

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

AGENDA

August 13th, 2020 6:30pm

Clarke County Government Center – Meeting Room AB

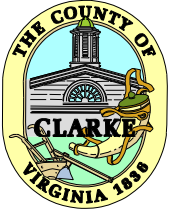
1. Approval of Agenda
2. Public Comment
3. Approval of Minutes – July 9th, 2020 (p.3-5)
4. Committee Reports – Information Only
 - Standards – See Attached report (p.7-11)
 - Technology – No report prior to meeting
 - Budget/Preparation – No Report
5. Unfinished Business
 - Incentive program review – Information/Vote (p. 12)
 - Communications/Succession Document-Final Draft (p.13-14)
 - OT Report-Information only (p.15)
 - Fire-Rescue Agreement – Requested postponement until meeting
 - Fiscal Policy – Requested postponement until meeting
 - CIP Plan – Requested postponement until meeting
 - Fire – EMS Admin Meeting-Information only
6. Report from the Director of Fire and EMS – Information Only (p.14-17)
7. New Business
8. Summary of required action
9. Adjourn



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All meeting documents will be distributed at meeting. Next meeting is on September 10th, 2020 at 6:30pm in the Clarke County Government Center – Meeting Room AB

DRAFT



Clarke County Fire & EMS Commission
101 Chalmers Court, Suite B
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MINUTES

July 9th, 2020 6:30pm

Clarke County Government Center – Meeting Room AB

Attendees: Diane Harrison, Chairman
Tony Roper
Keith Veler
Matt Hoff
Randall Loker
Randy Buckley-arrived at 6:34pm
David Beatty-arrived at 6:52pm

Absent: David Weiss

Staff: Chris Boies
Brian Lichty
Melanie Radford

Chairman Harrison called the meeting to order at 6:32pm and welcomed Mr. Loker to the Commission.

1. Mr. Roper 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 June 11th, 2020 minutes. The motion was passed will all in favor.
4. Committee Reports
 - Standards – Mr. Lichty reviewed with the group. Mr. Lichty announced there were 2 errors listed on page 10, the Yearly Response report, the calls inside Berryville; Enders was listed as 65 but was corrected to 64 and Blue Ridge was listed as 3 and was corrected to 0. No comments or questions.
 - Technology – Mr. Roper reported there was no meeting held.
 - Budget/Preparation – Nothing to report.
5. Unfinished Business
 - Incentive Program - Mr. Lichty reviewed with the group. No comments or questions.
 - Strategic Plan - Mr. Lichty reviewed with the group. No comments or questions.
 - Communications/Succession Document-Draft - Ms. Harrison remarked that in the last week there was clarification given on how the individual departments are Companies and

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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should be listed as that and since this is just a document reflecting a “communication” format, the Companies do not need to be listed out from the County separately. Mr. Veler agreed as long as the title of the document is changed. It was agreed upon to be changed to the “Fire-Rescue Communication” document. Ms. Harrison informed the group that in August, the chiefs, the presidents, Mr. Boies, Mr. Lichty and herself will be meeting to continue the discussion of the system agreement with the volunteer companies and the County. She is requesting that if the Commission members have any particular items that they would like discussed or brought up, to please have those thoughts ready for the next Commission meeting. Mr. Veler and Mr. Beatty were originally going to be a part of this group; however Ms. Harrison explained that anytime 2 or more Commission members meet outside of this regular monthly meeting, it is considered another official public meeting and has to be advertised and the press has to attend. Notes will be taken and presented back to the Commission as well as the Companies chiefs or presidents should report the same information back to their company members. Mr. Hoff clarified that during this said meeting, he will be representing Boyce as their president only. Mr. Boise commented that the agreement that is worked up will be brought to the Commission and the BOS publically, prior to any approvals. They are hoping for open dialogue or more candid conversations while working through the details. There is plenty of time for public review and comment as it moves forward.

- Staffing Plan – Mr. Lichty reviewed with the group. Discussion between Ms. Harrison, Mr. Lichty, Mr. Roper, Mr. Hoff and Mr. Beatty regarding some of the survey comments and clarification as what was meant in comments, bunker gear placement and the potential impacts that could have on call responses, the use of the MDT enroute button and already seeing differences, utilizing some duty crews and positive responses of them and possible dispatch changes for box number 402.
- OT Report – Mr. Lichty reviewed with the group. Ms. Harrison asked if Mr. Lichty thought the overtime would continue like this for the next few months. Mr. Lichty explained that he and Mr. Boies are working on a few things that could help with some reduction. He also remarked that the ability testing was being held this coming Sunday with the new applicants; 6 of the 8 have already passed the written test, feels the majority should pass the ability test and move on to the interview phase.
 - Fire-Rescue Agreement – Requested postponement until meeting
 - Fiscal Policy – Requested postponement until meeting
 - CIP Plan – Requested postponement until meeting

