



FIRE & EMS ADVISORY BOARD

CURRITUCK COUNTY



Minutes

**Thursday, May 23, 2013
Currituck County Courtroom "C"
7:00pm**

I. Call to Order – Meeting called to order by Chairman Stanley Griggs at 7:05PM

II. Roll Call of Advisory Board Members:

Present: Chairman Stanley Griggs, Commissioner Vance Aydlett, Mr. Jim Cason, Mr. Charles Berry, Mr. Mitch Copeland

Absent: Mr. John Wheeler, Ms. Evelyn Henley, Chief Rob Glover, Deputy Chief Bergamini, Vice Chair Paul Beaumont

III. Reading and Action on the March and April 2013 Minutes:

March minutes were not voted upon at the April meeting due to it being a Special Call Meeting with the strict agenda on budgets.

Mr. Mitch Copeland made a motion to approve the March minutes. Mr. Berry seconded the motion which was voted upon and carried.

Chairman Stanley Griggs requested a paragraph be corrected in the April minutes.

Mr. Berry made a motion to accept the minutes as written with the requested change.

Mr. Copeland seconded the motion which was voted upon and carried.

IV. Public Comments:

None

V. Board Comments:

Mr. Copeland and Mr. Cason both gave an apology for their absence at the last meeting due to conflicts with their schedule.

All meetings will start promptly at 1900 hrs

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At ninety (90) minutes, the agenda will be continued to the next meeting, unless there is a "motion to continue" that is seconded and approved.



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VI. Old Business:

a. Update on Mask Fit Testing:

Per Chief Glover, the purchase order has been created and forwarded on to the vendor for procurement of the equipment. The vendor will set up a date for training within the next month.

Mr. Copeland spoke on the topic, stating that the machine purchased was the Quantum Fit 3000 model due to the availability of an extended warranty and the training capabilities.

b. Update on the Assessment/Study:

Per Chief Glover, he has sent out an email to all county volunteer fire chief's reminding them about the information requested to be submitted to Dr. Jenaway and the VFIS assessment team. His team will be in town from Monday, June 24 through Wednesday, June 26. They are planning to visit each station and meet with each fire chief and president during this time. Also, they will be meeting with various county staff and possibly the FEAB Chairman during their visit. Chief is in the process of establishing an itinerary for the team with coordination of the VFD's representatives. Commissioner Aydlett stated that it was very important to get the information sent so the overall goal of the study could be accomplished with ease. Chairman Griggs concurred with Commissioner Aydlett's statement.

c. Budget Recommendation:

Chief Galganski stated his concern that his capital outlay items were ongoing and placed in that specific line item for Finance reasons and now that the capital was not approved, he will need funding for these items. Chairman Griggs stated that there was no clear explanation of either capital item that was included in Corolla's proposed budget so the recommendation of the board was to not accept any funding for capital items with the exception of Moyock's SCBA gear. Chairman Griggs shared the memo that was written to the County Manager in regards to the recommendations for the Volunteer Fire Department budgets for fiscal years 2013-2014 and 2014-2015. Chairman shared that the memo stated the reasoning for not funding any other capital item at this time was the cost as well as feeling a need to await the outcome of the assessment study. However, stated that the list of all Department's capital items were included on a separate tab within the spreadsheet for future funding. Chairman Griggs stated the FEAB would like to streamline the budget process in the future for clarity of all Fire Department's use of various line items.

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Commissioner Aydlett stated that the overall numbers were close to what they were last year, therefore the Board of Commissioner's voted to fund at the same level as last year, leaving any additional funds available in the reserve fund to spend after the results of the study had been received to determine needs.

There was discussion on the confusion of how the capital outlay items have been listed in the past. Mr. Cason suggested the county's finance director educating all Departments. Commissioner Aydlett stated he would like to work with the Chair to place education on standardizing the budgets for all Departments. Per the commissioner's recommendation, Mr. Charles Berry made a motion for the FEAB board to accept the task of educating and standardizing the Volunteer Fire Departments on budgeting. Mr. Cason seconded the motion. The motion was voted upon and carried.

VII. Election of Officers:

Mr. Copeland stated that on May 1st, 2013 four of the board members terms expired, which has not yet been addressed. Chairman Griggs stated that has been addressed by Chief Glover and is to be on an upcoming Board of Commissioners meeting agenda for reappointment. Mr. Copeland made motion to postpone the election of officers until the June meeting. Mr. Cason seconded and the motion was voted upon and carried.

VIII. Next Meeting Dates:

June 27, 2013-Agenda- Election of Officers

Mr. Copeland suggested looking back to find the running list of agenda items that were created at the beginning of Chairman Griggs term to add to this upcoming agenda.

Commissioner Aydlett shared that he attended a town hall meeting at Knotts Island recently in regards to manpower. Mr. Aydlett discussed the three options that were discussed to resolve the problem. The options were to work with Volunteer Fire Department to get them to where they can handle responsibility, create and fund a paid system to supplement the volunteer services, or to not have any fire support in Knotts Island. Commissioner stated that the third option was not considered, but was an option because option two is very expensive and would raise the taxes or the citizens of Knotts Island over twice of what they currently pay. Commissioner Aydlett stated that there are many options that will be looked at but the bottom line is everyone has to look out for one another and work together to provide the services needed within the county. Mr. Aydlett stated that on a good note, after the meeting, the department picked up ten new members.

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Chief Galganski shared that staffing of EMS will pick up starting the upcoming weekend in Corolla and Corova to get ready for the summer season. Commissioner Aydlett stated that the position of one full time EMS employee to staff the beach has been approved and funding was found.

Minutes respectfully submitted by Chief Rob Glover and Ms. Crissy Daneker

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