

CUMBERLAND COUNTY EMERGENCY SERVICES COMMITTEE
MEETING AGENDA
August 23, 2007

CALL MEETING TO ORDER	Kelly Hale, Chair
COMMENT/APPROVAL MINUTES	ACTION
OLD BUSINESS	
Communications Project Update	Aaron Hickman
Retention/Recruiting Package	Kelly Hale
Sub-Committees	
GRANTS/FUNDING	
RSAF Due 09/15/07	Kelly Hale
AFG	Kevin Ingle
TRAINING	
Dispatch Protocols/Training Committee	Dennis Ownby
Houses for fire training (2 CVFD, 1 RDVFD)	Kevin Ingle/Dan Pempel
Burn Building land availability & water source	Kevin Ingle
EQUIPMENT	
Radio Heads for Fire Dept Units	Kelly Hale/Jill Matthews
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	

**CUMBERLAND COUNTY
EMERGENCY SERVICES COMMITTEE
MINUTES – 08/23/07**

ATTENDANCE:

AGENCY	REPRESENTATIVE	
Cartersville VFD	Barron Williams	
Cartersville VRS	Kelly Hale	Bernie Becker
Cumberland VFD	Eric Gilbert	Timmy Bryant
Cumberland VRS	Not represented	
Randolph VFD	Dan Pempel	Roy Garrett Paul Adkins
Cumberland County Asst County Administrator Board of Supervisors Director of Information Technology Local Emergency Planning Commission Grant Writer/Administrator Sheriff's Office/Dispatch Director of Emergency Services	Not represented Not represented Aaron Hickman Not represented Not represented James Turney Not represented	
Old Dominion EMS Alliance	Not represented	
Virginia Dept of Emergency Management	Not represented	
Virginia Dept of Fire Programs	Not represented	

Kelly Hale opened meeting at 7:15 PM. The minutes from the July 19, 2007 meeting were distributed to all members through e-mail. Motion accepted and passed to accept the minutes as written.

Aaron provided an update on the status of the Communications Project. Other projects within the county were a priority but Aaron indicated that they will work on UHF upgrade as soon as possible. Roy Garret reported trouble receiving radio signal and Aaron will work with him to identify the resolution. A contact sheet was distributed for each agency to identify primary agency contacts to reference radio problems.

Discussion regarding the status of the Verizon cell tower status. It was reported that Verizon had completed the tower installation and the towers for cell service should be operational in approximately two weeks. Aaron stated UHF should take 2 weeks for buildout once the tower is operational.

GRANTS/FUNDING

Adam Brooks new grant writer was not able to attend.

The Board of Supervisors confirmed support for the Vehicle replacement schedule as incorporated into the CIP and further that Cumberland VFD has the support to move forward with replacing a vehicle as per this years schedule. There is an outstanding grant application for the vehicle and other equipment but status is unknown at this time. No contracts will be made until the grant awards have been announced. Next years rotation is to replace a unit, one per agency.

OEMS RSAF Grant cycle due 09/15/07.

TRAINING

The dispatch protocols revisions currently in progress was discussed. A recent example was presented where Fire was dispatched to RT 600 Saturday August 18th. The fire department was dispatched for a motor vehicle crash, a private citizen contacted dispatch and stated that the fire was extinguished. Dispatch then cancelled the fire department, the fire department continued to the scene and found other hazards present including fluid leaking or puddle around the area of the incident. A recommendation was made to establish standard guidelines to ensure the safety of the citizens and emergency responders. It was further discussed that should be conformity in the process as each shift currently may handle differently and it leads to confusion. The committee drafted a list of the 6 most crucial areas and requested these be taken to the dispatch office with a request to implement by October 1, 2007.

Minimum guidelines to be posted as a quick reference guide at each dispatch terminal:

Fire – Brush or Structure –
2 Fire Departments
1 Rescue Squad

MVC –
1 Fire Departments
1 Rescue Squad PER VEHICLE INVOLVED

Crime related 911 -
1 Rescue Squad with staging instructions until scene is secure

UNRESPONSIVE – Must include whether the patient is breathing or not

Rescue Squad – Announce ALL responders by call sign and level
Each agency will determine personnel needed based on call
No one should be cancelled by dispatch unless requested by Officer in Charge

Repeat incident information back so that other responders are aware of what is found on scene

RECRUITMENT/RETENTION

Discussion criteria for benchmarks for reward debit cards for those members who have certification documentation.

EQUIPMENT/SUPPLIES

Radio heads needed for the Fire Departments will be purchased by the Association and the County will provide the installation.

Further discussion regarding current personal communication needs and establishing a surplus pool for new and replacement needs. RVFD stated they were aware of a need for 5 handheld radios for scene operations only. Other department will report at the next meeting of current needs.

A status request on the needed missing caps from the vehicles acquired from Goochland, a follow-up will be done before the next meeting.

NEW BUSINESS

It was determined to distribute the detailed activity report used for reporting to the Board of Supervisors to all agencies to assist with internal reporting needs.

Discussion regarding identifying and pre-planning in areas of the County that have poor communications and efforts to counteract the deficiencies that are based on climate and/or topography

A recommendation was made to Cumberland Sheriff's Office to contact Chesterfield Forensic Division regarding a contracted service to transport DOA's when the medical examiner or the funeral homes are unable

UPCOMING EVENTS

Sept 15-16 - Bodacious

Sept 5 – Southside comm. College opening

Aug 25th - Randolph – Boston Butts festival

AGENCY REPORTS

CVVFD Nothing to report

CVVRS Working with the Dispatch center to stage a unit for improved response to mutual aid calls

DISPATCH Nothing to report

CVFD Nothing to report

CVRS Not represented.

LEPC Not represented.

RVFD Several new applications have been received

SHERIFF Nothing to report

REMINDERS

The next ESC Meeting will be Sept 20, 2007 at the CVFD with dinner at 18:30 and the meeting at 19:00. TBD who will be providing dinner.

Adjourned by Kelly at 9 PM