

**WAKE COUNTY
FIRE COMMISSION
Thursday, November 16, 2017**

Draft Minutes

*(Audio Replays of the meeting are available upon
request)*

A meeting of the Wake County Fire Commission was held on Thursday, November 16, 2017, 7:00 PM, Wake County Emergency Services Education Center, Rogers Lane, Raleigh, North Carolina.

CALL MEETING TO ORDER

Commission Chair Billy Myrick called the meeting to order.

The following members were present: Chair Billy Myrick (Citizen Consumer), Vice Chair Lucius Jones (Town of Wendell Appointed), Matt Calabria (Wake County Commissioner), Chief Keith McGee (West Region), Chief Chris Perry (East Region Alternate), Chief Ron Early (North Region), Chief Garland Johnston (West Region Alternate), Chief Rodney Privette (East Region), Lee Price (Firefighters Association President) and Bob Stagg (Citizen Consumer).

The following members were absent: Judge Keith Gregory (Citizen/Consumer), John Burns (Wake County Commissioner), Chief Tony Mauldin (South Region), Chief Matt Poole (South Region Alternate), Assistant Chief David Dillon (North Region Alternate), Ricky Wright (Citizen Consumer), Matthew Stark (Citizen Consumer) and Susan Ramsey (Citizen Consumer Alternate).

The following County officials and staff were present: Fire Services Director Nick Campasano, Deputy County Manager Johnna Rogers, Deputy Fire Services Director Darrell Alford, Budget and Management Analyst Michael James, Fire Services Training Manager David Zoltoski, Fire Services Logistics Manager Ben Griffin and Sr. Accounting Technician Diana McBride.

Chair Billy Myrick called the meeting to order at 7:03pm and Chief Chris Perry gave the invocation. Chairman Myrick led the group with the pledge of allegiance.

ITEMS OF BUSINESS

APPROVAL OF AGENDA

A motion to approve the November 16, 2017 agenda was made by Bob Stagg and seconded by Commissioner Calabria. The motion was approved unanimously by the Fire Commission.

ADOPTION OF MINUTES FOR SEPTEMBER 21, 2017, REGULAR MEETING

A motion was made to adopt the September 21, 2017 regular meeting minutes by Lucius Jones and seconded by Bob Stagg. The motion was approved unanimously by the Fire Commission with the exception of moving Chief Garland Johnston from absent to present.

PUBLIC COMMENTS

Chair Myrick opened the floor to public comment. Joel Keith with the Rolesville Fire Board is in support of Wake County Fire Service's recommendation with the exception of one item. Mr. Keith briefly provided background information on the inter-local agreement between Wake Forest and Rolesville district lines that was established in 1991. He shared the concern that this proposal brings Wake Forest across Forestville Road and down Burlington Mill Road and is in violation of what was agreed upon between the two parties. At Wake County's growth rate, the Rolesville Fire Board believes this will be a moot point 18 to 24 months from now and asks that this area be left in the Rolesville Fire District. The Fire commission did not have any questions for Mr. Keith.

REGULAR AGENDA

EASTERN REGION INSURANCE DISTRICT RE-ALIGNMENT

Wake County Fire Services Director Nick Campasano presented the Eastern Region insurance district realignment (PowerPoint presentation available on Sharepoint). The purpose of the Eastern Region realignment comes as the next step to realign the fire insurance district boundaries throughout the County. Lee Price made a motion to approve staff's recommendation of the realignment of the Eastern Region District lines, with the exception of the area between Wake Forest and Rolesville, along the Rolesville side of Forestville Road, extending from the southern point of the Rolesville town limits at Drayton Reserve to Foxwild Lane to be left in the Rolesville ISO district. The exception is due to the majority of this area will be developed and annexed into the municipal limits of the Town of Rolesville is imminent in the near future. The motion was seconded by Chief Privette and passed 6 to 2 by the Commission.

REVISED APPARATUS POLICIES AND PROCEDURES

Wake County Fire Services Deputy Director Darrell Alford reported that the Apparatus Committee reviews policies and procedures every other year or so. Deputy Alford reviewed the Committee's process and provided a one page handout of the changes. The Fire Commission did not have any objections to the proposed changes. A motion to adopt the proposed apparatus policy and procedure changes was made by Lucius Jones and seconded by Chief McGhee. The motion was carried unanimously by the Commission.

INFORMATION AGENDA

FIRE TAX DISTRICT FINANCIAL REPORT

Wake County Budget and Management Analyst, Michael James referred the Commission to page 40 of the meeting packet handout and reviewed how fiscal year 2017 ended. Michael provided the Commission with the fiscal 2018 budget. The Commission did not have any questions for Michael.

STANDING COMMITTEE UPDATES

Administrative Sub-Committee:

No report.

