

Present: Chief Loftus, Deputy Chief Garnett, Deputy Chief Matiak, DC Thomas, DC O'Berry, ADC Jenkins, DC Terry, DC Mitchell, ADC James, Capt Giles, Capt Street, W. Collison, Capt Doucet, & Lt Russell

Guests: RACES EC Mike Duncan, RACES Ast. EC George Bean

Chief Loftus's Report:

1.1 Introduction, Good Evening

1.1.1 Special Thank You to DC Mitchell and BC Divilbliss for extra staffing assistance during Virginia State Fair.

1.1.2 Special Guests with us tonight from RACES; Mr. Duncan and Mr. Bean. They have requested to address the group in reference to RACES activities and emergency communications activities. They are requesting the addition of VHF/UHF antennas on each Fire/Rescue Station. This will augment communications capabilities during emergency times. Radios are not a part of this request as RACES is able to provide when needed. Additionally, there will be an amateur radio certification class offered at the EOC this fall.

1.2.1 Review of July 2012 Minutes. Add Capt Street to attendance list

1.2.2 Review of Sept 2012 Minutes

1.3 Special Projects / Programs

1.3.1 Radio System Update

January 1, 2013 the FCC will begin enforcement for narrow banding compliance. The Board of Supervisors will meet on Nov 7 to discuss radio system topics: cost of narrow banding (pros and cons) with current system, partnering proposal with another jurisdiction, and stand alone system cost. BOS direction is required before an extension to this deadline can be requested. This meeting will begin at 1800 hrs.

1.3.2 Rescue Bridge

Fire and EMS Data management system

Capt Doucet updated system build out process. This system will require system-wide training for all fire and EMS providers as well as the hospitals, etc. We are probably 30-60 days from going live. Beta Testing with Career staff has begun in order to add data to be tested to the system. Please submit interested members in Train-the-Trainer sessions to Capt Doucet. Additionally, all QA will be enhanced through this system beginning with OEMS and adding Fire reports through a committee of anonymous County providers.

1.3.3 Chief Garnett: Web Site Development

ACTION – Need photos for the site, please submit any to Chief Garnett so that this new website can go live.

1.3.4 SOPs for Review – These policies will sit on the table for 30 days for comment.

- 204.09 Notification for Fire and EMS Staffing – Caroline Alert will be used to communicate assistance requests for staffing for any events or operations. New registration forms provided with each package tonight. Each staffing request will require 96 hours notice, volunteer staffing will be solicited for 3 days before the shift is filled using overtime.
- 203.01 EMS Dedicated and NON-Dedicated Standbys – This policy has been previously approved by the BOS because of the billing policy included. EMS dedicated and non-dedicated specifications included. Non-dedicated units will be relocated from their stations to standby but remain in service to 911 calls for service. Each Dedicated standby will cost \$100 per hour (min 2 hours); exceptions include Caroline Schools, Parks and Recreation, Emergency Management partners. Each standby request will require 96 hours notice, volunteer staffing will be solicited for 3 days before the shift is filled using overtime. Multi day and large events require 10 days notice.

1.3.5 SOPs for Adoption:

- 103.07 Vehicle Fueling
- 204.02 Radio Traffic Standard Terminology
- 204.03 Unit Number Designation – This policy did receive comments, however will stand adopted as is. We will move forward with new units in the fleet receiving standardized units numbers.
- 204.04 Fire CAD Response Criteria
- 204.07 Reporting of Damaged Utilities
- 204.08 Text Notification of CAD Calls

1.3.6 System wide check-off of Firefighter / EMS Provider – Committee Report Capt Street – report is being prepared and will be provided at the next meeting. Committee is gathering data.

1.4 Fire EMS Operations:

1.4.1 Lake Caroline Dam Repair Report

Notification has been sent out addressing access, water supplies and emergency gate maps. Chief Matiak reviewed highlights:

- Some dry hydrants not functioning due to lowered water levels. See map for water sources.
- First due apparatus may cross 10-ton bridge only.
- Emergency gate located on Satterwhite Lane, off Cedar Fork Road.

1.4.2 Review of Monthly Stats

The BOS has requested a new method of reporting Monthly Stats; we will begin to see the new data platform at next month's meeting. If any data is desired to be included, please notify Chief Loftus. One issue to identify is "non-response" accuracy.

