

**WAKE COUNTY FIRE COMMISSION  
MINUTES  
Thursday, November 29, 2001  
*Adopted 1/17/2002***

The Wake County Fire Commission met Thursday, November 29, 2001, at 4:30 p.m. at the Wake County Cooperative (Agriculture) Building, 4001-A Carya Drive, Raleigh, North Carolina.

At the request of Mr. Cloyce Anders, Apex Fire Chief Ray Echevarria, served as External Facilitator until Mr. Anders arrived. Mr. Echevarria called the meeting to order.

**Roll of Members Present:** Cloyce Anders, External Facilitator (late arrival)\*  
Chief Tony Chiotakis, West Region/Alternate  
Herb Council, **Wake County Commissioner**  
Darrin Holt, **West Region/Primary** (late arrival)  
Tony Mauldin, South Region/Alternate  
Ned Perry, **Citizen/Consumer**  
Donald Pierce, **South Region/Primary**  
David Price, **Firefighter's Assoc. President**  
Ron Roof, **North Region/Primary**  
Charles Sannipoli, **Citizen/Consumer**  
Tom Vaughan, **East Region/Primary**  
Bonnie Woodruff, **Citizen Consumer** (late arrival)  
(The bolded Membership Type equates to members eligible to vote.)

**Members Absent:** James Nobles, **Citizen/Consumer\***  
Rodney Privette, East Region/Alternate  
A.C. Rich, North Region/Alternate  
Buddy Scarboro, **Wendell Town Representative**  
Tom Spillane, **Citizen/Consumer\***

**Staff Present:** David Cooke, County Manager  
Joseph Durham, Deputy County Manager  
John Rukavina, Public Safety Director  
Dewey Poole, Interim Fire/Rescue Director  
W. Donel Braxton, Deputy Fire Marshal  
S. Cliff Freeman, Deputy Fire Marshal  
Sherry Scoggins, Executive Secretary

There were four guests present at the Wake County Fire Commission Meeting.

## **OLD BUSINESS**

### **Adoption of the 10/25/2001 Minutes:**

Chief Tom Vaughan motioned to approve the October 25, 2001, minutes. Motion seconded by Mr. Ned Perry. The Wake County Fire Commission unanimously approved the minutes of the October 25, 2001, meeting.

### **FY 01-02 Operating Fund Request – Knightdale Fire Department (as requested from the 7/19/2001 Fire Commission meeting):**

Mr. Dewey Poole provided information to the Fire Commission on behalf of the Knightdale Fire Department. Information from Chief Gupton and his secretary is they have a debt service payment on January 15<sup>th</sup> of around \$109,000.00 and they have estimated that at this time they have about \$55,000.00 of this money. The secretary also stated that in April they would have a retirement payment due of about \$20,000.00. Mr. Poole told them he would share this information with the Fire Commission.

Mr. Cooke, Mr. Frazier, Mr. Ferrell, Mr. Rukavina, and Mr. Poole have a meeting with the Knightdale Fire Department Board of Directors on December 11<sup>th</sup> to discuss the audit. The Knightdale Fire Department Board of Directors is supposed to submit information on where they stand. My suggestion is to table until after the December 11<sup>th</sup> meeting; may possibly call a special meeting before the January meeting. The Knightdale Fire Department is supposed to send something in writing to us by next Tuesday so information can be shared with the Fire Commission.

Chief Donald Pierce motioned to table Knightdale's request until next meeting. Motion seconded by Mr. Ned Perry. The Wake County Fire Commission unanimously approved motion.

### **Update on status FY 2001 CIP projects list & costs of each project:**

Mr. Rukavina distributed two handouts for information:

- 1. Wake county Fire Commission Fire Facility Improvement Recommendations (blue sheet) – This a copy of what the Wake County Fire Commission approved at the 19<sup>th</sup> meeting. The Board approved the prioritization based on Raymond Boutwell's representation that there is sufficient CIP money available to meet the estimated cost of these projects. This is the list as mentioned from the 10/25/2001. This did go forward to the Board of Commissioners and has been approved. Formalizing a letter on what has been approved and the status.

- ✦ Fire Assessment Project – Status Report (goldenrod sheet) – Several meetings ago, the Fire Commission recommended to the Board of Commissioners that they support a fire station assessment project. This included getting a professional firm to evaluate each fire station. This is a summary of what the assessment will consist of. This information will be used in CIP and operating budget process. Trying to establish baseline data that can be used for all physical facilities.

(Mr. Anders arrived and assumed the External Facilitator position.)

### **Meeting Schedule for 2002:**

Mr. Ned Perry appreciated the meeting schedule for 2002. Would like to have all the meetings at the Commons or at the Cooperative (Agriculture) Building.

