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**PITTSYLVANIA COUNTY FIRE AND RESCUE COMMISSION**

Thursday, December 8th, 2022, 6:30 pm; 39 Bank Street, Chatham, Virginia 24531

**AGENDA**

1. **Call to order**
2. **Roll Call**
3. **Moment of Silence**
4. **Pledge of Allegiance**
5. **Any Additions / Revisions to Agenda**
6. **Agenda Approval**
7. **Minutes Approval (*October 2022*)**
8. **Presentation(s)**
9. **Hearing of the Citizens (*if any*)**
10. **Fire and Rescue Association Reports (*D. Fowler*); (*10 minutes*)**
11. **County Staff Reports (*C. Key/S. Hutcherson*); (*5 minutes*)**
12. **Unfinished Business**
13. **New Business**
  - A. **Board of Supervisors Communications (*V. Ingram*); (*10 minutes*)**
  - B. **Budget discussions (*B. Meeks*); (*10 minutes*)**
  - C. **Fire and Rescue Memorial update (*B. Meeks*); (*10 minutes*)**
14. **Other matters from Commission members**
15. **Adjournment**

**October 25, 2022**  
**Regular Meeting**

**Pittsylvania County Fire and Rescue Commission**  
**Regular Meeting**  
**October 25, 2022**

**VIRGINIA:** The Regular Meeting of the Pittsylvania County Fire and Rescue Commission was held on October 25, 2022, in the Board Meeting Room, 39 Bank Street, SE, Chatham, Virginia. Chairman – Callands/Gretna Rep – Ben Meeks, called the meeting to order at 6:30 PM. The following members were present:

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
James Hollie	Dan River - Rep	Present
Ben Meeks	Callands/Gretna – Rep	Present
Alan Casper	Banister – Rep	Present
Ward Rowland	Tunstall – Rep	Present
Tim Cassell	Westover – Rep	Present
Bryan Shields	Chatham/Blairs – Rep	Present
Coleman Mayhew	Stauton River	Present
Kermit King	Northwest Quad - Rep	Present
Steve Stallings	Southwest Quad -Rep	Present
John Brown	Northeast Quad - Rep	Present
Bert Sellers	Southeast Quad - Rep	Present
Vic Ingram	Board of Supervisors Rep	Present
Mike Neal	F&R Association	Present

**AGENDA ITEMS TO BE ADDED**

Updated agenda adding 13 D - discussion on Mutual Aid fires and 13 E Fire and Rescue Memorial and land discussion.

**Motion:**

“I make a motion to add these items to the agenda.”

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	James Hollie – Dan River - Rep
<b>SECONDER:</b>	Bert Sellers – Southeast Quad - Rep
<b>AYES:</b>	Hollie, Meeks, Casper, Rowland, Cassell, Shields, Mayhew, King, Stallings, Brown, Sellers
<b>ABSENT:</b>	None



**FIRE AND RESCUE COMMISSION  
OCTOBER 25, 2022**

**APPROVAL OF AGENDA**

1. Motion to Approve Agenda

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Alan Casper – Banister – Rep
<b>SECONDER:</b>	Kermit King – Northwest Quad – Rep
<b>AYES:</b>	Hollie, Meeks, Casper, Rowland, Cassell, Shields, Mayhew, King, Stallings, Brown, Sellers
<b>ABSENT:</b>	None

**MINUTES APPROVAL**

1. August FRC Meeting Minutes Approval (Staff Contact: Christopher Key)

**Motion:**

“I make a motion to approve the attached August FRC minutes as presented.”

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bert Sellers – Southeast Quad – Rep
<b>SECONDER:</b>	Tim Cassell – Westover – Rep
<b>AYES:</b>	Hollie, Meeks, Casper, Rowland, Cassell, Shields, Mayhew, King, Stallings, Brown, Sellers
<b>ABSENT:</b>	None

**PRESENTATIONS**

Danville Life Saving Crew for the Community Paramedic Program. Johnny Mills – Division Chief, Keith Carroll, and Robbie Woodall presented. This division started in 2017 and they define its mission to provide supportive healthcare and preventive services to underserved populations in the Danville region and to enable our patients to be self-sufficient in their healthcare. They are currently serving eight citizens in the county. The program is designed to serve Danville and Pittsylvania County.

**HEARING OF THE CITIZENS**

None



## FIRE AND RESCUE ASSOCIATION REPORT

Chief Neal, Vice President of Fire Association. Return to Active Volunteer policy will go over under new business. Glad to see Community Paramedic Program and the concern over frequently users in the system. Thanked everyone and Public Safety in reference to the event at VIR. Mass casualty trailer was at St23 and Milton Road and 58 was never blocked that he saw and no accidents. In reference to Hurricane Ian thanked all the volunteer firefighters and EMS. There were 165 calls.

