



FIRE & EMS ADVISORY BOARD

CURRITUCK COUNTY



Minutes

**Thursday, June 23, 2011
Currituck County Courtroom "C"
7:00pm**

- I. Call to Order - Meeting called to order at 7:00PM
- II. Roll Call of Advisory Board Members
 - Present:** Vice-Chair Stanley Griggs, Michael Lesinski, Chairman Hugh McCain, Paul Beaumont, Deputy Chief Bergamini. Mitch Copeland, Charles Berry, Chief Glover
 - Absent:** Lt. Black, Commissioner Aydlett
 - Attendees:** James Mims, Chief D. Ruscoe
- III. Reading and Action on the May 2011 Minutes

Motion to approve minutes was made by Mr. Berry and seconded by Deputy Chief Bergamini, motion voted and passed.
- IV. Public Comments – No participation – Comments provided by Chief Ruscoe regarding Academy Graduation and various activities from Station 3. J. Mims announced that a local county station was visited by OSHA this past week with some noted areas of work to be performed and that all stations should be aware and always be expected announced or unannounced visits. Apparently this is a random inspection. The OSHA group had been in Dare County as well.
- V. Comments from FEAB Members:
 - Vice Chairman Griggs – mentioned and complimented the Fire Academy graduation. He also spoke about being encouraged with the continuation of training and recruiting volunteers into the county system. He also spoke of the quality of training and the opportunities for graduates' former and current.
 - Deputy Chief Bergamini – commended the activities of the county and discussed the effects of recent weather on providers and responders.
 - Chief Glover – announced the reassignment of Fire Marshal Mims into CCFEMS effective July 1, 2011. Discussed a visit to Lexington, NC regarding OEMS Task Force development and the local DPR's efforts to assemble teams and conduct training for EMS Task Forces and Ambulance Strike Teams. He discussed the efforts to work with the local DPR group for the procurement and housing of a Mobile

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Ambulance Bus (MAB) and the future formulation of county-wide and regional response teams. CCFEM is still working our specifics of the ownership and maintenance for grants and continuation of program. Chief Glover and a member from Lower Currituck attended an AFG grant writing seminar and discussed particulars of this and other programs associated with FEMA and NFA.

Furthermore, he entertained additional questions and discussion from FEAB members regarding the purpose and usage of the MAB. The intent of use is as a regional asset and specific and special situations. Chief Glover stated he was going to work with local and regional leadership to formulate guidelines, training and response procedures.

Mitch Copeland – advised that he had spoken with Chief Dailey today, asked that members keep Crawford Member John Fentress in prayers. He would provide copies of Chief Meetings for later discussion.

Chairman McCain stated that he attended BOC meeting earlier in the month to the presentation of appreciation from the BOC to Stegner, Daily, Galganski and Laput. Chairman McCain has forwarded all information regarding proposed ordinance to the County Manager and staff.

VI. Old Business

2012 Budget Update

Chairman McCain spoke with County Manager regarding status of second year budget. CM advised that the budget was submitted as previously agreed upon and discussed specific funding amounts per station. This document is waiting on BOC and confirmation from the County Manager.

Chief Glover advised the 2012 budget was voted on and approved on Monday, June 20, 2011. He also reviewed the approval process regarding a two year budget cycle.

Chairman McCain mentioned the need to begin considerations for the next two year budget cycle. Mr. Copeland mentioned that there was discussion between the mainland fire departments regarding potential preparing a one year budget for 2013 and resubmit two year budgets beginning in 2014-2015 to align with the overall county budget.

Discussion regarding a three year budget and a one budget concept was conducted. Chairman McCain will check with the County Manager. Also, a suggestion was



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made to poll the local volunteer fire departments for their input and intentions regarding the next year budget process. Extensive discussion on this topic with the Chairman determining he will report back to the FEAB at the next meeting. Also, he encouraged VFD's to start thinking about needs and approached to the budget for the next process.

VII. Main Topic - Definition of “assist” in ordinance and budget agreements regarding the participation of CCFEMS’ support of county volunteer fire departments.