6. Report from the Director of Fire and EMS – Mr. Lichty reviewed with the group and informed everyone that the last page in their binders was added with the monthly billing information. Discussion between Mr. Beatty, Ms. Harrison and Mr. Lichty regarding the disbursement of the fuel cards to the individual companies, EMS units will start the process with Fire units to follow,

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tracking with vehicle VIN numbers and mileage-linked to the system that way, back up cards, monthly reporting and system flags for potential issues such as transposing numbers.

7. New Business – Ms. Harrison reminded the group that some Commission position terms will be expiring in August, to please remind your Companies to have their meetings, vote on replacements or to continue with current representatives and get their recommendations to the BOS in August. Mr. Beatty referenced back to the overtime report and asked when stated that it was related to Covid, was that because of getting held over due to Covid related type of calls or personnel coming down with Covid. Mr. Lichty explained that some of the overtime is contributed to personnel attending Covid meetings or dealing with Covid specific updates with the state and/or the hospitals. Mr. Hoff announced that the Leesburg Volunteer Fire Department has made available to Boyce a 2007 Seagrave Pumper truck. Boyce voted last night to make them an offer on the pumper and will be awaiting their acceptance or denial. Mr. Beatty inquired if the meeting minutes could be sent out sooner even if they were just a draft. Ms. Radford assured him that the minutes were being completed as timely as possible and that they are always draft structure until they are approved at the next meeting.
8. Summary of required action
 - Nothing at this time.
9. Mr. Hoff made a motion to adjourn. The motion was passed with all in favor at 7:28pm.

All meeting documents will be distributed at meeting. Next meeting is on August 13th, 2020 at 6:30pm in the Clarke County Government Center – Meeting Room AB

Minutes Transcribed by Melanie Radford

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.

STANDARDS SUBCOMMITTEE RESPONSE EVALUATION

Month: July

Total responses in question for month-	31		
11 Minute-No response(True Fail)-	25	Percent of total in question-	80.6%
Delayed Response-	1	Percent of total ALL CALLS-	8.5%
Overburden-	2		
Removed-	3		

DEFINITIONS

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

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

Total Responses for Month (all Companies)-	293
Total responses in question for month-	19
Percentage of Responses for Month-	6.5%

Blue Ridge Vol. Rescue	
Total Responses-	32
11 Minute-No Response-	12
Percentage of total responses-	37.5%
Overburden-	1

Blue Ridge Vol. Fire	
Total Responses-	9
11 Minute-No Response-	2
Percentage of total responses-	22.2%
Overburden-	0

Boyce Vol. Rescue	
Total Responses-	42
11 Minute-No Response-	9
Percentage of total responses-	21.4%
Overburden-	1

Boyce Vol. Fire	
Total Responses-	22
11 Minute-No Response-	2
Percentage of total responses-	9.1%
Overburden-	0

Enders Vol. Rescue	
Total Responses-	141
11 Minute-No Response-	1
Percentage of total responses-	0.7%
Overburden-	0

Enders Vol. Fire	
Total Responses-	47
11 Minute-No Response-	0
Percentage of total responses-	0.0%
Overburden-	0

OB	Overburdened	2
TU	True Failure	25
DR	Delayed Resp.	1
RE	Removed	3
TOTAL		31

*This report reflects a system analysis ONLY, All calls for service where answered

True Failures (TU) – When a requested company did not respond with a unit before the 11-min failure mark or any time after.

Overburdens (OB)– When a company was tasked to respond with multiple units from a single company, but was unable respond with all requested units prior to the 11-min failure mark.

Delayed Response (DR)– When a company did respond but it was past the 11-minute failure mark but before the 20 minute mark

Removed (RE) – The information provided did not any of the above criteria and the sub-committee removed the incident from the failure list.

