



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

AGENDA

March 11, 2021

6:30pm

Clarke County Government Center – Meeting Room AB

1. Approval of Agenda
2. Public Comment
3. Approval of Minutes – February 11th, 2020 (p. 3-5)
4. Committee Reports – Information Only
 - Standards – See Attached report (p. 6-14)
 - Technology – See attached minutes (no meeting)
 - Budget/Recommendation– Update only
5. Unfinished Business
 - Incentive program review – Information (p. 15)
 - Communications/Succession Document-Final Draft (see previous documents)
 - OT Report-Information only (p. 16)
 - Blue Ridge Staffing update – Information only (p. 17-18)
 - Strategic Plan Update – Section I review (p. 19-26)
6. Report from the Director of Fire and EMS – Information Only (p. 27-30)
7. New Business
8. Summary of required action

9. Adjourn

All meeting documents will be distributed at meeting. Next meeting is on April 8th, 2021 at 6:30pm in the Clarke County Government Center – Meeting Room AB



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

MINUTES

February 11th, 2021 6:30pm

Clarke County Government Center – Meeting Room AB

Attendees: Diane Harrison, Chairman
Matt Hoff
Randall Loker
Keith Veler
Tony Roper
David Weiss
Randy Buckley
David Beatty

Absent:

Staff: Chris Boies
Brian Lichty
Melanie Radford

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

1. Mr. Hoff 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 January 14th, 2021 minutes. The motion was passed with all in favor.
4. Committee Reports
 - Standards - Mr. Lichty reviewed with the group. Ms. Harrison inquired if Mr. Lichty thinks they will see the five highlighted box number averages (page 12) coming up in the future. Mr. Lichty commented that he has met with both of the new Chiefs from Warren County and Mt. Weather and they are hopeful making some adjustments may help. No other comments or questions.
 - Technology - Mr. Roper informed the group that no meeting was held.

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.

- Budget/Recommendation - Directors Budget Request
Discussion – Mr. Lichy briefly summarized the changes in his requests. The group discussed the costs associated with the potential hiring of additional full time career staff, the effects it could have on the tax payers, the process and time involved with bringing in new volunteers, utilization and the cost comparison of full time versus part time staffing, the probability of positive impacts to response times, the need and the request for staffing assistance at Blue Ridge, the initial enhancement of a volunteer system moving more in the direction of all paid career staff, the obligation and let down to the citizens if the volunteers are unable to run the calls, a gap built as a combination system, the goals of the recruitment/retention committee, the possibility of a juniors program, looking at current company roosters, and defining what is a successful volunteer in the County. Mr. Loker made a motion to approve the Directors budget request as presented with the exception of the full time staffing request for Blue Ridge. Votes cast, Aye-Mr. Hoff, Mr. Loker, Mr. Buckley, Mr. Veler, Mr. Roper; Nay-Ms. Harrison, Mr. Beatty. The motion was passed 5-2. Mr. Loker made a motion to change the Directors full time employee request to 2 personnel and maintain part time staffing. After further group deliberation, Mr. Loker withdrew his original motion and made a new motion to recommend to the BOS the Directors’ budget requests as presented. Votes cast, Aye- Mr. Loker, Mr. Beatty, Ms. Harrison, Mr. Roper, Mr. Veler, Mr. Buckley; Nay-Mr. Hoff. The motion was passed 6-1.

5. Unfinished Business

- Incentive program review - Mr. Lichy reviewed with the group. No comments or questions.
- Communications/Succession Document-Final Draft-postponed until further notice.
- OT Report - Mr. Lichy reviewed with the group. No comments or questions.
- Blue Ridge Staffing update - Mr. Lichy reviewed with the group. No comments or questions.
- Strategic Plan Update - 1st Draft information only

6. Report from the Director of Fire and EMS - Mr. Lichy reviewed with the group.
Discussion - No comments or questions.

7. New Business - None

8. Summary of required action

- Nothing at this time.

9. Mr. Beatty made a motion to adjourn. The motion was passed with all in favor at 7:55pm.

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 Transcribed by Melanie Radford

DRAFT

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: March

Total responses in question for month-	27		
11 Minute-No response(True Fail)-	15	Percent of total in question-	55.6%
Delayed Response-	1	Percent of total ALL CALLS-	5.2%
Overburden-	10		
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)-	291
Total responses in question for month-	27
Percentage of Responses for Month-	9.3%

Blue Ridge Vol. Rescue	
Total Responses-	30
11 Minute-No Response-	11
Percentage of total responses-	36.7%
Overburden-	3

Blue Ridge Vol. Fire	
Total Responses-	13
11 Minute-No Response-	2
Percentage of total responses-	15.4%
Overburden-	0

Boyce Vol. Rescue	
Total Responses-	40
11 Minute-No Response-	2
Percentage of total responses-	5.0%
Overburden-	2

Boyce Vol. Fire	
Total Responses-	15
11 Minute-No Response-	0
Percentage of total responses-	0.0%
Overburden-	3

Enders Vol. Rescue	
Total Responses-	154
11 Minute-No Response-	0
Percentage of total responses-	0.0%
Overburden-	0

Enders Vol. Fire	
Total Responses-	39
11 Minute-No Response-	0
Percentage of total responses-	0.0%
Overburden-	2

OB	Overburdened	10
TU	True Failure	15
DR	Delayed Resp.	1
RE	Removed	1
TOTAL		27

*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.

