



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

MINUTES

May 9th, 2019

6:30pm

Clarke County Government Center – Meeting Room AB

Attendees: Matt Hoff, Chairman
Tony Roper
Jay Grim
Diane Harrison
Doug Lawrence
Andrew Nicholson

Absent: Bryan Conrad
David Weiss

Staff: David Ash
Brian Lichty
Melanie Radford

Chairman Hoff called the meeting to order at 6:31pm.

1. Ms. Harrison made a motion to approve the agenda. The motion was passed with all in favor.
2. Public Comment – None. Chairman Hoff welcomed Mr. Grim who is now replacing Mr. White on the Commission as Blue Ridge’s representative.
3. Mr. Roper made a motion to approve the April 11th, 2019 minutes. The motion was passed with all in favor.
4. Committee Reports
 - Standards – (see attached) Mr. Lichty reviewed with the group. Discussion-Ms. Harrison verified the mutual aid breakdown of what Clarke received is a combination of calls whether due to failures, additional needs, etc. and when Clarke is requested, we may or may not have responded. Mr. Grim asked if there could be a breakdown of career versus volunteer responses for Blue Ridge and Enders to make sure the standard is being reflected and compared accurately between all the stations. For example, Enders may have the volunteer staffing already at the station so they are responding quicker but Blue Ridge may not. It could take them five minutes to get there, right away Blue Ridge is operating at a handicap when you are just looking at raw numbers and is considering the perception of the public. Mr. Lichty stated that he could, it would be extremely difficult and opined that he would not recommend it. Intent or not, it could start creating a divide between career and volunteer. The numbers are presented in a system wide approach and understood that way. Mr. Lawrence commented that it could be helpful over time showing a percentage or graphing to reflect increase or decreases. Ms. Harrison voiced that the report

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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wouldn't be able to show if they are losing volunteer calls because there is paid staff or because they are just losing volunteers.

- i. Other reports (see attached)
 - ii. Presentation-Evaluation (see attached)-Discussion between Mr. Grim, Mr. Roper, Ms. Harrison, Mr. Nicholson and Mr. Lichty regarding first due, amount of calls, delayed times, dispatch changes, national standards, standards for our type of locality, averages, factors such as location of call, type of call, mapping, GPS, MDT's, IAM responding and improvement potential with the hiring of more career staff.
- Technology – Nothing new to report at this time.
 - Budget/Preparation - Status update only, will be briefly gone over in the director's report.

5. Unfinished Business

- Blue Ridge Staffing Request – Mr. Lichty reviewed the last month's data from April 2019 with the group. Mr. Roper verified with Mr. Lichty that the funds are still being provided by the County and will still be doing this monthly until after the new fiscal year and after the Safer grant answer is received. Mr. Grim questioned the numbering on the first due-looks like Co 1 and Co 4 numbers were reversed. Mr. Lichty will double check but it does appear the numbers were transposed. Mr. Grim confirmed the staffing hours are only from 6am-6pm daily. Mr. Grim made a motion to continue funding Blue Ridge's temporary staffing for another month. The motion was passed with all in favor.
- Association (mediation subcommittee) – Ms. Harrison stated she had a meeting yesterday with Mr. Ash and Mr. Weiss getting some history and clarification to a few things. She will have a full report and update to the Commission at the next meeting.
- Incentive program review – Mr. Lichty reviewed with the group. All three companies met the goal and last quarter has been processed.

6. Report from the Director of Fire and EMS – (see attached) Mr. Lichty reviewed with the group. Discussion-Mr. Nicholson questioned how long the Safer grant would last and Mr. Lichty confirmed 3 years. Ms. Harrison asked where the gear washer would be kept and if the CPR class would be open to the general public. Mr. Lichty stated that Enders has offered and expressed that would be a good local area for all the stations to use. He indicated he would have to wait to see what assistance he can get first for the CPR class, but it could be done later in time. Mr. Grim inquired if there are any programs or assistance available that Blue Ridge could look at to possible help re-coop some of their costs on the employee development. They just had two people complete certification for paramedics. Mr. Lichty indicated they could look into the OEMS education program, Zoll and there is a third that he can't think of right now. He isn't sure if it can be done after the fact though.

- SOGS for review-Physicals

7. New Business – Chairman Hoff opined that the IAM Responding invoice that the companies have been paying through the Association, should be taken over by the County. It was just paid, \$1600-\$1700 per station, and renewed for 3 years. There is time to work on this and get placed into the appropriate budget.

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Mr. Lawrence suggested doing some research and evaluate the technology in 2 years. Mr. Lichty talked last month about the strategic plan; need to start that discussion, look at/evaluate current plan, where do we sit, what has been accomplished, what hasn't and why, etc., this is an extensive program so it may need to be broken up into stages. Mr. Roper asked if the Commission is meeting often enough, too often? Mr. Lichty explained that it depends on the tasks, for example with the strategic plan it is very intense. There may be the need for a subcommittee down the road.

8. Summary of required action –
 - Blue Ridge staffing report to be corrected
9. Ms. Harrison made a motion to adjourn. The motion was passed with all in favor at 7:14pm.

All meeting documents will be distributed at meeting. Next meeting is on June 13th, 2019 at 6:30pm in the Clarke County Government Center – Meeting Room AB

Minutes Transcribed by Melanie Radford

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