

EMERGENCY SERVICES COMMITTEE
AGENDA
10/20/05

UPDATES

Approval of minutes from October Meeting
911 Markers formal recommendation

COMMUNICATIONS

RFP - Towers –
RFP - Communications equipment – attached
Project Affirmation
Service/Maintenance
SOP's/Training documentation

TRAINING

EMT B – Class start date 10/18/05
NIMS/ICS training & status
Additional upcoming training scheduled and/or suggestions for classes.

EQUIPMENT

CVVRS – Ambulance tentative delivery date 01/05
CVRS – AED's arrived

GRANTS/FUNDING

AWARDS

Request 3 month extension on the RSAF-Communications award due to spending requirements
Request 3 month extension on the RSAF-Vehicle award due to delayed delivery date

SUBMISSION

9 Autopulse
- 10/17 ODEMSA Meeting to defend the grant to the regional council
- Nov OEMS Financial Review Committee to defend for award

Suggested ideas:

Rural Development Grant
RSAF Special Projects
AED/Defibrillator – Qty 6 (Rescue), consider re-assignment of existing to Fire
Extrication Equipment – Fire
Protective Equipment – Fire
Vehicles – Fire/Rescue

PUBLIC RELATION/RECRUITING/RETENTION

AGENCY REPORTS

Activity Reports

1. Agreement to proceed with VHF (low and high) basestation upgrades. (Yes or No)
2. Agreement to proceed with cross-band type mobile replacement for all vehicles (Yes or No)
3. Agreement to only purchase (at ESC level only) UHF portables (Yes or No)
4. Agreement to migrate to IP based infrastructure (tower to dispatch) (Yes or No)
5. Agreement to replace existing console with two separate IP based consoles (Yes or No)
6. Agreement to replace copper telco traces (tower to dispatch) with wireless link and future fiber run (Yes or No)
7. Agreement to migrate to UHF based communications (basestation) (Yes or No)
8. Agreement to incorporate two additional tower sites which support repeater functionality at the UHF level (Yes or No)
9. Agreement to work towards standard operating procedures for the following areas:
 - a. Communications/Equipment troubleshooting
 - b. Equipment preventative maintenance
 - c. Equipment training (initial and annual)
10. Identify primary person (within each agency) responsible for basic equipment maintenance (Yes or No)
11. Agreement to rely on standardization of equipment such that a minimum pool of replacement equipment can be purchased and stored at central location. Additionally, this central location would serve for minor equipment service (whether vendor service or agency service). (Yes or No)

**CUMBERLAND COUNTY
EMERGENCY SERVICES COMMITTEE
MINUTES – 10/20/05**

ATTENDANCE:

AGENCY	REPRESENTATIVE	
Cartersville VFD	Larry Kelly	Lloyd Martin Jr
Cartersville VRS	Kelly Hale	Jean Dunivan
Cumberland County Board of Supervisors Director of Information Technology Local Emergency Planning Commission Grant Writer/Administrator Sheriff's Office/Dispatch	Bill Osl Not Represented Jerry Giles Judy McReynolds James Turney	
Cumberland VFD	Kevin Ingle	
Cumberland VRS	Rose Payne Anthony Hochstetler	George Branch
Randolph VFD	Bill Bailey Steven Thompson	Dan Pempel
Old Dominion Emergency Services	Not Represented	

The minutes from the September 15, 2005 meeting with an attachment of August notes omitted from minutes presented at the September 15, 2005 meeting were distributed. Correction to spelling of Jean's last name was noted. No further comment or changes were made and the minutes were accepted as distributed.

The question was raised as to who officially is to chair the committee. Bill Osl stated that he felt that one of the members should be elected to chair the committee with a Board of Supervisors' representative present at the meetings. It was moved, 2nd and passed unanimously that Kelly Hale would serve as the Chair for the committee. Bill went on to say that this committee serves in an advisory capacity to the BOS. He instructed us to make formal recommendation on issues that have been discussed and agreed upon. The committee asked about a process of submitting the recommendations to the BOS to which Bill responded that the formal recommendations could be made in the form of a motion and voted on by committee. Once these issues are entered into the minutes and submitted to the BOS they will be able to act on the recommendations.

