

1. Welcome

Chief Loftus, Deputy Chief Garnett, Deputy Chief Matiak, District Chief Melson, Asst District Chief Jenkins, District Chief Terry, Captain Street, Lt Calhoun, Captain Bonham, Asst. District Chief James. ESC Pam Chenault.

1.1 Introduction of Guests: None

1.2 Corrections to June minutes: Change New Town to Newtown Rd (2.6)

1.3 Action items from July: Check training records for Lipscomb Co3 and Timothy Hellem Co 4

2. Company Issues

2.1 Rescue 1 – Not in attendance

2.2 Rescue 2 – Request a spare Zoll battery for station (E series). 28 is back from shop needs a pop lock for IV supplies. Work on supply room door. Staffing is good have Wen. & Thurs. crews.

2.3 Company 1 –Not in attendance

2.4 Company 2 – Moved into old station for short term while renovations are done. Target date for completion is Dec. 18th. Paper doing article of no loss of service to community during renovations. Keep check on bay doors (closed) at old station. Any issues with construction please address it to Stephen or Adam they will relay it to Joey. Issues with clean up from classes at station.

2.5 Company 3 – Cleanup day at station, the back bay is organized. Cyber issues with station regarding keys has been fixed. Check on training records for Lipscomb.

2.6 Company 4 – Generator progressing. Sparta Day is in October. Utility 4 is out of service. Check on Timothy Hellem's Training records.

2.7 Company 5 –UTI Bike Race and State Fair staffing are set. Work details for the station for cleanup. Ice machine to be installed. Frog Level Festival in October 31st.

2.8 Company 6 – Engine 6 is in service. Continue with upgrades to the building. When steps are installed contractor will apply for permit. Picnic went well with co. members.

3. Logistics

UNITS out of Service: E2, Tower 2 out engine issues. Utility 4. Resv. Engine generator issues. Brush 2 and Ambulance 27 due for PM

TASK COMPLETED: Ambulance 16 in service, Ambulance 10 fixed in service. Hose bed cover repaired on Engine 4, W1 charging inverter fixed, 6 month Zoll service was completed.

UP COMING ISSUES: Install Zoll X-series on Ambulance 26.

In packet are just the open tickets for logistics.

Questions on battery on air packs. Flow testing is due for Co 4 & 5. If battery is low they can be replaced to keep equipment in service, date the battery when changed so when tested the battery is not thrown out.

4 Training:

- 4.1 Volunteer Orientation: Next class-Sept 12th
- 4.2 Current Training Underway: FF1&2 are underway at Co2.
- 4.3 Up Coming Training Programs: Sports Injury-Sept 13, PHTLS-Oct. 7 & 8, ODEMSA Drug Box update training to be scheduled, NAPS MS-1 class updates upcoming.
- 4.4 list of members not meeting standards in packet
- 4.5 Coffee cup training bulletins addressing problems. Print and Post information on clip boards that have been provided. Please have them visible in the stations. Next series that will be put out will be EMS or fire related.

5. Retention and Recruitment

- 5.1 Applications – Report in Packet
- 5.2 Activities – Report in Packet. Fire Prevention Week is October 4-11, Mike Beasley and Bobby Eaby will be reaching out to the third graders in the county. If you have any activities planned reach out to them.

6. Operations

- 6.1 Communications-CAD upgrade in Nov. EMS dispatch changes with the new CAD system. One change will be unbiased dispatches for EMS, some will be launched non-emergency or non-lights and sirens depending on urgency per caller's information. CAD comes on line beginning of November. New district lines depending on the GIS mapping. Fire side won't have any changes. Information will be put out on changes when we get closer to launch date. Have patients with the communications department a lot of change will happen in the next 3 months.
- 6.2 EMS Operations- EMS rotation for next quarter is in packet. Overview of EMS fleet including mileage, age, cost. New Ambulance 15 arrives tomorrow will take about 2 weeks till in service. Ambulance 26 will get an X-series bringing us to 5 in the field. ICD-10 code: Changes with insurance coding issue. Moving to a more detailed narrative in the EMS reports, being driven by the insurance industry for billing. Implementation goes into effect Oct. 1.: Office of EMS is switching over to Image Trend Elite system starting on January 1, new EMS reporting system with new look & new feel and also new on the fire entry. Positives with system will be CAD interface with fire call times and updating every 2 min. More control on the fire side reporting. Big changes with a push in education on the system. A lot of changes coming up first of the year so be aware.
- 6.3 Fire Operations – Air trailer is in service, will go out for a graphics package, electrical wiring is out for bid for bowling green to power in house, other equipment will be added chairs, tent etc. Training program will be put together.

