

Welcome

Chief Loftus, Deputy Chief Garnett, Deputy Chief Matiak, District Chief Chenault, District Chief Melson, Asst District Chief Jenkins, Dist Chief Beasley, Asst Dist Chief Terry, Asst Dist Chief DuBose, Captain Giles, Captain Street, Capt Doucet, Lt Calhoun, Captain Bonham.

Corrections to November 2015 Minutes: 2 corrections noted.

Company Items

Rescue 1 – Inmate labor is complete on interior renovations, however exterior problems persist. Roof leaks continue. A different contractor will be contacted to complete the repairs. Duty crews continue, have 2 in EMT class and read 2 new volunteer applications for review and consideration in the next 30 days.

Rescue 2 – Thank you for award for Anna Harmon, very unique plaque, it was appreciated. R2 would like to discuss purchasing chains for inclement weather on two wheel drive units in the future. Staffing is consistent.

Company 1 – Carport behind station fell during snow storm and has been removed. Wagon 1 had water freeze in the pump during the snow storm so it is now at Atlantic for repairs. Will discuss replacing the car port, but undecided at this time.

Company 2 – Timothy Kovach and Michael Hafey voted in to Co 2 2/9/2016. Renovations have been completed! Punch list is still being completed, however everything has moved back into the station. Re-Grand Opening ceremony invitations were passed out, please RSVP. LVFC is excited to use the new building, knowing it is even better than original.

Every time a CAD update is received by fax, the station phone number is ringing. Please double check station email address to receive CAD update notification without using the fax line.

Company 3 – Banquet was last Saturday night after a reschedule. Kitchen renovations will begin Thursday the 18th and will be closed during that time. The bay door opener will also be raised to accommodate the new Engine.

Company 4 – Thank you for assistance plowing during snow storms. No internet at station right now, means no reports can be entered. Recent Brunswick stew fundraiser was successful. Tires on E4 are about 7 years old and need to be replaced and also require alignment for proper suspension fit. This will be done during routine maintenance this spring.

Company 5 – Renovation of downstairs bathrooms is being planned. Would like to raise 75% of costs before work begins. Would like to have it done in 2016. Staffing numbers remain consistent.

Company 6 – Not in attendance.

Logistics

UNITS out of Service: Tower 2 Is at Atlantic.

Wagon 1 at Atlantic.

Engine 2 at Advanced for repairs.

Amb 31 at Winding Brook for transmission issue.

TASK COMPLETED: Station Generators have been serviced at 1, 2, 3 & 4
Squad 2 rear tires were replaced.

UP COMING ISSUES:

Zolls will be serviced in February

Fire Extinguisher yearly inspection will be this month

Annual PPE Inventory data was discussed. Each year, members identified with gear that will age out of service are provided the forms to be fitted for new gear. This year, many members approved for gear did not go get fitted. We also need gear greater than 10 years old to be replaced to ensure it is destroyed and not used. Also, please turn in surplus gear so that we can re-issue to new members and students.

Training

Upcoming Programs:

REC Electrical Safety Class on Feb 29th

McKesson Walkthrough on Feb 24th

Spring School is open for registration at www.VAFire.com using the FSTRS system.

Probationary members and Ticket to Ride lists included in packet.

Retention and Recruitment

Nothing to report

Operations

Communications –

- EMD based Priority EMS Dispatch was begun last week. Communications is working hard to prioritize each call using EMD criteria. Please forward problems you encounter to Fire Admin with an incident number and date to reference.

Fire Operations –

- Company 3, 4 & 6 were issued Drager 4 gas monitor to replaced QRAE gas meters. Drager rep will be in Caroline on 2/24 for training on calibration and testing. Capt Bonham and Tony McCormick will be leading this problem. All monitors will be back in service and calibrated shortly. Capt Bonham and Chief 3

have gas meters issued to them that can be used to replace engine monitors during times of service.

