



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

MINUTES

December 12th, 2019 6:30pm

Clarke County Government Center – Meeting Room AB

Attendees: Matt Hoff, Chairman
David Weiss
Tony Roper
Diane Harrison
Doug Lawrence

Absent: Jay Grim
Andrew Nicholson
Randy Buckley

Staff: Pam Hess
David Ash
Chris Boies
Brian Lichty
Melanie Radford

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

1. Mr. Roper made a motion to approve the agenda. The motion was passed with all in favor.



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

2. Public Comment – Mr. Gerry Boudreau, Rescue Captain Company 1, JH Enders, read the following statement:



JOHN H. ENDERS FIRE CO., INC. & RESCUE SQUAD
9 South Buckmarsh Street
Berryville, Virginia 22611
(540) 955-1110



To: Director Lichty
From: Line Officers and Board of Directors, John H. Enders Fire Company
Date: December 6, 2019
RE: New Staffing

The Line Officers and Board of Directors of Company 1 have reviewed the proposed staffing plan for placing two new CCFR Firefighter/EMTs at John H. Enders Fire Company and Rescue Squad, bringing total CCFR staffing to four. Listed below are some concerns and considerations that we present with the intention of improving emergency services to all areas of the County.

Discussion

- The proposed staffing plan is intended to assist in reducing response times and failures. It includes staffing 2 EMS units 24 hours per day 5 days per week at Company 1.
 - It is our opinion that placing an additional 2 personnel at a station already staffed 24 hours every day with an ALS unit will not reduce response times or failures on a first out call. Access to an ALS staffed EMS unit is a security that the citizens in Company 1's first due already enjoy. With additional resources, we believe it makes more sense to extend this security to greater portion of the county.
- The proposed staffing plan states that your local response time goal is to have 2 personnel on scene of a non-MVC EMS incident within 10 minutes.
 - In our research we discovered that by staffing Station 4 and Station 1, 89% of the calls from March 2019 to September 2019 would have been within 6 miles of a staffed station, which should come close to meeting that goal. If staffing was only provided at Company 1, the response times to areas beyond 6 miles will not reach the 10 minute goal.
 - Running into Berryville for second calls rather than running all calls out of Berryville would provide a faster response and access to ALS for a much larger area of the county. Even when Boyce has to run into our first due, 77% of calls in Ender's first due are within 6 miles of Station 4.
- Although the majority of calls are in Company 1's first due, the largest percentage of failed calls are in Company 4's first due areas. In October 2019, Company 1 failed on 6 EMS calls out of 129. Company 4 failed on 11 out of 54. The difference shows a failure rate of 20% for Company 4 (one out of five calls) and only 4.7% for Company 1 (one out of 20 calls). Staffing the areas where there is a higher call volume will do little to reduce these failure rates. However, staffing areas where calls are being failed will actually reduce response time averages and failure rates.
- Using current box assignments, Company 1 is not even 3rd due in over half of Company 4's territory because of the prohibitive distance from Berryville. Therefore, extra staffing in Station 1 will not improve response times to those areas. However, placing the additional staffing at Station 4 will substantially reduce response times to those areas both by



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



JOHN H. ENDERS FIRE CO., INC. & RESCUE SQUAD

9 South Buckmarsh Street
Berryville, Virginia 22611
(540) 955-1110



having a staffed unit closer and eliminating the dispatch delays caused by asking for mutual aid.

- Currently a large portion of the fee for service billing for the 54% of Station 4's area with a different county as second due is lost to Mutual Aid Counties (Warren, Frederick and Fauquier Counties). Therefore, staffing Station 4 will increase revenue to the county through additional fee for service billing. This is an obvious benefit for the tax paying citizens of Clarke County and will provide additional funds to help offset emergency response expenses.
- Requests for staffing should be coming from the stations. We at Enders Fire Company have shown in the past that we are willing to ask for staffing when we need help. Enders Fire has not asked for additional staffing assistance at this time. However, there are stations in the county that have requested staffing. It is wrong to place additional staffing at Station 1 when there are other requests for staffing that have not been met.
- Our original request for county staffing was for 2 people to staff an ALS transport unit. This is a critical need that the county has met. However, the proposal to use 4 people at Station 1 to cross cover every fire call in the county will detract from providing this critical service.
- The proposed plan states that an in-service County unit will be added to all call types. Since the County has no equipment, adding a minimum of one piece of Enders Fire Company equipment to virtually every call in the county places an undue burden on Enders. We provide, maintain and fuel all equipment that comes out of the station. We pay the deductible every time a piece of equipment is damaged by County staff which is a concern as it has happened several times. We also have the burden of making repairs to our building resulting from these incidents. This plan places a hugely disproportionate financial burden on Company 1.

