

CUMBERLAND COUNTY EMERGENCY SERVICES COMMITTEE  
MEETING AGENDA  
April 19, 2007

CALL MEETING TO ORDER	Kelly Hale, Chair
COMMENT/APPROVAL MINUTES	ACTION
OLD BUSINESS	
Communications Project Update	Aaron Hickman
Retention/Recruiting Package	
Emergency Services Association	ACTION
Emergency Services Brochure	Kristen Queen
GRANTS/FUNDING	
AFG Update	Judy McReynolds
TRAINING	
Dispatch Protocols/Training Committee	Rose Payne/Dennis Ownby
EQUIPMENT	
Hazmat Trailer Memorandum Of Understanding	Brian Iverson
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	

## 5/8/07 ESC Board Report

The ESC met on 4/19/07...

There were some minor delays in the RFP for Phase II of the Communications Project; however, it was expected to be out the week of April 23 with an expected project completion date of early July, 2007.

Construction on the tower located at Randolph District Volunteer Fire Department was started on April 19 and construction of the Verizon tower located in the Cartersville area has an expected start date of May 20.

An RFP utilizing CIP funds has to be issued to purchase the generator for the tower located at Randolph and the grant is paying for the generator at the verizon tower.

The committee discussed the handling of line items in the ESC, LEPC, and E-911 budgets. It was agreed that a request would be made to the county to have these three budgets separated.

The additional fire pagers that were purchased through an emergency appropriation has been received and distributed. Powhatan Fire has also donated additional pagers that once programmed will be distributed to those who are still without pagers.

The Committee is in the final stages of gathering the data to issue the gift cards through the Cumberland County Volunteer Emergency Services Recruitment & Retention Package. All agencies are to bring the certification documentation for their members to the May meeting to allow disbursement.

The Committee agreed to utilize a pro-bono legal service to move forward with the establishment of the Cumberland County Emergency Services Association.

Grant submission dates are fast approaching and the agencies are working on pulling together their financial, services provided, and equipment information in order to meet these deadlines. We are currently submitting grants for the fire departments to obtain Self-contained Breathing Apparatus for all agencies and Personal Protective Gear for the Cumberland Volunteer Fire Department.

The committee members are working to establish county-wide training opportunities. A Fire Fighter 2 class will be starting this month followed by a Level 1 & 2 Instructor class. Cumberland Fire has been offered 2 houses and Randolph has been offered 1 for training purposes.

The committee discussed the need for a burn building to be located in the county. AFG grants are available for this project. The nearest burn buildings are located in Blackstone & Chesterfield and are not always available. Other agencies in the area would utilize this facility. Discussions on land availability and water sources were held.

Additional information was presented on the five fire trucks that are available to purchase from Goochland County. Agency representatives will go and examine the vehicles and the committee will discuss the purchase and distribution of these vehicles at the next meeting. Currently, Cumberland Fire Department is in need of two pumpers, Randolph needs a tanker and Cartersville could use a pumper and a brush truck.

Several PR opportunities were discussed including Patriot's Day, Career Day, Fire Prevention Week, EMS Week, Explorer Post with the Boy Scouts, and submitting articles to the Cumberland Bulletin and the Farmville Herald.

The Financial Assistance Review Committee for the State Office of Emergency Services conducted a site visit at the Cartersville Volunteer Rescue Squad. This committee is responsible for processing the RSAF grant applications. Aaron gave a very impressive presentation on the communications project that "blew them away". Comments were made that they are not used to seeing the level of cooperation between agencies and the local county administration that has been shown in Cumberland County.

The training of rural EMS Volunteers is currently in jeopardy with the push for EMT training done at a college level. Rural volunteer agencies can not afford the cost of providing this level of training for members and many individuals are not willing to commit this much time or financial burden to obtain training to serve as a volunteer. A strong voice will need to be heard at the legislative level to save our rural volunteer agencies. The members were informed that lobbyists are available through the county and the farm bureau.

Some very important upcoming activities...