## COUNTY STAFF REPORTS

County's Public Safety Director's Report (Christopher Key)

### Summary:

1. **ARPA funding:** Only have 3 departments still working on projects.
2. **Mutual aid agreements:** City of Danville & Henry Co. completed. Halifax Co. County attorney has it for review. Nothing from Franklin Co. Bedford Co. or Campbell Co.
3. **Solar Farm Training:** Waiting on approval for next class. Possibly 11/8/22
4. **Deputy Director:** Scott Hutcherson promotion and Battalion Chief Gage Randall.
5. **Schedule 6 CSR drug storage** – Paperwork waiting to meet with Gretna to move forward with submitting and inspection.
6. **Service Agreements** – All Fire and Rescue agencies signed the agreements. First disbursement has been sent out.
7. **Four for Life and ATL funding** – Is available funding for agencies
8. **Radio PMs** – over 700 have been completed, 100 still need to be done.

## UNFINISHED BUSINESS

1. Ben Meeks spoke about the Fire and Rescue Association had requested to speak with the Hospital on diversions. Chris Key advised the county has spoken with them and they have offered incentives to students and checked with classes, some classes with none in them. The medical field is struggling right now.

## NEW BUSINESS

- a. Board of Supervisors Communications, Vic Ingram was in closed session. Upon arrival had nothing to report.
- b. Return to Active Volunteer policy update, Mike covered in Association report. Committee was appointed and the last meeting, last Wednesday, night they reported back with a form that Callands Fire and Rescue is using. An assessment for Return to Duty form that has name, injury, illness, signed and dated when returned by medical provider. It has a level of release. These will be distributed to each department, and they will label with their agency. It will be kept on file at their agency. The Association voted and adopted the form.



**FIRE AND RESCUE COMMISSION  
OCTOBER 25, 2022**

**Motion:**

“I make a motion to follow the Associations recommendation for the Return to Active Volunteer policy and form along with sending a copy of the document to Director of Public Safety if it is a line of duty incident.”

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	James Hollie – Dan River Rep
<b>SECONDER:</b>	Kermit King – Northwest Quad - Rep
<b>AYES:</b>	Hollie, Meeks, Casper, Rowland, Cassell, Shields, Mayhew, King, Stallings, Brown, Sellers
<b>ABSENT:</b>	None

- c. Change of Bylaws – Commission meetings 6.1 under meetings. Minor change but, would affect the night of meetings due to other county meetings that occur.

Paperwork must be submitted 10 days prior to meetings.

**Motion:**

“I make a motion to amend the Bylaws to change meeting night to second Thursday of every month at 6:30pm.”

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Meeks – Callands/Gretna Rep
<b>SECONDER:</b>	Kermit King – Northwest Quad – Rep
<b>AYES:</b>	Hollie, Meeks, Casper, Rowland, Cassell, Shields, Mayhew, King, Stallings, Brown, Sellers
<b>ABSENT:</b>	None

- d. Mutual Aid Fires and call statistics.

K. King spoke about the mutual aid fire calls, getting counted for, and the budget concerns.

Meeks spoke about tracking more and how gas budgets are used over halfway already.

Cassell request it be tracked and compensated.

Commission is requesting that Fire and Rescue Association discuss this and bring back a recommendation.

- e. Fire and Rescue Memorial

B. Meeks advised they have found a piece of property, across from the Public Safety Building at the Old Armory in Chatham. They are working with an architectural firm out of Forest, VA. Committee has brought it to Chris Slemph and he took it to the county’s executive team.

**Motion:**

“I make a motion for the Commission to send a recommendation to the Board of Supervisors to allow use the property at the Old Armory Building for the Fire and Rescue Memorial as long as we meet the stipulations from the Board.”

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Meeks – Callands/Gretna Rep
<b>SECONDER:</b>	John Brown – Northeast Quad – Rep
<b>AYES:</b>	Hollie, Meeks, Casper, Rowland, Cassell, Shields, Mayhew, King, Stallings, Brown, Sellers
<b>ABSENT:</b>	None

**MATTERS FROM COMMISSIONERS**

M. Neal – No matters

W. Rowland – No matters

T. Cassell – No matters

V. Ingram – No matters

S. Stallings – No matters

B. Shields – Special thanks to the men and women that serve in our county.

C. Mayhew – No matters

C. Key – No matters

J. Brown – No matters

A. Casper – Thanked everyone for coming out tonight. Disappointed that we did not get to hear from SOVAH-Danville.

B. Sellers – Thanked Mills, Carroll, and Woodall for coming tonight to make the presentation and helps knowing there is something that is going to help the community.