DISPATCH RESPONSE INFORMATION 2020 June

	Dispatch to Enroute	Dispatch to On Scene	Dispatch to Hospital
Blue Ridge - Rescue	5.52	18.15	49.03
Blue Ridge - Fire	6.32	11.52	NA
Boyce-Rescue	4.12	10.07	44.05
Boyce - Fire	3.59	14.24	NA
Enders - Rescue	1.52	9.05	52.05
Enders - Fire	3.00	11.16	NA
Average (all)-	4.01	12.37	NA
Average (Rescue)-	3.72	12.42	48.38
Average (Fire) -	4.30	12.31	NA

DISPATCH RESPONSE INFORMATION - ALL MONTHS

		Blue Ridge - Rescue	Blue Ridge - Fire	Boyce-Rescue	Boyce - Fire	Enders - Rescue	Enders - Fire
APR	Dispatch to Enroute	6.45	7.62	5.226	4.64	4.39	2.86
	Dispatch to On Scene	14.86	17.01	11.97	12.08	6.72	8.91
May	Dispatch to Enroute	5.52	5.98	4.63	3.92	2.98	5.32
	Dispatch to On Scene	12.02	23.13	12.05	11.37	7.83	13.77
Jun	Dispatch to Enroute	4.59	3.36	3.13	5.21	2.47	5.12
	Dispatch to On Scene	11.35	12.55	11.28	11.45	7.1	12.36
Jul	Dispatch to Enroute	6.43	5.44	3.44	3.48	2.45	5.34
	Dispatch to On Scene	13.29	15.38	11.39	9.43	6.47	12.32
Aug	Dispatch to Enroute	5.19	6.38	3.38	4.43	2.37	5.05
	Dispatch to On Scene	11.29	15.04	10.42	14.51	7.55	11.08
SEPT	Dispatch to Enroute	5.42	5.05	4	4.58	3.01	4.48
	Dispatch to On Scene	13.43	13.42	9.34	15.35	7.59	10.55
OCT	Dispatch to Enroute	5.19	7.25	3.56	2.51	2.44	4.47
	Dispatch to On Scene	11.29	16.58	9.33	12.02	8.2	12.02
NOV	Dispatch to Enroute	6.48	6.09	4.13	4.15	4.01	5.07
	Dispatch to On Scene	13.33	16.26	11.09	13.59	8.12	11.01
DEC	Dispatch to Enroute	6.07	5.17	4.08	4.18	6.17	5.29
	Dispatch to On Scene	14.19	15.59	10.53	10.07	7.51	12.24
JAN	Dispatch to Enroute	6.16	6.35	3.3	4.01	3.05	4.49
	Dispatch to On Scene	10.29	17.05	11.03	12.57	7.17	10.26
FEB	Dispatch to Enroute	5.55	5.17	3.39	1.47	2.51	4.14
	Dispatch to On Scene	13.57	15.08	9.17	16.44	9.17	16.44
MAR	Dispatch to Enroute	7.01	7.05	4.5	6	2.57	3.54
	Dispatch to On Scene	12.02	20.32	11.45	16.21	7.52	10.2
APR	Dispatch to Enroute	5.19	6.24	6.25	6.8	2.14	3.16
	Dispatch to On Scene	10.52	21	11.51	14.09	8.4	9.27
MAY	Dispatch to Enroute	7.3	5.44	4.3	3.41	2.07	1.58
	Dispatch to On Scene	11.29	18.18	9.51	8.56	8.41	8.19
JUN	Dispatch to Enroute	8.02	7.02	3.35	3.29	2.1	2.34
	Dispatch to On Scene	12.5	9.08	9.06	10.34	8.01	8.24
JUL	Dispatch to Enroute	5.52	6.32	4.12	3.59	1.52	3
	Dispatch to On Scene	18.18	11.52	10.07	14.24	9.05	11.16
Average Enroute		6.01	6.00	4.05	4.10	2.89	4.08
Average On Scene		12.71	16.07	10.58	12.65	7.80	11.13

DISPATCH TO ON SCENE WITH CREW STANDARD

EMS 8 MIN-	EMS 10 MIN-	EMS 15 MIN-	FIRE 10 MIN-	FIRE 15 MIN-	FIRE 20 MIN-
NA	71.07%	84.91%	NA	33.33%	33.33%
NA	70.00%	88.67%	NA	60.00%	60.00%
NA	68.53%	83.22%	NA	38.46%	53.85%
NA	67.94%	87.02%	NA	27.27%	50.00%
NA	62.59%	77.55%	NA	37.50%	58.33%
NA	62.39%	78.90%	NA	25.00%	50.00%
NA	60.00%	78.71%	NA	47.37%	47.37%
NA	60.61%	73.48%	NA	40.00%	63.64%
NA	60.67%	79.33%	NA	50.00%	66.70%
NA	65.77%	83.44%	NA	53.84%	76.92%
NA	65.55%	87.50%	NA	61.54%	83.33%
NA	73.73%	90.00%	NA	60.00%	70.00%
NA	78.13%	90.72%	NA	80.00%	90.00%
NA	66.39%	91.67%	NA	90.91%	100.00%
NA	78.36%	95.56%	NA	85.71%	85.71%
NA	74.80%	93.55%	NA	88.24%	94.12%
NA	67.91%	85.26%	NA	54.95%	67.71%
NA	NA	NA	NA	NA	NA