Bill reported that one of the BOS members is very active on the issue of 911 markers being purchased and installed by the county. He, himself is not in favor of putting such a large amount of county funds into an obsolete system. He personally supports funding the technical aspect of locating residence through the purchase of GPS technology for rescue/fire units. It would cost less to put GPS units in every county vehicle than to put up 911 markers (Approximately \$150/per GPS unit vs. over \$100,000 for 911 Markers). The GPS units are easily updated and maintained whereas the 911 markers are a high maintenance item. It was reported that Prince Edward has 911 markers and they do work to a certain extent; however, they are expensive and are requiring a tremendous amount of upkeep. The Committee concurs that the 911 Markers could be a benefit; however, have concerns about the expense and time involved in purchasing, installing, maintaining, and responsibility of this system. It was reported that Cumberland County has a law on the books that require houses to be properly marked. The question was raised as to why the county would invest in another numbering process when there is one in place that is not being enforced. The committee was reminded that the original Communications Grant Request includes voice and data. The GPS will help determine the best route in addition to finding correct house. The GPS will also be used to help find the quickest route to the quickest hospital from scene. Chesterfield County is already using a GPS system and the Cumberland County Sheriff's Office has ordered systems for their vehicles. James also reported that the Game Wardens use the portable GPS units and have reported success with them. Jerry reported that the system the county is looking at will be able to have pictures and building structure information that will help find the residence plus give fire & rescue some head's up on what they are responding to. Lee has equipment in his vehicle and arrangements can be made to do some ride-along and training. Jerry will set this up with Lee. Some disadvantages of the 911 markers that were mentioned included VDOT tearing down markers during maintenance, that the markers are not a controllable system, and if less than three houses on a road the markers are placed at the entrance to the road. Bill asked if the committee felt it would be feasible to put a test system in a couple of the units. The software is free and the upgrades are easily downloaded. Aaron has the information to purchase the equipment and is waiting on the go ahead from the committee. **Larry made a motion that a test system be placed in one unit at each agency for a trial that will be evaluated after 90 days. The motion was 2nd by Jean and passed unanimously.**

COMMUNICATIONS

Aaron and the BOS met to finalize issues for the Communication Grant and things are now moving ahead to issue the RFP to purchase the on-board and portable radios, pages, redundant delivery system, and dispatch consoles. The funds from the VDEM and RSAF grants will not cover \$6500 of the total cost. Each agency is being asked to contribute \$311 per unit. Kevin, Bill, George, Kelly and Lloyed all said that they had the funds available to do this. They will take the request to their agency and bring the results to next meeting. The towers, generators and utility buildings will be issued on a separate RFP. Aaron could not be here because he is participating in the EMT-B class. He sent Kelly an e-mail with a list of questions that needs yes/no answers by the committee. The Committee reviewed all questions and gave responses to be sent to Aaron. Comments for corresponding questions on attached:

1. Will provide cross-over capabilities and redundant capabilities as a back-up. Other county agencies, the school system and LEPC will be able to use the system if necessary.
2. Randolph currently has this and recommends it be used county wide. James reported current problems have been noted with vehicle to vehicle communication but that this should be resolved with additional repeaters.
3. It was listed in the grant to purchase Kenwoods to begin standardization of equipment.
4. This will help reduce the multiple problems currently an issue with Blue Ridge Tower and the phone lines. The fiber will provide a redundant system and there will be generators at every tower.
5. Dispatch will have two new consoles to assist with multiple calls and/or agencies needed on scene.
6. Part of providing a redundant system (see #4)
8. Puts towers in the North & South ends of the counties to provide complete coverage.
9. Centralizes equipment, training, and service for all communications equipment.
10. Kevin suggested that three people from each agency be trained on use and service of equipment. Names are to be sent to Aaron.
11. All current old/new equipment will be brought to central location and after all providers given equipment the remaining equipment will be used as back-ups. The central location can possibly be at dispatch because it is available 24/7 and always manned.

