

**WAKE COUNTY  
FIRE COMMISSION  
Thursday, November 16, 2017**

**Draft Minutes**

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

A meeting of the Wake County Fire Commission was held on Thursday, November 16, 2017, 7:00 PM, Wake County Emergency Services Education Center, Rogers Lane, Raleigh, North Carolina.

**CALL MEETING TO ORDER**

Commission Chair Billy Myrick called the meeting to order.

The following members were present: Chair Billy Myrick (Citizen Consumer), Vice Chair Lucius Jones (Town of Wendell Appointed), Matt Calabria (Wake County Commissioner), Chief Keith McGee (West Region), Chief Chris Perry (East Region Alternate), Chief Ron Early (North Region), Chief Garland Johnston (West Region Alternate), Chief Rodney Privette (East Region), Lee Price (Firefighters Association President) and Bob Stagg (Citizen Consumer).

The following members were absent: Judge Keith Gregory (Citizen/Consumer), John Burns (Wake County Commissioner), Chief Tony Mauldin (South Region), Chief Matt Poole (South Region Alternate), Assistant Chief David Dillon (North Region Alternate), Ricky Wright (Citizen Consumer), Matthew Stark (Citizen Consumer) and Susan Ramsey (Citizen Consumer Alternate).

The following County officials and staff were present: Fire Services Director Nick Campasano, Deputy County Manager Johnna Rogers, Deputy Fire Services Director Darrell Alford, Budget and Management Analyst Michael James, Fire Services Training Manager David Zoltoski, Fire Services Logistics Manager Ben Griffin and Sr. Accounting Technician Diana McBride.

Chair Billy Myrick called the meeting to order at 7:03pm and Chief Chris Perry gave the invocation. Chairman Myrick led the group with the pledge of allegiance.

**ITEMS OF BUSINESS**

**APPROVAL OF AGENDA**

A motion to approve the November 16, 2017 agenda was made by Bob Stagg and seconded by Commissioner Calabria. The motion was approved unanimously by the Fire Commission.

## **ADOPTION OF MINUTES FOR SEPTEMBER 21, 2017, REGULAR MEETING**

A motion was made to adopt the September 21, 2017 regular meeting minutes by Lucius Jones and seconded by Bob Stagg. The motion was approved unanimously by the Fire Commission with the exception of moving Chief Garland Johnston from absent to present.

### **PUBLIC COMMENTS**

Chair Myrick opened the floor to public comment. Joel Keith with the Rolesville Fire Board is in support of Wake County Fire Service's recommendation with the exception of one item. Mr. Keith briefly provided background information on the inter-local agreement between Wake Forest and Rolesville district lines that was established in 1991. He shared the concern that this proposal brings Wake Forest across Forestville Road and down Burlington Mill Road and is in violation of what was agreed upon between the two parties. At Wake County's growth rate, the Rolesville Fire Board believes this will be a moot point 18 to 24 months from now and asks that this area be left in the Rolesville Fire District. The Fire commission did not have any questions for Mr. Keith.

### **REGULAR AGENDA**

#### **EASTERN REGION INSURANCE DISTRICT RE-ALIGNMENT**

Wake County Fire Services Director Nick Campasano presented the Eastern Region insurance district realignment (PowerPoint presentation available on Sharepoint). The purpose of the Eastern Region realignment comes as the next step to realign the fire insurance district boundaries throughout the County. Lee Price made a motion to approve staff's recommendation of the realignment of the Eastern Region District lines, with the exception of the area between Wake Forest and Rolesville, along the Rolesville side of Forestville Road, extending from the southern point of the Rolesville town limits at Drayton Reserve to Foxwild Lane to be left in the Rolesville ISO district. The exception is due to the majority of this area will be developed and annexed into the municipal limits of the Town of Rolesville is imminent in the near future. The motion was seconded by Chief Privette and passed 6 to 2 by the Commission.

#### **REVISED APPARATUS POLICIES AND PROCEDURES**

Wake County Fire Services Deputy Director Darrell Alford reported that the Apparatus Committee reviews policies and procedures every other year or so. Deputy Alford reviewed the Committee's process and provided a one page handout of the changes. The Fire Commission did not have any objections to the proposed changes. A motion to adopt the proposed apparatus policy and procedure changes was made by Lucius Jones and seconded by Chief McGhee. The motion was carried unanimously by the Commission.