EMS Operations –

- Radio Policy change will take effect April 1. “Rescue” will become “ambulance” in order to better reflect regional language.
- BLS equipment and Oxygen bags for licensed EMS non-transport units (Fire apparatus) are being replaced with standardized kits. Engines only will be replaced at this time.
- 7th X Series Defibrillator has been approved for another E replacement.

Emergency Management-

VOPEX drill was completed 2/9/2016. All indications are that the drill went well.

Administration

2015 Volunteer Stipend Data is due back by Feb 20th. Uniform information should be included in the form since we will not be using Galls again. Please note that pants sizing is using an out seam.

Draft annual report for Department of Fire Rescue is included in packet. There are a few data elements outstanding. Please note the increase in call volume between 2014 and 2015. Another notable improvement is the compliance with training standards. In 2014 we had 54% members who met the training standards and in 2015, we had 65% meeting.

New Financial Policy adopted by Caroline. There is a maximum on daily expenses during times of approved travel. Please see enclosed policy for more information.

System 5 year plan included in packet and discussed. This plan seeks to ensure adequate Fire and EMS resources to handle incidents within established response time standards. At present, we are too reliant on part time assistance and overtime use in order to fill minimum staffing as agreed upon. We have identified additional areas for improvement such as 24 hour supervision, a 4th ambulance to respond to calls, 3-man engine companies and backfilling existing staff. We know that this 5 year plan may not be fully funded as is, however the goal was to identify areas for improvement and existing problems within our Department. We hope that the BOS uses this information to plan future growth in the coming budget years in order to continue to meet the demand of our calls for service.

Weather Stations at Fire Stations – We will make a request to each station to allow permission to mount a small weather station on the facilities in order to better track and monitor the weather data throughout the County.

Surplus Ambulance sealed Bid – Two ambulances are currently for sale through an apparatus broker and we have been unable to find a buyer. One of these will go to surplus via sealed bid in an attempt to sell the vehicle.

Special Projects

Radio System –Fleetmap programming will be scheduled to fix the Caroline talk group issues identified this Spring. This fall we may schedule a second reprogramming in order to bring in Spotsylvania, Stafford and potentially Fredericksburg if those systems are ready.

VHF pager is experiencing static between tones and dispatch information. Chief Garnett will investigate.

VHF equipment is still being collected so please turn in all old radio equipment to Fire Administration.

Career Cross Staffing will begin Feb 22. A Guidance document is included in the packet. This goal is to respond in the most efficient apparatus for each call dispatched.

Equipment standardization committee has met again to ensure that we are purchasing effective equipment as we replace fire apparatus and equipment in the future. Next committee meeting is the 24th. This goal is to standardize minimum equipment on each apparatus so that members moving between stations and apparatus are ensured a minimum compliment of tools to use.

OPTICOM has been approved for installation on each stop light in Caroline. The newest ambulance being purchased will have the dual emitter for use with Opticom technologies both in and outside of Caroline. As this project is implemented, additional information will be provided.

Comments.

Chief 3 – Thank you for all staffing that assisted during the winter storm. Thank you for supporting the use of Battalion Chiefs for supervision during this time period. We realize our shortcoming in supervision during two working fire incidents and thank you for your cooperation. We have a young and inexperienced department so this supervision is vital. Please take a moment to review all members PAT tags for accountability and reorder as needed (new and newly certified). These can be produced at Fire Admin as long as we know what is needed.

Chief 2- Thank you to Company 2 for coordinating the Fire Academy Graduation, it was a very nice ceremony.

Remember that February 15th starts the 4pm burn ban season.

Please contact Capt Doucet if you have members who are interested in UTV training so that additional classes can be scheduled and coordinated.

Chief 1- 60% of our Department has less than 5 years experience. Thank you all, and please thank your members, for your staffing during the winter storm. We logged over 1000 volunteer man hours during that event. We plan to continue to use the BC position

as we are able in the future for large events and system wide decision making where needed.

Next Meeting scheduled **March 9th, 2016.**