	Current Mo.	Past Mo.	Eval
Average all Enroute-	4.52	4.62	0.10
Average all On Scene-	12.37	11.79	(0.58)
Avg. Enroute Rescue-	3.72	4.4	0.68
Avg. Enroute Fire-	4.30	4.83	0.53
Avg. On Scene Rescue-	12.43	10.24	(2.19)
Avg. On Scene Fire-	12.31	13.33	1.02

MUTUAL AID RESPONSES

	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	JUL 20	AUG 20	SEPT 20	OCT 20	NOV 20	DEC 20	TOTAL
Mt. Weather-EMS	15	8	0	1	0	0	0						24
FIRE	0	1	0	0	0	0	0						1
MA-Given/Request	0	0	0	0	0	0	0						0
Warren Co.-EMS	10	13	7	5	10	9	15						69
FIRE	6	6	6	2	0	2	9						31
MA-Given/Request	0	0	0	0	0	0	0						0
Frederick Co.-EMS	16	15	8	2	2	9	5						57
FIRE	1	2	1	2	1	0	1						8
MA-Given/Request	1	8	5	3	3	2	3						25
Fauquier Co.-EMS	7	4	8	5	6	4	8						42
FIRE	2	2	2	0	0	2	5						13
MA-Given/Request	0	0	0	0	0	3	0						3
Loudoun Co.-EMS	0	1	4	1	3	1	6						16
FIRE	0	0	3	0	2	0	4						9
MA-Given/Request	2	3	2	1	1	2	1						12
TOTAL(MA REC)-	57	52	39	18	24	27	53	0	0	0	0	0	270
TOTAL CALLS MO.-	276	178	175	205	257	254	293	0	0	0	0	0	1638
% OF TOTAL CALLS-	20.7%	29.2%	22.3%	8.8%	9.3%	10.6%	18.1%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	16.5%



Division of Fire and Rescue Services

Yearly Response Report

January 1st 2020 – December 31st 2020

<i>Station</i>	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Enders-Fire	37	38	49	29	36	33	47						
Enders-EMS	140	116	126	106	132	141	141						
Boyce-Fire	18	15	20	16	16	16	22						
Boyce-EMS	53	49	41	28	33	38	42						
Blue Ridge-Fire	16	13	10	5	14	6	9						
Blue Ridge-EMS	41	35	28	21	26	20	32						

<i>Calls Inside Berryville</i>	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Total</i>
Enders	69	42	60	43	55	64	53						
Boyce	7	5	3	1	1	2	0						
Blue Ridge	1	0	0	0	0	0	3						



***Division of Fire and Rescue Services
Response Review Report
Year to Date 2020 - 2021***

<i>EMS - Month</i>	<i>Total Count</i>	<i>Total Fail Count</i>	<i>Total Pct.</i>
May 2019	225	14	6.2%
June 2019	229	18	7.8%
July 2019	204	12	5.8%
August 2019	236	20	8.5%
September 2019	170	18	10.6%
October 2019	222	23	10.4%
November 2019	226	19	8.4%
December 2019	237	26	11.0%
January 2020	224	20	8.9%
February 2020	200	11	5.5%
March 2020	195	18	9.2%
April 2020	155	6	3.8%
May 2020	191	15	7.8%
June 2020	199	12	6%
July 2020	215	22	10.2%

<i>Fire - Month</i>	<i>Total Count</i>	<i>Total Fail Count</i>	<i>Total Pct.</i>
May 2019	50	3	6.0%
June 2019	71	7	9.8%
July 2019	52	3	5.7%
August 2019	77	5	6.5%
September 2019	47	4	8.5%
October 2019	78	6	7.7%
November 2019	65	1	1.5%
December 2019	66	5	7.6%
January 2020	82	1	1.2%
February 2020	66	2	3.0%
March 2020	79	4	5.0%
April 2020	50	1	2.0%
May 2020	66	1	1.5%
June 2020	55	4	7.2%
July 2020	78	4	5.1%