### **INFORMATION AGENDA**

#### **FIRE TAX DISTRICT FINANCIAL REPORT**

Wake County Budget and Management Analyst, Michael James referred the Commission to page 40 of the meeting packet handout and reviewed how fiscal year 2017 ended. Michael provided the Commission with the fiscal 2018 budget. The Commission did not have any questions for Michael.

<b>FY 2017 Fire Tax Operating Fund End of Year Results</b>
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<b>Revenues</b>	<b>FY 17 Amended Budget</b>	<b>FY 17 Actuals</b>	<b>Surplus/(Gap)</b>
Property Tax	25,423,000	25,830,181	407,181
Interest	15,000	32,896	17,896
Fund Balance	8,776		(8,776)
<b>Total Revenues</b>	<b>25,446,776</b>	<b>25,863,077</b>	<b>416,301</b>

  

<b>Expenditures</b>	<b>FY 17 Amended Budget*</b>	<b>FY 17 Actuals</b>	<b>Surplus/(Gap)</b>
Department Appropriations	20,301,731	20,301,143	588
Systemwide Expenses	1,214,638	1,080,073	134,565
Transfers to Capital Fund	2,850,453	2,850,453	-
Transfers for Debt Service	1,079,954	1,079,954	-
<b>Total Expenditures</b>	<b>25,446,776</b>	<b>25,311,623</b>	<b>135,153</b>

Total Revenues	25,863,077
Total Expenditures	25,311,623
<b>Surplus/(Gap)</b>	<b>551,454</b>

Beginning Fund Balance	4,007,191
FY 17 Contribution to Fund Balance	551,454
<b>FY 2017 Ending Balance</b>	<b>4,558,645</b>

<b>Comparing to Target: Operating Only</b>	
FY 17 Target Ending Balance (16% of FY18 Operating Expenses)	3,756,587
FY 17 Actual Ending Balance	4,558,645
FY 17 Ending Balance Above/(Below) Target	802,058
<b>FY 17 Actual Ending Percentage*</b>	<b>19.4%</b>

**WAKE COUNTY FIRE TAX DISTRICT**  
**FY 2018 SYSTEMWIDE OPERATING FINANCIAL REPORT**  
**As of 11.7.2017**

Revenue Source	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
T127 NC DMV Taxes	-	-	577,839	-	577,839	577,839	(577,839)	0
T128 Refunds of NC DMV Taxes	-	-	(2,590)	-	(2,590)	(2,590)	2,590	0
T200 Special District Taxes	25,860,000	25,860,000	7,425,570	-	7,425,570	7,425,570	18,434,430	29
N132 Interest - NCDOT - DMV Taxes	-	-	419	-	419	419	(419)	0
N140 Market vs Cost Investment Difference	-	-	7,544	-	7,544	7,544	(7,544)	0
N150 Interest Income/Pooled Funds	15,000	15,000	7,961	-	7,961	7,961	7,039	53
A370 Appropriated Fund Balance	621,000	621,000	-	-	-	-	621,000	0
<b>Total</b>	<b>26,496,000</b>	<b>26,496,000</b>	<b>8,016,743</b>	<b>-</b>	<b>8,016,743</b>	<b>8,016,743</b>	<b>18,479,257</b>	<b>30%</b>

Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
2118 MEDICAL SERVICES - EMPLOYEE MEDICAL EXAM	250,000	250,000	9,782	193,559	9,782	203,341	46,659	4
2406 CONTRACTED SERVICES	85,121	85,121	7,211	-	7,211	7,211	77,910	8
3162 Vehicle Upfitting Parts	9,095	9,095	-	-	-	-	9,095	0
3617 DISPATCH SERVICE	275,585	275,585	65,562	210,024	65,562	275,585	-	24
3714 MAINTENANCE AND REPAIR OF EQUIPMENT	15,966	15,966	2,150	-	2,150	2,150	13,816	13
4208 CITY OF RALEIGH HAZMAT PROGRAM	79,788	79,788	-	79,788	-	79,788	0	0
4224 NC DEPT OF NRCD - FORESTRY	66,046	66,046	17,349	48,697	17,349	66,046	-	26
4409 POSTAGE/CHARGES FROM GS	-	-	46	-	46	46	(46)	0
4428 MISC CHARGES FROM OTHER DEPT/DIV	343,279	343,279	-	-	-	-	343,279	0
4446 800mhz charges from other dept	177,659	177,659	42,298	-	42,298	42,298	135,361	24
4447 CAD charges from other dept	10,170	10,170	2,542	-	2,542	2,542	7,628	25
4758 MV Tax Collection Costs	51,500	51,500	12,168	-	12,168	12,168	39,332	24
9103 TRANSFER TO C/P CO CONSTRUCTION FUND	-	1,876,000	1,876,000	-	1,876,000	1,876,000	-	100
9109 TRANSFER TO D/S FROM TAX DISTRICT FUND	1,141,000	1,141,000	-	-	-	-	1,141,000	0
9128 Transfer to Debt Service (Fire CIP)	1,876,000	-	-	-	-	-	-	0
Department Appropriations (Detail on Next Page)	22,114,791	22,114,791	7,364,875	14,691,916	7,364,875	22,056,791	58,000	33
<b>Total</b>	<b>26,496,000</b>	<b>26,496,000</b>	<b>9,399,983</b>	<b>15,223,984</b>	<b>9,399,983</b>	<b>24,623,967</b>	<b>1,872,033</b>	<b>35%</b>

