



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

AGENDA

September 13th, 2018

6:30pm

Clarke County Government Center – Meeting Room AB

1. Approval of Agenda
2. Public Comment
3. Approval of Minutes – July 12th, 2018  
August 9<sup>th</sup>, 2018
4. Committee Reports – Information Only
  - Standards – See attached report
  - Technology – No report prior to meeting
  - Budget/Preparation
    - i. Proposed budget layout – Update
5. Unfinished Business
  - Volunteer Incentive Program-(see attached) - Update
  - Blue Ridge Staffing Request– Update – Information Only
6. Report from the Fire and Rescue Association – Information Only
7. Report from the Director of Fire and EMS – Information Only
8. New Business
9. Adjourn

All meeting documents will be distributed at meeting. Next meeting is on October 11th, 2018 at 6:30pm in the Clarke County Government Center – Meeting Room AB



**Clarke County Fire & EMS Commission**  
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MINUTES

August 9<sup>th</sup>, 2018

6:30pm

Clarke County Government Center – Meeting Room AB

Attendees: Matt Hoff, Chairman  
Diane Harrison  
Andrew Nicholson  
Jacob White

Absent: Van Armacost  
Bryan Conrad  
Tony Roper  
David Weiss

Staff: Brian Lichty  
Pam Hess  
Brian Rosenberry  
Brianna Taylor

1. Call To Order – Determination of Quorum

At 6:30pm, Chairman Matt Hoff determined that a quorum was not present and the meeting could not proceed.

2. Next Meeting

The next regularly scheduled meeting is set for Thursday, September 13th, 2018 at 6:30pm.

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Minutes Recorded and Transcribed by Brianna R. Taylor

The attached minutes are DRAFT minutes. While every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.



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MINUTES

July 12<sup>th</sup>, 2018 6:30pm

Clarke County Government Center – Meeting Room AB

Attendees: Diane Harrison, Chairman  
David Weiss  
Tony Roper  
Van Armacost  
Andrew Nicholson

Absent: Matt Hoff  
Jacob White  
Bryan Conrad

Staff: Brian Lichty  
Pam Hess  
David Ash

Chairman Harrison called the meeting to order at 6:30pm.

1. Mr. Armacost made a motion to approve the agenda. The motion was passed with all in favor.
2. Public Comment - None
3. Mr. Roper made a motion to approve the minutes from the June 14<sup>th</sup>, 2018 meeting. The motion was passed with all in favor.
4. Committee Reports –
  - Standards – (see attached) Mr. Lichty missed printing out the failure/burden report. He will send to everyone via email but did go over the figures verbally. Mr. Roper asked about overall percentages and Mr. Lichty

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confirmed that everything is staying about the same with minimal fluctuations. Mr. Weiss asked about dispatch review. Mr. Lichty explained that all dispatch, both fire and ems, guidelines/protocols are under review and some changes will be made regarding which vehicles will be dispatched. The changes should have a positive impact on responses/failures as well as staffing appropriately.

- Technology – Nothing to report at this time.
- Budget/Preparation
  - i. Proposed budget layout – (see attached) Mr. Lichty reviewed the proposed form that the budget subcommittee felt will provide the most accurate information needed to help determine annual budget requests. Mr. Armacost stated that he thought it was a simple form to be easily used by the individual companies. Once completed, it would be presented to the Association, and then brought to the work group. Timelines were previously discussed as volunteer companies to give to the Association in September, submit to the budget subcommittee in October, and finally presented to the Fire & EMS commission in November with voting to be held in November or December at the latest. Annual budget submissions are due by January 15<sup>th</sup> each year. Mr. Weiss suggested following the same format that the Sheriff's office utilizes. Mr. Armacost suggested that the company form have pre-filled amounts for what is already awarded so they do not change it. If a company is requesting an increase, that is when a formal presentation is done before the Commission. All were in acceptance of the form, agreeing adjustments can always be made as needed in the future.

