

Welcome

Chief Loftus, Deputy Chief Garnett, Deputy Chief Matiak, Eric Chenault, President Brian Marmaduke, District Chief Melson, Asst District Chief Jenkins, Captain Street, Captain Giles, Lt Calhoun, Captain Bonham.

Introduction of Guests: None

Corrections to April minutes – None heard.

Company Items

- Rescue 1
 - One new member working on the steps required for membership.
 - Construction people working with the water problems concerning the roof and the flashing and water damage.
 - Bay area looks good.

- Rescue 2
 - Power Steering pump on 224 making noise; R2 will fix.
 - Complaint on the unit base dispatch system.
 - Wall is still broken.
 - Anna Harman back in the hospital.
 - Wednesday night crew is gone, have Monday, Thursday and Friday crews.
 - Not using the staffing program yet, learning the system before rolling out to members.

- Company 1
 - Changes at Co. 1 Leadership - Eric stepped down as District Chief and Chip Hartle has taken over that position. No asst. chief right now.
 - B1 back in service.
 - Building will have a door put on the back to make a drive through bay.
 - Gear issues due to bay lighting; will replace with LED lights.
 - Working on upgrades to building. Kitchen is in the committee's hands to work on, no time line yet. Lockers in need of painting.

- Company 2
 - Researching different versions of lockers for the back wall.
 - Squad 2 back in service. Waiting on the BOS for decision on Tower 2.
 - Engine update - (Justin) insurance is sending paper work to repair shop giving the ok for repairs.
 - Ladysmith Commons event for the vapor shop on Saturday.

- Company 3
 - Kitchen is done with renovations. Ice maker needs to be hooked up.

- Company 4 –Not in attendance.

- Company 5 – Not in attendance.
- Company 6 – Not in attendance.

Logistics

UNITS Out of Service:

- Tower 2 is at Atlantic.
- Wagon 1 is at Atlantic
- Reserve Engine generator is not working
- Amb. 11 & 14 at Winding Brook
- Engine 2 is at Downtown Garage –body work
- Pump testing going on. Half-way through
- Hydro testing for SCBA bottles-sending 30 at a time

TASK COMPLETED:

- SCBA Compressor at Co2 serviced.
- Stretchers and stair chairs serviced.
- Extrication equipment has been serviced.

UP COMING ISSUES:

- Flow testing for air packs.
- Hose testing for this year at even stations (2-4-6)

Training

Changes in this Division:

Leigh Doucet has left the department and leadership has been transferred to Captain Bonham

Upcoming Programs:

- 2016 fire academy is delayed; it will be mid-July if course is approved with DFP.
- Spring School committee needs to set a date.
- REMS protocol update for any active member that holds an EMS Certification and needs to be taken in Caroline. 5 classes scheduled. Must be completed by June 30.
- Training on BLS med bags. Bags are on Engines and Squads; standardized inventory list is on web site. Check links on the web site.
- Infectious Control Compliance deadline is June 17 (see info. in packet)
- Setting up a Training Committee so we are looking for a name from each station (prefer Instructor) to be on the committee.
- Orientation and Ticket-to-Ride program: thanks for input on the program. Some changes may occur with this program. Next orientation class is June 9th at Co 2

Retention and Recruitment

- Monthly report in packet. September 17th will be Public Safety Day in Bowling Green. Fire stations, town police, state police, Forestry and AP Hill will participate.
- Awards Banquet Committee being formed; hope to resurrect this event.
- Next Retention meeting will be June 21, 2016, 1830 hours
- Staffing for the County Fair in July is needed.

Operations

Communications:

- Radio Coverage retesting 350 grids June 22nd and 23rd.
- Radio Connection with Spotsylvania County - CCFR will be adding Spotsylvania's new system to our radios once they are online (Fall 2016 estimate); Until then, request a Comlink patch via the 911 Center for interoperability.
- Changes in Fire Rescue Districts (boundaries) are being made in the CAD; you will see them implemented in the next few weeks. Will produce 2 maps for each station - one will be the districts county wide and one just for your district. Will produce these in the next month or two.

