

CUMBERLAND COUNTY EMERGENCY SERVICES COMMITTEE  
MEETING AGENDA  
July 27, 2006

CALL MEETING TO ORDER	Kelly Hale, Chair
COMMENT/APPROVAL MINUTES	ACTION
OLD BUSINESS	
Communications Project Update	Aaron Hickman
Retention/Recruiting Package	Jean Dunivan/Bill Osl
Creating Emergency Services Association	
Purchasing Fuel through County	
GRANTS/FUNDING	
AFG Update	Bill Bailey/Larry Kelly
SAFER Grant Update	Judy McReynolds
TRAINING	
Fire Fighter I	Kevin Ingle
Fire Marshall Training	Kevin Ingle
EQUIPMENT	
Vehicle Replacement Schedule	Bruce Zirkle
AGENCY REPORTS	
Cartersville Volunteer Fire Department	
Cartersville Volunteer Rescue Squad	
Cumberland County Dispatchers	
Cumberland County Sheriff's Office	
Cumberland Volunteer Fire Department	
Cumberland Volunteer Rescue Squad	
Local Emergency Planning Committee	
Randolph Volunteer Fire Department	
NEW BUSINESS	
Combined Summit	
Letter to postmaster requesting assistance with addressing enforcement	
UPCOMING EVENTS	
BOARD OF SUPERVISOR REPRESENTATIVE COMMENTS	
SET NEXT MEETING DATE, TIME, PLACE, AND DINNER	
ADJOURN MEETING	

**CUMBERLAND COUNTY  
EMERGENCY SERVICES COMMITTEE  
MINUTES – 07/27/06**

**ATTENDANCE:**

AGENCY	REPRESENTATIVE	
<b>Cartersville VFD</b>	Larry Kelly	
<b>Cartersville VRS</b>	Kelly Hale	Jean Dunivan
<b>Cumberland County Board of Supervisors Director of Information Technology Local Emergency Planning Commission Grant Writer/Administrator Sheriff's Office/Dispatch Director of Emergency Services</b>	Bill Osl Kristen Queen Not Represented Not Represented James Turney Not Represented	Dennis Ownby
<b>Cumberland VFD</b>	Kevin Ingle	Bruce Zirkle
<b>Cumberland VRS</b>	Rose Payne	
<b>Randolph VFD</b>	Steven Thompson	Dan Pempel
<b>Old Dominion Emergency Services</b>	Not Represented	
<b>Virginia Department of Emergency Management</b>	Brian Iverson	

The minutes from the June 22, 2006 meeting were distributed to all members through e-mail. The minutes were accepted as presented.

**COMMUNICATIONS**

Aaron was not able to attend the meeting; however, sent a message requesting that all agencies keep a log of any issues with the radios. He is creating a standard form that will help identify equipment/training issues.

**TRAINING**

Kevin reported that the instructor of the Fire Fighter 1 class told him that the class had been a good group. Kelly indicated that it was disappointing to hear halfway through class that prior to receiving certification there are additional requirements other than completing the class and test. Training must be completed in CPR, First Aid, and Hazmat Awareness in order to receive Fire Fighter 1 Certification. CPR classes have been held, First Aid has been postponed to 8/12 at 9:30 and the Hazmat Awareness will be held 10/14 at Randolph VFD. The Hazmat class has a limit of 24 which will accommodate mostly FF1 Students. Steve said they can accommodate more students and Brian will teach how ever many will register. Everyone is to find out at their meetings how many need hazmat awareness to see if additional classes are needed.

Kevin recommended that in order to provide ongoing fire training for the county that all three fire departments should have an instructor trained. In order to be an instructor you must have Fire Fighter 2 or 3. Each instructor course is 32 hours.

Cartersville will be offering another EMT-B class that will begin on January 9, 2007. Arrangements are being made that this class will include the First Responder to EMT-B bridge requirements.

**RECRUITMENT/RETENTION**

The ESC continues to work through the details of the Recruitment/Retention package. County Officials met concerning the request for personal property tax relief being part of this package. It has been decided that a fixed dollar amount be given to each member in good standing based on years of service. The ESC is now

working on standardizing the criteria for a member in good standing. The implementation target date will be coincide with the County's Fiscal Year.

