

Attendance: Chief Loftus, Chief Garnett, Chief Matiak, President Brian Marmaduke, DC Melson, ADC Jenkins, DC Terry, DC Mitchell, DC Parrish, Capt Giles, Capt Street, ESC Chenault, ESC Nunnally, ESC Chapman, Capt Bonham, Lt Calhoun, Eric Chenault

A moment of silence was observed in memory of the events of September 11, 2001.

1.1 Introduction and Guests – Good Evening

- Welcome Mark Lipscomb, Field Representative, and Daniel Keene, Area Manager, Woodmen of the World. Mark graciously presented American flags to the chiefs and captains to fly at their respective stations. He spoke briefly about Woodmen of the World's commitment to family, community and country as well as the company's special First Responder benefit.

1.1.1 Welcome to ESC members.

1.2 Review of Minutes of Last Meeting. No corrections requested. Minutes will stand.

1.3 Company Comments

1.3.1 Company 1 – none

1.3.2 Company 2 – Tower 2 is back in service and we are in the process of releasing people to operate it. Squad 2 is out of service. We have gained 24 new members since December, 2012. We are working with Justin to get new turnout gear for the members with odd sizes.

1.3.3 Company 3 –The hose racks should be done next week. October 26th is the 1st Annual Port Royal Charter Day which we will be participating in. We have 1 new member who is fully trained and one waiting in the wings, so to speak. Chief Loftus: thank you, David, for fixing the hose testing machine. We did go out on bid and bought another machine.

ADC Jenkins: ref hose testing - please do not let your people run the truck up to full pressure and hold it there. The machine is not designed for that and pressure was too much for it.

Chief Loftus: Just a reminder, this year's hose testing is Companies 1, 3, 5; starting in January, it will be 2,4, 6. I strongly advise you to do this during the cooler months.

1.3.4 Company 4 – Thanks to everyone who has helped with all of the small fires we've had in our district. We have had 2 people go through the qualification process and it seems to have helped them.

Chief Loftus: We got the thermal imaging camera out to Sparta to try out but it turned out to be Celsius instead of Fahrenheit. We will send back for an exchange.

1.3.5 Company 5 – Thank you, Chief Loftus, for your assistance with the grass issue. Most of our equipment will be cycling out for service in the next couple of weeks. State Fair coverage: will need some help manning station during the Fair. The last day especially when we will have double coverage for the demolition derby.

We are repaving our parking lot.

Fall Festival will be October 26th. The line-up will be at 9:30am and the parade will start at 11am. We will be serving Brunswick stew.

There is an animal in the vent system; we are in the process of getting it out.

- 1.3.6 Company 6 – ref the recent severe weather/wind storm - The highway department stopped directing traffic at 9 pm. I expressed my concerns to Bo F. at VDOT.

Chief: we need to put signs out so no one runs into us. I will look into it.

Robert Mitchell has completed fixing the squad so lights won't be knocked off again.

- 1.3.7 Rescue 1 – no comments.

- 1.3.8 Rescue 2 – we have no units running at this time.

1.4 Logistics

- 1.4.1 Vehicle status – R115 and R224 are at Winding Brook; R226 is at Radley Chevrolet; R228 has engine problems; Squad 2 is at Atlantic; Utility 4 is at Winding Brook. Engine 6, R226 and R110 are getting new tires. Engine 1 is at Piedmont for an inspection and new tires. Engine 1 will go to Atlantic when Squad 2 comes back.

- Introduced Eric Chenault as a new part time Logistics employee who will be assisting with vehicle repairs.
- All items are in the sheds now; will meet you at Fire Administration for pickup.
- The box lights for Company 4 were replaced today.
- Verified with Brian Marmaduke that he can come to Caroline to size people for turnout gear.
- Rescue 512 is at Ladysmith Rescue.
- Captain Street: we had an entrapment call with limited help and did not have much protection from breaking glass and sunken rooftop. Can we get helmets for this situation in the future? Yes.

- 1.4.2 Chief Loftus: thank you to District Chief Melson for assisting with the bidding for turnout gear. NAFECO won the bid. We need everyone's help to make this a quick turnaround process.