Chief Glover discussed that this was an ongoing topic of discussion for the past few years. He stated that Chief Dailey has requested this item to be addressed during the ordinance formulation and associated workshops. Chief Dusty Ruscoe explained the current arrangement of assistance and augmentation of CCFEMS staff with his department. He presented a document that had definitions and process how it is utilized.

Mr. Copeland asked if there was any intention for CCFEMS to have one or multiple definitions for this terminology. Chief Glover replied that it would more beneficial to the various missions of the county VFD's NOT to have multiple definition for a consistent definition with the flexibility of use of personnel and resources as needed by the individual departments. Extensive discussion was conducted regarding this topic. Chief Glover further explained that the current way that the county staff and resources (CCFEMS) are being used is meeting many of the needs of the individual county fire departments and overall service expectations of the county. He further stated that CCFESM was glad to assist and be a partner to all departments within the county. He stated his concern and suggested caution to the FEAB or individual station leadership to request a specific definition the work or term “assist” would limit in many ways the functions and abilities of these resources when new or alternative needs are identified and requested. He explained the “assistance” received daily to each station through specific agreements and functions performed.

Chief Glover also explained that regarding responses, that CCFEMS also “augmented” these departments. This enables CCFEMS personnel to respond apparatus and personnel to fire and rescue service calls to become a supplement to the response work force with (mostly) firefighter trained and certified personnel. Additionally, he explained that these personnel are counted by most of the departments in the NFIRS reporting and meeting certain ISO requirements and compliance regarding personnel and apparatus response. Chief Glover also stated that there is a need to have a mutual aid agreement with all county volunteer fire departments to provide the vehicle for agreement for function and use of resources and meeting current and future system needs and agreements.

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Chairman McCain recommended that Chief Glover include verbiage regarding “assistance” and “augmentation” as well as mutual aid provided from CCFEMS in sections of the ordinance to continue the direction or efforts being offered through a mutual aid agreement. This would provide an avenue for CCFEMS to continue to provide “personnel and resources” to those departments who request this type of help.

Additional discussion continued regarding various needs of the county departments, how the systems currently work, and the various needs of the various fire districts. Also, discussion ensued regarding the staffing challenges during periods of the day, week, and year for all departments. Certain departments have expressed concern for these shortages and have expressed.

Chairman McCain discussed specifically with representatives the various concerns, available personnel for response and associated challenges. More discussion continued regarding the documentation of CCFEMS personnel used by the fire departments for response and application NFIRS, definition of “volunteer” as it applies to county staff, “jurisdiction having authority.”

Mr. Copeland explains that over time, many of the items regarding CCFEMS staff (training hours, documentation of PPE, benefits, LODD) is highlighted and questioned. Members also discussed the use of CCFEMS staff and the impacts on meeting contractual obligations for most fire departments. Impacts on supplemental paid staff both pro’s and con. Vice Chairman Griggs discussed the impacts of not using “paid” staff in the county stations when needed regarding fire and other types of public safety services. Also, many agreed that a large amount of resources used and available for daytime response was CCFEMS staff and it should be recognized as a realistic issue. Deputy Chief Bergamini stated that there additional concerns regarding availability of current staffing and meeting service obligations and how the FEAB needs to make the BOC more aware of the challenges and concerns.

Supplementary discussion was conducted regarding status of membership (associate memberships), the actual numbers of volunteer memberships, budget impacts, liability, insurance issues, and OSHA standards, best practices and response needs.

Mr. Lesinski stated that these items are the very same items identified and discussed at the inception of the FEAB. He also remarked that this has come full circle but the concerns have not been addressed. Chairman McCain commented that a positive change is that the members are willing to openly discuss the issues and move forward to identify and address the issues. Many members commented on the positive



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environment with the current system and the opportunities available with working together to meet the challenges.

Further discussion was conducted regarding the training of the system membership and the availability of these members during various times of the day and night. Also stated were the many of the contributing factors that impact the availability of the volunteer membership (jobs, economy, social changes, etc.).