EMS Operations:

- Quarterly Ambulance Rotation Chart in Packet
- New Ambulance 11 will be ready early next month, looking at new options for top mounted air conditioning units on future ambulances.
- Zoll X series defibrillator grants will be announced in July, grant for partial funding for defibrulators, looking to get four leaving only 225 with an older E-series.
- Funding for an AutoPulse for station 3 is included in the FY17 budget

Emergency Management:

- RVA2DC Bike tour on July 23rd will travel through Caroline - not expected to be huge impact.
- New Caroline Alerting System will take effect in July; current vendor no longer going to provide service. New vendor will be Everbridge. People will need to sign up again for alert service.
- Tough Mudder June 11 & 12
- Special Olympics Torch run June 10th
- John Cephas music fest in Bowling Green June 11th may need staffing.

Fire Operations:

- CAD Personnel and Station notifications. Information included in packet.
- New Knox boxes at Milford Terminal & Jones Chemical
- Back gate at Land Or has a new electronic gate. Gate readers will be in the Knox Box for admission and exit.

Administration

Benchmark data in packet: improved tracking of Department over all, Company level indicators, and Weekend NUAs. Like to start tracking staffing and would like to see how well we do in a year putting up a 4th ambulance 24-7 and how well we do in staffing 1 engine all of the time.

Finance: end of fiscal year FY16 last day for reimbursements will be due August 20th.

Career Staffing:

- Promotional process for two captains in operations - JP Calhoun and Nate Johnson. Start date is June 12th. Radio call signs Capt. 1 (Calhoun) and Capt. 2 (Johnson) while working in the stations. Days that they are roaming they use the Battalion 1 call sign.
- Hiring for a part time logistics clerk (Office Position)
- Hiring three additional field positions & filling vacant positions within field staff.

Volunteer uniforms: will be delivered to the stations in the next week.

Special Projects/ Events

- Equipment Committee- No Meeting. The committee will look at brush truck replacement & the equipment needed. Engine equipment listing as well as testing out new products.
- Officer Development Committee will be looking at developing a county wide officer program. First meeting is July 19th 1900 hrs. at the EOC.
- Operational Policy Committee- NEED names for this committee. Committee will develop policies for first- in engines, routine emergency incidents. Need fire and EMS participation with this,.
- Status Board System (PSIN - Public Safety Information Network) TV's for the stations have been ordered.
- All stations will have a screen, 911 and County Administrator will have a screen. Demo was given on TV during the meeting. Google Spreadsheet is used for data entry. New data will be highlighted in a different color for a short time. One-on-one class can be done if needed.
- Fire Manager Systemwide Information is in the Packet. Name codes are listed in packet along with instructions for download on cell phones. Your members will only be able to see and sign up for their assigned station. Roll out to your people so they can sign up for shifts.
- ImageTrend Elite 3 will rollout October 1st
- Duty Chief Position - radio call sign will be Battalion 1, Captains while floating will be in Battalion 1 vehicle.
- We are building a volunteer battalion (duty chief) position. Once complete, any volunteers that are in that vehicle will be identified as Battalion 1 for the time they are working the shift. Task book, resources and guidelines will be developed for this position. Vehicle & work area will be at Co1, (old captain's office)
- PPE Ordering: All have sheets for volunteers to get gear. Please follow up with them to make sure they have gone to NAFECO.

Comments.

- Chief 3 – Will Retire August 31st
- Chief 2- EMS agencies need to work on staffing on weekends for the summer, especially on Sunday afternoons due to the call volume. Rappahannock Electric Linemen Rodeo: thanks for staffing and the team effort for the event.
- Chief 1- Chief Loftus recognized the County Administrator for his support of our department.

Next Meeting scheduled **July 13th, 2016.**