TRAINING

Jean reported that there are 30 people participating in the EMT-B class at CVVRS. Since only three participants are from the Buckingham area all the classes will be held at CVVRS.

Jerry reported that three NIMS training classes have been scheduled: 11/2 @ Randolph VFD, 11/16 @ Cumberland VFD and 11/22 at Cartersville VRS. Jerry said to let him know if anyone who has taken the training but has not received their paperwork.

EQUIPMENT

Kelly reported that CVVRS has a tentative delivery date of 01/05 for their new squad.

Rose reported that CVRS has received their four AED's and they are now on the units.

GRANTS

Judy distributed and discussed information concerning Assistance to Firefighters Grants and Rescue Squad Assistance Fund Grants. These grants are both due in the month of March. There are also grants available for Rural Development and more information can be found at www.rurdev.usda.gov.

PUBLIC RELATIONS/RECRUITING

Kevin said he may have two possible people interested in the County Fire Marshall position. The BOS/County is seeking individuals who are interested in being trained as the County Fire Marshall. The County is willing to pay for training but this will not be a paid position. The position will be an on-call position.

Bill will give the committee report at the BOS meeting on 11/8/2005.

UPCOMING EVENTS

October 30	Randolph VFD Halloween Bash
November 2	NIMS Training @ Randolph VFD (7 PM)
November 16	NIMS Training @ Cumberland VFD (7 PM)
November 22	NIMS Training @ Cartersville VRS (7 PM)

REMINDERS

The next meeting will be held at Cumberland VFD on November 18, 2005 with dinner at 6:00 provided by Randolph VFD and business at 7:00.

BOS REPORT 11/08/05 - Minutes of the September meeting have been approved and a copy submitted to the Board.

The committee continued discussions regarding our role as an Advisory committee to the Board of Supervisors. Based on recommendations from Board chairman, Mr Osl, the committee will submit their recommendations via a motion that has been voted on and entered into the minutes.

Mr Osl asked for further clarification on the committee's recommendation regarding the 911 Markers. The committee was not in favor due to several reasons:

- residences & businesses are currently charged with ensuring that their buildings are properly marked; however, this is not being enforced.
- With technological advancements, 911 markers are an obsolete system
- Prince Edward currently uses them and while beneficial, it was reported that they are a high maintenance item
- Concerns regarding replacement of damaged or hidden markers due to road maintenance, snow and/or overgrowth of brush

Recommended alternative

- GPS technology is much more effective at improving response times to an emergency and also to the closest hospital
 - The cost for a basic system is estimated at approximately \$150/vehicle
 - The sheriff's dept has ordered GPS systems for their vehicles and reported that the game wardens currently use them with reported success.
 - Jerry Giles reported that the GPS systems could be upgraded to include pictures and structural information for issues related to fire/rescue services.
- *Motion was made and unanimously carried to recommend placing one GPS system at each agency for a trial period to review after 90 days.**

Regarding Communications –

- *The RFP has been awarded to ProComm and discussions are underway to create SOP's and training documentation for the new equipment.

Regarding Training –

- *EMT-B class at Cartersville VRS is going well with nearly 30 students, most residing in Cumberland Co.
- *National Incident Management Training is scheduled throughout the month of November at Randolph VFD, Cumberland VFD and Cartersville VRS and is open to all agencies.

Regarding Equipment –

- *Cartersville VRS expects delivery of their replacement ambulance by the first week of January
- *Cumberland VRS has replaced three Automatic defibrillator on each of their units.

Regarding Grants/Funding –

- *The committee submitted a grant for 9 Automatic CPR units to improve lifesaving techniques. It has gone through the regional review process and is due to be reviewed by state committee in December. Award notification is expected Jan 2006.
- *Judy McReynolds is working with the committee to prepare for the next major grant cycle in Mar 2006. These grants will include the next phase of the communications project and additional equipment needs of all the agencies.

Regarding agency activity –

- Number of calls year to date – 2,720
- Total volunteer hours responding to calls – 4,309
- Full activity information for all agencies can be found on the Cumberland county website and is updated monthly.

Our next meeting is scheduled for Friday November 18th at 7:00 pm