Chairman McCain, Vice Chairman Griggs, Mr. Copeland, DC Bergamini and Chief Glover discussed variables for incentives for volunteers and available funds through federal grants to contribute to the recruitment and retention of membership. Various system models were talked about for consideration and future discussion.

A motion was made by Deputy Chief Bergamini to direct Chief Glover to craft the necessary verbiage into the ordinance to address “assistance and “augmentation” into CCFEMS will provide mutual aid, assistance, and augmentation to all volunteer fire departments of Currituck County the county. The motion was seconded by Mr. Paul Beaumont. The vote by the Board was taken and the motion was unanimously approved.

VIII. New Business

Local Fire Chief’s Meeting – June 2011

Mr. Copeland provided a synopsis of the discussion held at the meeting. He stated the purpose and topic for this particular meeting was to discuss the pending apparatus replacement plan and vehicle specifications and design. Several items and areas of discussion were held by members of the board regarding the topic. Particularly, a considerable amount of discussion was conducted concerning the development of a standardized procurement process, current available funding, and considerations in determining the specifications for a basic design template of county subsidized or funded fire apparatus.

Chief’s Ruscoe, Morrison and Galganski were not in attendance at this particular gathering. Mr. Copeland stated that the local Chief’s Group will continue to work on having all fire chiefs included in discussion and recommendations. Additionally, he advised the Board that the next meeting of the local Fire Chief’s will be Monday, August 22, 2011. This topic will again be discussed at this meeting and information forwarded to the FEAB for discussion in the August FEAB meeting. Attachment of June meeting discussions and related information was provided to all FEAB members.

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Next, there was general discussion regarding the feasibility of a standing committee being developed regarding this item. Vice-Chairman Griggs recommended that the standing committee be members of the FEAB with participation and input of the county fire chiefs.

In addition, Chairman McCain proposed that the Board move towards identifying three objectives for the upcoming year. He suggested the areas of apparatus design/procurement, training standards and programs and response staffing be considered. Moreover, he encourages all FEAB members and fire chiefs to work during the next two months on discussing these items with members of the system to receive some input for upcoming discussion and consideration.

Deputy Chief Bergamini asked questions regarding the purchasing on the next apparatus. It was determined that Knotts Island VFD was next on the list for purchase of a new apparatus. He stated that it takes approximately 322 days from order to delivery of this type of vehicle. He recommended that he and members of the FEAB to work with and assist KIVFD in the procurement process. This is important to the specifications and standardization of future fire apparatus to meet the current and future needs of the county's fire service system. Discussion regarding fire apparatus specifications was conducted.

Vice Chairman Griggs questioned how the process was going to work regarding setting the specifications of the apparatus and how it would be presented for recommendation by the FEAB. Chief Glover suggested that Chief Bergamini and another district fire chief work with KIVFD in developing a system wide specification for their current purchase. Discussion was conducted regarding this items and purchase options. A "turn-key" specification was recommended. Chief Bergamini stated that the baseline specifications could be brought back to the FEAB at the next meeting. Chairman McCain delegated this task (apparatus specification) to Chief Bergamini. A recommendation was made to contact Chief Dailey or Jones to work with Chief Bergamini on this project. Further discussion regarding pricing and custom vs. other types of specific apparatus ensued.

- IX. Next Meeting – A recommendation by Deputy Chief Bergamini was made not to have a July 2011 meeting. The membership agreed and decided that the next meeting will be scheduled for August 25, 2011 at 7pm.

Final Comments were made by Vice Chairman Griggs and Chairman McCain regarding the openness of discussion of the night's meeting. The Vice Chairman also recognized and complimented the recent development and improved working environment that currently exists with the membership and leadership of the county's



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fire departments and CCFEMS leadership, staff and Fire Marshal. He stated the improvements are a direct result of the work and efforts of individuals and organizations of volunteer and career staffs working together. Chairman McCain echoed the same compliments, optimism, and encouragement of the progress achieved and for continued efforts and collective development of the county system.

X. Adjourn – 9:15 p.m.

Minutes respectfully submitted by Chief Rob Glover

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