

CUMBERLAND COUNTY EMERGENCY SERVICES COMMITTEE
MEETING AGENDA
November 30, 2006

CALL MEETING TO ORDER

Kelly Hale, Chair

COMMENT/APPROVAL MINUTES

ACTION

OLD BUSINESS

Communications Project Update
Retention/Recruiting Package
Emergency Services Association
Letter to postmaster on addressing enforcement
False Alarms at Cumberland County Schools
Area 2 Hazmat Trailer from VDEM

Aaron Hickman
Jean Dunivan/Bill Osl

Kelly Hale/Stephanie Johnson
Kevin Ingle
Brian Iverson

GRANTS/FUNDING

VFIRS/CEDAP/VFSB update

TRAINING

Fire Fighter I
Fire Marshall Training
Dispatch Protocols

Kevin Ingle
Kevin Ingle

EQUIPMENT

Vehicle Replacement Schedule

Kevin Ingle

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

UPCOMING EVENTS

BOARD OF SUPERVISOR REPRESENTATIVE COMMENTS

SET NEXT MEETING DATE, TIME, PLACE, AND DINNER

ADJOURN MEETING

ESC Board Report on 11/30/06 meeting

Communications Project:

The UHF licensing is being completed and will be applying for an additional 2 more frequencies that will cover all three towers.

Updates on the towers...

Verizon – first quarter of 2007

Randolph – will be a 130' self-supporting tower

Blue Ridge – The tower currently needs some maintenance and a new easement.

Received \$396,000 AFG grant that will be used for Phase II of the Communications Project. The county matching for this grant is \$19,000

The redundancy provided by the communications project has kept open communications between dispatch and departments during some technical issues in the last few months.

Grant Update

A grant application for extrication equipment was submitted through CDAP but we have not heard any news on it as of yet.

RDVFD received a \$194,000 AFG grant to purchase a new truck.

There is a grant available for up to \$100,000 for 911 centers which the renovations to Flippen's store may qualify.

Because the new middle/high school will include shelter facilities it is possible that FEMA grants are available.

Since the ESC was formed we have received over 1M in grants for county emergency services.

Vehicle Replacement Schedule

The Vehicle Replacement Schedule is beginning to work well. Cartersville and Randolph Fire both have received the vehicles that the Committee felt was necessary and Cumberland Fire is now up in the rotation to receive the next new truck.

Protocols & Procedures

It seems that each agency has different protocols on how they have had their calls toned by dispatch. A subcommittee is going to be established where all agencies

will bring their current procedures to the table and work on standardizing dispatching protocols for consistency.

There are new requirements for protective equipment to be worn when flagging traffic beginning in January. Turn out gear worn by fire fighters is acceptable.

**CUMBERLAND COUNTY
EMERGENCY SERVICES COMMITTEE
MINUTES – 11/30/06**

ATTENDANCE:

AGENCY	REPRESENTATIVE	
Cartersville VFD	Larry Kelly	
Cartersville VRS	Kelly Hale	
Cumberland County Board of Supervisors Director of Information Technology Local Emergency Planning Commission Grant Writer/Administrator Sheriff's Office/Dispatch Director of Emergency Services	Bill Osl Aaron Hickman Not Represented Not Represented Dennis Ownby Not Represented	
Cumberland VFD	Kevin Ingle	
Cumberland VRS	Rose Payne	
Randolph VFD	Dan Pempel	Bill Bailey
Old Dominion Emergency Services	Delbert Garrett	
Virginia Department of Emergency Management	Not Represented	

The minutes from the 10/19/06 meeting were distributed to all members through e-mail. The minutes were accepted as presented.

COMMUNICATIONS

The FCC license for 6 UHF licenses that will cover Randolph and Cumberland is being completed. The Cartersville tower frequency request is waiting on paperwork. Apparently, the hold up is with Verizon. We will be applying for an additional 2 more frequencies that will cover all three towers. Fire, Rescue, and Sheriff will have their own frequencies but will have the capabilities to simulcast.

Updates on the towers included: The Verizon tower should be up within the first quarter of 2007; the tower at Randolph will be a 130' self-supporting tower; and the Blue Ridge currently needs some maintenance and a new easement.

The redundancy provided by the communications project has kept open communications between dispatch and departments during some technical issues in the last few months.

GRANTS/FUNDING

Received \$396,000 AFG grant that will be used for Phase II of the Communications Project. The county matching for this grant is \$19,000. This grant must be used in one year.

Judy is working with Linwood on the paperwork for reconciling the Phase I Grant Award.

The committee discussed what we should be seeking funding for. To continue moving forward with the Communications Project, funding for back up UHF equipment should be considered. The UHF system also will have recurring costs that will have to be included in the ESC Budget Request. The ESC should also include a General Telco Budget in their request.