Capt Street inquired why Volunteer Applications take so long to process through Fire Administration. Fire Administration is able to turn around a **complete** application in 22 days. Specific instances of delays can be identified and explained if needed.

1.4.3 New OEMS Regulations – take effect Oct 10, 2012

Chief Garnett – the new OEMS regulations went into effect today. They can be reviewed at <http://leg1.state.va.us/000/reg/TOC12005.htm#c0031>

1.5 Communications

No meeting yet this month with Caroline Communications and Chief Matiak

- Co 4 and 5 reporting they are not receiving their "end of call" report from the rip-and-run.
- CAD is not integrating any fire call data into Fire Programs for Co 5
- Sparta Internet will be turned on Nov 1

1.5.1 Updated CAD paging List Still in progress

1.5.2 Unit Capabilities

Chief Matiak – last month we reviewed capabilities lists. That updated document has been shared with Caroline Communications with details and photos for identification.

1.6 Training Capt Doucet

1.6.1 Annual Infection Control Updates – dates/locations on website

1.6.2 REMS Protocol Class Updates – Compliance report included in package.

1.6.3 2013 Spring School – Mark your calendar! April 13 & 14, 2014. Please forward any requested courses to Capt Doucet for proposal to VDFP.

1.6.4 LVRS CE Day – details/ registration on website

1.6.5 LVRS Stroke Night - details/ registration on website

1.6.6 EMT Class Follow up – updated Fee schedule included for EMS courses; this should clarify last month's poorly communicated information.

1.7 Logistics Lt Russell

1.7.1 Fleet Report

Units returned to service this week 115, 510
Tower 2 went for service last week, expected one month for repairs.

1.7.2 Tower 1 Supplies – County Administration has directed that Tower 1 will be sold via internet auction with a reserve.

1.7.3 SCBA Fit Testing – Capt Bonham oversees all SCBA fit testing and issuing. A list of up-to-date members is included. Please contact Capt Bonham for additional SCBA fit testing dates and issues.

1.7.4 Please contact Lt Russell to coordinate a time and date for new members to be gear fitted.

Capt Giles asked for clarification on uniform funding per station and member. The CHS Fire class is being provided equipment such as boots because we are required to provide compliant PPE.

1.7.5 All ordering of supplies should be caught up.

1.7.6 Justin Calhoun (djcalhoun@co.caroline.va.us) has been using radio identifier Logistics 3. He and Logistics 2 (Sean Parkinson) will be filling in during Lt Russell's absence (Nov 9-29 subject to change).

Co 6 icons update – We tendered a resignation from the member who used to create these tags. We will need to identify another source. DC Thomas offered A.P. Hill's services if Caroline will buy the materials.

1.7.7 Oxygen annual inventory is being completed. We will identify rental fees and areas to decrease costs. Some oxygen tanks have been eliminated from the system decreasing the inventory. These tanks had been "lost" in the system yet still paid for. All D-cylinders will be purchased at a one-year cost savings to Caroline.

1.7.8 Air-packs and regulators need to be kept together as they are tested as a pair, not individual parts. DC Thomas added that AP Hill has some certified regulator service capabilities.

1.8 Emergency Management Chief Garnett

1.8.1 EOP Adoption

The BOS has adopted the 2012 EOP update. This has been sent to a printer for pricing quotes for printing.

The REMS protocols have also been sent out for printing. Additional cost information will be made available for members who wish to purchase.

1.9 Administration

1.9.1 Personnel Update

We received a resignation from Will Berkovits (remaining as part time). We are continuing to interview and promote a Lieutenant as well as request applications for additional Firefighter/Medics and EMTs.

1.9.2 Caroline Alert – Chief Garnett reiterated that this system will be used for staffing and standby needs. Please see the website or form for account requests.

1.9.3 FY 2014 Budget Input – Budget submittal is due to Co Admin soon. In the package a budget form has been included for budget increase justifications (top ten list of all requests, Capital projects (>\$50K) included) for each station. All District Chief and Captains attendance is requested **Oct 23, 2012 1900** to submit this budget request and discuss options for the FY14 budget request.