CVFD Fundraiser sponsored by the Farm Bureau \$10	5/12	4-7
RDVFD Basket Bingo \$20 Advance/\$25 at door	5/20	1:30
ESC Membership Drive @ Cumberland Vol Rescue	5/23	6-8

**CUMBERLAND COUNTY  
EMERGENCY SERVICES COMMITTEE  
MINUTES – 04/19/07**

**ATTENDANCE:**

AGENCY	REPRESENTATIVE	
<b>Cartersville VFD</b>	Not Represented	
<b>Cartersville VRS</b>	Kelly Hale	
<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 Aaron Hickman Not Represented Judy McReynolds Not Represented Cliff White	
<b>Cumberland VFD</b>	Kevin Ingle	Eric Gilbert
<b>Cumberland VRS</b>	Rose Payne	
<b>Randolph VFD</b>	Dan Pempel Roy Garrette	Bill Bailey
<b>Old Dominion Emergency Services</b>	Not Represented	
<b>Virginia Department of Emergency Management</b>	Not Represented	

The minutes from the 3/22/07 meeting were distributed to all members through e-mail. Kelly Hale moved that the addendum be added to the minutes. The minutes were accepted with change.

**COMMUNICATIONS**

There were some minor delays in the RFP for Phase II of the Communications Project; however, it was expected to be out the week of April 23 with an expected project completion date of early July, 2007.

Construction on the tower located at Randolph District Volunteer Fire Department was started on April 19 and construction of the Verizon tower located in the Cartersville area has an expected start date of May 20 after resolving some issues with VDOT on construction.

An RFP utilizing CIP funds has to be issued to purchase the generator for the tower located at Randolph and the grant is paying for the generator at the verizon tower. Cliff will assist with the issuance of the RFP. There currently is a generator at the Cumberland Tower site.

**GRANTS/FUNDING**

The committee discussed the handling of line items in the ESC, LEPC, and E-911 budgets. It was agreed that a request would be made to the county to have these three budgets separated.

Grant submission dates are fast approaching and the agencies are working on pulling together their financial, services provided, and equipment information in order to meet these deadlines. We are currently submitting grants for the fire departments to obtain Self-contained Breathing Apparatus for all agencies and Personal Protective Gear for the Cumberland Volunteer Fire Department. Judy distributed forms that needs to be completed and returned to her by May 3 in order to apply for these grants. Cumberland Fire has agreed to make the change to MSA to encourage interoperability and assist with the regional grant.

## **TRAINING**

The committee members are working to establish county-wide training opportunities. A Fire Fighter 2 class will be starting this month followed by a Level 1 & 2 Instructor class. Once we have instructors in the county we will not be dependent on state funding to hold classes. Cumberland Fire has been offered 2 houses and Randolph has been offered 1 for training purposes.

The committee discussed the need for a burn building to be located in the county. AFG grants are available for this project. The nearest burn buildings are located in Blackstone & Chesterfield and are not always available. Other agencies in the area would utilize this facility. Discussions on land availability behind the transfer station and water sources were held. Kevin will follow up on this discussion at the next meeting.

EMT Continuing Ed classes are being held by Kerry Flippen alternating monthly between CVRS & CVVRS.

Rose & Kelly attended the quarterly Old Dominion Emergency Services Agency Council meeting at Southside Hospital on April 16. The training of rural EMS Volunteers is currently in jeopardy with the push for EMT training done at a college level. Rural volunteer agencies can not afford the cost of providing this level of training for members and many individuals are not willing to commit this much time or financial burden to obtain training to serve as a volunteer. A strong voice will need to be heard at the legislative level to save our rural volunteer agencies. The members were informed that lobbyists are available through the county and the farm bureau.

Dennis had requested agency representative contact information for the Dispatch Protocols Committee. Rose had sent an e-mail to everyone and has received the information from all agencies except for Cartersville Volunteer Fire Department. She forwarded the information to Dennis who will be setting up meetings.

## **RECRUITMENT/RETENTION**

The Committee is in the final stages of gathering the data to issue the gift cards through the Cumberland County Volunteer Emergency Services Recruitment & Retention Package. All agencies are to bring the certification documentation for their members to the May meeting to allow disbursement. As per an e-mail sent by Kelly, there is a \$500 pay out maximum within each year. Anyone who exceeds this limit will have a balance rolled over to the next year. The ESC is responsible for certifying the amounts after receiving proper documentation from the agencies. It was reported that Central Virginia Bank has a \$5 per card fee. Cliff said that he will work with Jill on the best way to handle the distribution of funds.