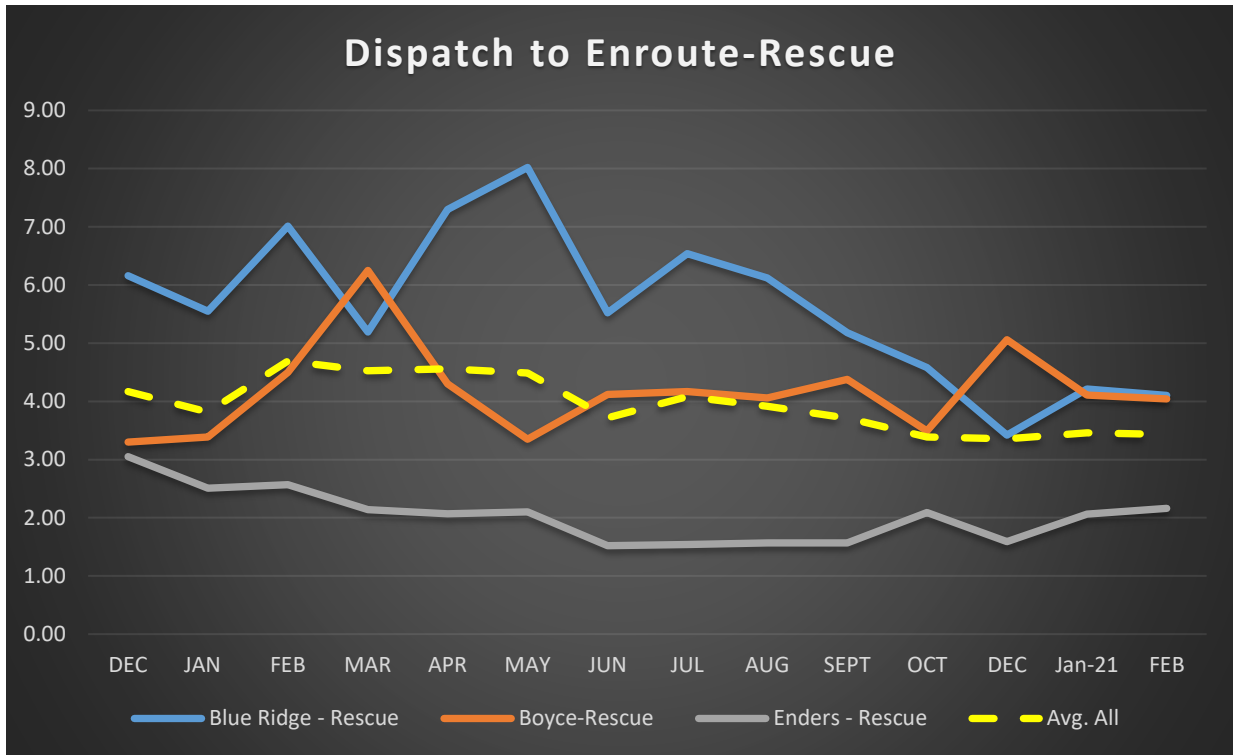
Overburdens (OB)– When a company was tasked to respond with multiple units from a single company, but was unable respond with all requested units prior to the 11-min failure mark.

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

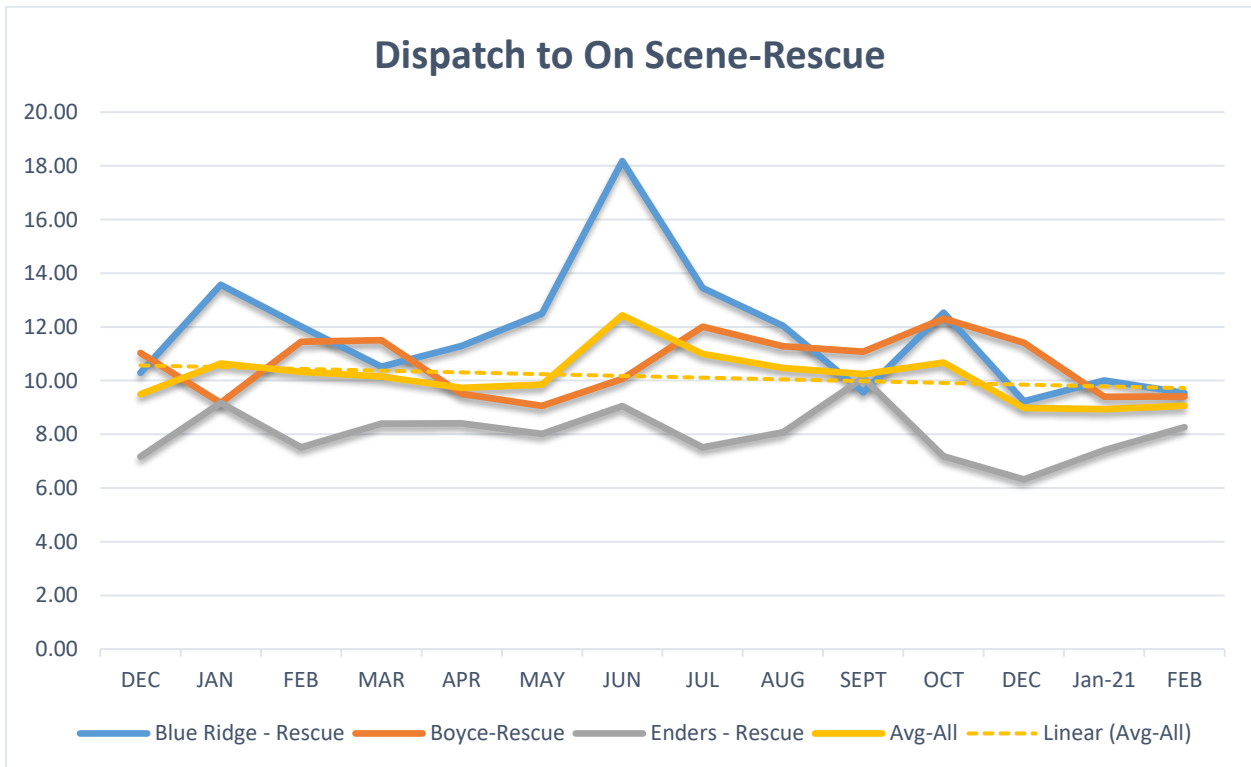
Removed (RE) – The information provided did not any of the above criteria and the sub-committee removed the incident from the failure list.

