

WAKE COUNTY FIRE COMMISSION
Thursday, September 25, 2003
ADOPTED Minutes

(Audio Replays of the meeting are available upon request)

A regular meeting of the Wake County Fire Commission was held on Thursday, September 25, 2003, 7:00 PM in the Wake County EMS Training Facility, Lower Level of the Wake County Commons Building, Cary Drive, Raleigh, North Carolina. Raymond L. Echevarria presided as Facilitator and called the meeting to order.

CALL MEETING TO ORDER

The following members were present: Commissioner Phil Jeffreys, Chief Paul Dunwell, Chief Tony Mauldin, Mr. Billy Myrick, Chief Ron Roof, Chief Tom Vaughn, Captain David Price, Ms. Ann Suggs, Mr. Vernon Malone, Chief A.C. Rich, Chief Mike Chambers, and Chief Scottie Harris.

Members absent were: Mr. Cloyce Anders, Mr. Jeff Frazier, Mr. Buddy Scarboro, and Chief Rodney Privette.

Raymond L. Echevarria introduced newly appointed members of the Fire Commission. The Wake County Board of Commissioners approved the following appointments:

- Mr. Vernon Malone, Citizen Representative
- Fire Chief Scottie Harris, West Region Primary Representative
- Fire Chief Mike Chambers, West Region Alternate Representative

APPROVAL OF MINUTES

Upon motion of Ann Suggs, seconded by Commissioner Phil Jeffreys, the Fire Commission unanimously approved the minutes of the July 17, 2003, regular meeting.

BUDGET / FIRE TAX FINANCIAL REPORT

A budget/fire tax financial report was not available for this meeting.

STATION LOCATION / APPARATUS REPLACEMENT

Ray Echevarria provided an update on the Fire/EMS Capital Facility and Equipment Study. Committee has reviewed second draft of report. Next draft anticipated on or about October 13, 2003. No action required.

HEERY REPORT – CIP PRIORITIZATION

Mr. Myrick provided an update on the HEERY implementation plan development. HEERY representatives have visited all fire stations to verify work previously identified. Provided schedule of milestone dates HEERY implementation.

OPEN BURNING REGULATION

Raymond Echevarria reviewed comments received so far on the proposed open burning regulations. Comments received to date will be incorporated into the proposed regulations. Work beginning on development of automated permit request and issuance system.

COMPENSATION STUDY

Raymond Echevarria began discussion of Wake County Fire Compensation Administrative Guidelines. Captain David Price provided report from the Compensation Committee. Committee has worked hard since last Fire Commission meeting, but has additional work to do on training and certification requirements before the committee can make a recommendation. Chief Tom Vaughn then introduced an alternate proposal for training and certification requirements.

Chief Vaughn made a motion to accept the alternate proposal:

1. We recommend that funds as recommended and appropriated through the Wake County Fire Compensation study be made available by January 1, 2004 to fire department whose salaries are identified below the normal level.
2. We recommend a Basic Level (see 1-6 on current requirements) for full-time firefighters in Wake County. Further recommendation that all volunteer firefighters be required to

complete all Basic Level training except #5. We recommend this policy be put in place as of January 1, 2004.

- (Basic Level includes: Rookie school, Hazardous Materials-Operations Level, Incident Command Training, Bloodborne Pathogens Course, Firefighter Level I and II, and Medical First Responder course. Volunteer exception is for Firefighter Level I and II.)
3. We recommend that full-time Fire Chief Officers attend a chief officer's training class of 40 hours to consist of the following curriculum:
 - a. Budgeting
 - b. Personnel Management
 - c. New Wake County I.C.S. Training
 - d. Crisis Management
 - e. Other curriculum and instructors as recommended by a committee of fire chiefs and the County Fire Marshall.
 - f. Target date for this course to begin is no later than January 1, 2004.
 4. We recommend that a basic level of additional training be developed for career F.D. drivers which consists of emergency vehicle driving and basic pump operations for existing full-time drivers and all future full-time drivers before promotion can be attained.
 5. We recommend all career fire captains and lieutenants complete a basic fire officers class, which consists of 80 hours of instruction. The committee listed under Section 3e plus 2 non-fire members from the fire commission will develop the curriculum for this class. This class should begin no later than January 1, 2004.
 6. Recommend funds be made available from the Wake County Fire Service tax to pay for off duty training for all career firefighters and officers while completing Section 2 through 5.

Motion seconded by Billy Myrick. After discussion, Chief Vaughn withdrew his motion.

Fire Commission discussed separating pay adjustment funding from the training and certification requirements. Chief Vaughn motioned to recommend to Wake County Commissioners that funds set aside for the fire Compensation Study be given to the Wake County fire departments. Motion seconded by Ann Suggs.

Motion passed unanimously.

Ann Suggs motioned for Fire Commission to reconvene in two weeks and Fire Compensation Study to bring back a recommendation on how to proceed with training and certification requirements. Meeting date for Special Called Fire Commission meeting set for October 9th, 2003, at 7:00 PM.

Motion seconded by Chief Tom Vaughn. Motion passed unanimously.

FIRE COMMISSION FACILITATOR

Commissioner Jeffreys requested to discuss facilitator position. Commissioner Jeffreys motioned to replace Cloyce Anders as facilitator of the Fire Commission. Motion seconded by Ann Suggs.

After discussion, Commissioner Jeffreys withdrew his motion. Members of the Fire Commission will discuss attendance concerns with Cloyce Anders.

COMMITTEE REPORTS

SERVICE LEVEL COMMITTEE

No report at this time. Discussed need to set next meeting date.

BUDGET COMMITTEE

Chief Ron Roof provided an update on the process for purchase of small capital outlay items requested in FY 03-04.

OTHER BUSINESS

Chief Ron Roof requested to add an agenda item for the November meeting to discuss the second half of the fiscal year funding to fire departments.

Mr. Billy Myrick questioned if additional 1.5% for annual pay raises has been placed in fire department monthly appropriations yet. The additional 1.5% should begin in October payments.

PUBLIC COMMENTS

No public comments.

ADJOURNMENT

The next regular meeting of the Wake County Fire Commission is scheduled for Thursday, November 20, 2003, at 7:00 PM.