Updates on other funding processes was discussed: We have approximately \$80,000 left in CIP Funds, There has been no update on the CEDAP Grant to purchase extrication equipment to be used county wide, RDVFD received \$194,000 for a new truck leaving them with a balance of \$9,000 to pay on their new truck.

Since the ESC began, over \$1 Million dollars has been received in grant money for emergency services.

A standardized budget worksheet was e-mailed to all agency representatives. The budget worksheet also includes information required on grant applications.

There is a grant available for up to \$100,000 for 911 centers which the renovations to Flippen's store may qualify.

TRAINING

A one day training for squad member representative on Tier 1 Communications Equipment Problems can be arranged at any time. A meeting of the ESC Communications Group will meet to set up a table top training. Dennis asked that we make sure that dispatch has representatives at these meetings and trainings.

Kevin has been in touch with Don Brown with VDFP and there has now been a change with the instructor for the extra fire fighter 1 classes that are to be held. Seikou will now be the instructor with classes being held in December and retest after January 1. Don Brown will be holding Instructor 1 and 2 classes which are 30 hours each and will be held in January.

Some upcoming trainings are Fire Fighter 2 beginning in January in Prince Edward, Fire Fighter 1 beginning in March at RDVFD, and EMT-B beginning in January on Tuesday and Thursdays at CVVRS.

RECRUITMENT/RETENTION – No update

EQUIPMENT/SUPPLIES

Aaron has been trained to handle communications equipment problems for Tier 1 and 2, which are basically troubleshooting. Any Tier 3 problems will be turned over to Telcon.

Aaron indicated that the Blue Ridge Tower may possibly be available for purchase in the \$10,000-15,000 range. The purchase of this tower would have a recurring land rental cost and also approximately \$5,000 in maintenance costs to get the tower up to standard. Currently, a new easement is being negotiated.

The Vehicle Replacement Schedule is beginning to work well. Cartersville and Randolph Fire both have received the vehicles that the Committee felt was necessary and Cumberland Fire is now up in the rotation to receive the next new truck. They are requesting a pumper and Bill Bailey will help Kevin write the grant.

It was decided that representatives from all three fire departments need to meet to review specs on establishing a standardized replacement schedule that will follow ISO ratings.

Dan Pemple said he had found a supplier that was selling composite air bottles a lot less than MSA, etc.

Kelly reported that CVVRS will have both gas & diesel tanks at their squad building to accommodate all fire and rescue emergency services vehicles. The savings of utilizing the county fuel supply is approximately .30-.40 cents per gallon.

AGENCY REPORTS

CVVFD Making positive progress in their reorganization. They are working on some fund raising activities for next year. Their new truck is in Pennsylvania but there are some unresolved issues with funding.

CVVRS They will be providing flu shots for emergency services personnel only on 12/14.

DISPATCH Dennis reported they have several new faces.

CVFD Everything still going good.

CVRS The BOS issued a resolution providing for a partnership of the CVFD Administration with CVRS to help give some relief to the issues of administration and recruitment.

LEPC Not Represented

RVFD They are holding a meeting on pricing new trucks.

SHERIFF

OTHER DISCUSSIONS

Agency Representatives met on November 5 to work on finalizing the documentation to form the Cumberland County Emergency Services Association. It was agreed that we need to include the budget process in this document. Billy Black indicated through e-mail that dispatch is part of the Sheriff's Office and should not be listed separate. However, the representatives present felt that dispatch is a different aspect of Emergency Services that should have separate representation on the Association and agreed to include a separate representative from the Deputy that represents the Sheriff's Office. Each Association member would serve a two year term with the first year being the alternate and the second year being as voting representative. The agencies are to post at their buildings and discuss with membership in order to get feedback. A decision on forming the association will be made at the next meeting.

Kevin reported that the ongoing issue of false alarms at the schools has been resolved.

The committee discussed the best way to standardize dispatching protocols so dispatchers will have a single plan to follow which will ensure consistency. Each agency should bring in their current protocols and we will go from there. Dennis said he has started working on a dispatching procedures manual. It was decided that a sub-committee would be established and Dennis indicated he would have two dispatchers participate in this process.

Bill Bailey reported that there are new requirements for flagging traffic that will go in effect January 1. He will bring in written requirements to the next meeting. Kevin reported that turn out gear with reflective striping is acceptable under the new policy.

Bill Osl reported that the BOS have approved the plan for the new school complex. This complex will be designed where part of the building will be used as an emergency shelter. It was reported that FEMA grants are available to help with the establishment and equipping of emergency shelters.

UPCOMING EVENTS

12/03	1300	Sunday with Santa	CVVRS
12/09	0800	Breakfast with Santa	RDVFD
12/10		Cumberland Christmas Parade	
12/14	1900	Flue shots	CVVRS

REMINDERS

ESC Meeting will be January 18, 2007 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.