MUTUAL AID RESPONSES

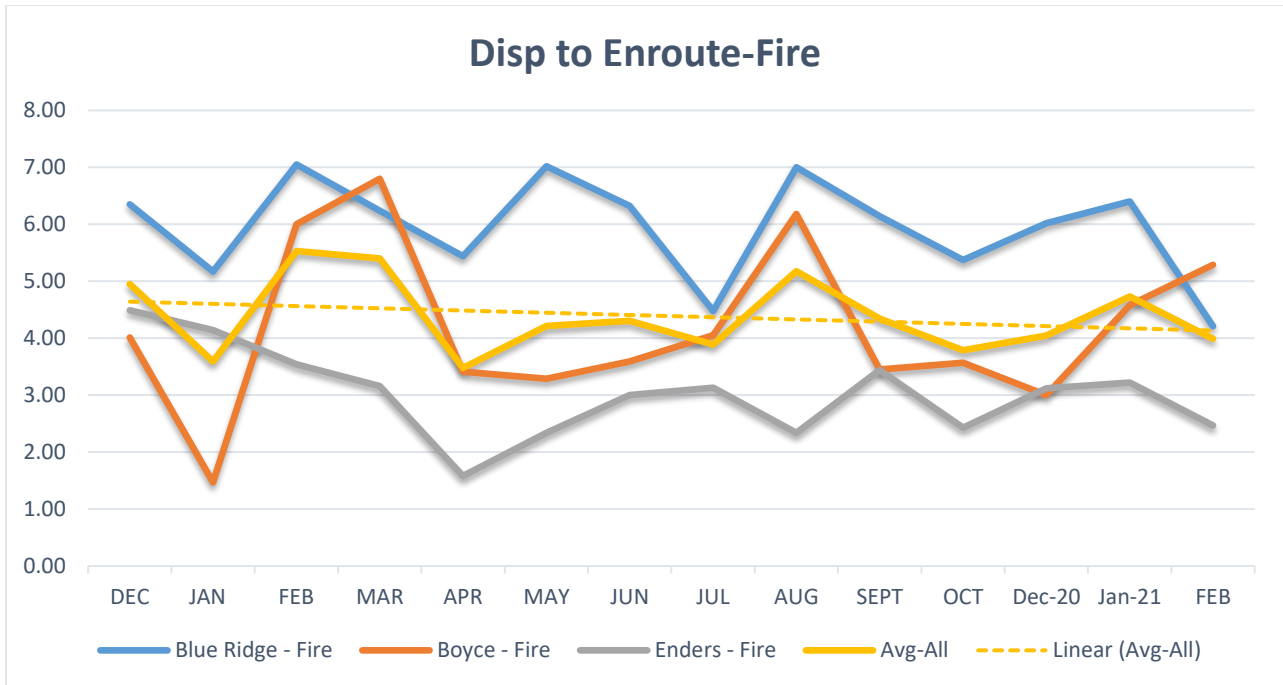
	JAN 21	FEB 21	MAR 21	APR 21	MAY 21	JUN 21	JUL 21	AUG 21	SEPT 21	OCT 21	NOV 21	DEC 21	TOTAL
Mt. Weather-EMS	0	0											0
FIRE	0	0											0
MA-Given/Request	0	0											0
Warren Co.-EMS	5	8											13
FIRE	2	6											8
MA-Given/Request	0	1											1
Frederick Co.-EMS	7	6											13
FIRE	4	4											8
MA-Given/Request	4	4											8
Fauquier Co.-EMS	2	4											6
FIRE	0	1											1
MA-Given/Request	0	0											0
Loudoun Co.-EMS	4	3											7
FIRE	1	2											3
MA-Given/Request	0	0											0
TOTAL(MA REC)-	25	34	0	0	0	0	0	0	0	0	0	0	59
TOTAL CALLS MO.-	273	291											564
% OF TOTAL CALLS-	9.2%	11.7%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	10.5%