5. Unfinished Business

- Volunteer Incentive Program-(see attached) – Mr. Lichty reviewed breakdown as requested. Mr. Weiss voiced that the BOS agreed to try this

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new program but it is not to just give money out. The purpose of this program is to achieve the incentive but reaching the already established goals to achieve better standards. Mr. Armacost confirmed that logging members on to IAM Responding during meetings, fundraising events, etc. will count towards the incentive criteria as long as they are officially there to respond to the calls and will respond if needed. Mr. Armacost made a motion to approve Option 2 as presented in this packet. Motion was passed with all in favor.

- Blue Ridge Staffing Request– Update – Mr. Lichty informed the commission that the staffing assistance will start on Monday July 23<sup>rd</sup>, 2018. System wide monthly review will give some of the information from the first week or two during the August meeting. For the September meeting there would be a full month of data reviewed and presented.
  - Changing of voting rules for BOS representative – Chairman Hoff requested Mr. Lichty presented this at tonight’s meeting in his absence per Mr. Weiss’ request. At other commissions/groups meetings, the BOS liaison only votes where they are required to. Mr. Nicholson made a motion that Mr. Weiss only votes in the event of a tie. Motion was passed with all in favor.
6. Report from the Fire and Rescue Association – Nothing to report at this time.
  7. Report from the Director of Fire and EMS – (see attached) Mr. Lichty disclosed where in the hiring process he is and expressed concern due to only having two applicants at this time that are ALS providers. Mr. Nicholson questioned what costs would be incurred to provide the required classes to a BLS provider to advance to ALS. Mr. Lichty explained that he is attending a regional meeting on Monday July 16<sup>th</sup> to determine which agencies and what classes everyone may be in need of. There are only so many funded classes awarded by VDFP annually. He would have to explore what the potential additional costs would be. The

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Firefighter I class that Blue Ridge just hosted/completed was partially funded but still relied on donations to help with additional expenses such as the hay and the building used to burn. No other comments or questions.

8. New Business – Nothing at this time
9. Mr. Roper made a motion to adjourn. The motion was passed with all in favor at 7:34 pm.

Next meeting is on August 9<sup>th</sup>, 2018 at 6:30pm in the Clarke County Government Center-Meeting Room AB

The attached minutes are DRAFT minutes. While every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.

# BLUE RIDGE VFD - TEMP STAFFING REPORT

Aug-18

Dispatch to Enroute 3.79  
 Calls with no 1st due assist 4

Incidents	Total	First Call	Second Call	Third Call	4th Call
First Due	12	7	4	0	1
Co. 1	11	6	3	2	0
Co. 4	2	2	0	0	0
<b>Total-</b>	<b>25</b>	<b>15</b>	<b>7</b>	<b>2</b>	<b>1</b>

Station Staffing	Personnel*	Hours	Type
Co. 8	39	202	Station, Home
Co. 1	28	Unk	Station, Home
Co. 4	60	Unk	Station, Home

\* -Personnel totals could be same people multiple days

## Notes

Blue Ridge has been working with personnel to get released on apparatus  
 Blue Ridge continues to address water issue & mold  
 No ambulance in station for 3 days-maint.  
 There is an estimated 34.48% drop in the dispatch to enroute time during the hours of staffing.

## Chiefs/Station Comments

Training to clear drivers continues with 3 cleared and 2 more soon  
 All staff have been great to work with  
 Work is contining on station water issues

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**Blue Ridge Volunteer Fire  
Company**

# Memo

**To:** Brian Lichy, Director Fire and Rescue  
**From:** Jason Burns, Fire Chief   
**Date:** September 7, 2018  
**Re:** August Staffing at Station 8

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Director Lichy, during the month of August crews worked to train and clear drivers. S.Grubbs, M. Deal, and L. Clowser are cleared on all apparatus. D. Nalls and M. Taylor should be able to complete requirements next time they work here. With staffing of one we still had apparatus respond understaffed and logged failed calls as outlined by the standards committee of the commission. All staff have been great to work with.

As you are aware the volunteers are working on the water issue at station. Over the next few months we will take care of the mold issue that has come from the moisture. Unfortunately due to commission not supporting our budget request we are not able to move as fast as we would like with mitigating this situation. We removed all paneling in bunkroom that had mold on it.

Our medic unit has the power cot installed and we will work on getting all staff countywide trained on how it operates in the next week. If you need any further information feel free to contact me.