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

**Clarke County Fire & EMS
FY 20-21 Closing Balance Summary**

Description	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	YTD Totals
Billable Calls							
Enders (Co 1)	69						69
Boyce (Co 4)	10						10
Blue Ridge (Co 8)	4						4
Total # of Billable Calls	83						83
ALS Trips Billed	43						43
BLS Trips Billed	37						37
TNT Trips Billed	3						3
Total	83						83
Calls Dispatched							
Co 1 Career	44						44
Co 1 Volunteer	7						7
Co 1 Split	48						48
Co 4 Career	8						8
Co 4 Volunteer	9						9
Co 4 Split	6						6
Co 8 Career	0						0
Co 8 Volunteer	9						9
Co 8 Split	1						1
Unknown	21						21
Total # of Calls Dispatched	153						153
Patient Payments	\$2,819.77						\$2,819.77
TNT Payments	\$50.00						\$50.00
Total Payments	\$40,489.83						\$40,489.83

FY 2021 INCENTIVE PROGRAM EVALUATION SHEET

	QUARTER 1				QUARTER 2				QUARTER 3				QUARTER 4			Qtr Avg
	JUL	JUL COV	AUG	SEPT	Qtr Avg	OCT	NOV	DEC	Qtr Avg	JAN 19	FEB	MAR	Qtr Avg	APR	MAY	
ENDERS	250.3	1631														
BOYCE w/pt	143	496														
BLUE RIDGE	20.25	133														
Total All	413.6	2260	0	0		0	0	0		0	0	0		0	0	0
# FTE (208hrs)	1.99	10.87	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00

Receive Incentive of \$1250.00 per quarter, minimum avg hours-120

	Qrt 1	Qrt 2	Qrt 3	Qrt 4
ENDERS				
BOYCE				
BLUE RIDGE				

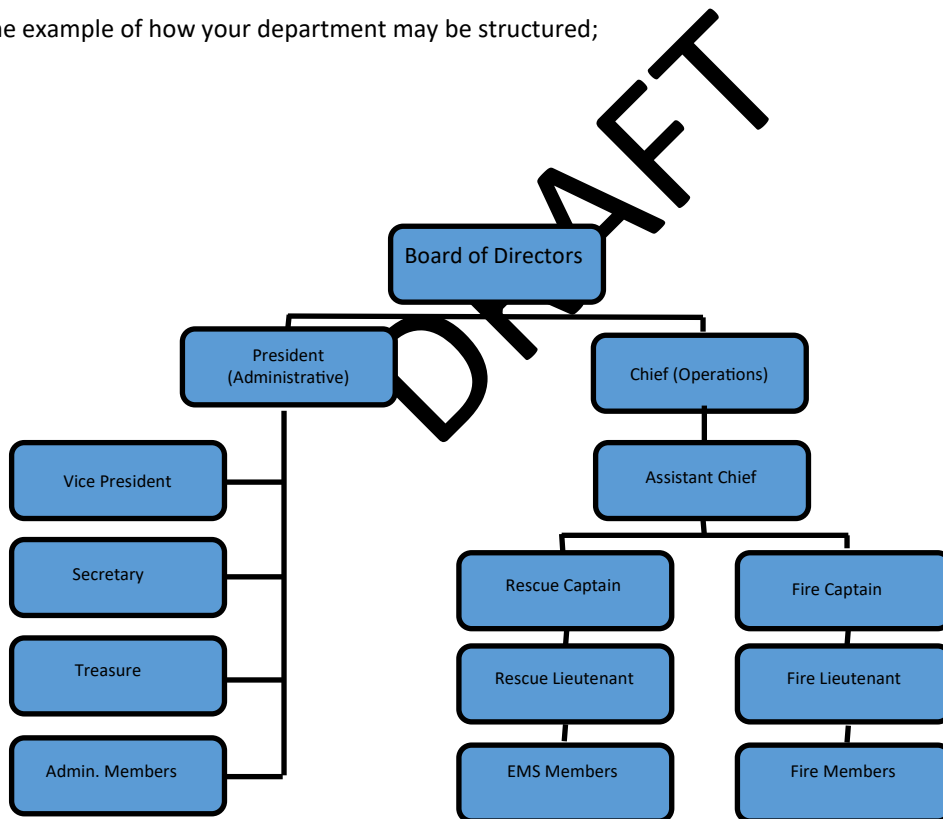
COMMUNICATIONS AND FIRE DEPARTMENT STRUCTURE

Although there are many different organizational structures in the fire service most volunteer departments are made up of two distinct yet tightly integrated parts—an administrative section and an operations section. The administrative section is led by a president, vice-president, secretary, treasurer and a board of directors. Often the president serves as the CEO—Chief Executive Officer of the fire department.

