



Clarke County Fire & EMS Commission
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

Meeting Minutes

May 11th, 2017 6:30pm

Clarke County Government Center – Meeting Room AB

Attendees: Van Armacost (Chairman)
Bryan Conrad
Matthew Hoff
Beth Leffel
Anthony Roper
Jacob White

Absent: David Weiss

The meeting was called to order by Chairman Armacost at 6:32 pm.

1. Approval of Agenda – Mr. Hoff made a motion to approve the agenda and Mr. Conrad seconded the motion. The motion passed with all in favor.
2. Approval of Minutes for March 9, 2017 – Dr. Leffel made a motion to approve the agenda and Mr. Hoff seconded the motion. The motion passed with all in favor.
3. Administrative
 - a. Status of Citizen position replacement (Supervisor Weiss)
No update due to absence of Supervisor Weiss
 - b. Town budget work session held Mar. 20th (Supervisor Weiss/Director Lichty)
The Town of Berryville voted to decrease the contribution from \$50,000 to \$33,000. The County will contribute the difference so that Enders is not impacted this year.
 - c. Update on AD&D (Accidental Death and Dismemberment) policy (County Administrator Ash/Director Lichty)
Ms. Stephanie Heintzleman, Director of Member Services, VACORP was present to provide some background and answer questions from the Commissioners.
Points are summarized:
 - The Line of Duty Act of 2012 shifted the responsibility of the insurance from the states to the localities. The average claim in Virginia is \$350,000 which could cause a significant burden if the localities aren't protected by insurance.



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- Worker's compensation is an underlying policy that provides lifetime medical for an injury sustained while on duty, to volunteers. An overlay of AD&D would cover other types of injuries that do not fall with worker's compensation claims (e.g., injury while working at a fundraiser event).
- VACOPR provides a service called "Nurse On Call" that assists in triages situations and advising on how to start and pursue processing of claims.
- Volunteer companies already pay some percentage to the premiums, based on the number of personnel on the rosters. None of the current insurance has workers' compensation for volunteers and each Company has different AD&D coverage. This proposed new policy with VACORP would provide all Companies the same benefits, improved benefits and consolidate for a county-wide system.

4. Committee Reports

- a. Standards – Mr. Conrad deferred discussion to Director Lichty's report as it encompasses the outcome of the committee meeting held on May 10th.
- b. Technology – the committee did not meet in the last month. There is a meeting scheduled for June 2nd.

5. Unfinished Business

The issue of the Clarke County contribution to the Regional OMD (Dr. Jack Potter) salary is still unresolved. The county payment of \$25,000 was not approved in the County budget. Page County has also declined to pay a similar fee. The issue is now in the hands of the Lord Fairfax Region to resolve.

6. Report from Fire and Rescue Association

Mr. Hoff reported that items of discussion from the last meeting are covered in Director Lichty's report. Two items to highlight were that of how requests are made for additional equipment (Dr. Lichty is working on this issue) and the resolution of "complaints" that that tones are used prior to making general announcements (this practice has been discontinued).

7. Report from the Director of Fire and EMS

Director Lichty presented the report included in the Meeting Packet. Questions from the Commissioners summarized:



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- Regarding the “Standards Subcommittee Response Evaluation” and the line item that defined the “percentages of Responses for month”: Dr. Leffel inquired as to meaning. This percentage reflective of the failures for the month. Dr. Leffel suggested that the data be labeled as such because otherwise it is not understood. There was discussion of general agreement in terminology with the need to also define how the calculation was obtained. This was deferred as an action item to the Standards Committee. Mr. Hoff ensured the Commission that the committee was working diligently prior to each meeting to ensure that “failures” were defined fairly and consensus was reached on the data that Director Lichty presented in his reports.
- Regarding the requests from Co. 1 for the County to consider purchasing a ladder truck replacement, Director Lichty presented the approach he was taking to the review process. First he is evaluating the need for a ladder truck in Clarke County and preparing a risk/benefit analysis. The second stage will be to determine the timing of the purchase. And the third component is demonstrating “show of need” For example, can this be resolved by special funding, grants, staff reassignment, etc. Director Lichty will report updates to the Commission so that a recommendation can be made to the Board of Supervisors.
- Co. 8 has planned a controlled house burn on May 21st and invited all Commissioners and Supervisors.

8. Public Comment – None

9. New Business

- a. During the Director’s report, plans regarding Health and Safety (#5 of the report) there was conversation of an option to identify a university/college that might have an internship program to assist with developing a Wellness and Fitness Program. Dr. Leffel volunteered to investigate programs in the area so that the Commission could evaluate if this was an option that staff could manage and support.
- b. Chairman Armacost reminded the commissioners that there has been agreement for form a Budget Committee in June. Members should be thinking how the committee should function and who should be assigned.

10. Dr. Leffel made a motion to adjourn the meeting and Sheriff Roper seconded it. Motion passed unanimously at 7:40 pm.



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The next meeting is on July 13, 2017 at 6:30pm in the Clarke County Government Center – Meeting Room AB.

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