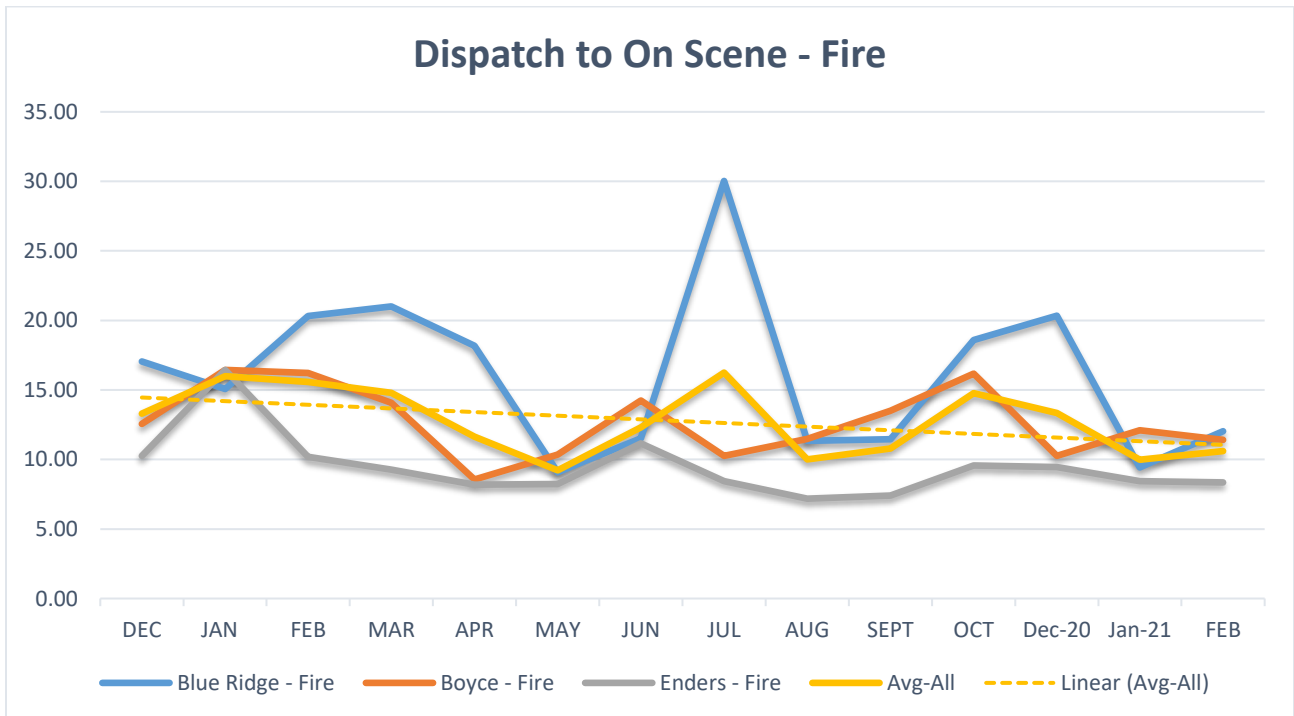
Graph 1.1



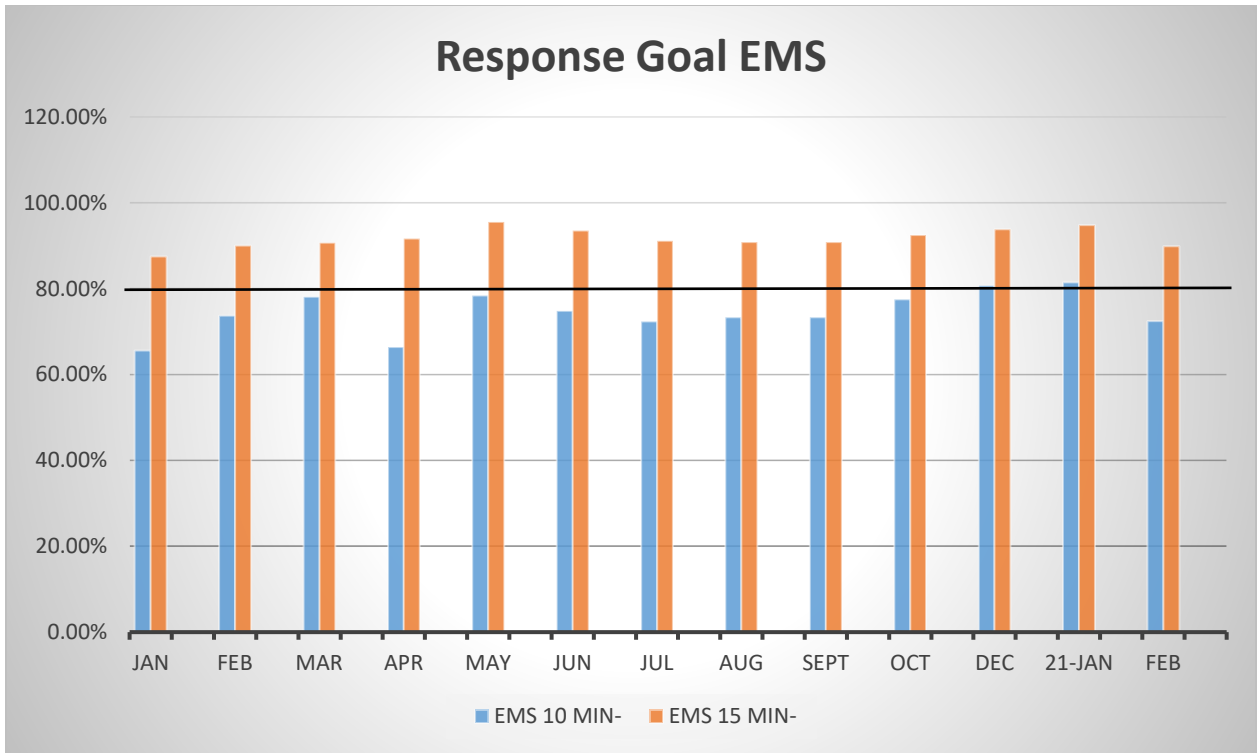
Graph 1.2



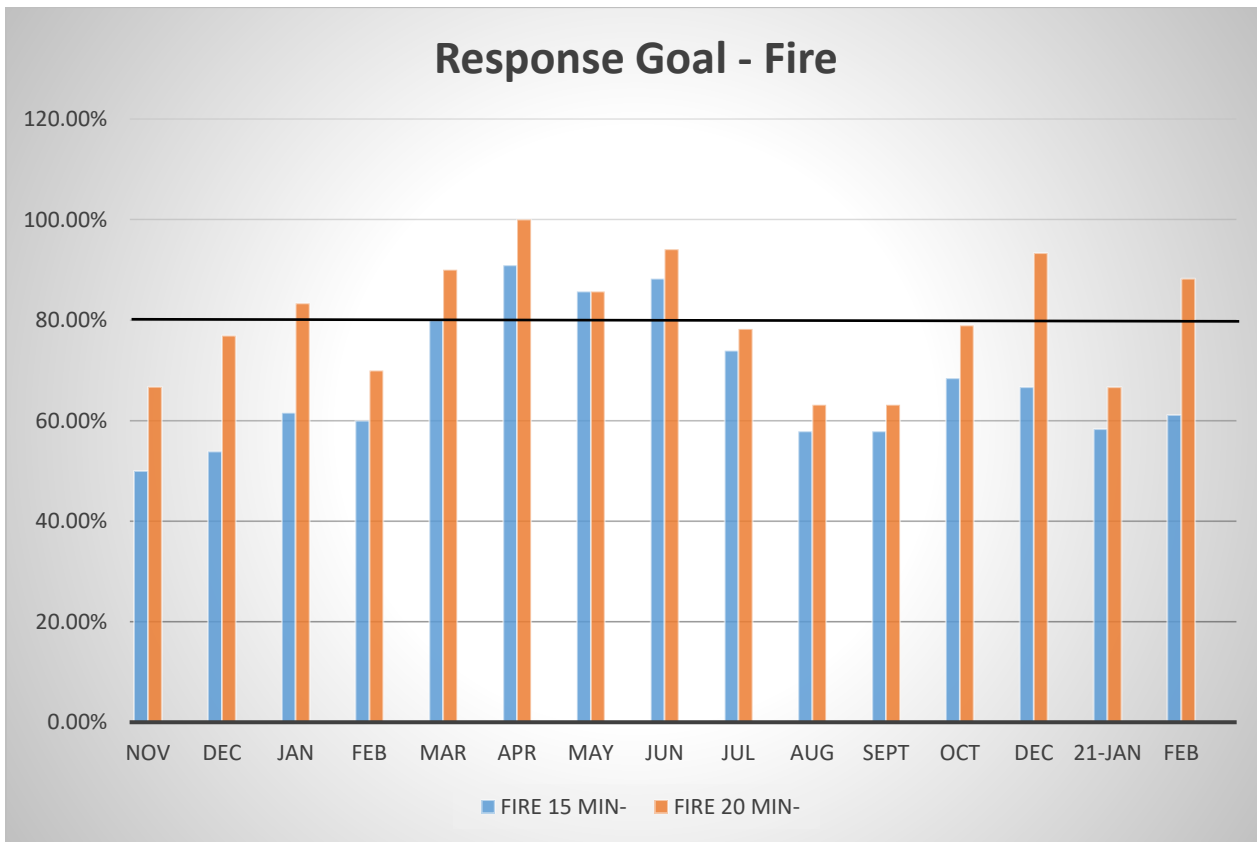
Graph 1.3



Graph 1.4



Graph 1.5



Graph 1.6



Division of Fire and Rescue Services

Yearly Response Report

January 1st 2021 – December 31st 2021

<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	28	70											
