief, Franklin County generates annual General Fund revenue in excess of \$3M from real property taxation of property located in Franklin County, but served by Cool Branch, Pittsylvania County agencies; and

WHEREAS, despite the inequities noted above, since 2011, Pittsylvania County has provided more than \$1.2M in funding to Cool Branch, while, during the same time period, Franklin County has only provided Cool Branch approximately \$200,000 in funding; and

WHEREAS, Pittsylvania County desires to do nothing that endangers public health, safety, or welfare, but it cannot continue to foot almost the entire bill for Cool Branch to provide service to property located outside of Pittsylvania County in Cool Branch's service response area, which represents 64% of its total protected property; and

WHEREAS, on July 22, 2019, Pittsylvania County leadership met with Franklin County leadership to communicate the above inequities, attempting to broker a conversation that could lead to a mutual beneficial solution to this inequitable issue ("Issue"); and

WHEREAS, on August 2, 2019, David M. Smitherman (“Smitherman”), County Administrator, transmitted a letter to Chris Whitlow (“Whitlow”), Franklin County Administrator, attempting to broker a solution to the Issue; and

WHEREAS, on February 6, 2020, Robert (“Bob”) W. Warren (“Chairman Warren”), County Board Chairman, transmitted a letter to Leland Mitchell (“Chairman Mitchell”), Chairman, Franklin County Board of Supervisors, attempting to broker a solution to the Issue; and

WHEREAS, on April 28, 2020, Chairman Warren again transmitted a letter to Chairman Leland attempting to broker a solution to the Issue; and

WHEREAS, on May 19, 2020, the Board adopted Resolution # 2020-05-07, a Resolution supporting potential cessation of funding for and restrictions on Cool Branch service in Franklin County, ninety (90) days from the Resolution’s adoption; and

WHEREAS, Resolution # 2020-05-07 also provided options for Franklin County to rectify the Issue in an equitable manner; and

WHEREAS, on May 20, 2020, Chairman Warren again transmitted a letter to Chairman Mitchell enclosing Resolution # 2020-05-07, and attempted to broker a solution to the Issue; and

WHEREAS, on June 22, 2020, Pittsylvania County leadership met with Franklin County leadership at the Cool Branch Rescue Squad Station, attempting to broker a solution to the Issue; and

WHEREAS, on July 15, 2020, Smitherman transmitted a letter to Whitlow following up on the June 22, 2020, meeting, attempting to broker a solution to the Issue; and

WHEREAS, on July 23, 2019, Pittsylvania County leadership met with Franklin County leadership to formally communicate the above inequities, attempting to broker a conversation that could lead to a mutual beneficial solution to this issue without reciprocation by Franklin County leadership; and

WHEREAS, on August 13, 2020, Pittsylvania County leadership again met with Franklin County leadership, attempting to broker a solution to the Issue; and

WHEREAS, on August 18, 2020, the Board adopted Resolution # 2020-08-05, extending the service cessation date thirty (30) days from August 18, 2020, to allow for continued good faith negotiations by Franklin County; and

WHEREAS, on August 20, 2020, Pittsylvania County leadership again met with Franklin County leadership, attempting to broker a solution to the Issue; and

WHEREAS, on September 3, 2020, Pittsylvania County leadership again met with Franklin County leadership attempting to broker a solution to the Issue; and

WHEREAS, on September 15, 2020, the Board adopted Resolution # 2020-09-07, extending the service cessation date thirty (30) days from August 18, 2020, to allow for continued good faith negotiations by Franklin County; and

WHEREAS, upon information and belief, on October 5, 2020, the Franklin Board of Supervisors held a Called Meeting to discuss potential solutions to the Issue; and

WHEREAS, on October 14, 2020, Whitlow verbally communicated the desires of Franklin County to potentially reduce the first due area of Cool Branch within Pittsylvania County, perform a boundary line adjustment (“BLA”) to incorporate Cool Branch into Franklin County, and adopt a per call charge to be “trued up” annually; and

WHEREAS, on October 18, 2020, Smitherman received a formal draft of Franklin County’s proposal as previously communicated verbally by Whitlow; and

WHEREAS, the Board will not compromise the fire and rescue services its citizens enjoy by reducing the Cool Branch first due response area within Pittsylvania County; and

WHEREAS, despite being formally made aware of the inequities of the Issue since at least July of 2019, and myriad attempts by Pittsylvania County to broker a solution to the Issue, Franklin County has failed to produce a realistic and satisfactory solution to the Issue to Pittsylvania County.

THEREFORE, BE IT FORMALLY RESOLVED, that the Board intends to restrict Cool Branch from providing service in Franklin County effective December 1, 2020; and

NOW, BE IT FURTHER RESOLVED, that the Board will be amendable to allowing Franklin County to choose one (1) of the following three (3) options to permanently and equitably solve the Issue to Pittsylvania County’s satisfaction:

(1) **Option #1:** Franklin County agrees to a BLA making the area identified on Exhibit “A,” attached hereto and made a part hereof, formally part of Pittsylvania County. Each County will share equally in all related BLA costs and fees. Further, with Option #1, Franklin County would not be required to contribute any past or future monies to Pittsylvania County for related fire and rescue services, and Pittsylvania County, once the BLA is executed and finalized, would, to supplement the tremendous job Cool Branch does and continues to do, provide paid EMS service, twenty-four (24) hours per day, seven (7) days per week to the area identified on Exhibit “A.”

(2) **Option #2:** Franklin County will adjust the current “first due” service call area, as indicated on Exhibit “A.” Franklin County will reconcile and compensate Pittsylvania County annually for each service call Pittsylvania County provides in Franklin County. Pittsylvania County will be responsible for providing Franklin County all annual true-up or reconciliation numbers/data.

(3) **Option #3:** Franklin and Pittsylvania Counties will keep “first due” service call area as is, but Franklin County will contribute \$40,000 annually to Pittsylvania County for running

fire and rescue calls in Franklin County and Franklin County will reimburse Pittsylvania County fifty-percent (50%) of Pittsylvania County's future fire and rescue capital contributions to Cool Branch; and

NOW, BE IT FINALLY RESOLVED, that the Board implores the Franklin County Board of Supervisors to select one (1) of the three (3) above options to avoid unnecessary and potentially life-threatening fire and rescue service interruption in Franklin County beginning December 1, 2020.

Given under my hand this 20th day of October, 2020.

Robert ("Bob") W. Warren, Chairman
Pittsylvania County Board of Supervisors

ATTEST:

David M. Smitherman, Clerk
Pittsylvania County Board of Supervisors