

# **WAKE COUNTY FIRE COMMISSION**

## **Thursday, September 23, 2010**

### **ADOPTED Minutes**

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

A meeting of the Wake County Fire Commission was held on Thursday, September 23<sup>rd</sup>, 2010, 7:00 PM, in the Wake County EMS Training Facility, Cary Drive, Raleigh, North Carolina.

### **CALL MEETING TO ORDER**

Chair Lucius Jones called the meeting to order.

The following members were present: Chief Tony Mauldin, Ms. Ann Suggs, Chief A.C. Rich, Chief Mark Haraway, Chief Rodney Privette, Ms. Barbara Poole, Mr. Billy Myrick, and Battalion Chief Lee Price.

Members absent were: Chief Cecil Parker, Chief Freddy Lynn, Chief David Cates, Chief Tom Vaughan, Mr. Keith Gregory, Mr. Robert Stagg, and Commissioner Paul Coble.

The following County officials and staff were present: Director of Fire and Emergency Management Raymond Echevarria, Budget and Policy Analyst Jason Horton, Budget and Policy Analyst Randall Lyons, and Public Safety Business Manager Demetric Potts.

Mr. Myrick gave an invocation.

The agenda was approved as submitted.

### **MINUTES**

Upon motion of Battalion Chief Lee Price and second by Chief Rodney Privette, the Fire Commission unanimously approved minutes of the May 13<sup>th</sup>, 2010, regular meeting.

## REGULAR AGENDA

### CONSIDER STAFFING COMMITTEE RECOMMENDATION ON ALLOCATION OF FY11 POSITIONS

Staffing Committee Chair Sidney Perry presented the Staffing Committee's recommended allocation of the FY11 positions. Chief Perry informed the Fire Commission the Committee considered two factors in developing its recommended allocation. The factors were placing nine, entry level firefighters in each department and reviewing the number of full-time firefighters in each fire department. Chief Perry stated the Committee exercised a forced choice decision making process to develop the recommended allocation of three positions to Bay Leaf Fire Department, three positions to Fairview Fire Department and three positions to Wake New Hope Fire Department. Chief Perry advised the Fire Commission the recommendation is to allocate these positions as entry level firefighters. Chief A. C. Rich advised the Fire Commission that the Fire Commission should consider allocating full-time positions to Falls Fire Department rather than Wake New Hope Fire Department since Falls Fire Department currently has no full-time positions.

Fire Commission members discussed the Committee recommendation and whether existing funds in each fire department's budget could be reallocated to support additional full-time positions. Fairview Board of Director President David Williams provided the Fire Commission a presentation on Fairview Fire Department's plan to reallocate three current part-time positions to one full-time position. Chief Jimmy McCauley of the Wake New Hope Fire Department advised the Fire Commission that Wake New Hope Fire Department does not have sufficient part-time funds to reallocate for an additional full-time position. Chief Ron Roof of the Bay Leaf Fire Department informed the Fire Commission that Bay Leaf Fire Department will reallocate existing part-time funding to create one 40-hour workweek full-time position and to promote employees.

After discussion, Battalion Chief Lee Price motioned to adopt the Staffing Committee recommendation with Fairview Fire Department's plan to convert part-time funds and Bay Leaf Fire Department's plan to reallocate part-time funds. Chief Mark Haraway seconded the motion.

After discussion on the motion, the motion passed on a vote of 8-yes, 1-no.

### CONSIDER CHANGING FUNDING SOURCE FOR APPROVED FY11 FIRE APPARATUS

Budget and Policy Analyst Jason Horton informed the Fire Commission that the Wake County Finance Department recommends using cash reserves to finance the purchase of two fire apparatus in FY11. He stated that the Finance Department evaluated several financing options and determined that use of cash reserves is the most cost effective

financing method. Mr. Horton advised that the Apparatus Committee and the Budget Committee concur with the recommendation and requested the Fire Commission consider a motion to support using cash reserves for the purchase.

After Fire Commission discussion, Mr. Billy Myrick motioned to appropriate \$680,000 for the purchase of two engines, one each for the Hopkins and Stony Hill Fire Departments. After a second by Ms. Ann Suggs, the Fire Commission unanimously approved the motion.

### **CONSIDER MODIFICATION OF EASTERN WAKE AND GARNER FIRE INSURANCE DISTRICT BOUNDARIES FOR SOUTHEAST WAKE COUNTY FIRE STATION**

Director Echevarria informed the Fire Commission that Garner Fire Station #4 is due to open in late November or early December. Due to the opening of the new station, fire insurance districts need to be revised. Director Echevarria stated that he recommends expanding the Garner Suburban Fire Insurance District to include the area not currently in a rated fire insurance district and an area currently in the Alert Fire Insurance District that Garner will now be able to respond quicker to. The boundaries of the Alert Fire Insurance District also need to be modified to reflect the area being placed in the Garner Suburban Fire District.

After discussion, Mr. Myrick motioned to support the recommendation to modify the boundaries of the Garner Suburban and Alert Fire Insurance Districts. After a second by Ms. Suggs, the motion unanimously passed.

### **CONSIDER APPROVAL OF POST INCIDENT REVIEW TRAINING PROGRAM**

Director Echevarria informed the Fire Commission that the Department of Fire and Emergency Management is working on a post incident review training program for the Fire Commission to consider adoption of. No action requested.

### **INFORMATION AGENDA**

#### **FACILITY COMMITTEE**

Director Echevarria informed the Fire Commission that the Facility Committee's report is provided. No action requested.

## COUNTYWIDE ETHICS POLICY

Director Echevarria advised the Fire Commission that he recommends the Fire Commission consider adoption of an ethics policy to be included as an amendment to the fire protection agreement. He provided a rough draft of a policy based on Wake County's ethics policy.

## CALENDAR YEAR 2011 MEETING DATES

Director Echevarria provided a handout of meeting dates for 2011. The meeting dates will be on the Fire Commission's November meeting agenda for approval.

## FIRE TAX FINANCIAL REPORT

Mr. Horton advised the Fire Commission two reports are provided. One report is an end of year report for FY10, and the second report is a report for FY11. Mr. Horton summarized expenditures and revenues and uncommitted funds.

## CHAIR REPORT

No report.

## FIRE/RESCUE DIRECTOR REPORT

Director Echevarria stated that the current Wake County Recruit Academy has several recruits that would be candidates for employment in the fire departments receiving FY11 firefighter positions.

## OTHER BUSINESS

Chief Tony Mauldin inquired about replacing Fire Chief Phil Mitchell on Fire Commission subcommittees. Chair Lucius Jones stated he would coordinate with Director Echevarria on replacement appointees.

Mr. Billy Myrick asked Fire Commission members to keep e-mails professional.

## **PUBLIC COMMENTS**

No public comments.

## **ADJOURNMENT**

Being no further business, the meeting was adjourned