Enders-EMS	147	123											
Boyce-Fire	20	15											
Boyce-EMS	44	40											
Blue Ridge-Fire	9	13											
Blue Ridge-EMS	25	30											

<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	77											
Boyce	4	1											
Blue Ridge	0	0											

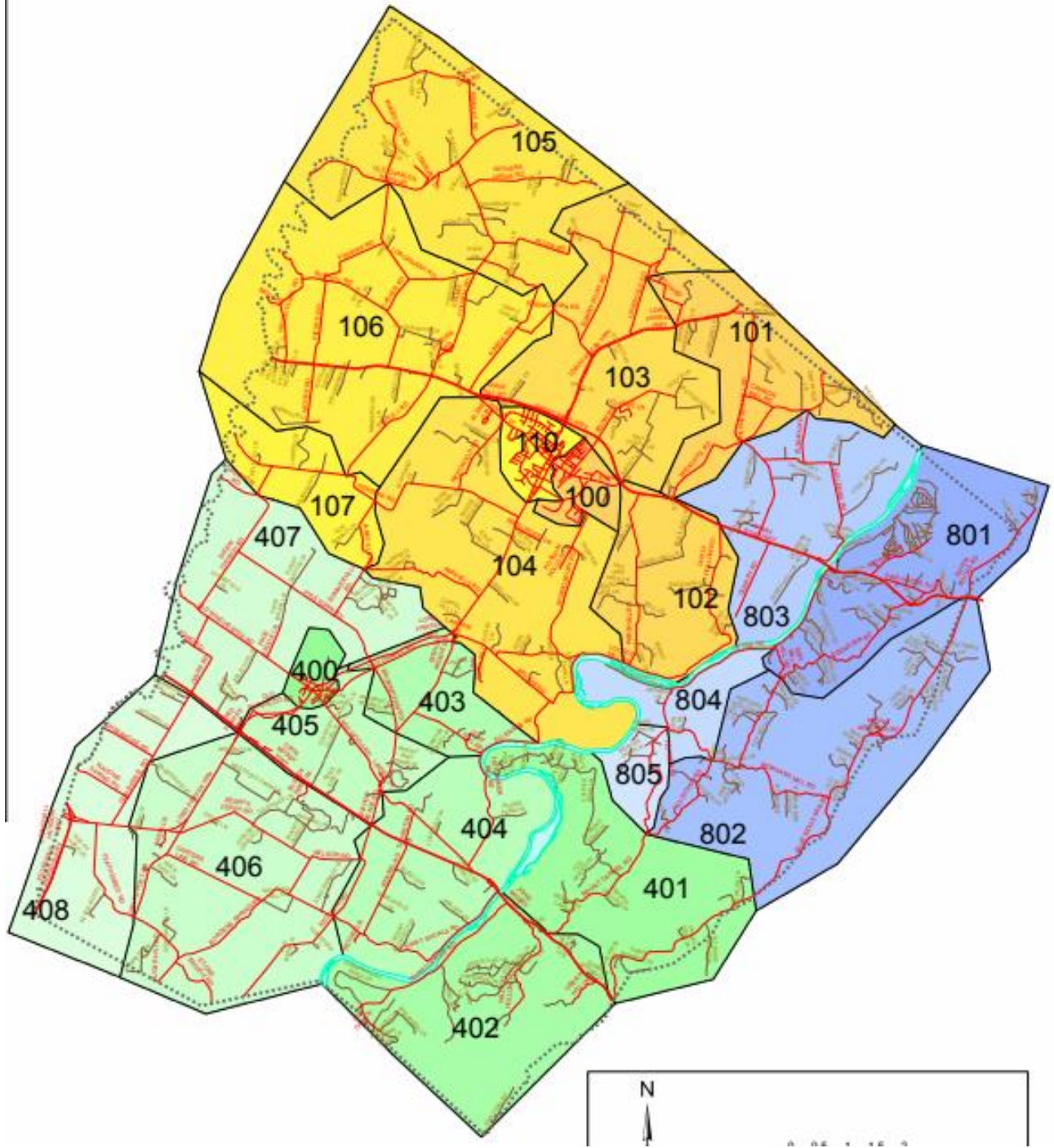
Clarke County Fire & EMS
FY 20-21 Closing Balance Summary