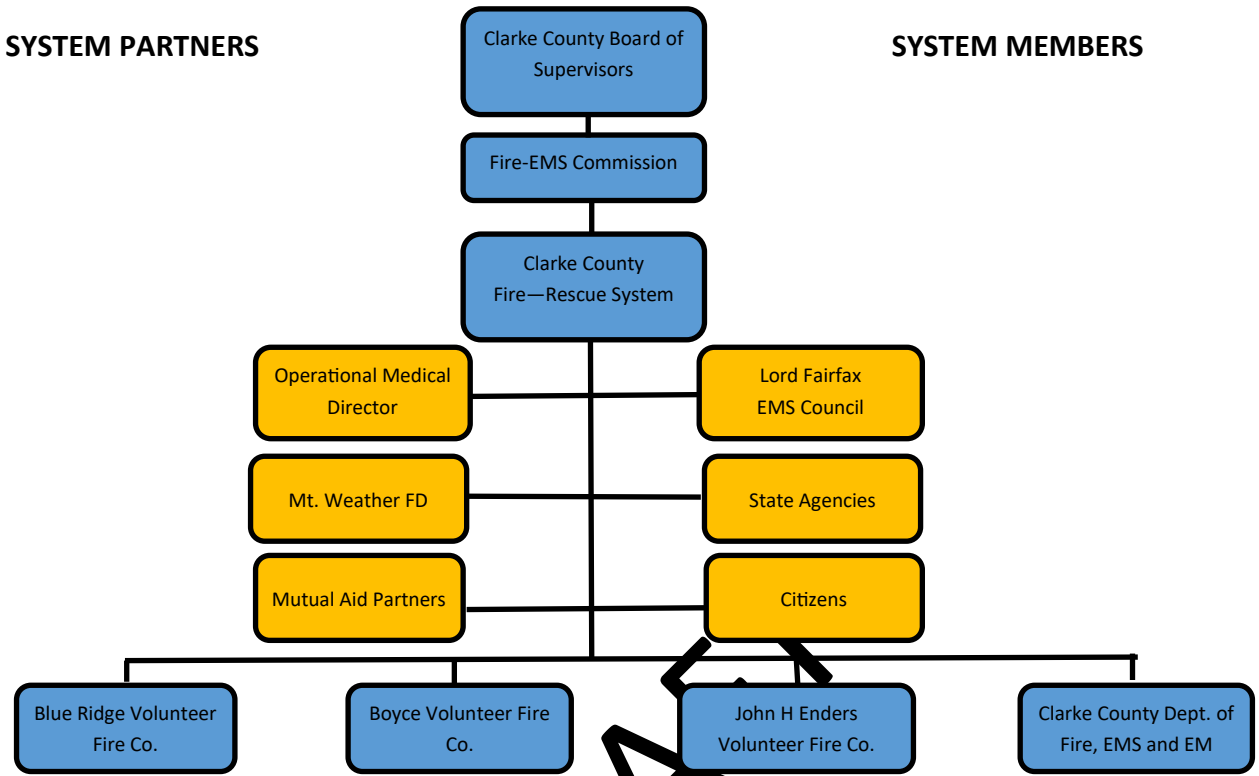
The operations section is led by the fire chief. He or she serves as the COO—Chief Operating Officer of the fire department. He/she oversees what is called the “chain of command.” This chain of command is very important in that it provides clear direction, lines of communication and accountability for everyone involved in the chain.

In the Clarke County Fire—Rescue system you have 3 different departments. Each of these departments have a Chief and a President. What may vary is the responsibilities of each in their organization. Make sure you know the structure of your department. This will help you in determining who you need to go to when faced with a problem or question.

