

**WAKE COUNTY FIRE COMMISSION**  
**Thursday, November 18, 2004**  
***ADOPTED Minutes***

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

A regular meeting of the Wake County Fire Commission was held on Thursday, November 18, 2004, 7:00 PM in the EMS Training Classroom located at 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: Chief Mike Chambers, Chief Paul Dunwell, Chief Scottie Harris, Mr. Billy Myrick, Chief Rodney Privette, Ms. Ann Suggs, Chief Mike Cooper, Chief Scott McCollum, Mr. Lucius Jones and Chief Tom Vaughn.

Members absent were: Chief Tony Mauldin, Mr. Vernon Malone, Chief Chris Wilson, and Commissioner Harold Webb.

**APPROVAL OF MINUTES**

Upon motion of Ms. Ann Suggs seconded by Mr. Billy Myrick, the Fire Commission unanimously approved the minutes of the September 16, 2004, regular meeting.

**UNFINISHED BUSINESS**

**FIRE SERVICE LONG RANGE BUSINESS PLAN UPDATE**

Chief Tom Vaughn presented a recommendation from the apparatus committee. Chief Vaughn reviewed highlights of the recommendations contained in the notebook, Apparatus Replacement:

- Fire trucks should be the highest priority in the CIP
- Need to replace up to 28 fire trucks (municipal and private non-profit corporation fire departments)
- Specifications are recommended for pumper-tankers and tankers with option lists for both

- Replacement schedules for fire apparatus and small vehicles
- Costs shared between County and municipality where apparatus is shared use
- Exact amount and method of financing to be determined, choose method to get best interest rate possible
- After 20 years, vehicles should be returned to the County, sold, and proceeds to go back into vehicle CIP
- No additional apparatus added to fleet

Chief Vaughn and the apparatus committee addressed questions on the committee's recommendation.

Chief Vaughn motioned for the Fire Commission to adopt apparatus committee recommendations for recommendation to the County, and for the apparatus replacement plan to be revisited yearly.

Mr. Billy Myrick seconded the motion.

Motion carried on a vote of: 7 – aye, 1 – nay

The long range business plan update was postponed.

### MEDICAL FIRST RESPONDER UPDATE

Dr. Brent Myers, Wake County's Medical Director, provided an update on the medical first responder committee. The committee is finalizing recommendations on a plan for transition to medical responder certification and continuing education.

No action requested.

### RECOMMENDATION ON FIRE COMMISSION FACILITATOR POSITION

The Fire Commission discussed three options for recommendation to the Wake County Board of Commissioners regarding the facilitator position. The three options are:

- Maintain the nonvoting facilitator.
- Eliminate the nonvoting facilitator and the Fire/Rescue Services Director will run the meetings.
- Eliminate the nonvoting facilitator and the Fire Commission will annually elect a chairperson and vice-chairperson from the voting membership.

After discussion, Chief Scottie Harris motioned for the Fire Commission to recommend to the Wake County Board of Commissioners to eliminate the facilitator

position, to elect annually a chairperson and a vice-chairperson from among the voting membership, and to amend the Rules of Procedure to reflect the change. Ann Suggs will be the chairperson.

After a second by Chief Tom Vaughn, the motion carried on a unanimous vote.

### **FIRE SERVICE LONG RANGE BUSINESS PLAN UPDATE (CONTINUED)**

Budget and Management Analyst Ben Canada provided a powerpoint presentation on the status of the long range business plan. During the presentation Ben Canada informed the Fire Commission that a recommendation is needed for addressing the staffing component.

The Fire Commission agreed to use the service level committee to address the staffing component of the long range plan. In addition, all fire chiefs will be invited to join the participating committee members and work on staffing issues.

### **NEW BUSINESS**

#### **FIRE COMMISSION REPRESENTATIVE TO EMS PEER REVIEW COMMITTEE**

The Fire Commission is requested to appoint a representative to serve on the EMS Peer Review Committee. Chief Paul Dunwell motioned for the Fire Commission to appoint Chief Scottie Harris as the Fire Commission's representative to the EMS Peer Review Committee. After a second by Chief Mike Chambers, the motion carried on a unanimous vote.

#### **STONY HILL FIRE DEPARTMENT – UNDERGROUND PETROLEUM STORAGE TANK REMOVAL AND SITE REMEDIATION**

Mr. Wayne Woodlief, Board of Director President for the Stony Hill Fire Department, provided an overview of Stony Hill Fire Department's situation with an underground petroleum storage tank removal and site remediation. The Stony Hill Fire Department is anticipating remediation expenses of approximately \$550,000 to \$800,000. Stony Hill Fire Department will need financial assistance to pay for the site remediation.

No action requested.

## CONSIDERATION OF FY 05 SMALL CAPITAL PROCESS

Budget and Management Analyst Ben Canada submitted a recommendation from the budget committee and County staff. Ben Canada informed the Fire Commission the recommendation was for FY 05 only, and the process would change for FY 06.

Chief Vaughn motioned for the Fire Commission to approve the recommendation. After a second by Mr. Billy Myrick, the motion carried on a unanimous vote.

## INFORMATION – WAKE EMS MEDICAL SUPPLY BULK PURCHASE

Ray Echevarria informed the Fire Commission that Wake EMS is preparing request for bids to bulk purchase medical supplies. Fire departments that currently purchase supplies through Wake EMS are included in the proposal, and all fire departments are eligible to participate in the bulk purchase.

## COMMITTEE REPORTS

### CONTRACT COMMITTEE

Raymond Echevarria informed the Fire Commission that the contract committee continues its work on the fund balance policy and reviewing the fire protection contract.

### FACILITY COMMITTEE

Mr. Billy Myrick provided an update from the Facility Committee. Mr. Myrick informed the Fire Commission the Facility Committee has met and developed two recommendations.

The Facility Committee recommends the funding strategy for the next new fire station be debt financing rather than pay-as-go. Using debt financing as the funding strategy will put the \$1,673,367.06 currently budgeted for a new fire station available in the capital budget. Chief Mike Cooper motioned for the Fire Commission to accept the Committee recommendation. Upon second by Chief Dunwell, the motion carried on a unanimous vote.

The Facility Committee recommends moving forward with Phase II of the HEERY project. Phase II includes the following categories: 4 – Emergency Preparedness, 5 –

Facility Life Cycle, 6 – Code Compliance, and 9 – ADA Compliance. Funding for Phase II is \$2,002,000. This recommendation is subject to County staff meeting with each chief to review the work proposed to be completed in Phase II. Mr. Billy Myrick motioned for the Fire Commission to accept the committee recommendation. Upon second by Mr. Lucius Jones, the motion carried on a unanimous vote.

Mr. Myrick informed the Fire Commission that HEERY Project Phase 1 is approximately 50% complete.

### **OTHER BUSINESS**

Chief Scottie Harris asked about the status of the third year purchase of thermal imaging cameras. Ray Echevarria informed the Fire Commission about the current situation with the model change. The new model is being evaluated.

### **PUBLIC COMMENTS**

There were no public comments to the Fire Commission.

### **ADJOURNMENT**

The next regular meeting of the Wake County Fire Commission is scheduled for Thursday, January 20, 2005, at 7:00 PM.