



FIRE & EMS ADVISORY BOARD

CURRITUCK COUNTY



Meeting Minutes

Thursday, April 17th, 2008

Currituck County Airport Conference Room 7:00pm

1. Call to Order – The meeting was called to order by Chairman Messina at 19:05 hrs in the Airport Conference Room. All members of the Fire & EMS Advisory Board were present. All members were issued an ID card so that they can present this to the stations and to be easily identified when in governmental and non governmental buildings.
2. Welcome Members and Guests – The Chairman welcomed the three guests we had in attendance and thanked them for their service and interest in this Board.
3. Chairman’s Comments – Chairman Messina stated that he knows a lot of the Board members have taken the opportunity to visit the fire stations and communicate with the volunteer and career members. Chairman Messina has personally visited all stations with the exception of Carova Beach and Knotts Island. During his visits he felt welcome and was impressed with the career and volunteer folks and thanked them for their time and feedback. He plans to visit Knotts Island and Carova beach stations in the next thirty days. Chairman Messina thanked Chief Carter for keeping the Board informed and appreciated all the items and time spent to make this Board work. He also encouraged the Board to check their e-mails and stay informed. Each member was handed a three ring binder book that will stay with the seat that each member occupies and should be used to keep files and information related to the boards mission.
4. Additions/Deletion of the Agenda items – No items were added or deleted
5. Approval of the Minutes and the Agenda – Motion to approve the agenda by Vice Chairman McCain and seconded by Captain Laput. This motion passed unanimously.
6. Public Comment – Limit to three (3) minutes – No comments
7. Fire and EMS Advisory Board Mission
 - a. Rules of Procedure to be adopted and followed – This should help to keep the meetings focused – The Chairman mentioned that we may need to develop focus groups and/or subcommittees to tackle some of the long term issues. However, there are some urgent issues that this committee needs to attend to in the very near future.



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- b. Resolution from Board of Commissioners
 - i. This was read and reviewed by the committee with no comments
 - c. Development of a Mission Statement

After approximately forty five minutes of discussion and reflection the following statement was formed:

“To exercise all due diligence as the Fire & EMS Advisory Board, to better educate, inform, and advise the Board of Commissioners of Currituck County in the establishment of new operational guidelines to include; capital outlay, equipment, training, contractual review and establishment of a long term strategic business plan, that will unify the Fire and EMS services of Currituck County for its citizens and visitors.”

8. Education

- a. Chief Richard Lane – Moyock Volunteer Fire Department (10 minutes)

Chief Lane gave a brief introduction of himself and his department speaking to the board about the progression of his department and their personnel. He then spoke to the Board informing them of the intent of Moyock to merge their services with the County. He stated that this was not something that was decided hastily, but has been in the works for several years and has been discussed in a committee format and then voted on by the membership. The membership voted unanimously to merge with the County turning over all equipment building and oversight with the understanding that the volunteers would still be an integral part of the system.

9. Discussion of Moyock Fire Department merging with the County Department of Fire-EMS:

Discussion ensued on why Moyock is having staffing issues. Moyock is primarily a bedroom community to Tidewater and this has affected the number of daytime volunteers that the department can provide. Chief Lane stated that twenty seven of his fifty three members are career employees with the County and there are thirteen members that live outside of his service area. He also stated that the department is on probation with the state and that he has submitted a letter to the County to merge services. Discussion ensued to have Moyock Volunteer Fire Department construct a letter better describing the intent to have the County take over all fire services was requested by Vice Chairman Hugh McCain. This motion was



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seconded by Chief Galganski and approved unanimously. Chief Lane will have this to the committee by the next meeting.

10. Development of a Timetable – Benchmarks on how and when to address immediate, medium and long range issues and plans. – This has been tabled to the next meeting as the first agenda item. Chairman Messina requested that Chief Carter work with Finance and Chief Lane to develop a comprehensive presentation of IF the County were to take over Moyock’s Fire services, what would that look like and how much of a financial impact would this have on the County. Vice Chairman McCain requested that the County Finance Director attend the next meeting and to bring some figures on the impact of County provided Fire Protection. This motion was seconded by Carl Soltow and passed unanimously.
11. Other Business – Mr. Soltow passed out some information on death benefits and the first report from the Charleston South Carolina Super Sofa Fire. This was a call where 8 fire fighters perished during a commercial structure fire. This report identifies some of the issues that they are facing that are similar to what our county faces (staffing, equipment, standard polices and the like)
12. A special meeting will be held on May 1st 2008, 7pm at the Airport Conference room to discuss the take over of Moyock Volunteer Fire department. Chief Carter will ensure that this is advertised accordingly. This motion was presented by Chief Dailey and seconded by Captain Laput. All members voted to approve.
13. Adjournment – Motion to adjourn by Chief Galganski and seconded by Mr. Lesinski. All approved and meeting was concluded at 10:35pm