**Blue Ridge Volunteer Fire  
Company**

# Memo

**To:** Brian Lichy, Director Fire and Rescue  
**From:** Jason Burns, Fire Chief   
**Date:** August 11, 2018  
**Re:** July Staffing at Station 8

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Director Lichy, as you are aware we did not receive staffing of one person until July 23<sup>rd</sup>. With staffing of one we still had apparatus respond understaffed and logged failed calls as outlined by the standards committee of the commission. All staff have been great to work with and I expect to have a couple of them released as drivers on suppression apparatus. I still need document from your office that provides proof your employees are certified to NFPA 1002 standard and other required certifications to drive. Also need list of who has NFPA 1582 physicals or CDL with current DOT physical. I requested this information on July 21 in an email to you.

As you are aware the volunteers are working on the water issue at station. Over the next few months we will take care of the mold issue that has come from the moisture. Unfortunately due to commission not supporting our budget request we are not able to move as fast as we would like with mitigating this situation. If you need any further information feel free to contact me.

**DISPATCH RESPONSE INFORMATION 2018-July**

	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Hospital
Blue Ridge - Rescue	5.53	9.70	59.66
Blue Ridge - Fire	5.63	8.58	NA
Boyce-Rescue	5.06	20.90	47.88
Boyce - Fire	4.45	7.00	NA
Enders - Rescue	3.13	7.52	47.56
Enders - Fire	5.42	14.42	NA
Average (all)-	4.87	11.35	51.70
Average (Rescue)-	4.57	12.71	51.70
Average (Fire) -	5.17	10.00	NA

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC	
	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Enroute	Dispatch to On Scene
Blue Ridge - Rescue	5.65	12.66	7.41	13.06	5.18	10.1	6.01	11.11	6.73	11.23	6.23	15.73	5.8	12.1	5.53	9.7								
Blue Ridge - Fire	6.26	11.11	8.28	40.4	9.88	17.86	5.23	11.95	6.5	12.86	6.9	19.16	8.01	15.6	5.63	8.58								
Boyce-Rescue	5.25	11.56	3.96	9.38	4.33	11.72	4.42	11.35	8.43	13.22	5.26	10.8	4.36	9.1	5.06	20.9								
Boyce - Fire	7.73	14.01	4.56	12.46	5.16	9.85	6.72	16.16	6.06	13.76	7.13	13.05	3.3	11.6	4.45	7								
Enders - Rescue	3.36	8.4	3.31	7.88	3.4	7.23	3.32	8.32	3.3	8.37	3.46	9.21	3.15	8.42	3.13	7.52								
Enders - Fire	6.41	14.06	5.5	10.86	5.98	13.96	4.93	9.62	5.68	12.26	5.28	14.65	5.13	12.8	5.42	14.42								
Average (all)-	5.78	11.97	5.50	15.67	5.66	11.79	5.11	11.42	6.12	12.09	5.71	13.77	4.96	11.60	4.87	11.35								
Average (Rescue)-	4.75	10.87	4.89	10.11	4.30	9.68	4.58	10.26	6.15	10.80	4.98	11.91	4.44	9.87	4.57	12.71								
Average (Fire) -	6.80	13.06	6.11	21.24	7.01	13.89	5.63	12.58	6.08	12.96	6.44	15.62	5.48	13.33	5.17	10.00								

	Dispatch to Enroute	Dispatch to On Scene
Average (all) Year-	5.46	12.46
Average (Rescue) Year-	4.83	10.78
Average (Fire) Year-	6.09	14.09

**ON SCENE W/CREW**

	May	June	July	Aug
EMS 8 MIN-	63.25%	NA	NA	NA
EMS 10 MIN-	68.70%	57.85%	56.91%	72.00%
EMS 15 MIN-	NA	79.55%	73.68%	92.00%
FIRE 10 MIN-	16.13%	NA	NA	NA
FIRE 15 MIN-	33.33%	52.17%	56.25%	57.14%
FIRE 20 MIN-	NA	62.50%	68.75%	69.23%