1.10 Technical Review Committee – No issues from Co Admin this month.

1.11 Special Events

1.11.1 Fire Prevention Week – A copy of the press release is included in the package. Most events this year have been at our schools.

1.11.2 2012 Harvest Festival

Chief Matiak – Scheduled for October 20, 2012 this year. Plans include 15 personnel to man different functions during the event; Co 1 and Reserve Engine as well as dedicated and non-dedicated EMS units will be staffed. Please send interested persons to Chief Matiak's attention.

2. Comments:

Hose lay discussion continued from last month. DC Thomas identified Mercedes hose variations and cost differences with pros and cons. AP Hill uses 2" line which Caroline will not be able to adapt to if needed. Hose loads will have to remain unit specific since we have not standardized our apparatus yet. The cheaper hose is kinking under low pressure operations. DC Thomas has requests we change the internal components of low pressure nozzles so that we can continue to pump at 200gpm at 50 psi versus 150 gpm at 75 psi - We should not decrease the amount of water available to fight fire. DC O'Berry also added that a minimal Pump Operator change of practice would be beneficial to our system. Chief Loftus stated that we will review this information before moving forward. Any changes will be phased in.

Chief Loftus addressed the group from a BOS decision made last night. The BOS has voted to no longer fund and discontinue the use of FLVRS as an EMS response agency. The County titled apparatus will be moved and all EMS calls for service will be answered

out of FLVFD for that district. Thank you to the Collisons for attempting to succeed with this agency, but the BOS has decided that this change is needed. Caroline County Administration will be releasing a press release and fielding any questions.

All certified members are open to move their membership to Caroline or another volunteer agency to continue to serve the community. Life time members will still be considered (for benefits) Life Members. Some members may choose to move affiliation to BGVRS per W. Collison and Capt Giles.

Many issues that will not be openly discussed played into this decision; however the low membership, low call response volume and financial requirements were all driving factors to this decision.

Wayne Collison addressed the group. A meeting has been set for all founding members able to join to help with the decision making process about the fate of the building and equipment. Thank you for the support.

4.1 Good of the Order – Frog Level Parade and Festival

DC Thomas – BGVFD was concerned that they were not included in any Harvest Festival planning this year. Please consider experienced resources when planning for these events in the future.

Tower 1 equipment has been removed from that unit. Some pieces of equipment have been placed on different apparatus; some may be surplus in the end. Chief Loftus added that we are trying to build a stock of training equipment and props.

DC O'Berry – The new volunteer standard policies required many changes. Chief Loftus noted that so many comments were received and so many changes were made to these documents, they will remain on the table for an additional 30 days for comments.

ADC Jenkins – Hose testing at Co 3 has been completed.

DC Mitchell – Frog Level Parade and Festival will be held on October 27, 2012 at 1000; parade at 1100. All permits are in place and CCSO/VSP will be assisting with traffic control for the parade. Station will remain operational / staffed during the parade. Brunswick Stew has been prepared for sale, reserve orders are being taken. Creative trophies have been created for parade winners this year.

ADC James – UCVFD is beginning fund raisers (monthly dinners). This month will be October 20, 2012 at 1700-1900; \$8 per plate for Chili Dinner.

Fyi - November 10, 2012 (Guy Fawkes Day) there will be a fireworks display in UCVFD's district on Pepmeier Hill Rd. The CCSO will be enforcing the noise ordinance. The BOS did approve the special exceptions permit to the Neustatters. The BOS will have to review the Caroline Noise Ordinance

December 1, 2012 will be the Wounded Warriors event with the Mattaponi Hunt Club this year. Chief Loftus suggested UCVFD leadership bring this to the BOS attention for increased media attention.

Capt Giles – BGVRS is sorry to hear about the decision of FLVRS, but is willing to open membership to those affected providers.

Capt Street – LVRS echoed... “sorry to hear about the decision of FLVRS, but is willing to open membership to those affected providers.”

Chief Matiak – Firefighter Knode (BGVFD) has access to military surplus bunks and mattresses which are available for sale.

Chief Garnett – New OEMS program representative Nancy Burrows has been hired. She will be in Caroline tomorrow for a visit.

Bob Carlson’s mother has passed away; please keep him in our prayers. Marie Farmer has details about arrangements if needed.

4.2 Next Meeting **November 14, 2012 at 1900**