Description	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	YTD Totals
Billable Calls										
Enders (Co 1)	69	78	83	75	74	69	79	76		603
Boyce (Co 4)	10	16	8	10	11	5	18	10		88
Blue Ridge (Co 8)	4	6	4	5	7	6	8	4		44
Total # of Billable Calls	83	100	95	90	92	80	105	90		735
ALS Trips Billed	43	48	48	43	48	44	44	51		369
BLS Trips Billed	37	47	41	41	44	33	58	37		338
TNT Trips Billed	3	5	6	6	0	3	3	2		28
Total	83	100	95	90	92	80	105	90		735
Calls Dispatched										
Co 1 Career	44	55	64	37	53	52	62	75		442
Co 1 Volunteer	7	8	1	4	8	7	3	2		40
Co 1 Split	48	52	40	66	41	37	39	43		366
Co 4 Career	8	2	1	1	0	1	3	2		18
Co 4 Volunteer	9	8	11	8	8	9	13	15		81
Co 4 Split	6	10	14	13	8	7	16	10		84
Co 8 Career	0	0	2	4	5	7	7	4		29
Co 8 Volunteer	9	9	7	3	1	0	1	2		32
Co 8 Split	1	2	0	0	3	1	1	3		11
Unknown	21	15	14	18	17	15	14	10		124
Total # of Calls Dispatched	153	161	154	154	144	136	159	166		1227
Patient Payments	\$2,819.77	\$3,861.55	\$3,861.54	\$5,189.46	\$1,520.28	\$2,780.17	\$3,484.25	\$4,433.49		\$27,950.51
TNT Payments	\$50.00	\$150.00	\$450.00	\$500.00	\$350.00	\$0.00	\$185.00	\$0.00		\$1,685.00
Total Payments	\$40,489.83	\$30,259.54	\$34,232.57	\$31,659.62	\$39,302.66	\$42,991.06	\$28,526.27	\$34,987.32		\$282,448.87

BOX NUMBER RESPONSE TIMES (Disp. to On Scene)

Updated-3/3/21

Box	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan (21)	Feb	Avg.	# Mo. Under 15m	# of Mo.	
100	6.49	6.4	5.38	5.26	6.02	4.42	5.27	5.27	4.21	5.37	4.56	5.41	4.34	5.01	5.24	14	14	100%
101	7.17	12.56	8.32	10.22	8.05	7.42	9.27	12.55	7.01	12.37	13.5	9.02	7.58	5.39	9.32	14	14	100%
102	9.49	11.32	NA	8.13	6.35	9.27	11.5	11.22	9.56	12.59	8.47	8.53	10.14	12.51	9.93	13	13	100%
103	11.32	8.53	8.37	6.17	7.03	7.12	7.21	12.43	7.11	7.59	6.09	9.11	8.20	7.58	8.13	14	14	100%
104	8.36	9.58	11.16	7.41	9.11	7.49	11.32	6.55	7.01	8.49	6.21	8.30	8.43	13.13	8.75	14	14	100%
105	14.44	NA	13.41	12.54	13.38	15.11	13.16	NA	12.54	14.19	15.22	12.41	12.25	16.11	13.73	9	12	75%
106	10.3	10.42	7.22	9.11	9.53	9.24	12.08	9.3	10.12	10.2	9.31	12.39	10.32	12.13	10.12	14	14	100%
107	10.28	10.59	13.4	10.21	14.39	10.45	11.45	14.47	NA	12.11	12.55	NA	10.21	21.59	12.64	11	12	92%
110	6.4	6.01	5.31	5.1	5.14	5.35	5.15	5.25	5.38	5.05	5.12	4.51	6.09	5.12	5.36	14	14	100%
400	9.22	5.55	9	16.02	9.06	6.52	7.55	3.37	8.5	8.11	10.2	9.37	5.30	7.52	8.24	13	14	93%
401	NA	NA	5.52	NA	14.45	17.31	22.59	NA	NA	17.48	17.55	NA	NA	NA	15.82	2	8	25%
402	13.59	16.52	15.35	23.4	7.26	13.23	17.34	12.14	15.31	17.24	13.41	22.57	17.57	18.51	15.96	5	14	36%
403	10.55	7.59	NA	9.59	7.56	8.31	10.1	10.49	12.44	8.22	7.42	14.20	9.35	8.18	9.54	13	13	100%
404	11.19	11.4	12.2	13.43	13.12	11.4	9.32	13.16	12.14	15.58	8.33	NA	13.3	12.29	12.07	12	13	92%
405	9.11	8.52	9.57	8.49	NA	9.09	9.31	12.47	10.58	8.02	10.5	10.44	11.45	10.16	9.82	13	13	100%
406	12.12	12.01	14.53	13.11	8.52	15.14	13	11.38	13.32	10.48	16.21	12.44	8.57	11.58	12.32	12	14	86%
407	10.31	9.29	11.06	12.08	8.49	9.18	11.19	11.48	10.14	10.01	10.01	13.12	11.43	12.49	10.73	14	14	100%
408	11.02	9.12	10.26	NA	NA	11.38	10.29	11.43	13.36	11.46	14.04	NA	11.27	16.5	11.83	10	11	91%
801	10.17	14.19	14.29	10	12.02	10.36	12.45	10.35	12.24	10.26	10.42	9.37	9.40	11.00	11.18	14	14	100%
802	NA	17.25	18.25	18.29	16.51	NA	21.33	14.13	20.02	13.44	19.37	20.55	19.28	17.00	17.95	2	12	17%
803	9.22	10.13	10.08	8.34	NA	10.33	8.51	9.34	8.59	NA	11.41	11.47	8.19	8.50	9.51	12	12	100%
804	8.43	NA	NA	NA	18.42	22.51	NA	NA	NA	22.31	14.05	NA	NA	15.46	16.86	2	6	33%
805	NA	14.21	NA	12.19	NA	14.21	18.32	18	16.37	NA	NA	14.20	NA	10.36	14.73	5	8	63%



