

CUMBERLAND COUNTY EMERGENCY SERVICES COMMITTEE
MEETING AGENDA
September 28, 2006

CALL MEETING TO ORDER	Kelly Hale, Chair
COMMENT/APPROVAL MINUTES	ACTION
OLD BUSINESS	
Communications Project Update	Aaron Hickman
Retention/Recruiting Package	Jean Dunivan/Bill Osl
Creating Emergency Services Association	
Purchasing Fuel through County	
Letter to postmaster on addressing enforcement	Kelly Hale
False Alarms at Cumberland County Schools	Kevin Ingle
Area 2 Hazmat Trailer from VDEM	Brian Iverson
Fees for out of county CPR Participants	Jean Dunivan
GRANTS/FUNDING	
VFIRS/CEDAP/VFSB update	
TRAINING	
Fire Fighter I	Kevin Ingle
Fire Marshall Training	Kevin Ingle
Hazmat Class	Steve Thompson
EQUIPMENT	
Vehicle Replacement Schedule	Kevin Ingle
AGENCY REPORTS	
Cartersville Volunteer Fire Department	
Cartersville Volunteer Rescue Squad	
Cumberland County Dispatchers	
Cumberland County Sheriff's Office	
Cumberland Volunteer Fire Department	
Cumberland Volunteer Rescue Squad	
Local Emergency Planning Committee	
Randolph Volunteer Fire Department	
NEW BUSINESS	
UPCOMING EVENTS	
BOARD OF SUPERVISOR REPRESENTATIVE COMMENTS	
SET NEXT MEETING DATE, TIME, PLACE, AND DINNER	
ADJOURN MEETING	

**CUMBERLAND COUNTY
EMERGENCY SERVICES COMMITTEE
MINUTES – 09/28/06**

ATTENDANCE:

AGENCY	REPRESENTATIVE	
Cartersville VFD	Not Represented	
Cartersville VRS	Kelly Hale	
Cumberland County Board of Supervisors Director of Information Technology Local Emergency Planning Commission Grant Writer/Administrator Sheriff's Office/Dispatch Director of Emergency Services	Not Represented Not Represented Not Represented Not Represented Not Represented Not Represented	
Cumberland VFD	Kevin Ingle Justin Lankey Michael Stevens	Sam Price Bruce Zirkle
Cumberland VRS	Rose Payne	Mark Chambliss
Randolph VFD	Steven Thompson	
Old Dominion Emergency Services	Not Represented	
Virginia Department of Emergency Management	Not Represented	

The minutes from the August 24, 2006 meeting were distributed to all members through e-mail. The minutes were accepted as presented.

COMMUNICATIONS

We are going to lose grant money if we do not get the tower in place at Randolph Volunteer Fire Department. This can also affect getting future grant funds.

TRAINING

Kevin has been in touch with VDFP and has learned that Tim McKay will be the instructor for an additional 16 hours of training sessions for the Fire Fighter 1 class. A proposed schedule of Tuesday/Thursday nights and perhaps a Saturday was submitted. Kelly asked if a list had been compiled of who needs what to completed the certification process. Kevin will be having a meeting with Don Brown and will make an inquiry. It was also suggested that maybe some additional training could be set up with Jim Partridge. It was reported that five recent classes have had problems which could indicated issues with the state curriculum.

The Fire Marshall Training is a 2.5 week course that meets from 0800 to 1700 for a total of 96 hours. There are an additional 40 hours on the job training and another 40 hours of housing/development training. The County will pay for the training and pay the trained individual a set amount of hours per month.

10/14 Hazmat class will be held at RVFD

The Emergency Services Continuing Ed Classes being taught by Kerry Flippen at CVRS/CVVRS have been cancelled for the remainder of the year due to medical reasons. He is still planning on beginning the EMT-B class at CVVRS in January.

Jean figured up the cost of supplies used for the CPR classes and it was approved to charge any out-of-county participants \$35 to cover these expenses.

RECRUITMENT/RETENTION

The committee is continuing to fine tune the process for determining a member in good standing for the countywide recruitment/retention package. Kevin stated that CVFD uses a point system to determine member in good standing. He gave examples of points awarded. Kevin will send Rose an e-mail with the complete system and she will distribute to the committee to review.