# STANDARDS SUBCOMMITTEE RESPONSE EVALUATION

Month: Jul-18

<b>Total responses in question for month-</b>	53		
11 Minute-No response(True Fail)-	32	Percent of total in question-	60.4%
Delayed Response-	3	Percent of total ALL CALLS-	11.1%
Overburden-	17		
Removed-	1		

## DEFINITIONS

**11 Minute-No response** -Prime requested unit did not respond within 11 minutes

**Overburden** -Multiple units for single incident from same Company requested; not

Total Responses for Month (all Companies)-	288
Total responses in question for month-	53
Percentage of Responses for Month-	18.4%

Blue Ridge Vol. Rescue	
Total Responses-	41
11 Minute-No Response-	8
Percentage of total responses-	19.5%
Overburden-	3

Blue Ridge Vol. Fire	
Total Responses-	15
11 Minute-No Response-	2
Percentage of total responses-	13.3%
Overburden-	3

Boyce Vol. Rescue	
Total Responses-	51
11 Minute-No Response-	9
Percentage of total responses-	17.6%
Overburden-	3

Boyce Vol. Fire	
Total Responses-	25
11 Minute-No Response-	3
Percentage of total responses-	12.0%
Overburden-	8

Enders Vol. Rescue	
Total Responses-	122
11 Minute-No Response-	10
Percentage of total responses-	8.2%
Overburden-	0

Enders Vol. Fire	
Total Responses-	34
11 Minute-No Response-	0
Percentage of total responses-	0.0%
Overburden-	0

OB	Overburdened	17
TU	True Failure	32
DR	Delayed Resp.	3
RE	Removed	1
<b>TOTAL</b>		<b>53</b>



***Division of Fire and Rescue Services  
Response Review Report  
Year to Date 2017-2018***

<b><i>EMS - Month</i></b>	<b><i>Total Count</i></b>	<b><i>Total Fail Count</i></b>	<b><i>Total Pct.</i></b>
July 2017	199	18	9.04%
August 2017	203	17	8.37%
September 2017	194	15	7.73%
October 2017	217	12	5.52%
November 2017	222	20	9.0%
December 2017	205	22	10.7%
January 2018	192	14	7.2%
February 2018	179	6	3.3%
March 2018	193	16	8.2%
April 2018	194	17	8.8%
May 2018	175	10	5.7%
June 2018	208	22	10.5%
July 2018	214	27	12.6%
August 2018	231	15	6.5%

<b><i>Fire - Month</i></b>	<b><i>Total Count</i></b>	<b><i>Total Fail Count</i></b>	<b><i>Total Pct.</i></b>
July 2017	82	2	2.4%
August 2017	73	6	8.21%
September 2017	60	0	0%
October 2017	58	4	6.89%
November 2017	81	1	1.23%
December 2017	74	7	9.45%
January 2018	80	9	11.25%
February 2018	50	4	8.0%
March 2018	79	9	11.3%
April 2018	73	5	6.8%
May 2018	83	10	12.0%
June 2018	79	4	5.0%
July 2018	74	5	6.8%
August 2018	60	4	6.6%

***\*This report reflects changes made by the Standards Sub-Committee***



***Division of Fire and Rescue Services***

***Response Review Report***

***August 1, 2018 – August 31, 2018***

<b><i>Station</i></b>	<b><i>AM Count</i></b>	<b><i>PM Count</i></b>	<b><i>WK Count</i></b>	<b><i>Total Count</i></b>	<b><i>AM Fail Count</i></b>	<b><i>PM Fail Count</i></b>	<b><i>WK Fail Count</i></b>	<b><i>Total Fail Count</i></b>	<b><i>AM Pct.</i></b>	<b><i>PM Pct.</i></b>	<b><i>WK Pct.</i></b>	<b><i>Total Pct.</i></b>
Enders-Fire	16	8	11	35	0	1	0	1	0%	12.5%	0%	2.9%
Enders-EMS	66	36	39	141	4	2	1	7	6.1%	5.6%	2.6%	5%
Boyce-Fire	8	1	6	15	1	0	0	1	12.5%	0%	0%	6.7%
Boyce-EMS	25	9	13	47	2	2	4	8	8%	22.2%	31%	17%
Blue Ridge-Fire	3	5	2	10	0	2	1	3	0%	40%	50%	30%
Blue Ridge-EMS	23	10	10	43	3	4	2	9	13%	40%	20%	21%