FY 2021 INCENTIVE PROGRAM EVALUATION SHEET

	QUARTER 1							QUARTER 2							QUARTER 3					QUARTER 4			Qtr Avg	
	JUL	JUL COV	AUG	AUG COV	SEPT	SEPT COV	Qtr Avg	OCT	OCT COV	NOV	NOV COV	DEC	DEC COV	Qtr Avg	JAN	JAN COV	FEB	FEB COV	MAR	Qtr Avg	APR	MAY		JUN
ENDERS	250.3	1631	234.5	1088	271	1029	252	233.5	1095	709	1178	280.3	1065	407.6	280.2	1003	275.3	920.8						
BOYCE w/pt	143	496	183.8	613.8	157	512	161.3	179.3	675.5	212	912.8	218.9	884.5	203.4	231	992	224	936						
BLUE RIDGE	20.25	133	77	397.5	33.3	245	43.5	27.25	223	28	155.3	16.75	88.25	24	21.5	202	0.5	125						
Total All	413.6	2260	495.2	2099	462	1786	456.8	440	1994	949	2246	515.9	2038	635	532.7	2197	499.8	1982	0		0	0	0	
# FTE (208hrs)	1.99	10.87	2.38	10.09	2.22	8.58		2.12	9.59	4.56	10.80	2.48	9.80	3.05	2.56	10.56	2.40	9.53	0.00		0.00	0.00	0.00	

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

	Qrt 1	Qrt 2	Qrt 3	Qrt 4
ENDERS	YES			
BOYCE	YES			
BLUE RIDGE	NO			

FY 2021 OVERTIME REPORT

	Jul 20	Aug 20	Sept 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 2	Mar 21	Apr 21	May 21	Jun 21	Total
Extra Shift-Leave	240	96	216	224.5	128	144	12	132					1192.5
Late/Early Calls	5.5	7.5	3.75	10	3.25	1.25	4.75	0.5					36.5
Waiting Relief	0.75	0	0	0	0	0	0	0					0.75
Training (precept)	34.25	0	1	0	0	0	182	1.75					219
Other	31.25	52.75	3.75	11.25	14	4	10	2					129
Other-COVID	20.5	8	35	18.25	41	32	24	8					186.75
PT Over Hours	0	28	22.75	0	0	0	52	4					106.75
	332.25	192.25	282.25	264	186.25	181.25	284.75	148.25	0	0	0	0	1871.25

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Leave Hours(Month)	431.9	405	492	390.75	448	192	84	108					2551.65
EL Hours(Month)	0	0	0	0	0	0	12	0					12

-Annual CEU training

Other

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

Notes

Jul 20	Several vaction days, new applicant testing, Image Trend Conf. (virtual), limit PT availability
Aug 20	Several vaction days, precepting new employee, limit PT availability
Sept 20	Several vaction days, precepting new employees, COVID related time (updated, staffing prep, etc)
Oct 20	Vacation days, OT for Co. 8 staffing as PT precepting, several COVID issues & 36hrs of COVID Leave
Nov 20	Vacation days, COVID Leave days, spike in COVID issues
Dec 20	Couple of employees out with COVID test results, 2 employees SL
Jan 21	Annual CEU classes, release paperwork new providers, PT hours over
Feb 21	Sick, Vacation Days, limited PT shift pickups
Mar 21	
Apr 21	
May 21	
Jun 21	



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



Blue Ridge Staffing COVID Update 3/1/2021

Days Staffed to date – Sept. – 3, Oct. – 12, Nov – 11, Dec – 22, Jan – 18, Feb 17,

Staffing information

Total Amount of days staffed- 83

Total Calls this month - 14

Total Calls all months – 55 (all months)

Days with no calls this month – 6

Days with no calls all months – 35 (all months)

Location of calls by box #-

Company 8			Other Companies		
Box	Current Month	Total	Box	Current Month	Total
801	3	16	104	0	1
802	3	9	110	0	3
803	2	9	100	1	4
804	1	3	105	0	2
805	1	2	102	0	2
			103	1	3
			101	1	1
			406	1	1

Response Times –

Dispatch to on scene

Box	With Staffing	Without Staffing
801	7.2	10.8
802	8.7	14.02
803	6.8	6.8
804	14	17.25
805	13	18.5

Other items for the month-

- Working with Chief on integrating new vehicle, station check system
- Continue to clear drivers
- Assisting with updating supply program



