

1. Welcome

Chief Loftus, Deputy Chief Garnett, Deputy Chief Matiak, District Chief Hartle, District Chief Melson, Asst District Chief Jenkins, District Chief Terry, District Chief Davenport, Capt Bonham, Capt Doucet, Lt Calhoun

1.1 Introduction of Guests – Carl Olberg and Pam Chenault

1.2 Corrections to January minutes

1.3 Action items from December 2014:

1. 228 Zoll charging issue fixes and batteries replaced
2. Company 6 4" hose loaded to Tanker
3. Truck Policy Comments returned
4. "After the Fire" updated and produced

2. Company Issues

2.1 Rescue 1 – not in attendance

2.2 Rescue 2 – Ice machine fixed. Remote for north bay door is not functioning. Inspection sticker was changed from Feb to January. LVRS Annual Banquet March 8<sup>th</sup>, please RSVP by Feb 28<sup>th</sup>.

2.3 Company 1 – Membership has voted to replace two bay doors to match the newly repaired bay doors. Membership in progress committee meeting to update application related bylaws. Brunswick Stew coming up Feb 21<sup>st</sup>.

2.4 Company 2 – Brent Russell no longer a member. Paul Polivka may need orientation. "Belmont Apartments" being dispatched for incidents in that subdivision

Verizon has discontinued allowing access through the CAD vendor for incident texts, however Active 911 and Caroline Alert is still functional. Requested extra ABC extinguisher to be kept at station.

2.5 Company 3 – AT&T CAD texts still working. Pier is being built out 100' into the river, pilings going in soon to be followed by dry hydrants. Banquet was last month.

2.6 Company 4 – Generator has been installed waiting on fuel now. Complimented the FF Graduation coordinated by VT Podbielski, very nice presentation.

2.7 Company 5 – in the process of making bylaw changes to speed up new member application process. New members will have to wait 31 days to sign up for orientation. The data collection is in progress for stipend program due for the 17<sup>th</sup>. Drive Thru chili available for pre-order. Working with Logistics for hose cover, suction unit and brush repairs pending.

2.8 Company 6 – not in attendance.

3. Logistics updates

OPEN: Ambulance 15 at Purvis. U1, Sq1, En2 all out of the County for service.

COMPLETED: Ambulance 16 radio repaired. Squad 2 in service. Reserve Engine in service. Ambulance rotation competed.

UP COMING: Zoll monitors serviced scheduled for Wednesday Feb 18<sup>th</sup> 1030 at R2. Fire Extinguisher service and ladder testing also being scheduled for March.

Hose testing this year will be Co 1, 3 and 5 beginning in March.

Tickets on following page.

#### 4 Training:

4.1 Volunteer Orientation: 2015 Dates and support classes enclosed

4.2 Current Training Programs Underway: EMT Basic and Fire Instructor 1

4.3 Up Coming Training Programs: Spring School, Mayday Awareness, Mayday Operations, ACLS and PALS Renewal classes

4.4 Members not meeting training standards

Lists provided of members who are on Probation or are in Default of training standards.

#### 5. Retention and Recruitment

5.1 Applications – List of applications in progress provided for review

5.2 Activities – County wide Open House proposal given to group, concerns raised about Memorial Day weekend, many staff may be on vacation. Not a good day. Survey, other recruitment activities summary provided. Radio commercial played for group.

#### 6. Operations

Application received today that had been printed off District website that was outdated, please remove all applications from district websites and direct interested parties to the [www.CarolineFireRescue.org](http://www.CarolineFireRescue.org) website.

Staff vehicle will be brought online for training purposes so that members can go to training out of the County. Vehicle will be added to volunteer training request form.

##### 6.1 Communications

No monthly report

##### 6.2 EMS Operations

Ambulance rotation schedule passed around. Memo clarifying ambulance equipment to stay with units during rotation updated on website. New equipment (pedi pulse ox) added to inventory for Ambulance.

6.3 Fire Operations – Burn law press release include in packet.

#### 7 Administration

7.1 Career Staff – Part Time resignation, Sean Seawell

7.2 Budget – BOS will hear County Administrator propose budget in March

3 Defibrillators on RSAF grant 50/50 approved for replacement, small group researching options so that this purchase will suit us for many years to come and transmit 12 leads.

PPE inventory obtained and provided to each agency. If gear is within 12 months of expiring, (9+ years old) it is on the list to be replaced. Please review lists so that gear is issued to each member who is certified, be ready to make recommendations on replacements. Remember it takes 60 days for new gear to be ordered and arrive.

##### 7.3 Emergency Management

##### 7.4 Response Data-

2014 response data included in packet for review. We will strive to include monthly data in addition in future months.

#### 8. Special Projects

There is no way to capture staffed station hours within current CAD.

8.1 911 Radio System – BOS approved Sparta tower lease on radio system. Construction should begin in March. R1, Co 6 and Co 1 are the last agencies who have not turned in pager lists, please do so ASAP so that the correct number of pagers are purchased for each district. Meetings should be scheduled soon to decide where to install station based radio bank chargers. Chief Officers will also be issued single charger for personal use.

8.2 Fire and EMS GIS based mapping – Meeting with Vendor on Friday with Dispatch, Planning and F/R to start discussion to electronically map each District map. Once complete, this will allow us to print and reproduce our own maps. We will also be able to publish drive time studies for public review. It is not yet known if we will “redistrict” or simply codify our existing districts. Virginia code states the BOS is the authorized body to make any changes to districts. We would also like to overlay ISO and hydrant layers once complete.

8.3 Image trend Version 3 upgrade- Version 3 deadline has been postponed by OEMS.

8.4 Special Event Planning – State Fair electrical inspections should improve this year. Tough Mudder scheduled for June 13 & 14, 2015.

8.5 UCI Bike Race 2015 – September 23 is the only day Caroline is affected along the 301 and 30 corridor. Additional staffing will be required. Final traffic control details will be finalized. We will work to compliment Hanover with pre-event planning.

Ladysmith day is May 2, 2015

## 9. Comments

9.1 Chief 3- No comments

9.2 Chief 2- No comments

9.3 Chief 1 – Retiring Chief Mitchell was recognized by BOS last night.

County sticker incentive wording will be updated to “County Vehicle Relief”

Please review PPE inventory information

Please review pager lists for Chief Garnett

## 10. Important Updates / Information Request / Required Action

10.1 Required Information

11. Next Meeting Date March 11<sup>th</sup> at 1900

Brandon Buchanan needs Photo ID