**WAKE COUNTY FIRE TAX DISTRICT**  
**FY 2018 DEPARTMENT APPROPRIATIONS**  
**As of 11.7.17**

Unit Name	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
Apex FD	1,099,783	1,099,783	366,594	733,189	366,594	1,099,783	-	33
Cary FD	58,000	58,000	-	-	-	-	58,000	0
Durham Highway FD	919,397	919,397	306,466	612,931	306,466	919,397	-	33
Eastern Wake FD	1,814,930	1,814,930	604,977	1,209,953	604,977	1,814,930	-	33
Fairview FD	1,588,575	1,588,575	529,525	1,059,050	529,525	1,588,575	-	33
Fuquay Varina FD	1,771,738	1,771,738	590,579	1,181,159	590,579	1,771,738	-	33
Garner FD	2,027,915	2,027,915	675,972	1,351,943	675,972	2,027,915	-	33
Holly Springs FD	641,997	641,997	213,999	427,998	213,999	641,997	-	33
Hopkins FD	944,926	944,926	314,975	629,951	314,975	944,926	-	33
Morrisville FD	846,120	846,120	282,040	564,080	282,040	846,120	-	33
Rolesville FD	808,556	808,556	269,519	539,037	269,519	808,556	-	33
Swift Creek FD	910,748	910,748	289,310	621,438	289,310	910,748	-	32
Wake-New Hope FD	1,606,961	1,606,961	535,654	1,071,307	535,654	1,606,961	-	33
Wake Forest FD	1,048,206	1,048,206	349,402	698,804	349,402	1,048,206	-	33
Wendell FD	1,743,142	1,743,142	581,047	1,162,095	581,047	1,743,142	-	33
Western Wake FD	693,416	693,416	231,139	462,277	231,139	693,416	-	33
Zebulon FD	583,445	583,445	194,482	388,963	194,482	583,445	-	33
Northern Wake FD	3,006,936	3,006,936	1,029,195	1,977,741	1,029,195	3,006,936	-	34
<b>Total</b>	<b>22,114,791</b>	<b>22,114,791</b>	<b>7,364,875</b>	<b>14,691,916</b>	<b>7,364,875</b>	<b>22,056,791</b>	<b>58,000</b>	<b>33%</b>

**WAKE COUNTY FIRE TAX DISTRICT  
CAPITAL FUND BALANCE REPORT  
As of 11.7.17**

**Division 8420 Fire Facilities**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
026F	Stony Hill Remediation	8420V0100	\$827,348.00	\$827,348.00	\$0.00	\$827,348.00	\$619,177.41	\$0.00		\$619,177.41	\$208,170.59	\$208,170.59
050F	Wendell Falls Station, Fire Tax Porti	8420V0100	\$809,869.10	\$809,869.10	\$0.00	\$809,869.10	\$91,685.09	\$250,370.00		\$342,055.09	\$467,814.01	\$467,814.01
057F	Fire Planned Facility Repairs	8420V0100	\$1,232,230.95	\$1,232,230.95	\$0.00	\$1,232,230.95	\$978,101.78	\$107,840.29		\$1,085,942.07	\$146,288.88	\$146,288.88
072F	Fire Facility Condition Assessments	8420V0100	\$167,000.00	\$167,000.00	\$0.00	\$167,000.00	\$62,163.22	\$93,240.00		\$155,403.22	\$11,596.78	\$11,596.78
<b>Total Division 8420 Fire Facilities</b>			<b>\$3,036,448.05</b>	<b>\$3,036,448.05</b>	<b>\$0.00</b>	<b>\$3,036,448.05</b>	<b>\$1,751,127.50</b>	<b>\$451,450.29</b>		<b>\$2,202,577.79</b>	<b>\$833,870.26</b>	<b>\$833,870.26</b>