2020 – 2025 Strategic Plan Review

Review Plan

- ▶ **Section I** – Includes the following (March 2021);
 - ▶ Executive Summary
 - ▶ County History
 - ▶ Company Histories
 - ▶ Organizational Overview
 - ▶ Planning Process
- ▶ **Section II** – Includes the following (April 2021);
 - ▶ Celebrating Success
 - ▶ Challenges
 - ▶ Mission, Vision & Values

Review Plan

- ▶ **Section III** – Includes the following (May 2021);
 - ▶ Strategic Goal 1
 - ▶ Strategic Goal 2
 - ▶ Strategic Goal 3
 - ▶ Strategic Goal 4
- ▶ **Section IV** – Includes the following (June 2021);
 - ▶ Strategic Goal 5
 - ▶ Strategic Goal 6
 - ▶ Strategic Goal 7

Review Plan

- ▶ **Section V** – Includes the following (July 2021);
 - ▶ Plan Implementation
 - ▶ Final Review

Executive Summary

- No significant changes from 2015-2020 Plan

County History

- No significant changes from 2015-2020 Plan

Company Histories

- No significant changes from 2015-2020 Plan

Organizational Overview

- Added information on expenditures over past 5 years (p. 8)
- Added 4 years of total calls and response times (p. 9)
- Updated career personnel organizational chart (p.9)
- Updated Personnel breakdown and volunteer certifications (p. 10-11)
- Updated Apparatus information (p. 11)

Planning Process

- No significant changes from 2015-2020 Plan



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

DIRECTORS REPORT

Month-March 2021 (updated 3/4/2021)

Standard Reports

-Response Report –See the attached reports

Updates-

- Top 3 categories for Errors – 12 provider errors this month
 - Procedures
 - Other
 - ?
- Recent SOGs adopted:
 - None
- Upcoming SOGs
 - Uniform policy (career review)

-Emergency Management –

- Vaccines –
 - State has moved to a State site for sign up VDH does have a couple in our area – not sure on all the locations
- Submitted an AFG-COVID supplemental grant for SCBA adaptors w/filters and infection control kits for all providers – **Update – First items have been submitted for reimbursement, have received first reimbursements, second will be submitted soon**
- Fire-Rescue COVID page now has updates on the amount of people per population are posted on website. **Update – We are not having very many users on this, if it stays at low viewings over the next 30 or so days it will go down.**
- First submissions for the LEMPG reimbursement have been submitted.

-Budget

- Grants –

Office: 540-955-5113

101 Chalmers Ct., Suite B
Berryville, VA 22611

Fax: 540-955-5180

- Enders – Possible Grant for another ambulance RSAF not sure if Spring or Fall
- Boyce –RSAF grant for power cots
- Blue Ridge – AFG for Brush Truck Replacement and Cascade system
- CCFR –
 - Rural AED – Pending
 - AFG - Radios/SCBAs
 - RSAF-Lifepack 15 cloud integration
- Have worked out deal with City of Manassas to purchase some SCBA masks (they changed theirs) this is part of the SCBA FIT testing program, goal is to get everyone who uses an SCBA to have their own mask in the system.
- Fire – Rescue has presented their budget to the Finance committee, the County Administrator has made his recommendation which stand at the following;
 - Recommended approval of \$75,000 in Major Capital for repeaters, this is part of the Radio project and will be further evaluated after change over to updated system.
 - Recommended approval of AFG grant for Major Capital to replace SCBA & Radios.
 - Blue Ridge Staffing – Has recommended the approval of 2 part-time personnel for 5 days a week, 52 weeks for the year
 - Recommended change in Tuition Reimbursement program from \$2,000 to \$6,000
 - Recommended change in Volunteer Recruitment from \$5,000 to \$10,000
 - Recommended a 5% employee salary raise to match state raise
 - Recommended hold of Warren County Allotment until meeting with Warren County Administrator.
 - All other items recommended, the finance committee with continue to review all items before making their full recommendation to the full BOS.

-Strategic Goals

1) Strategic Vision and Effective Leadership

- Training Committee (held 4th Tuesday each month at Blue Ridge)– Working on finalizing the FFI & II schedule, finalizing County Orientation program, also working on survey for classes needed. Also looking to get information from the EMS Committee meeting on next round of CEU classes
- Recruitment Committee (held 3rd Wednesday each month at Boyce) – 2 Companies represented. Working on collecting information on what they would like to see from committee, how to track new member information and different recruitment ideas. Working on meeting with schools and each individual Company to talk about programs and plans.

2) Fire and EMS Operations

- Mt. Weather
 - Mt. Weather will start running calls with the county on March 15th, we will be doing a test the week prior to make sure on procedures and notifications. We are doing this on a limited scale, see how things go and will review in 30 days. Also working to get them set up with a CAD monitoring station.
- Warren Co. 6 – Working to get them set up with a CAD monitoring station. There is a new Captain there and will be working on improving the response times on that box.

3) Recruitment and Retention

- Committee information – see above

4) Resource Management

- Insurance – Working with VFIS University to set up some of our online classes and hope to have this up soon as we add personnel to the site.

5) Health and Safety

- Insurance Claims for the month –
 - Umbrella Liability –
 - None
 - Auto –
 - None
 - Property –
 - None
 - Workers Comp. –
 - None

6) Employee Development

- Part-time employees hired are a different stages of release, 2 top priorities are ambulance driver release and precepting. **Update – Down to 3 that need to complete precepting only a few calls left.**
- We have had one Full-Time employee submit his resignation, going to work for DC Fire & EMS, his last day will be March 31st. We have 2 part-time employees that have expressed interest in Full-Time employment. Will probably set up another round of testing.
- We have one Full-Time employee that has been placed on light duty as they work to complete some stuff on their physical.

7) Community Outreach

- Nothing new to report

Other remarks