Apparatus Sub-Committee:

The Apparatus Subcommittee met at Garner Station 1 this past Monday and continued the preliminary long-range discussion to use regional based large rescue trucks and additional small rescue trucks throughout the County. Over the next few months, the Committee will collect and compile data from the departments that will assist with the planning process to move forward. This plan provides better utilization of resources and will generate a cost savings.

The Committee also discussed adjusting the current apparatus replacement model as it relates to the Eastern Wake's rescue truck replacement schedule for fiscal year 2019 to 2020 to secure better financing options for Wake County.

Budget Sub-Committee:

Michael James is currently working on the calendar for the 2019 budget process and will distribute to Chiefs by the end of the month.

Communications Sub-Committee

Chief Perry reported that the committee is currently working on CAD implementation and radio replacement.

Chief McGee inquired about moving forwarding with identifying a second alarm concept with the Communications Committee. Chief Perry says that the committee continues to have discussions with Raleigh Wake. Raleigh Wake is reluctant to make any changes due to the implementation of the CAD system. Chief McGee offered a written recommendation from the Fire Commission to assist with the identification of a second alarm concept.

Equipment Sub-committee:

In Chief Amerson absence, Fire Services Logistics Manager Ben Griffin reported that turn out gear is moving smoothly and vendors have been selected for the wear test. The Committee is scheduled to meet November 27.

Facility Sub-Committee:

No report.

Staffing and Compensation Sub-Committee:

No report.

Steering Sub-Committee:

No report.

Training Sub-Committee:

Bob Stagg inquired about formalizing the makeup of the Training Subcommittee. In prior years, the makeup of the committee consisted of chiefs and representatives from Duke and Wake Tech. Bob reported that from the committee meeting today that is no longer the makeup of the committee. Bob also reported that the group discussed alternative meetings, such as using Skype. Director Campasano will reach out to partners.

Volunteer Recruitment & Retention Committee:

In Chief's Clapps absence, Director Campasano reported that the Fairview Fire Department has postponed their Volunteer Day until January 2, 2018. The date was changed due to not wanting to interfere with Fire Prevention Week. They are working with Wake County Communications for marketing and data collection.

The Committee has also been working on collecting and discussing best practices and recruitment retention challenge solutions.

The December meeting for the Committee has been rescheduled for February, at that time they will discuss the outcome of the January Volunteer Day. Bob Staggs inquired about a secondary training schedule for working adults. Director Campasano shared that the Committee will explore alternative schedules for the training center.

CHAIR REPORT

No report.

FIRE SERVICES DIRECTOR REPORT

After receiving push back from the Subcommittees regarding the aggressive combination of subcommittees, Director Campasano presented a new proposal that combines the Administrative, Steering, and Staffing and Compensation Committees. The other committees will stay as is. Director Campasano requested feedback and if favorable he will work with the committees for the union, scope, etc. Chief McGee agreed with the proposal; the Commission did not have any questions for Director Campasano.

The facility condition assessments have been completed. A draft report is expected within the week, each department will get their section. There will be enough time to review recommendations to address budgetary impacts. Departments should expect their individual reports by January.

The Image Trend CAD integration project continues. A kickoff meeting was held with Image Trend and training sessions have been established for November 27th and 30th. Departments have been asked to send three to four people to train-the-trainer. Director Campasano also provided an update on the possible implementation of mobile data terminals being placed on all dispatch apparatus.

TRAINING DIRECTOR REPORT

Wake County Fire Services Training Manager David Zoltoski reported that the 2018 schedule is being drafted and will go out soon. The first Essential School will take place January 22nd, the first HazMat class will be April 14th, ICS 100, 200, 300 and 400 will be conducted upon request.

The application deadline for Academy 10 has been extended due to low enrollment.

The fire training center has suspended the use of the burn building due to burns injuries. They are working with GSA to rule out any facility failure before removing the suspension.

OPERATIONS DIRECTOR REPORT

No report.

LOGISTICS MANAGER REPORT

Wake County Fire Services Logistic Manager, Ben Griffin reported that equipment and radio replacement is ongoing. Boots and helmets are sporadically coming in. Ben encouraged departments to submit for A&Es reimbursement as there are still funds available.

Purchase orders have been issued for 2018 apparatus.

Ben has put together a list of specifications for the pager replacement and submitted it to Frank and Russel to review. Ben will provide a copy of the specifications to Chief Perry and the Communications Committee for review.

A contract has been awarded for the vehicle exhaust removal system; however, we are waiting on a performance bond to come in from the company. AirVac 911 will contact Departments involved in the process to come out and perform their preconstruction investigation.

OTHER BUSINESS

None.

ADJOURNMENT

Being no further business, Lucius Jones made a motion to adjourn, the motion was seconded by Chief McGee and the meeting was adjourned.