

August 17, 2023
Regular Meeting

**Pittsylvania County Fire and Rescue Commission
Regular Meeting
August 17, 2023**

VIRGINIA: The Regular Meeting of the Pittsylvania County Fire and Rescue Commission was held on August 17, 2023, in the Board Meeting Room, 39 Bank Street, SE, Chatham, Virginia. Vice Chairman – Northwest Quad - Rep – Kermit King, called the meeting to order at 6:30 PM. The following members were present:

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

APPROVAL OF AGENDA

1. Motion to Approve Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Coleman Mayhew – Northeast Quad – Rep.
SECONDER:	Bryan Shields – Chatham/Blairs – Rep.
AYES:	Hollie, Meeks, Casper, Rowland, Shields, King, Mayhew, Sellers
ABSENT:	Cassell and Stallings

MINUTES APPROVAL

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

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Motion:

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bryan Shields – Chatham/Blairs – Rep.
SECONDER:	Coleman Mayhew – Northeast Quad – Rep.
AYES:	Hollie, Meeks, Casper, Rowland, Shields, King, Mayhew, Sellers
ABSENT:	Cassell and Stallings

PRESENTATIONS

None

HEARING OF THE CITIZENS

None

FIRE AND RESCUE ASSOCIATION REPORT

Chief Fowler, Nothing at this time.

COUNTY STAFF REPORTS

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

Summary:

1. **ATL funding** – Should receive the FY24 money from the state in Sept/Oct.
2. **Four for Life Funding** – packets have been passed out to each agency for FY24. Due back in March
3. **Roasters** – Need roasters turned in from every department for 2023.
4. **Expenditure reports** – Need them turned in from every department for FY23 expenses from disbursements.
5. **Training** – Active Shooter exercise on July 31, 2023, at Gretna Middle School was a successful training opportunity. 2 Firefighter 1 classes starting up one in Gretna, one in Blairs. EVOC class and Extrication calls coming up. Along with a Solar Farm class.
6. **Risk Reduction**: On Friday June 23, 2023, a rep from VFIS Insurance was here to conduct a risk control survey and visited the following stations: Chatham FD, Blairs F&R, Tunstall F&R, Mt Cross FD.
7. **Haz Mat Officer** – Welcome Jason Curtis as the new Haz Mat Officer to VDEM Region 3 located in our Region 6.

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Insurance is recommending physicals. There is no money in this year's budget for them, hope to include that in next year's budget.

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. Board of Supervisors Communications, Vic thanked everyone.
- b. Fire & Rescue service agreement – Director Key spoke about the agreement was presented and voted on in the July Board meeting. Was distributed to the agencies July 21st. There were a few changes in page 3 of 7 - Section B 8 and B 9.

D. Fowler spoke about item 9 at the Fire and Rescue Association meeting, complaints being sent to the Public Safety Director within 48 hours. Having the Director work with the Chief of that Department. The OEMS, OMD, and agency has been handling this with the Public Safety Director.

Meeks spoke about the wording of notifying the county when there is a complaint. They were not notified of any purposed changes. Stated that the association and commission was left out of these changes.

Turille, County Administrator spoke about the process. He is still in the process of learning over the past 4 months. There is a different process that the Board wants this year. He was unfamiliar with the process. Pulled together with the OMD situation. Audit, the Board just wants to make sure everything is okay. Spoke about the expectations of spending taxpayers' dollars. Just a Certified Letter is all they are looking for from an Accountant. He also spoke about the complaints. Respects the way complaints are handled and wants them handled in house and professionally. A lot of good work has been done. Over 18,000 calls in 2 years and only 7 complaints. Any complaints that effect the professional delivery of public service. The county just wants to know before it hits the street. We will work it out with trained professionals. This is a partnership.

D. Fowler advised that if the Administrator will contact the Chief and handle it this way, he feels that the Association will be okay with this.

V. Ingram advised that the County Attorney assisted in drawing up the wording on the complaints section. The county needs to know of complaints. He spoke about audits and auditing every department. He has faith in leadership managing departments. Just request a letter from a CPA stating everything is accounted for.

A. Casper agreed we are here for the same reason and treat everyone with respect.

Turille stressed the importance of improving communication and we all have the same goal.

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- c. Fire & Rescue memorial – Ingram spoke about this, and it is a work in progress, and it is a total revamp and will have more definite plan at the next meeting.
- d. Fire & Rescue billing rates – Meeks spoke about the Medicare allowable billing has increased. Fowler advised the Association committee is still working on reviewing the rates from surrounding areas. Needs to be reviewed every October.

CLOSED SESSION

The Virginia Code legally allows public bodies to enter Closed Session for the protection of the privacy of individuals in personal matters not related to public business. Accordingly, the following Closed Session is proposed:

Legal Authority	Virginia Code § 2.2-3711(A)(4)
Subject Matter:	State investigation of EMS agencies
Purpose:	Discussion of EMS complaints

Motion:

“I make a motion to enter closed Session on above.”

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Alan Casper – Banister – Rep.
SECONDER:	Bert Sellers – Southeast Quad – Rep.
AYES:	Hollie, Meeks, Casper, Rowland, Shields, King, Mayhew, Sellers
ABSENT:	Cassell and Stallings

RETURN TO OPEN SESSION & CLOSED SESSION CERTIFICATION

The Fire Rescue Commission returned to Open Session and Glenna Caldwell conducted the following Closed Session Certification.

PITTSYLVANIA COUNTY FIRE AND RESCUE COMMISSION
CLOSED MEETING CERTIFICAION

BE IT RESOLVED that at the Meeting of the Pittsylvania County Fire and Rescue Commission (“Commission”) on August 17, 2023, the Commission hereby certifies by a recorded vote that to the best of each Commissioner’s knowledge only public business matters lawfully exempted from the Open Meeting requirements of the Virginia Freedom of Information Act (“Act”) and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. If any Commissioner believes that there was a departure from the

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requirements of the Act, he shall so state prior to the vote indicating the substance of the departure. The Statement shall be recorded in the Commission Minutes.

Motion:

“I make a motion to return to open session.”

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Coleman Mayhew – Northeast Quad – Rep.
SECONDER:	James Hollie – Dan River Rep.

	<u>Vote</u>
James Hollie	Yes
Ben Meeks	Yes
Alan Casper	Yes
Ward Rowland	Yes
Tim Cassell	Absent
Bryan Shields	Yes
Coleman Mayhew	Yes
Kermit King	Yes
Steve Stallings	Absent
Bert Sellars	Yes

MATTERS FROM COMMISSIONERS

C. Key – Thanked everyone that participated in the Active Shooter Training Exercise.

W. Rowland – No matters

B. Shields – Thanked men and women that serves across this county.

C. Mayhew – Thanked citizens for their support.

J. Hollie – No matters

B. Sellers – No matters

A. Casper – Thanked the members of this commission. Also, thanks Mr. Tucker for coming to the meeting.

V. Ingram – Thanked Mr. Tucker and Mr. Fox. Grateful for volunteers. Attended the Active Shooter Drill and impressed with the combined effort with Police, Fire and Rescue.

D. Fowler – Remember to keep everyone in your thoughts and prayers.

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B. Meeks – Thanked King and Daniel Kendrick for helping with the meeting tonight. Thanked volunteers. Keep everyone in your prayers, they see a lot. If you need help reach out. Thanked citizens. Glad we are able to work as a team.

K. King – Thanked everyone. Thanked Mr. Tucker and Mr. Fox.

ADJOURNMENT

Motion to adjourn by K King at 8:11p.