**Division 8430 Fire Fighting Equipment**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
041F	CONTINGENCIES & GRANT MATCH	8400P0100	\$131,603.00	\$131,603.00	\$0.00	\$131,603.00	\$114,508.54	\$0.00		\$114,508.54	\$17,094.46	\$17,094.46
044F	TURNOUT GEAR	8430V0300	\$2,727,686.00	\$2,727,686.00	\$0.00	\$2,727,686.00	\$2,101,092.67	\$203,911.35		\$2,305,004.02	\$422,681.98	\$422,681.98
060F	Fire 800MHZ - Omnilink Upgrade	8430V0300	\$4,537,000.00	\$4,537,000.00	\$0.00	\$4,537,000.00	\$2,590,000.00	\$1,872,000.00		\$4,462,000.00	\$75,000.00	\$75,000.00
061F	Fire Air Bottle Replacement	8430V0300	\$309,000.00	\$309,000.00	\$0.00	\$309,000.00	\$75,228.00	\$0.00		\$75,228.00	\$233,772.00	\$233,772.00
062F	Fire Defibrillators	8430V0300	\$366,979.00	\$366,979.00	\$0.00	\$366,979.00	\$192,599.93	\$0.00		\$192,599.93	\$174,379.07	\$174,379.07
063F	Fire Thermal Imaging Cameras	8430V0300	\$382,683.00	\$382,683.00	\$0.00	\$382,683.00	\$273,372.17	\$0.00		\$273,372.17	\$109,310.83	\$109,310.83
066F	Fire SCBA's	8430V0300	\$1,750,290.53	\$1,750,290.53	\$0.00	\$1,750,290.53	\$1,612,472.46	\$0.00		\$1,612,472.46	\$137,818.07	\$137,818.07
073F	Pager Replacements	8430V0300	\$858,000.00	\$827,000.00	\$31,000.00	\$858,000.00	\$0.00	\$301,215.00		\$301,215.00	\$556,785.00	\$525,785.00
090F	Fire Small Capital - FY17	8430V0300	\$210,000.00	\$210,000.00	\$0.00	\$210,000.00	\$179,620.55	\$0.00		\$179,620.55	\$30,379.45	\$30,379.45
092F	Fire Small Capital - FY18	8430V0300	\$202,000.00	\$202,000.00	\$0.00	\$202,000.00	\$49,269.45	\$150,221.55		\$199,491.00	\$2,509.00	\$2,509.00
<b>Total Division 8430 Fire Fighting Equipment</b>			<b>\$11,475,241.53</b>	<b>\$11,444,241.53</b>	<b>\$31,000.00</b>	<b>\$11,475,241.53</b>	<b>\$7,188,163.77</b>	<b>\$2,527,347.90</b>		<b>\$9,715,511.67</b>	<b>\$1,759,729.86</b>	<b>\$1,728,729.86</b>

**Division 8440 Fire Apparatus**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
054F	General Fire Apparatus	8440V0100	\$220,915.82	\$222,252.82	(\$1,337.00)	\$220,915.82	\$58,705.13	\$24,729.38		\$83,434.51	\$137,481.31	\$138,818.31
056F	Fire Small Vehicles	8440V0100	\$921,322.04	\$921,322.04	\$0.00	\$921,322.04	\$611,610.28	\$46,801.28	\$0.00	\$658,411.56	\$262,910.48	\$262,910.48
085F	FY16 Large Apparatus - Municipal	8440V0100	\$278,337.00	\$277,000.00	\$1,337.00	\$278,337.00	\$194,337.00	\$0.00		\$194,337.00	\$84,000.00	\$82,663.00
086F	FY16 Large Apparatus - Rural	8440V0100	\$500,455.00	\$500,455.00	\$0.00	\$500,455.00	\$502,461.00	\$0.00		\$502,461.00	(\$2,006.00)	(\$2,006.00)
087F	FY17 Large Apparatus - Municipal	8440V0100	\$301,316.00	\$301,316.00	\$0.00	\$301,316.00	\$84,000.00	\$0.00		\$84,000.00	\$217,316.00	\$217,316.00
088F	FY17 Large Apparatus - Rural	8440V0100	\$1,660,161.00	\$17,003.00	\$1,643,158.00	\$1,660,161.00	\$8,000.00	\$1,659,254.00		\$1,667,254.00	(\$7,093.00)	(\$1,650,251.00)
089F	Apparatus Emergency Repairs	8440V0100	\$150,000.00	\$150,000.00	\$0.00	\$150,000.00	\$36,256.34	\$24,000.00		\$60,256.34	\$89,743.66	\$89,743.66
091F	FY18 Large Apparatus - Rural	8440V0100	\$1,294,581.00	\$456.00	\$1,294,125.00	\$1,294,581.00	\$0.00	\$1,294,581.00		\$1,294,581.00	\$0.00	(\$1,294,125.00)
997F	Fire CIP - 2017 Installment Proceeds	8440V0100	\$0.00	\$1,294,125.00	(\$1,294,125.00)	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$1,294,125.00
999F	Fire CIP - Installment Proceeds	8440V0100	\$0.00	\$1,643,158.00	(\$1,643,158.00)	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$1,643,158.00
<b>Total Division 8440 Fire Apparatus</b>			<b>\$5,327,087.86</b>	<b>\$5,327,087.86</b>	<b>\$0.00</b>	<b>\$5,327,087.86</b>	<b>\$1,495,369.75</b>	<b>\$3,049,365.66</b>	<b>\$0.00</b>	<b>\$4,544,735.41</b>	<b>\$782,352.45</b>	<b>\$782,352.45</b>