7 Administration

- 7.1 Career Staff –Mike Hafey and Jay Bradley resignations-effective later in this month. Luke Heller no longer full time operations he is serving as part time civilian logistics. JP Calhoun hired as full time FF/EMT. Done second round of interviews hope to fill the 2 ALS positions soon. Have sent 2 BLS in-house staff to intermediate class under educational contracts, will try to do 2 a year. County pays for tuition and time. Incentive for employee is raise in pay moving from BLS to ALS.

7.2 Budget – Capital Improvements: Opticom on 8 traffic lights in Caroline currently we have 10 traffic lights 2 are due for replacement by VDOT the technology will be put on those lights. This is the GPS technology, by the end of next year if board approved all the lights will have the GPS on them. Surplus funds from ambulance 15 will go towards the transmitters for the 10 ambulances in the fleet then we will work toward the engines. Funding approved for 1 more X-series bringing us to a total of 6.

Approved for Grant match for RASF if grant is awarded.

7.3 Emergency Management

7.4 Response Data-In packet for August see attachments.

8. Special Projects/ Programs / Target areas

8.1 911 Radio System – update on radio system given to the BOS. All tower sites have been completed. Fleet map making finale touches on that, final meeting upcoming, expect to be in place and programing by late October then RCV installation will begin. Cut over date could be between Nov. 18th to Dec. 9th. Coverage testing will begin Oct. 12th and go to Oct 22nd. Anyone interested in participating in the coverage testing during this time give Chief Garnett a call. Training Oct 26th for Train -T- Trainer class looking for people also on this date. Pages reprograming are in progress, extra equipment in for the station pagers for station alerting. Bank chargers are in will be sent out to the stations. Working on a shelf or bracket that you can hang the radio holster or clip the mic to. Will provide radio straps 8-10 and holsters per station & 4 extra batteries for each station.

8.3 Special Event Planning up Coming Events:

UCI Bike race: September 23rd in Caroline maps and other information is included in packet. Hospital access is limited from 19th -27th this will impact EMS transports. County was reimbursed for its cost by UCI. Rt. 30 & Rt. 301 in dawn will have noon closure. State Fair September 25-October 4: Inspection will be on 24th for the vendors. Ricky working on the staffing for the VDFP live burn trailer. Davenport is working on staffing.

Other Events:

NAACP March on Rt. 1 –Sept. 11

Heart of VA Bike Ride –Sept 12th

Bowling Green Harvest Festival-Oct 17th

Port Royal Founders Day –Oct 3rd

Sparta Day –Oct 10th

Frog Level Festival –Oct 31st

8.4 Air Pack Replacement- D/C Melson & Mike Dobson & ADC Chenault working on upgrade and/or replacement of air packs. Have reached out to vendors for research. Co5 would like to add a representative to the group.

9. Comments

9.1 Chief 3-Thank you to Chief James for invitation to picnic. Meth lab incident in station 2 area. Reinforce accountability hardware every few months and radio terminology. Completed station survey for Co2. RS1 60 day items are due. Station 3 is scheduled for the 16th of Sept.

9.2 Chief 2- Red Cross complementary of the Aug 22nd smoke detector event at Glen Meadows installed 42 smoke detectors. Erin Southworth is working on the flu shot program for this year. Looking at other sites in Caroline including the Heath Department.

9.3 Chief 2- Thanks for all with staffing.

10. Important Updates / Information Request / Required Action

Date of next meeting-October 14, 2015