J. Hollie – No matters

K. King – Thanked DLSC for coming out tonight and congratulations to the ones that got promoted in Public Safety.



**FIRE AND RESCUE COMMISSION  
OCTOBER 25, 2022**

B. Meeks – Thank you for everyone coming out tonight. Thanked volunteers. Thanked Public Safety Staff. Congratulations to Scott Hutcherson and Gage Randall. Thanks to Chief Neal for serving as the Vice President of the Fire and Rescue Association he is stepping down and congratulations to Matt Hunt for filling this. Thanked Board of Supervisors. Blue Ridge Rock Festival was a great event. Update on Thomas Page, he has now been moved to a nursing home in Lynchburg and was walking this week and is communicating.

**ADJOURNMENT**

Motion to adjourn by Ben Meeks at 7:51 PM.

DRAFT

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**PITTSYLVANIA COUNTY FIRE AND RESCUE COMMISSION**

Thursday, December 8<sup>th</sup>, 2022, 6:30 pm; 39 Bank Street, Chatham, Virginia 24531

**HEARING OF THE CITIZENS**

Each person addressing the Board under Hearing of the Citizens shall be a resident or land owner of the County, or the registered agent of such resident or land owner. 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 Board more than once during Hearing of the Citizens. All remarks shall be addressed to the Board as a body and not to any individual member 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 Board meeting. Absent Chairman's approval, no person shall be able to speak who has not signed up.



# PITTSYLVANIA

COUNTY, VIRGINIA

## FIRE AND RESCUE COMMISSION

### EXECUTIVE SUMMARY

Action Item

<b>Agenda Title:</b>	Director's Report
<b>Staff Contact(s):</b>	Chris Key/ Scott Hutcherson
<b>Agenda Date:</b>	December 8, 2022
<b>Attachment(s):</b>	

#### **SUMMARY:**

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

- (1) **ARPA funding:** Only have 2 departments still working on projects.
- (2) **Mutual aid agreements** – No change.
- (3) **Schedule 6 CSR drug storage** – Paperwork submitted November 7, 2022, waiting for inspection date to be set. They are a month behind on inspections.
- (4) **Mutual Aid Fire responses** – Started tracking them after last meeting. Start reporting them in newsletter monthly
- (5) **Four for Life funding and ATL funding** – Is available for agencies. Turn in receipts for reimbursement.
- (6) **Radio PM's** – have been completed.
- (7) **Community Paramedic Program** – Is up and running in the county. Making progress daily.

#### **Recommendation:**

Informational purposes only.

#### **Motion:**

N/A



**FIRE AND RESCUE COMMISSION  
EXECUTIVE SUMMARY**

<b>Agenda Title:</b>	Communications from Board of Supervisors
<b>Staff Contact:</b>	Supervisor Vic Ingram
<b>Agenda Date:</b>	December 8, 2022
<b>Attachment:</b>	

**FOR INFORMATIONAL PURPOSES ONLY**

**SUMMARY:**

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

1. **Bannister District Board of Supervisors representative** – Robert Tucker, Jr
2. **EMS response funding status** - \$77,000 approved
3. **Base increase funding status** - \$97,000 approved





**FIRE AND RESCUE COMMISSION**

**EXECUTIVE SUMMARY**

Action Item

<b>Agenda Title:</b>	Fire and Rescue Budget
<b>Staff Contact(s):</b>	Ben Meeks
<b>Agenda Date:</b>	December 8, 2022
<b>Attachment(s):</b>	

**SUMMARY:**

Ben Meeks will lead discussions of the upcoming Fire and Rescue budget.

**FINANCIAL IMPACT/FUNDING SOURCE**

**RECOMMENDATION:**

Meeting scheduled for Wednesday December 14 at 3pm in Public Safety office

**MOTION:**



**FIRE AND RESCUE COMMISSION**

**EXECUTIVE SUMMARY**

Action Item

<b>Agenda Title:</b>	Fire and Rescue Memorial
<b>Staff Contact(s):</b>	Ben Meeks
<b>Agenda Date:</b>	December 8, 2022
<b>Attachment(s):</b>	

**SUMMARY:**

Ben Meeks will give an update on the status of the Fire and Rescue Memorial.

**FINANCIAL IMPACT/FUNDING SOURCE**

N/A

**RECOMMENDATION:**

Information purposes only

**MOTION:**

N/A