Conclusion

We propose the following alternate staffing plan:

1. Staff Company 4 with two (2) CCFR personnel first.
2. Next fulfill the staffing requests already in place.
3. Once 1 & 2 are fulfilled, revisit further staffing increases as funding allows.
4. Never completely abandon the EMS units for staffing fire apparatus.



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

Ms. Maria Zimmerman, Rescue Lieutenant Company 1, JH Enders, read the following statement:



JOHN H. ENDERS FIRE CO., INC. & RESCUE SQUAD

9 South Buckmarsh Street
Berryville, Virginia 22611
(540) 955-1110



December 12, 2019

Hello, my name is Maria Zimmerman and I am the Rescue Lieutenant of the John H. Enders Fire Company. I wanted to speak to the commission tonight to explain one of our points to those on the commission less familiar with the Emergency Medical Services, and that point is the importance of rapid access to ALS.

ALS stands for advanced life support – paramedics and techs capable of starting IV's, treating irregular heart rhythms, placing breathing tubes and administering a fairly wide scope of medications for everything from pain and nausea to cardiac problems.

Although there are fewer ALS calls than basic level calls, these are the calls where time is of the essence. Some examples:

- Unstable heart rhythms
- Severe difficulty breathing which may require a breathing tube
- Shock requiring IV fluid replacement
- Hypoglycemia where a patient's blood sugar has dropped so low that they are unable to take anything by mouth

Emergencies such as these require rapid access to advanced life support in order to save a life.

Currently Enders Company 1 is staffed by the county with an ALS provider 24 hours a day, 7 days per week. From Station 1, we estimate that we can reach about half of Clarke County within 10 minutes, which Director Lichty has identified as a response time goal. However; placing a second ALS provider at Company 1 will not affect response time to the other 50% of the county.

By placing the additional staff at Company 4 in Boyce, you can extend the area within 6 miles of an ALS provider to an estimated 90% of Clarke County. When Mt. Weather is available, the percentage of the county within 6 miles of ALS reaches close to 100%. It only makes sense when resources are limited to put them where the majority of the ALS calls are. When more resources become available however, it also makes sense to distribute those resources so that more citizens have access to them.



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

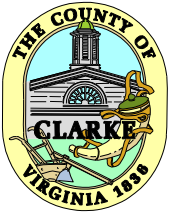


JOHN H. ENDERS FIRE CO., INC. & RESCUE SQUAD

9 South Buckmarsh Street
Berryville, Virginia 22611
(540) 955-1110



I would ask that you consider the needs of the entire county when making your recommendation to the Board of Supervisors. Thank you for your time.



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



Mr. Jason Burns indicated that Chief White is asking for the communication flow chart model to please wait to be discussed until Blue Ridge has representation present due to several concerns that Company 8 has with it. He continued with wanting to speak about the staffing plan stating that we went through statistics, fails, responses out of the first due departments, he wrote a letter requesting staffing to try to meet the commissions goals, the BOS approved positions July 1 even though they were going to put off hiring for a little while. He understands but they were approved and now we're dealing with the staffing proposal that is not only pulling the staffing out of Blue Ridge but he hasn't heard of any discussion at the Fire-Rescue system Commission level of where were these options even weighed or discussed between the station Chiefs and where we're at. The volunteers have a huge stake hold in this, they have all the

Approved 1/9/2020



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

apparatus that are running the calls and they've been given about a week or so, they spoke about it in a meeting last night, but there was an approval and a push forward from the Board to staff Blue Ridge and he doesn't disagree with what the others read tonight. They have made some very good points and maybe that is where the people need to go and that's what needs to be figured out. The stake holders, the large majority of the people who provide the majority of the stuff for this county, has been reversed just like with the budget process. It has continued to be changed for years, how do you expect anyone to keep up with this. We make big decision, staffing, budget, the stake holders, the players that need to all be involved and he understands there is a table full of people here but there are decisions being made that are affecting a lot of stuff and a lot of people that aren't being represented.