## **EQUIPMENT/SUPPLIES**

Discussions are continuing on purchasing fuel for emergency services vehicles through the county. There will be 1 key per vehicle which will also help ensure security. Questions were raised about the feasibility of Cartersville Fire & Rescue and Randolph Fire making the trips to Cumberland Courthouse to utilize the county fuel tanks. Cartersville Rescue said they can utilize the tanks when they are returning from calls to Southside Hospital. Cartersville rescue has a diesel tank and Randolph has the capability of having tanks installed. The committee is looking into the possibility of having three delivery sites for the county. Until this can be arranged, Cumberland Fire & Rescue and Cartersville Rescue will receive access to the county tanks. Dennis commented that it is very important that the gate is always locked when leaving the fueling facility.

The agencies are working together to standardize equipment to permit the transfer of equipment when needed. A representative from Guardian will be at the next ESC meeting to give a brief demonstration on air pack options.

The Command Vehicle has been painted and the only thing left to put it into operation is to have the striping put on and the radios programmed. It was suggested that MCI bags be placed in the vehicle and to also have put on the agenda of the next LEPC as to how the vehicle could be used as a hazmat vehicle.

VDEM has the Area 2 Hazmat Trailer that can be housed in the county. Arrangements are being made to pick this up.

## **AGENCY REPORTS**

CVVFD	Have ordered a new tanker truck.
CVVRS	Nothing to report
Dispatch/Sheriff	Nothing to Report
CVFD	The dance was very successful and they will be holding another one soon.
CVRS	Nothing to Report
LEPC	Not Represented – last 2 meetings have been cancelled.
RVFD	Their first out pumper is out of service.

## **GRANTS/FUNDING**

The Committee is re-evaluating the grant requesting process. It has been frustrating to work on grant proposals only to get to the deadline and not be able to submit them. Dennis suggested that Judy McReynolds, the County Grant Writer, inform the committee of what grants are available, the committee will write the grants and then ask her to administer the process from that point forward. The possibility of being awarded grants will improve once we form the association.

## **OTHER DISCUSSIONS**

The Committee has been discussing the possibility of forming an Emergency Services Association and a draft of the Constitution & By-Laws was distributed to the committee members for comments and suggestions. Committee members are to take the draft to their executive board/members and bring their comments to the next meeting.

The Committee approved the writing of a letter to the county postmasters requesting their assistance in enforcing the postal addressing regulations. The question was raised if this regulation requires address to be on both sides of the mailbox.

The enforcement of the county ordinance to have houses marked with the 911 address was also discussed. This discussion led to the reporting of unsafe housing. It was suggested that a special incident report be given to the Captain, who will then report to the ESC, who will then forward to the county.

Cumberland Fire has responded to over 15 false calls at the Elementary School this year. Due to state law and liability issues they can not leave the building until a key holder arrives. For various reasons, the key holders are not responding. The false calls is creating a number of issues including members hearing it is for CES and either do not respond or are slow to respond and the risk factor of having members injured or equipment damaged. These false calls are the result of a mechanical issue that can be repaired. For the fire department to respond to calls costs an estimated \$350-700 per truck. When an alarm is activated for a commercial structure the local fire with other 2 county fire agencies put on standby plus a rescue agency and sheriff's office should be dispatched. The Committee is going to establish SOP's addressing the issue of false calls and the possibility of issuing fines based on whether a commercial or residential structure. These SOP's may include the presentation of work orders where faulty systems have been inspected/repaired.

Jim Partridge is retiring after several years of being an instructor for the VDFP. It is a definite loss to the county. It was suggested that a formal recognition be presented through the BOS. Bill said if we would submit a "fact sheet" of Jim's accomplishments it can be done at the next BOS Meeting.

Brian Iverson, VDEM, said that the all providers should take the initiative to contact dispatch to request a hazmat officer if the need arises.

### **UPCOMING EVENTS**

The Combined Summit of Paid/Volunteer Agencies is meeting in Charlottesville again this year on 8/26 & 27. We had 3 representatives go last year and it would be good if we could get more, including at least BOS representative, to go this year.

### **REMINDERS**

**ESC Meeting will be August 24 at the CVFD with dinner at 18:30 and the meeting at 19:00. The Cumberland Volunteer Fire Department will be providing dinner and Cumberland Volunteer Rescue will be providing dessert.**

## Board Report – August 15, 2006

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