Several PR opportunities were discussed including Patriot's Day, Career Day, Fire Prevention Week, EMS Week, Explorer Post with the Boy Scouts, and submitting articles to the Cumberland Bulletin and the Farmville Herald. Bill Osl stated that Career Day at the school has not been routine. Bill Bailey reported that the Explorer Post for Boy Scouts targets Sophmore, Juniors & Seniors and some College students. He will bring additional information to the next meeting.

Cliff showed the committee members an insert in the Cumberland Current used by Cumberland County Meals On Wheels to solicit donations. He suggested that this same type of insert be done for the Emergency Services Committee in the July edition of the Cumberland Current which will be distributed in the Cumberland Bulletin.

## **EQUIPMENT/SUPPLIES**

The additional fire pagers that were purchased through an emergency appropriation has been received and distributed. Powhatan Fire has also donated additional pagers that once programmed will be distributed to those who are still without pagers.

Additional information was presented on the five fire trucks that are available to purchase from Goochland County. An e-mail was sent to all committee members regarding the specs and that the trucks will have no equipment. Agency representatives will go and examine the vehicles and the committee will discuss the purchase and distribution of these vehicles at the next meeting. Currently, Cumberland Fire Department is in need of two pumpers, Randolph needs a tanker and Cartersville could use a pumper and a brush truck.

Cumberland Volunteer Fire Department paid the bulk mailing fee of \$160 this year that can be used by all agencies in bulk mailings. The committee agreed that beginning in 2008 the Emergency Services Committee budget would pick up this fee.

## **AGENCY REPORTS**

CVVFD Not represented.

CVVRS CVFD & CVRS assisted with Bodacious which raised approximately \$4600 +/- expenses

They used the Command Vehicle (which was a great asset) and also fire radios to communicate They have two possible candidates in the EMT class and Aaron has been released as an EMT.

DISPATCH Not Represented

CVFD Currently working with Farm Bureau on a fund raiser similar to the one held at RDVFD last year

CVRS They have received another application for an EMT. A successful squad dinner was held. Two members helped with the concession stand at Bodacious. A Wrestling Fund Raiser is being planned for later this year.

LEPC Not represented.

RVFD They have a new application for a Fire Fighter and 2 previous applicants (1 forestry fire jumper) have been approved.

SHERIFF Not Represented

## **OTHER DISCUSSIONS**

A motion was made and seconded to utilize a pro-bono legal service to move forward with the establishment of the Cumberland County Emergency Services Association. Motion passed unanimously.

Aaron created an e-mail address for the Emergency Services Committee. It currently forwards to Kelly and she will then forward any e-mail received to committee members.

The Financial Assistance Review Committee (FARC) for the State Office of Emergency Services conducted a site visit at the Cartersville Volunteer Rescue Squad. This committee is responsible for processing the RSAF grant applications. Aaron gave a very impressive presentation on the communications project that "blew them away". Comments were made that they are not used to seeing the level of cooperation between agencies and the local county administration that has been shown in Cumberland County.

Rose reported that working for Virginia Tech she had received many e-mails concerning the tragedy that took place. She wanted to relay to the group that the emergency responders were

being included in all services being provided; including counseling and even an extension from filing/payment from the IRS.

### **UPCOMING EVENTS**

Patriot's Day is 10-4 this Saturday. Emergency Vehicles will be staged in front of the health department. A basic contact sheet will be distributed for recruitment.

4/22	11:15	Cumberland Presbyterian Celebrates Emergency Services (lunch afterwards)
5/12	4-7	Farm Bureau Fund Raiser @ CVFD (Tickets \$10.00/<12 free)
5/13	9-12	CVVRS Mother's Day Brunch
5/19 & 20		Bodacious Any agency having representatives help in concessions will receive %
5/20	2 – 5	Basket Bingo @ RDVFD \$20 Advance Ticket, \$25.00 at door. **They currently are looking for bingo balls to use – CVFD may have those.
5/23	6-8	ESC Membership Drive @ CVRS – All agencies should have rep there.

### **REMINDERS**

**The next ESC Meeting will be May 10, 2007 (held earlier due to Fire Fighter II class starting) at the CVFD with dinner at 18:30 and the meeting at 19:00. The Cartersville Volunteer Fire Department will be providing dinner and Rose will be providing dessert.**