Questions were raised about the tax relief portion of the recruitment/retention package. The tax relief is for personal property only and not real estate property. Rose reported that she talked with a squad member from Amelia where they receive 50% off 1 vehicle a year. The committee discussed various ways this package could be applied. Mike reported that Powhatan had a flat rate that was based on the point system. The committee agreed that agency members would have to have been a member a minimum of one year to receive the tax relief. Because of several questions regarding options, Kelly will contact Anita French to clarify a cap and also if it would apply to a single vehicle or an entire tax bill. Once a package is established it will be distributed to members to take to the agencies.

EQUIPMENT/SUPPLIES

Some pagers are automatically resetting and then members can not hear voice traffic unless tones are set off.

It would be better for all agencies if dispatch would use all three towers when toning members. That way no matter where members are in the county they can hear calls for their own agencies. It will also allow agencies to know when other agencies are involved in an incident and can be prepared for back up. It was mentioned that one tone be used for announcements and 2 tones for calls.

In a previous meeting Brian Iverson extended the opportunity to house a Hazmat Trailer with in the county. Brian's supervisor has not approved this placement as of yet.

Kevin reviewed the paperwork previously submitted for the Vehicle Replacement Schedule. His review resulted in the following recommendations:

\$330,000 per year with an 8% per year increase be included in the county budget for equipment

Every four years two rescue units would be replaced or re-chased

Every five years no vehicle will need replaced but funding used to replace/update equipment

It was suggested that a limit on vehicles housed be placed on actual usage needs which would also make additional funding available for maintaining existing vehicles and equipment. If we replace equipment on a regular basis we will be faced with less equipment break downs. With the establishment of the land fill additional equipment will be needed as well as ensuring proper operation and upkeep.

No one has made the arrangements to pick up keys to purchase the fuel through the county. Jill Matthews is working with CVVRS and RVFD on the delivery/billing of fuel to their agencies. It was decided that each agency will receive a monthly bill from the county instead of having their allocations reduced.

AGENCY REPORTS

CVVFD	Kelly reported that Larry would be out for a month while Suzie is recuperating.
CVVRS	They have 2 EMT-E providers that have been released by their OMD to run ALS
Dispatch/Sheriff	Not represented
CVFD	Working on some upcoming fund raiser activities and submitting grant applications.

With the use of Community Service Recipients they have been able to get their heating system prepared for winter. Any agency who could benefit from these recipients contact Kevin.

CVRS The process of contacting dispatch to have traffic at Appomatox Bridge held for calls has been successful...especially for a couple recent critical calls.

LEPC Not represented

RVFD Jason is doing better and at home. Steve Thompson will be stepping down as Chief due to traveling – their elections are held in November.

GRANTS/FUNDING

CVFD submitted a CDAP grant to purchase extrication equipment.

Going through the various grant processes has led to the understanding that each agency needs the following items on hand to make the process easier: Articles of Incorporation, Tax form 990 and/or financial report from an accountant and the Resolution from the County to operate as an emergency services agency.

We apparently received funds through the AFG Grant because Kelly received paperwork requesting a direct deposit form to be completed. The paperwork indicated an award number but did not specify an amount of award.

A grant is being completed and will be submitted September 30 through VFSB to request a smoke machine and some audio visual equipment for training purposes.

OTHER DISCUSSIONS

It was agreed that because the discussions for setting up the Emergency Services Association is too lengthy to conduct during this meetings that a planning will be held at 1600 on October 8 at the CVFD. Rose will send a meeting notice to all agency representatives.

Stephanie Johnson is putting flyers up to help enforce addressing requirements. Kelly is working with her on writing a letter to the postmasters to help enforce the requirements as well.

Kevin is working on coordinating a meeting date with county representatives, the alarm company and school personnel in an effort to resolve the false alarm issue.

It was discussed that perhaps dispatch could tone fire department for EMT and/or Drivers after 2nd tone.

UPCOMING EVENTS

10/28 2100-0100 Emergency Services Costume Party/Dance at CVFD

10/29 1300-? Halloween Bash at RVFD

11/04 0900-12:00 Rabies Clinic at CVVRS

REMINDERS

When setting up the meeting it was reported that Director of Emergency Services, Cliff White, had requested perhaps having the ESC meetings changed to the 3rd Thursday of the month instead of the 4th Thursday due to conflicts with his current meeting schedule. The committee members present agreed to this change.

ESC Meeting will be October 19 at the CVFD with dinner at 18:30 and the meeting at 19:00. The Cumberland Volunteer Fire Department will be providing dinner and Cumberland Volunteer Rescue will be providing dessert.