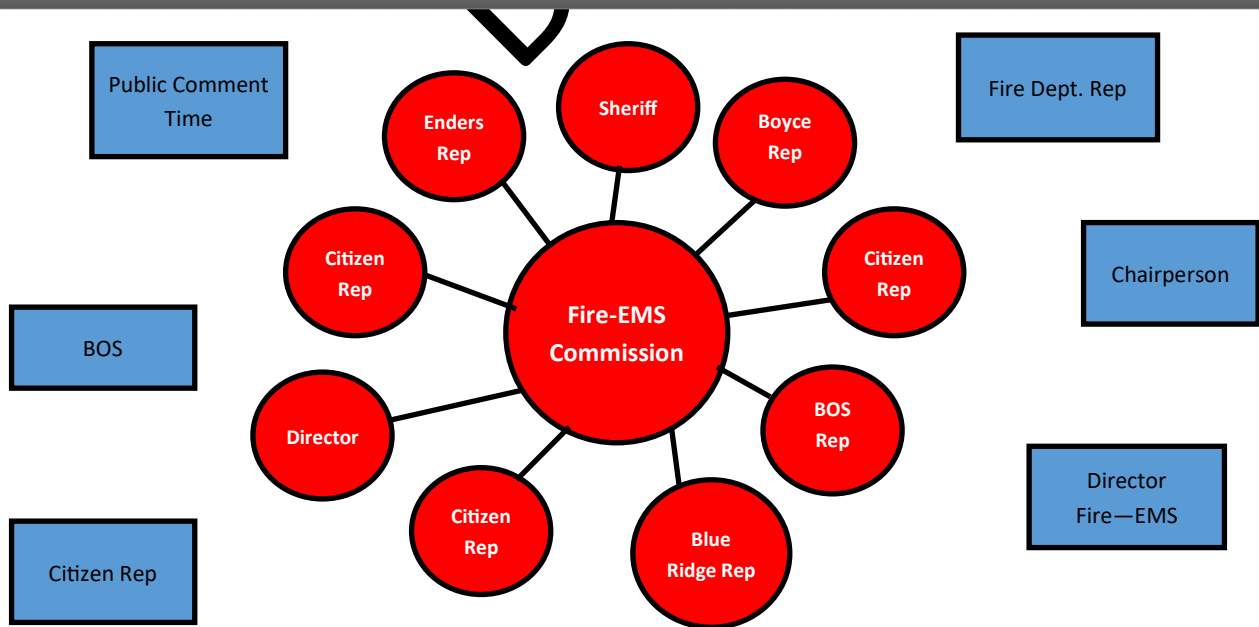
One example of how your department may be structured;



FIRE—RESCUE SYSTEM COMMUNICATIONS STRUCTURE



How to Communicate with the Fire—EMS Commission



Methods to bring topics/concerns before the Commission

Commission Members

FY 2021 OVERTIME REPORT

	Jul 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Total
Extra Shift	240												240
Late/Early Calls	5.5												5.5
Waiting Relief	0.75												0.75
Training	34.25												34.25
Other	31.25												31.25
Other-COVID	20.5												20.5
PT Over Hours	0												0
	332.25	0	0	0	0	0	0	0	0	0	0	0	332.25

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Leave Hours(Month)	431.9												431.9
EL Hours(Month)	0												0

-Annual CEU training

Other

- Staff Meetings
- Meetings
- Grant Work
- Pub Ed events

Notes

Jul 19	Several vaction days, new applicant testing, Image Trend Conf. (virtual), limit PT availability
Aug 19	
Sept 19	
Oct 19	
Nov 19	
Dec 19	
Jan 20	
Feb 20	
Mar 20	
Apr 20	
May 20	
Jun 20	



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

DIRECTORS REPORT

Month-August 2020 (updated 8/5/2020)

Standard Reports

-Response Report –See the attached reports

-Billing Report – \$40,489.83 in revenue for month (\$2,869.77 of TNT and patient balances)

Updates-

- Top 3 categories for Errors – These errors seem to be the top for the past 3 months
 - Other (missing reports)
 - Procedures
 - Crew
- Recent SOGs adopted:
 - None
- Upcoming SOGs
 - None

-Emergency Management – Continues to be a busy time for Emergency Management

- LEMPG Grant for FY 21 is open and items have started to be purchased. This includes 1 new reporting computer and mounting hardware
- I am working on developing a 3 year Emergency Management training calendar. This calendar will focus on specific tasks by Emergency Services Functions (ESFs) – **Update – Due to pandemic this has been postponed, unknown timeline**
- A Department of Labor –Emergency Temporary Standards Infectious Disease Prevention: SARS-CoV-2 Virus that Causes COVID-19 was released last month. We have been working with County Administration to fill the requirements of this new standard.
- Weekly Conference calls with State and Federal partners on statuses. Additionally, bi-monthly meetings with our most vulnerable populations. **Update – These meetings continue, with focus on continued PPE demands, school needs and government re-opening plans**

Office: 540-955-5113

101 Chalmers Ct., Suite B
Berryville, VA 22611

Fax: 540-955-5180

- Working with County Administrator, JAS Director to review the CARES Act local funding provided through pass-through by the state. **Update – An approximate budget was given to the board, several items were approved as COVID purchases. Fire – EMS purchases include-AeroClave (1 for now, possibly more in the future), One Screen body temperature and screening system, more PPE and PSTRax program to track Apparatus, Station supplies and PPE.**
- Submitted a AFG-COVID supplemental grant for SCBA adaptors w/filters and infection control kits for all providers – **Update – Did not receive**
- Developed a Pandemic Plan for County EOP (annex) in review and should be ready for comments in the coming months. - **Update – Looking at having a 3rd party company take a look at the plan and use CARES Act funding to pay for it.**
- Hurricane Isaias went through our area pretty quick, our area did not receive much damage but other areas to the east of us did.
- We have been developing SOG related to the Pandemic and the County EOP, these SOG's would only be activated in a declared emergency