### **Mr. Perry – Request from Wendell Fire Department:**

Mr. Ned Perry stated he received packet of information this week from the Wendell Fire Department chief for overrun on a CIP project. This is not being submitted as a committee report. The chief of Wendell recognizes he was supposed to have included all the money he needed for the request. The overrun is well under the 10% normal. Mr. Perry motioned that the Fire Commission approves from the CIP budget the amount Chief Vaughan requested which is \$6,747.93. Seconded by Mr. Charles Sannipoli. Mr. Rukavina reminded the Fire Commission that this goes to the Board of Commissioners. Motion was amended to reflect this is a recommendation to the Board of Commissioners to approve from the CIP budget request for the amount of \$6,747.93. Motion approved unanimously by the Wake County Fire Commission.

## **NEW BUSINESS**

No New Business brought before the Wake County Fire Commission.

## **COMMITTEE REPORTS:**

### **CONTRACT COMMITTEE – Nonconsensus Amendments:**

The facilitator turned the floor over to Chief Donald Pierce for Contract Committee report. The Contract Committee met on Tuesday evening to discuss the five remaining nonconsensus items. Have a document with consensus. The final draft of that document came out late yesterday afternoon and sent to the Fire Chiefs for approval. Feedback received is that they need some time to review with their Board of Directors. We have a final document with consensus. Request to vote on document at next meeting after the Board of Directors can review this document. Chief Pierce motioned to table until the next meeting. Seconded by Chief Holt. Mr. Anders mentioned that there might be a special called meeting prior to the January Fire Commission meeting. Mr. Rukavina suggested the committee make a formal report; move to accept report and schedule for action at the next meeting. Chief Pierce amended the motion to accept the committee report and schedule for action at the next meeting. Motion seconded by Captain David Price. Motion approved unanimously by the Wake County Fire Commission.

## **OTHER BUSINESS:**

No Other Business brought before the Wake County Fire Commission.

## **PUBLIC COMMENTS:**

Mr. Cooke addressed the Fire Commission. Expressed appreciation for patience and the work done on the fire protection contract.

Ron Roof addressed the Fire Commission reference the budget process for fire departments. Met with staff last week to discuss refining the budget process. Mr. Poole stated he would try to have the budget packets for fire departments out prior to the first of the New Year. Mr. Rukavina commented that from this point forward, will see CIP as part of budget process. Also, will see a fire department census, which is a more organized way of asking for information about your budget. This will be part of budget assembly process so we don't have to ask for this information throughout the year.

Mr. Anders discussed an accident caused by a junior firefighter member resulting in a fatality.

Mr. Perry inquired on how Fire Chief George Gupton was doing as a result of a traffic accident. Stated he was OK.

Mr. Rukavina addressed the Fire Commission on the International Association of Fire Chiefs (IAFC); they have held a number of teleconferences. Wake County hosted one yesterday with the chief of command staff with the Arlington County VA Fire Department and the topic was how they handled the terrorist event at the Pentagon on September 11<sup>th</sup>. This was a free teleconference. Observation made by Arlington County; they knew the operations of their neighboring county. They are going to adopt a four county incident plan. This issue has also been raised in the Triangle area. Need to develop plans among and between us and with Durham and Orange counties. Good news is the folks in Orange and Durham counties recognize we need to work together. Arlington County does have a trunk system.

Commissioner Council addressed the Fire Commission concerning the 800 MHZ system.

Chief Ron Roof addressed the Fire Commission concerning federal funding.

Dewey Poole addressed the Fire Commission. Wake Technical Community College will build a site in northern Wake County. The City of Raleigh Fire Department, Wake Technical Community College and Wake County will meet to discuss future fire training facility.

## **ADJOURNMENT:**

Chief Ron Roof motioned to adjourn. Motion seconded by Mr. Charles Sannipoli. Motion approved unanimously.

## **Handouts:**

- ✦ 2001 Final Fire Contract, 11292001
- ✦ Wake County Fire Commission Fire Facility Improvement Recommendations (blue sheet)
- ✦ Fire Station Assessment Project – Status Report (goldenrod sheet)

## **ACTIONS OF THE WAKE COUNTY FIRE COMMISSION:**

Chief Tom Vaughan motioned to approve the October 25, 2001, minutes. Motion seconded by Mr. Ned Perry. The Wake County Fire Commission unanimously approved the minutes of the October 25, 2001, meeting.

Chief Donald Pierce motioned to table Knightdale's request until next meeting. Motion seconded by Mr. Ned Perry. The Wake County Fire Commission unanimously approved motion.

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Chief Ron Roof motioned to adjourn. Motion seconded by Mr. Charles Sannipoli. Motion approved unanimously.