

**WAKE COUNTY FIRE COMMISSION
MINUTES
Thursday, November 16, 2000
(Adopted 1/18/2001)**

The Wake County Fire Commission met Thursday, November 16, 2000, at 4:30 p.m. at Fairview Fire Department, Station 1, 4501 Ten-Ten Road, Apex, North Carolina.

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

Members Present: Cloyce Anders, External Facilitator
Yevonne Brannon, Wake County Commissioner (late arrival)
Tony Chiotakis, West Region/Alternate (late arrival)
Ray Echevarria, Director-Fire/Rescue Division
Mark Melvin, South Region/Alternate
Jimmy Nobles, Citizen/Consumer
Ned Perry, Citizen/Consumer
David Price, President of Firefighter's Association
Charles Sannipoli, Citizen/Consumer
A.C. Rich, North Region/Primary (late arrival)
Ron Roof, North Region/Alternate
Tom Vaughan, East Region/Primary

Members Absent: Darrin Holt, West Region/Primary
Donald Pierce, South Region/Primary*
Rodney Privette, East Region/Alternate*
Buddy Scarboro, Wendell Town Representative
Bonnie Woodruff, Citizen/Consumer*

Staff Present: John Rukavina, Public Safety Director
Chris Perry, Chief Deputy Fire Marshal
Donel Braxton, Deputy Fire Marshal
Sherry Scoggins, Executive Secretary

OLD BUSINESS

Approval of Minutes:

Adoption of the 9/20/2000 Minutes:

Upon motion of Jimmy Nobles and seconded by Ned Perry, the Wake County Fire Commission unanimously approved the minutes of the September 20, 2000, meeting.

Adoption of the 10/26/2000 Work Session Minutes:

Mr. Anders requested the October 26, 2000, Work Session minutes be attached to the November 16, 2000, Fire Commission minutes as information.

Approval of FY 00-01 CIP Prioritization Criteria:

Upon motion of Ned Perry and seconded by Jimmy Nobles, the Wake County Fire Commission unanimously approved the FY 00-01 CIP Prioritization Criteria.

CIP Ranking of CIP Projects:

Ned Perry entered the following motion for the Fire Commission's consideration (handout):

We approve the proposed Capital Improvement Ranking and project prioritization submitted by our staff today. Subject to:

1. Any case of a proposed capital improvement where the cost will be shared between Wake County and one or more municipalities, that the final Wake County CIP share amount will be dependant on an agreement between the one or more Municipalities involved and Wake County on those shared costs.
2. Actual funds disbursed will be consistent with the actual cost of the project(s).

Example: If any project is approved for a certain amount of funds and the project cost is not as much as the amount approved, the funds disbursed would be limited to the actual cost of the project.

In other words, if an approved project does not cost as much as was approved, then the full amount approved would not be disbursed.

After brief group discussion, the second item was amended to reflect:

2. Actual funds disbursed will be consistent with the actual cost of the project(s) up to the amount approved.

Motion made by Ned Perry, seconded by Ron Roof, motion passed unanimously.

NEW BUSINESS

FY 01-02 CIP Prioritization Criteria:

The CIP needs for next year will be different from the CIP needs of this year. Between now and the January meeting, staff will send out a list of possible CIP criteria.

Ownership of Capital Items:

John Rukavina gave a presentation to the group and submitted the presentation for the minutes. The presentation is as follows:

Sheet 1:

“Ownership” – The Bureaucracy:

- Items funded via Wake County can raise “ownership” issues....
- Depending on financing, a third party may have an ownership interest...
- Wake County can't just “give away” a building...

Sheet 2:

“Ownership” – The Reality:

- Wake County isn't in the “landlord” business....
- Fire departments want full use of capital items to do the job....
- If operation-control issues are resolved, “ownership” becomes a technicality.

Sheet 3:

“Ownership” – The Solution:

- To the extent that Wake County (or a third party) has an ownership interest, the County should provide (or negotiate) a lease that gives the fire department **maximum operational control** over the capital item.
- To the extent that Wake County operation control is **beneficial**, Wake County should be ready to retain that responsibility.

Bulk Purchase Ad Hoc Subcommittee Appointment:

The Bulk Purchase Ad Hoc Subcommittee would be an information only ad hoc subcommittee. They will research and present opportunities for the Fire Commission's consideration.

Motion to create the Bulk Purchase Ad Hoc Subcommittee made by Charles Sannipoli and seconded by Yevonne Brannon, motion carried unanimously.

After brief discussion, it was recommended that each region provide two names to participate on the Bulk Purchase Ad Hoc Subcommittee. These persons did not have to be a Fire Chief.

Motion to give two names from each region to staff by 11/30/2000, approved unanimously.

Apparatus Ad Hoc Subcommittee Appointment:

Prior to the creation of an Apparatus Ad Hoc Subcommittee, the Fire Commission requested an inventory list of all apparatus used by the Wake County Fire Departments. This request was referred to staff.

FY 01-02 Budget Process:

Ray Echevarria did a Power Point presentation reference the FY 01-02 Budget Process. The following handouts were distributed to coincide with the presentation:

- FY 2001-2002 Target Budget Development Flow Chart
- Wake County Fire Departments, Fiscal Year 2001-2002 Budget Submission Manual
- Budget Forms (DRAFT version for illustrative purposes only. Final version will be forthcoming and distributed in December.)
- FY 2001-2002 Fire Department Budgets Frequently Asked Questions

In December, staff will hold training meetings in each of the regions. At these training sessions, staff will then give the regions the budget forms and diskettes for FY 2001-2002 budget process.

PUBLIC COMMENTS:

No public comments were received.

ADJOURNMENT:

At 6:54 p.m., Mr. Anders motioned to adjourn, seconded by Ned Perry. Motion carried unanimously.

Handouts:

- Motion from Ned Perry reference the CIP Ranking & project prioritization and funds disbursement
- FY 2001-2002 Target Budget Development Flow Chart
- Wake County Fire Departments, Fiscal Year 2001-2002 Budget Submission Manual
- FY 2001-2002 Budget Forms
- FY 2001-2002 Fire Department Budgets Frequently Asked Questions