**\*\*\*THIS REPORT DOES NOT REFLECT CHANGES MADE BY THE STANDARDS SUB-COMMITTEE\*\*\***



**Division of Fire and Rescue Services**

**Response Review Report**

**July 1, 2018 – July 31, 2018**

<b>Station</b>	<b>AM Count</b>	<b>PM Count</b>	<b>WK Count</b>	<b>Total Count</b>	<b>AM Fail Count</b>	<b>PM Fail Count</b>	<b>WK Fail Count</b>	<b>Total Fail Count</b>	<b>AM Pct.</b>	<b>PM Pct.</b>	<b>WK Pct.</b>	<b>Total Pct.</b>
Enders-Fire	19	7	8	34	0	1	0	1	0%	14.3%	0%	2.9%
Enders-EMS	66	29	27	122	6	3	1	10	9.1%	10.3%	3.7%	8.2%
Boyce-Fire	9	5	11	25	4	3	4	11	44.4%	60%	36.4%	44%
Boyce-EMS	25	9	17	51	3	3	6	12	12%	33.3%	35.3%	23.5%
Blue Ridge-Fire	8	3	4	15	4	1	1	6	50%	33.3%	25%	40%
Blue Ridge-EMS	22	11	8	41	7	5	1	13	31.8%	45.5%	12.5%	31.7%

**\*\*\*THIS REPORT DOES NOT REFLECT CHANGES MADE BY THE STANDARDS SUB-COMMITTEE\*\*\***



**County of Clarke, Virginia**  
**Department of Fire, EMS and Emergency Management**  
**Director Brian Lichty**

## **DIRECTORS REPORT**

**Month-September 2018 (updated 9/10/2018)**

### Standard Reports

-Response Report – 288 Calls for Month of July, average of 11.1% “Failure”.

-Billing Report –July collections \$31,182.15, Includes 6-TNT’s and \$607 of Pt balance. August collections were \$31,619.95, includes \$1,066.10 of patient balances and TNT’s.

### Updates-

#### -Career staff –

- Top 3 categories for Errors – This replaces the top 3 reason non-billable which remains the same.
  - Procedures
  - Narrative
  - Signatures
  - Treatments (August)
- Current SOGs for review;
  - None
- Upcoming SOGs
  - MAI (October)
  - IAMRESPONDING (October)
  - Active Shooter

#### -Emergency Management

- Will be working on the 2018 LEMPG grant budget in the coming weeks. All of 2017 funds have been received.
- Attended a Mitigation Class in Richmond on August 21-22, this is required to qualify for a Mitigation grants.
- Working to develop a table top exercise in November for EOC activation, this will be a tornado in the Shenandoah Retreat area.



- We are paying close attention to the Hurricane Florence situations, the EOC has increased to “increased readiness”, and we are monitoring the situation. Current wet conditions are going to contribute to the problems. We are conducting regular conference calls with the State and with the Volunteer Departments

## -Budget

- RSAF Grant for fall 2017-**Update – All items are now in and invoice have been sent, some have been paid others have not.**
- Fiscal Year 2020 Budget Format – This was presented to the Association last month with some emails as follow-ups. The outline is to have the three companies submit their budgets to the Association at the September meeting and to have a representative from the Association present to the budget sub-committee of commission at October meeting.
- Awarded REC grant for some gas meters, 3 meters were purchased and distributed to each of the stations.
- I am working on establishing a 10-15 year capital improvement plan to assist with budgeting and understanding of what is coming in the future as part of the FY20 budget.

