

Command Staff Meeting

April 10, 2013

Chief Loftus, Chief Garnett, Chief Matiak, DC Melson, ADC Jenkins, DC Terry, DC Parrish, Captain Street, Captain Doucet, Captain Bonham, Lieutenant Calhoun, SRMC Pam Scholl

1. Welcome
2. Company Level News and Questions
 - 1) Company 2 – Thank you for District assistance over the last few busy days.
 - 2) Company 2 – Tower 2 inspection has been completed. Some repairs have not yet been completed.
 - 3) Company 2- Engine 2 is almost ready for pick up and plan for it to be placed back in service this weekend.
 - 4) Company 2 – Thank you to Fire Administration for District Company meeting. Follow up question – When a change in policy or general information announcement is made, could informational bulletins be faxed to the stations, handed out at Command Staff and sent via bulk email in an effort to ensure multilevel communications are occurring?
 - 5) Company 2- Ladysmith Day will be May 4th, 2013. LVFC will host a car show. CCFR will host a recruitment booth. LVRS will staff a unit for standby.
 - 6) Company 3 – old ambulance is sold.
 - 7) Company 3 – A complaint was received concerning an extended response time to Portabago Bay. FYI.
 - 8) Company 4 – No progress on King and Queen Mutual Aid agreement. Computer issues are being worked on.
 - 9) Company 5 – Logistical needs have been met
 - 10) Company 6 – Bull Church Rd will be closed for bridge replacements for an extended period of time.
 - 11) Company 6 training records are completely entered.
 - 12) Rescue 2 – Capt Street asked if volunteers were still covered with life insurance. Yes, a death benefit is still a part of our insurance.
 - 13) Rescue 2 – Asked if new volunteer background procedures are moving forward. Yes, we will need to start collecting finger prints from all new volunteers. We are still working on agreements to implement this.
3. Pam Scholl from SRMC in attendance. SRMC is having drug shortages similar to all other regional hospitals. Has requested patches from all regional rescue squads and fire departments. Equipment pick up areas are full, so please remind crews to retrieve left equipment items.
4. Capt Bonham – Operations - CHS has completed their Firefighter 1 burns. Thanks to Company 2 for the vehicle fire evolution location and AP Hill for the structural burn evolutions. More Thanks to Company 2, 1, 6 for apparatus and man power. Students are completing Hazardous Materials Operations now.
 - 1) CCFR Admin Staff will meet with CHS staff next week to discuss the future of those programs.

5. Capt Bonham – Operations - Fire on Athens Drive has been contained with fencing for safety reasons (free standing chimney). Code to key box in case of rekindle is 5268.
6. Lieutenant Calhoun – Logistics – Please remember to notify Logistics when emergency purchases are made so that accountability is intact for all purchases.
 - 1) Ladder testing - Awaiting contractor to schedule date
 - 2) Hose Testing – We will test all odd stations this year, beginning with Co 1. This should begin in the next few weeks.
 - 3) Ambulance rotations have begun and going well so far
 - 4) Please assist us with keeping up on necessary PM's especially with ambulance rotations taking units from their home stations. Please keep an eye on oil change stickers and notify Logistics when close to being due.
 - 5) Engine 2 should be ready for pickup Friday morning. ADC Stout and Lt Calhoun will drive to Roanoke to pick up the unit.
 - 6) Gear stock is low in Logistics. Please return any unused gear to Logistics so that it can be reissued to active members. We gain an average of 4 members per month, so as we lose members please help us to recycle this protective equipment.
 - 7) All extinguishers have been serviced.
 - 8) Gear vendor has had a change in personnel causing some delays in new orders. DC Melson inquired when we will re-bid for new gear specs, unknown at this time.
 - 9) Rental Fire truck is in service at Company 1. This will not be first out unit, however is serviceable.
 - 10) Station supplies were delayed this month, however we are now stocked and making deliveries to catch up.
 - 11) Logistics committee meetings between Lt Calhoun and district logistical personnel will be set for second Wednesday of each month before Command Staff. This is just a central meeting place, date and time for any county wide logistical needs.
7. Capt Doucet – Training – Thank you to all for Spring School planning thus far and assistance over the next coming weekend. Logistics coordination is still in progress. Final registration is 187 students in 11 classes.
 - 1) New Protocol follow up class request from Rescue 2.
 - 2) Rural Water Supply class discussion about this weekend's program.
8. March Minutes are online for review

Chief Loftus

9. Facebook concerns – There have been four instances in the last year when inappropriate Facebook postings have occurred. Information gained in the course of work, response or scene interaction from any volunteer or employee is not suitable for Facebook or other social media postings. Another complaint was received today from a recent post that was not perceived well by the public. In the next month, a policy will be written about Facebook and other social media

displays. Please send any existing policies from other agencies to Fire Admin for comparison and input.

10. Radio system update – The BOS met last night and voted on the 700 MHz radio system resulting in a 3 to 3 tie; the 700 system proposal has died. All BOS members agreed that they need to comply with FCC narrow banding requirements. At this time, the only option left on the table with the BOS is to narrowband our current system. If we narrow band the existing system, we will essentially cut the coverage of our existing system significantly. Chief Garnett displayed graphics to support the approximate 10% reduction in pager and radio coverage. Graphics showed pager, portable and mobile radio coverage of dispatch's ability to hear responders and apparatus and for responders and apparatus to hear dispatch. Significant reduction in coverage is noted when narrow banding the existing system. Additionally, future radio frequency expansion is impossible prohibiting us from ever gaining additional channels. Changes to our existing infrastructure may or may not occur. Discussion ensued.

Chief Loftus is asking for support from department leadership and members to discuss deficiencies with our current radio system with Board members in the coming weeks.

The District Chiefs and Captains have requested additional information, fact sheets and talking points from Fire Administration prior to approaching BOS members. Additional information will be forthcoming. The next BOS meeting is in two weeks.

11. The BOS last night did approve a tax rate at 72 cents per 100; no increase, flat tax rate from last year. The Budget was approved as presented. Details will be made available when possible. All open positions have been frozen county wide with the exception of Fire Rescue due to the SAFER grant.

Chief Matiak – Communications

12. Please remember to utilize the standard radio terminology policy.
13. Concerns about the Mayday activation buttons will be addressed at the next communications meeting with CCSO.
14. PAT Tags were not utilized as intended at the recent Athens Rd structure fire. A draft policy will be presented next month at the Command Staff meeting so that we can implement and improve our accountability practices.
15. Drug testing – by policy after an apparatus has been involved in a MVA the operators will be tested. We have identified a facility that can perform drug test during business hours and are working to find an after hours facility.

Chief Garnett – Administration

16. Personnel changes – resignations received from Mark Seeterlin (going to work for James City County) and Christine Colon (will work for Fredericksburg). Both will remain part time
17. Volunteer stipend checks have been delivered.
18. Thank you for interest in assisting with new ambulance specifications. An additional grant was submitted for a second ambulance through the RSAF.
19. Special Events:
 - 1) Police Unity Tour (Law Enforcement United) will pass through Caroline May 11, 2013 between 1000 and 1400 in the Ladysmith area.

Next Meeting will be May 8th, 2013 at 1900 at the EOC