

**WAKE COUNTY FIRE COMMISSION  
MINUTES  
Wednesday, September 20, 2000  
*(Adopted 11/16/2000)***

The Wake County Fire Commission met Wednesday, September 20, 2000, at 4:30 p.m. at Garner Fire Department, Station 1, 503 West Main Street, Garner, North Carolina.

**Members Present:** Cloyce Anders, External Facilitator  
Yevonne Brannon, Wake County Commissioner  
Ray Echevarria, Director-Fire/Rescue Division  
Darrin Holt, West Region/Primary  
Phil Mitchell, South Region/Primary  
Jimmy Nobles, Citizen/Consumer  
Ned Perry, Citizen/Consumer  
Sidney Perry, President of Fireman's Association  
Donald Pierce, South Region/Alternate  
Rodney Privette, East Region/Alternate  
A.C. Rich, North Region/Primary  
Ron Roof, North Region/Alternate  
Tom Vaughan, East Region/Primary (late arrival)

**Members Absent:** Tony Chiotakis, West Region/Alternate  
Blaine Parks, Citizen/Consumer (Alternate)  
Charles Sannipoli, Citizen/Consumer  
Buddy Scarboro, Wendell Town Representative  
Nancy Schwarm, Citizen/Consumer  
Bonnie Woodruff, Citizen/Consumer

**Staff Present:** John Rukavina, Public Safety Director  
Peter Ray, Budget & Management Analyst  
Chris Perry, Chief Deputy Fire Marshal  
Dewey Poole, Fire/Rescue Training Director  
Charles Ottaway, Public Safety Shift Supervisor  
Sherry Scoggins, Executive Secretary

Cloyce Anders called the meeting to order at 4:30 p.m.

**Approval of Minutes:**

Chief Holt requested the July 20 Minutes be amended to reflect his attendance and to remove Chief Brinson. Upon motion of Ned Perry, seconded by Chief Phil Mitchell, the Wake County Fire Commission unanimously approved the minutes of the July 20, 2000, meeting.

## **SUBCOMMITTEE REPORTS –**

### **Apparatus/Facilities Subcommittee:**

Chairperson Ned Perry advised the Apparatus/Facilities Subcommittee did not have a report for the Fire Commission. However, the Apparatus/Facilities Subcommittee had been very busy gathering information.

Currently, the Stony Hill Fire Department is negotiating with an individual for land to relocate Stony Hill Fire Department Station 1. Mr. Ned Perry made a motion for Stony Hill to purchase site. Motion seconded by Ron Roof. No action on motion.

After group discussion, motion amended for Stony Hill to purchase site and that this action is introduced to not prejudice the Fire Commission CIP process. Furthermore, the project will be evaluated during the CIP prioritization process on its own merit. Amended motion approved by Fire Commission.

Chairperson Ned Perry stated he had been contacted by Chief Tom Vaughan reference additions to Wendell Fire Department Station 1 & 2. Will bring back more information. Would like this item put into CIP process. The need is high due to fire code violations.

Chairperson Ned Perry stated Chief George Gupton and members of the Town of Knightdale contacted him concerning Knightdale Fire Department Station 1. Several issues involving Station 1 and will require additional information before a decision can be made:

- Level of participation from Town of Knightdale
- Actual cost of remodeling, including removal of underground tanks and costs to architects
- Remodeling current site versus relocating and building on a new site

These items are being brought forth for information and do not have a decision to be made, yet.

Mr. Anders thanked Chairperson Ned Perry for the time he has put into the Apparatus/Facilities Subcommittee.

### **Manpower/Staffing Subcommittee:**

Chairperson Tom Vaughan did not have a report to submit to the Fire Commission. Did update the Fire Commission on the Salary Survey. To date, 12 departments have turned in information on salary. Would like everyone's information so survey reflects all of Wake County.

Also looking at survey on what is done for volunteers. Try to develop a program for volunteer incentive program.

## **OLD BUSINESS**

## Discussion of Closest Fire Station Response Map:

Ray Echevarria discussed the map that was distributed in the mail pertaining to closest station response. The response map is an opportunity to look at existing boundaries in order to improve service in Wake County. This map is only the first step in a complex process. Ray Echevarria also distributed handout “*ISO Protection Classes*” as it relates to the map of closest fire station by mileage.

Some of the issues to be considered:

- Funding
- ISO
- County/County response; County/City response
- Raleigh / Cary borders
- Water availability
- “Seamless” Service Delivery
- Other options – Technology
  - Closest unit (CAD)
- Method of Operations
  - Personnel Availability

## Update on CIP Process:

Mr. Rukavina addressed the group on the CIP process:

The Fire/Rescue budget includes funds for capital improvements. When reviewing capital improvement proposals, please do not limit reviews and recommendations to what the budgeted amount, by itself, will cover. In reality, many major projects will take at least two fiscal years to complete. And it is possible to use budgeted funds to finance one or more projects over a period of years. Most importantly, these options are best reviewed **after** the review process is complete and projects prioritized – not before.

Ray distributed handout “*CIP Assessment Criteria for Proposed Fire Facility Capital Improvements*” to the Fire Commission. Peter Ray, Budget & Management Analyst, assisted in the preparation of the handout and was a member of the audience. Ray also stated beginning process to include CIP as part of the budget process. Would like to develop material for assessing projects. This could be done at a work session prior to the November Fire Commission meeting. After brief discussion, group agreed on a work session for Thursday, October 26, at 4:30 PM, location to be announced.

Chief Vaughan inquired how much money in the CIP Fund? Would like to see a monthly amount for the CIP fund.

## **NEW BUSINESS**

### **Update on Re-appointments:**

Ray introduced and welcomed Jimmy Nobles to the Fire Commission. Mr. Nobles is on the Fire Commission as a Citizen/Consumer.

All appointments to the Fire Commission expire October 31, 2000. Fire Commission members should have received a letter from the Clerk to the Board about serving on the Fire Commission. Looking at staggering appointments in a 1 year / 2 year.

### **Meeting Site for November Fire Commission Meeting:**

The Wake County Commons is not available for the November meeting.

### **COMMENTS:**

Mr. Rukavina commented that he watched 2 programs on WUNC TV the other night dedicated to the fire service. These were very informative programs and hopes to obtain a copy of the programs in order to share with Wake County Fire Departments.

Mr. Anders stated there is a new in-line of duty death benefit available from the North Carolina Sate Fireman's Association. This change applies to every department who is a member of the North Carolina Sate Fireman's Association. Contact Paul Miller to file claim.

### **PUBLIC COMMENTS:**

No comments were received.

### **ADJOURNMENT:**

With no further business to discuss, Mr. Anders made motion to adjourn, seconded by Ned Perry at 6:45 p.m. Motion carried unanimously.

#### Handouts:

- ISO Protection Classes
- CIP Assessment Criteria for Proposed Fire Facility Capital Improvements

## **SUMMARY OF ACTION ITEMS:**

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After group discussion, motion amended for Stony Hill to purchase site and that this action is introduced to not prejudice the Fire Commission CIP process. Furthermore, the project will be evaluated during the CIP prioritization process on its own merit. Amended motion approved by Fire Commission.

After brief discussion, group agreed on a work session to develop CIP process and criteria for Thursday, October 26, at 4:30 PM, location to be announced.