## -Strategic Goals

### 1) Strategic Vision and Effective Leadership

- Dispatch review – we are now complete with project and have started working on PPT. A special thank you to Pam Hess on her assistance throughout this review. Dates scheduled for this update are;
  - Tuesday, September 25<sup>th</sup>, 6:30pm – Blue Ridge VFD
  - Wednesday, September 26<sup>th</sup>, 6:30pm – Boyce VFD
  - Thursday, September 27<sup>th</sup>, 6:30pm – John H Enders VFD
- The Blue Ridge Staffing update – We are almost complete with a little over a month of staffing information. This information is a bit better than anticipated (see the attached report)
- New Position hiring update – Interviews are complete, a thank you to the panel – AC Conrad, Chris Shipe, Chief Burns, Lt. Jackson, PT FF/Medic L. Clowser for serving on the panel. Background and DMV checks have begun and anticipated to have the next job offer out soon.
- September 1, 2018. – Steve Dehaven – Looking at doing a luncheon for him – Date TBD.
- FF/Medic Mark Barenklau attended the Image Trend Conference this past month.
- Jurisdictional Coordinator Wade Wilson and FF/Medic Carolyn Trent have been recommended and approved to the LFEMS Council BOD.

- To assist with bringing the Commission Strategic Plan to line up with department practical goals I am currently working on a Strategic Model, this model will lay out specific takes to be accomplished in the next 5 years. I hope to have this done by the October Commission meeting.

## 2) Fire and EMS Operations

- Working on updating the Mutual Aid agreement with Jefferson County WV (last updated in '97) – **Update – This is with WV personnel for review.**
- The Chapter 32 EMS changes are not posted yet on Town Hall website
- Please help in getting all reports EMS and/or Fire completed as quickly as possible after the call. **Updated - this continues to be a problem, and we need the information entered**
- The County fair is now complete, thank you to everyone that helped with the event.

## 3) Recruitment and Retention

- Quarterly reports are now required as part of the submission for stipends allocations each quarter. This is not required for the first quarter because the information is for the previous quarter (starting fiscal year 2019)
- New incentive program – I have sent email to Blue Ridge and Boyce to get administrative privileges to access information for reports. –**Updated this is now done, thank you for your assistance.**

## 4) Resource Management

- The WC and AD&D insurance – We have an audit coming up with insurance company, I am working with JAS in getting this done. – **This audit is now done, and no issues found.**
- Boyce VFD had to make some temporary accommodations for the loss of several heating/AC units – **-This claim has been denied, I am working with the Insurance Company to define why and appealing decision.**
- Review of a CAD reporting station to be set up in each station. **Update – This will be done through the video conferencing equipment.**
- Completed the OEMS agency inspection for Clarke County Fire, EMS and Emergency Management this month, all passed.
- I will be attended a VDFP written test administrator class in Rockingham County this month.
- FirstNet priority service – This was brought up to the Fire-Rescue Association to go back to their companies and discuss.

- Currently working with IT to download all information from the Firehouse software server. **Update- This project is now complete and have been put into a folder for any future use.**

#### 5) Health and Safety

- There is a new mental health awareness program that is now available for all personnel in McNeil training site.
- In an effort to help track changes, concerns, etc. with SOGs in draft a new tracking portion has been added to each SOG. Please see the attached SOG for example.

#### 6) Employee Development

- Mr. Bryson is our newest FT employee and he started FT on 8/1/2018.
- A LEOS actuary study will be done

#### 7) Community Outreach

- We will be scheduling a couple more of the smoke detectors in the community events. The next one will be scheduled for Boyce.
- National night out was held on Tuesday August 7<sup>th</sup> good turnout, thank you for all that attended.

Other remarks

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# STANDARDS SUBCOMMITTEE RESPONSE EVALUATION

Month: Aug-18

<b>Total responses in question for month-</b>	29		
11 Minute-No response(True Fail)-	19	Percent of total in question-	65.5%
Delayed Response-	0	Percent of total ALL CALLS-	6.5%
Overburden-	6		
Removed-	4		

## DEFINITIONS

**11 Minute-No response** -Prime requested unit did not respond within 11 minutes

**Overburden** -Multiple units for single incident from same Company requested; not

Total Responses for Month (all Companies)-	291
Total responses in question for month-	29
Percentage of Responses for Month-	10.0%

Blue Ridge Vol. Rescue	
Total Responses-	43
11 Minute-No Response-	2
Percentage of total responses-	4.7%
Overburden-	3

Blue Ridge Vol. Fire	
Total Responses-	10
11 Minute-No Response-	2
Percentage of total responses-	20.0%
Overburden-	1

