



Clarke County Fire & EMS Commission

Berryville-Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611
Main Meeting Room

Thursday, November 10, 2022 6:30 pm

Item

1. Call to Order
2. Approval of Agenda
3. Public Comment
4. Approval of Minutes
 - July 14, 2022
5. Introduction - Director Wayne Whetsell
6. Director Update
 - Fire-Rescue Advisory Group
 - Budget Process Discussion
 - Emergency Operations Plan status
 - Standard Operating Guidelines (Approved/Drafted)
 - AFG Grant Status
 - Infectious Disease Control Plan
7. Company Updates - Enders, Boyce, Blue Ridge
8. New Business
9. Summary of Required Actions
10. Adjournment



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MINUTES

Thursday, July 14th, 2022 6:30 pm

Attendees: Diane Harrison, Chairman
Van Armacost
Randy Buckley
Randy Loker

Absent: David Weiss
Tony Roper
Bryan Conrad

Staff: Chris Boies
Pam Hess
Don Jackson
Melanie Radford

Item

1. Call to Order - Chairman Harrison called the meeting to order at 6:32pm
2. Mr. Buckley made a motion to approve the agenda. The motion was passed with all in favor.
3. Public Comment - None
4. Mr. Armacost made a motion to approve the April 14th, 2022 minutes. The motion was passed with all in favor. Mr. Buckley made a motion to approve the June 27th, 2022 minutes. The motion was passed with all in favor. Mr. Armacost made a motion to approve the June 28th, 2022 minutes. The motion was passed with all in favor.
5. Committee Reports
 - Standards - Mr. Jackson stated that no meeting was held.
 - Technology - Mr. Boies indicated the meeting is being held this coming Monday.
 - Budget - Done until next fiscal year.
6. Director Update - Mr. Jackson read the following update to the group.

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.

Director Update July 14, 2022

- Hired 4 new employees, start date was today with orientation today and tomorrow. First shift will be Saturday.
- There have been several training sessions over the last 2 months.
- There is a process in progress for the next Medic class; one spot has been reserved for Clarke but not sure who will be the attendee yet. Class starts in September.
- Have started a process for an aptitude test, reviewing of evaluations, attendance, and response records.

7. Company Updates -

Enders - Mr. Armacost mentioned that they are working on their upcoming yard party.

Blue Ridge - No one present.

Boyce - No one present.

8. New Business

- Update on the Director search process - Mr. Boies revealed that Mr. Michael Wayne Whetsell has accepted the position. He will be retiring from Fairfax County where he is a Captain II and his first day with Clarke will be August 29th, 2022. The search committee was also impressed with his 30 years of volunteer service in Loudoun County. There was a strong pool of applicants; the other finalists were well qualified and could have done the required job duties. Mr. Whetsell seemed to be the best fit for the County after going through all the committees and interviews, written appraisals, and simulations with Mr. Jackson. He lives just East of Clarke County in Round Hill.
- Discussion on a new governance structure - Mr. Boies gave a brief summary of the new proposed Advisory Group from the Volunteer Companies and what that structure would potentially consist of. He added that they still liked the structure of how the Association was done and would like it to go more towards that with less division of the companies, allowing for one voice to the BOS for the best of the system. Mr. Boies stated that Sheriff Roper has already commented that he wants it added to the list under Objective 5 that the final decision is still made by the Sheriff and his office. The group discussed items and ideas regarding dispatch procedures and reviews, legalities of changing a public body, issues that could arise if unanimous voting is required, quarterly reporting, County codes, public hearings, standards with metrics, or measurements of success or accomplishments, the new Director coming aboard and allowing him some time to get acclimated and involved with the Companies prior to making any changes. Mr. Armacost made a motion that the Commission remains in place for now and continues to meet quarterly giving the Companies time to try working as the proposed Advisory Group and evaluate in six months. The motion passed with all in favor. Mr. Boies will report to the Chiefs and pass this recommendation to the BOS and will let the Commission group know when the next meeting will be held, most likely in November.
- Mr. Jackson took a moment to thank the Commission for their support over the past year.

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9. Summary of Required Actions - None

10. Mr. Buckley made a motion to adjourn. The motion was passed with all in favor at 7:06pm.

All meeting documents will be distributed at meeting. Next meeting to be determined and announced.

Minutes Transcribed by Melanie Radford

DRAFT

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