-Budget

- We have been awarded our RSAF grant for Handtevey for a total amount of \$7,600.52 this is a 50/50 grant (\$3,800.26-State, \$3,800.26-Local). Most of these items have been purchased and starting to come in. Hope to have the program up and running within 60 days. It was discovered that parts of the protocols associated with this program were wrong, corrections made.
- We were awarded the AFG – COVID grant, this grant will purchase SCBA mask filters and Infection Control Kits total of grant is \$14,400, it is a 95/5 grant.
- One grant is still pending – AFG for Radios, announcements have started to come out about COVID but we have not heard as of yet.
- The County Administrator and the JAS Director have sent out a survey to all personnel about this past year's budget process for comments, concerns. This survey was sent to the volunteer departments as well.
- It was originally planned to submit for an RSAF grant (fall) for the Physio Cloud integration, since this item is in contingency, we are waiting until the spring grant cycle.

-Strategic Goals

1) Strategic Vision and Effective Leadership

- The Chiefs are reviewing some programs that will track certifications management to meet the objectives identified in the Strategic Plan. **Update – No update at this time**
- The County Administrator has requested the Commission hold off on any further review of the Use Agreement, CIP Plan and Fiscal Policy until the group meets in August (8/11/2020).

2) Fire and EMS Operations

- SAFER positions Update- A new employee has been hired to replace employee that left, Mr. Caleb Taylor starts on August 18th.
- New MDT's have been ordered and are now in, IT is working on setting them up.
- We promoted 2 personnel (Mr. Mark Barenklau & Mr. Wade Wilson) to the position of Lieutenant. This was part of the budget request for FY21.
- Blue Ridge VFC has submitted a staffing request (see attached letter), options are being discussed with the BOS and this group.

3) Recruitment and Retention

- High Risk Retirement study – High risk retirement study request has been submitted to VRS, they will be working on the study and it is expected to be back in September or October.

4) Resource Management

- We have submitted our request for 2020 Emergency Response Guidebooks (ERG's) to the state. **Update – I have not heard back on this yet.**
- The Medicare project has been delayed by 1 year

5) Health and Safety

- Insurance Claims for the month –
 - Umbrella Liability –
 - None
 - Auto –
 - None
 - Property –
 - None
 - Workers Comp. –
 - None
- Physical company back up and annual physicals have started.

6) Employee Development

- The “in-county” EVOC Class has been rescheduled for Oct. 24 &25

7) Community Outreach

- Nothing new to report at this time.

Other remarks

**Blue Ridge Volunteer Fire & Rescue Co.
131 Retreat Road
Bluemont, VA 20135**

July 29, 2020

Chris Boies

County Administrator
County of Clarke, Virginia
101 Chalmers Ct.
Berryville, Virginia 22611

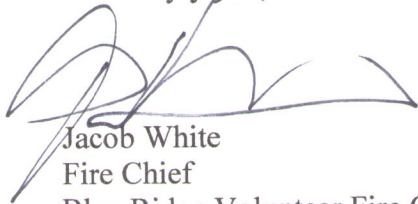
Dear Mr. Boies,

I am requesting immediate 24/7 coverage at Blue Ridge Volunteer Fire Company. Since staffing was removed from our station we have struggled to respond to emergency incidents and our response times have increased. Blue Ridge was not in favor of the change in staffing, knowing that it would have a negative impact on our response times, adequate staffing, and service to our community.

Availability of volunteers varies greatly at Blue Ridge. Many of our members do not work a regular schedule. Schedules are predictable, however, member availability is not. We are a from-home-response station, it is not feasible for a small membership to pull duty at the station away from their families. Also, we have lost several members that have recently moved.

The SAFER grant was written to staff several stations including Blue Ridge Volunteer Fire Company. System members were expecting the staffing plan that was approved by the Commission and included in the SAFER grant narratives to be followed. Obviously, this is not the case and our membership has been left to fill the void. We will continue to do our best to respond to emergency incidents, however, we implore you to reconsider staffing assignments.

Sincerely yours,



Jacob White
Fire Chief
Blue Ridge Volunteer Fire Company