Boyce Vol. Rescue	
Total Responses-	47
11 Minute-No Response-	7
Percentage of total responses-	14.9%
Overburden-	1

Boyce Vol. Fire	
Total Responses-	15
11 Minute-No Response-	1
Percentage of total responses-	6.7%
Overburden-	0

Enders Vol. Rescue	
Total Responses-	141
11 Minute-No Response-	6
Percentage of total responses-	4.3%
Overburden-	1

Enders Vol. Fire	
Total Responses-	35
11 Minute-No Response-	1
Percentage of total responses-	2.9%
Overburden-	0

OB	Overburdened	6
TU	True Failure	19
DR	Delayed Resp.	0
RE	Removed	4
<b>TOTAL</b>		<b>29</b>

Technology Committee Meeting  
August 27, 2018

Attendees: Anthony Roper                      David Ash                      Minutes taken by Janine Rose  
                 Neal White                                      Brian Lichty  
                 Travis Sumption                                Matt Rabbitt  
                 Pam Hess    Bryan Conrad

- Motorola Radio Project                                      Chief Deputy Sumption  
Chief Deputy Sumption advised that the Phase 1 proposal had some issues and was returned with several questions / comments (i.e., four console stations were listed in the proposal and our Office only needs three). The revised proposal has been received and all questions should be answered later this week. Phase 2 is slated for the FY2020 budget request process. Brian Lichty will be kept in the budgetary loop so that he is aware of any monetary impacts as he puts his capital budget together.

- FirstNet    Director Hess  
The County has completed the switch to FirstNet and the SIM cards in the County cell phones will be changed over on Friday, August 31. There is no need to replace devices at this time.

David Ash asked if there were any other County employees who would be affected. Director Hess advised that anyone on the list of contacts for emergency situations and who has a County owned phone should be changed over. On the volunteer side, if the County manages their system they should make the change. Director Lichty will discuss with Fire / Rescue and report back at the next meeting.

Director Hess will brief Chief White at a later time.

- Courthouse Cameras    Chief Deputy Sumption  
Chief Deputy Sumption advised that phase 1 has been completed, with cameras being installed in the courtrooms and the intoxilyzer room. Communications can now monitor these areas. Funding for phase 2 will be submitted with next year's budget request.

- MDT's /Fire Rescue    Director Lichty  
Director Lichty advised the Chiefs have decided this is not currently a priority. This item may be removed from the Committee Agenda.

- Radio Traffic    Chief Deputy Sumption  
Communications Specialists are no longer permitted to have cell phones, tablets, personal computers, or other personal electronic devices when they are working. Please let staff know that they need to either call 955-1234 or contact the ECC via radio.

- Station CAD Monitors    Director Lichty  
This should be in place within the next 60 days. Current computers are being used. Stations will be able to see CAD screens for fire/rescue calls in real time. Director Lichty will provide an update at the next meeting.

- ECC Fire/Rescue Procedure Committee                      Director Hess / Director Lichty  
 The re-write is going well. There are two meetings left and the revised procedures are expected to be completed by the end of September. The new procedures should have an impact on “failure” numbers and a small impact on response times that are reported to the EMS Commission.
  
- Next Generation 9-1-1    Director Hess  
 Director Hess reported our office will have this in place by June 2020. The funded mandate cost is approximately \$62,000. It involves changing the phone system to an IP base and incorporates Text 9-1-1. The additional recurring cost will be approximately \$3,000 per month, but the monthly cost will not be increased until 18 months after install.
  
- Software Equipment Updates
  - CAD – The CAD update is complete and the maps have been updated. However a few mapping layers need to be completed.
  - Powerphone / EMD – The update to have directions appear in PowerPhone as soon as the call type has been entered into CAD is complete.
  - ETicket continues to go well for the Sheriff’s Office. Chief White is still working on some “glitches” for the PD.
  - Servers – update is complete. Computers are usually updated on a 3 to 5 year rotation. The CAD computers need an update now and can be paid for out of forfeited assets. Director Hess and Mr. Rabbitt will work together to make this happen.
  - Bryan Conrad asked why he receives multiple messages from IAM Responding. It was suggested that he check the administrative account settings. He will report to this committee at the next meeting.