- The staff is scheduled for a training class from the Virginia Distribution Center.
- Accountability tags – we have a better contractor now and can get these in about 7 days. Please check the policy for color codes.
- Member updates – we are verifying the people in your department; what their position is. We are doing this in preparation for December's letters to member stating what certifications we have listed and what they need to obtain. Training sheets are in your packets. Also, there is an Eligibility to Qualify sheet for people from 2004-2009 who can test.
- Hazardous Materials Awareness: several members need this; we can do this at your station if necessary.

1.5. Training

- 1.5.1 Upcoming classes:

- CCFR qualification class: review session for Officer 1 is tomorrow. Chief will work to accommodate your schedules; call Capt Doucet to coordinate.

- FF I & II: this is a new version that we will try out.
- Capt. Bonham: the hybrid class is online and then you come to class for the practicals. Sign up starts next week.
- Chief Loftus: I will fund firefighter class so I want your members to come. Outside people may pay to take this class. Chief Terry: is it the same test? Will it be here in the County? Probably
- Capt. Bonham: Search and Rescue on September 18th-20th.

1.6 Special Projects

1.6.1 Radio System

Finalizing tower sites. May be using a tower on Supply Road.

We are looking at grants

Contract Design Review meetings to begin later this month

1.6.2 SOPs for 30 day review:

- Draft 104.11 Incident Scene Accountability Standards
PAT tags
Activate 9-1-1 operations on phone. County will pay for Captains and above. Those below the rank of Captain will pay \$1.00 per month. This will not replace the old system. Chief Garnett demonstrated. We will send out procedures before we meet again.

1.8 Fire-EMS Operations

- Chief 3 -October 19th is Bowling Green Harvest Festival and I have limited positions open. Let me know if you are interested. The ICS system will be in place. Next meeting is Sept. 30th.
- Chief 3 - Poker Run is an incident management event. Good opportunity for whoever wants to do this work as a career. A good training experience.
- Chaps have been given to each station – one pair for every chain saw. District Chief Parrish would like a set for his command vehicle.
- Chief 3 - New Caroline County Map Book project –information is a complete resource list.
- Apparatus capability update is in your packet.
- Abundant Life Academy did a refresher with Company 4. This is a new school; Captain Bonham will coordinate another walkthrough.

1.9 Emergency Management

1.10 Administration

1.10.1 Budget / Financial Items

- Need any reimbursements for last year turned in by this Friday. Turn in any capital outlay requests.
- We plan to outfit all volunteers with pants and tee shirt. If cost is too high, we will not get the pants.

- We are working on replacing all of the Crown Victorias in our fleet. This request will go to the Board of Supervisors on September 24th.
- We have brought Eric Chenault on as an outside part time employee. He will assist with a lot of vehicle repair issues and will obtain his CDL in the near future.

1.12 Special Events –

- Virginia State Fair September 27th–October 6th: public safety information included in your packet. Go to Gate 3. There is a Knox box on Gate 2. The kiddie and livestock sections have been moved. Virginia State Police will be training specialty teams.
The 5k and 10k races are not in the public road.
- Captain Bonham: Heart of Virginia Bike Fest will start at Hanover Court House and come into eastern Caroline. It is 101 miles, 63 miles, 30 miles, 15 miles. No support has been requested. I will distribute maps.
- Chief Garnett: the largest truck convoy will run from Meadow Farm to I95 and back.
- Chief Melson: there will be a 5k run @ Ladysmith Village.

1.13 Comments

- Chief 3 – Kendal Curry was promoted to supervisor in Communications. We are working on cleaning up radio terms. “0” is a number; there are no 10 codes.
- Chief 2 – Harvest Festival: we will need assistance with our recruitment booth. Please call the office if you can help out.
FPW – there are no coordinated events at this time. Let me know if your station is having an event.
- Captain Bonham – Standards Committee (Lisa Street, Clint Ziadeh and myself) is working on release process for Pump Operators.
NFPA #2: Covers basic skills to road course driving, pump operations. It is designed for new operators.
- Chief 1: this is one way to see everyone is trained at the same level. This will be done in house at each station.
- Chief 1: The next volunteer orientation class is September 21st. The class will be in the EOC and Logistics will also be there.

Next Meeting will be held October 9, 2013 at 1900.

Corrections From Oct 9, 2013 Meeting

1.8 Chief 3 comments correction: The Poker Run is not an Incident management event; the Harvest Festival in Bowling Green is an IM event.