3. Mr. Lawrence pointed out an error from the minutes on page 2 of the packet #4-Committee Reports, Standards, Discussion-should be typed as: "Mr. Lawrence confirmed with Mr. Lichty that Mt. Weather Co 21 does not bill for transports." Ms. Harrison made a motion to approve the November 14th, 2019 minutes as amended. The motion was passed with all in favor.
4. Committee Reports
 - Standards - Mr. Lichty reviewed with the group.
Discussion - Mr. Lawrence asked if there was a way to figure out if the no responses are being treated or compared the same? For example, if the first due is not being retuned because a staffed unit from elsewhere is already on the way. He's not sure the data may be reflecting this and maybe it should be counted as a fail. He was told that it would be up to dispatch whether to retone or not. But looking at the staffing plan, this could play or have some influence if it maybe doesn't get counted as a fail. Mr. Lichty reminded everyone that failures, the 10 minute response data, the overburdens, the mutual aids, these are all different tools to look at overall system performance. This would have to be a change to the dispatch policy but something they can take a look at to see if there is a way of tracking it.
 - Technology - Nothing to report at this time.
 - Budget/Preparation - Nothing to report at this time. The Chiefs have all the information and need to be returned back to the Director by the end of December for his submission the first week of January.
 - Committee assignments - Mr. Hoff addressed the vacant positions with the group from the current listing that need to be filled and assigned. This will be discussed further at the January meeting when the Commission is at full attendance.
5. Unfinished Business
 - Incentive program review - Mr. Lichty reviewed with the group. No questions or comments.
 - Strategic Plan Review - Mr. Lichty reviewed with the group and took action notes. Ms. Harrison confirmed with Mr. Lichty that under Purchasing-fiscal policy and capital improvement plan-that this was not going to be ready for this budget year and would be planned for next year. Mr. Lawrence also established with Mr. Lichty that it is detailed in the plan on how the companies can apply for the apparatus fund.



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

6. Report from the Director of Fire and EMS - Mr. Lichy reviewed with the group.
Discussion - No questions or comments.
7. New Business
 - Communications/Succession Document (Draft) - Mr. Lawrence made a motion to table this topic until next meeting when Blue Ridge will have representation present. The motion was passed with all in favor.
 - Staffing Plan - The plan was distributed at the meeting. Mr. Lawrence requested detailed information on data on the box numbers, if there was one simple email; who is called first, second, on the boxes, the response plans. Mr. Lichy indicated that the Chiefs do have a copy and there a total of 552 response plans that goes by call type and run orders. Mr. Lawrence asked if Company 1 will be running county wide while the new employees are precepting even if the staffing plan has not be finalized. Mr. Lichy stated that no permanent changes will go into effect until February-March timeframe although some of the employees may be added to some calls to get the precepting done a little quicker. Mr. Weiss asked what Mr. Lichy's basic premise was on why he approached the staffing plan the way he did. Mr. Lichy explained that he is a data type of person. He looked at all the data information from shift schedules, logistics of the calls, second and third calls, response times, failures, overburdens. There is a list in the packet of some of the things he has looked at to come up with the conclusion that he has and get the best use of our people based off of all this information. Ms. Harrison confirmed with Mr. Lichy that the use of that information is also why Sunday and Wednesday were picked due to the least failed days. Mr. Lichy stated that he is still strongly considering some adjustments after speaking to the Chiefs and the open forum. As the plan is adjusted next month he will outline those changes. He wants to give it the due diligence it deserves and will take a little time. Mr. Roper made a motion to table this until next meeting to give the Commission members more time to review. Mr. Roper then asked Mr. Lichy if there was a timeline or time limit laid out. Mr. Lichy confirmed that January should be the discussion/recommendation and that the plan implementation would be February-March timeframe allowing for any adjustments to be made. Mr. Roper amended his motion to follow the Directors timeline for implementation of the staffing plan. The motion was passed with all in favor.
 - Mr. Lichy read the following email from Mr. Nicholson for his resignation and informed the group that it has been forwarded to the BOS.



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

12/12/2019

Zimbra

Zimbra

blichty@clarkecounty.gov

EMS commission meeting

From : Andrew <andrew@andrewnicholson.us> Wed, Dec 04, 2019 05:06 PM
Subject : EMS commission meeting
To : David Weiss <amweiss@visuallink.com>, Brian Lichy
<blichty@clarkecounty.gov>

I have been informed by wife next Thursday evening there is J-WMS Choral Concert that I cannot miss. I have 2 daughters participating. Last month I had a family conflict which kept me from the November meeting. I fear this will continue.

Therefore I think this would be a good time to submit my resignation from this committee that deserves someone who can devote the attention this position deserves.

Thank you for this opportunity to serve our community.

Andrew Nicholson
Tel#: 540-247-1501
Web: andrewnicholson.us

https://mail.clarkecounty.gov/h/printmessage?id=33266&tz=America/New_York

1/1

- Mr. Hoff reminded the group that a new Chair will need to be elected next month and has Mr. Lichy adding it to the agenda.
8. Summary of required action
 - Add additional meeting items to the January agenda
 9. Ms. Harrison made a motion to adjourn. The motion was passed with all in favor at 7:17pm.

Approved 1/9/2020



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

All meeting documents will be distributed at meeting. Next meeting is on January 9th, 2020 at 6:30pm in the Clarke County Government Center – Meeting Room AB

Minutes Transcribed by Melanie Radford

Approved 1/9/2020