**Division 8499 Fire Capital Uncommitted**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
096F	Fire Preexisting Department - Debt	8490V0100	\$762,954.70	\$762,954.70	\$0.00	\$762,954.70	\$715,416.60	\$46,924.00		\$762,340.60	\$614.10	\$614.10
098F	Garner Station #4 Interlocal Agreement	8490V0100	\$180,500.00	\$152,500.00	\$28,000.00	\$180,500.00	\$0.00	\$0.00		\$0.00	\$180,500.00	\$152,500.00
099F	Fire Capital Uncommitted	8490V0100	\$3,929,459.02	\$1,577,283.16	\$2,352,175.86	\$3,929,459.02	\$4.48	\$0.00		\$4.48	\$3,929,454.54	\$1,577,278.68
<b>Total Division 8499 Fire Capital Uncommitted</b>			\$4,872,913.72	\$2,492,737.86	\$2,380,175.86	\$4,872,913.72	\$715,421.08	\$46,924.00		\$762,345.08	\$4,110,568.64	\$1,730,392.78
<b>Total Department 84 Fire And Rescue CIP</b>			\$24,711,691.16	\$22,300,515.30	\$2,411,175.86	\$24,711,691.16	\$11,150,082.10	\$6,075,087.85	\$0.00	\$17,225,169.95	\$7,486,521.21	\$5,075,345.35
<b>Total Fund: 4400 Fire CIP</b>			\$24,711,691.16	\$22,300,515.30	\$2,411,175.86	\$24,711,691.16	\$11,150,082.10	\$6,075,087.85	\$0.00	\$17,225,169.95	\$7,486,521.21	\$5,075,345.35

## STANDING COMMITTEE UPDATES

### **Administrative Sub-Committee:**

No report.

### **Apparatus Sub-Committee:**

The Apparatus Subcommittee met at Garner Station 1 this past Monday and continued the preliminary long-range discussion to use regional based large rescue trucks and additional small rescue trucks throughout the County. Over the next few months, the Committee will collect and compile data from the departments that will assist with the planning process to move forward. This plan provides better utilization of resources and will generate a cost savings.

The Committee also discussed adjusting the current apparatus replacement model as it relates to the Eastern Wake's rescue truck replacement schedule for fiscal year 2019 to 2020 to secure better financing options for Wake County.

### **Budget Sub-Committee:**

Michael James is currently working on the calendar for the 2019 budget process and will distribute to Chiefs by the end of the month.

### **Communications Sub-Committee**

Chief Perry reported that the committee is currently working on CAD implementation and radio replacement.

Chief McGee inquired about moving forward with identifying a second alarm concept with the Communications Committee. Chief Perry says that the committee continues to have discussions with Raleigh Wake. Raleigh Wake is reluctant to make any changes due to the implementation of the CAD system. Chief McGee offered a written recommendation from the Fire Commission to assist with the identification of a second alarm concept.

### **Equipment Sub-committee:**

In Chief Amerson absence, Fire Services Logistics Manager Ben Griffin reported that turn out gear is moving smoothly and vendors have been selected for the wear test. The Committee is scheduled to meet November 27.

### **Facility Sub-Committee:**

No report.

### **Staffing and Compensation Sub-Committee:**

No report.

### **Steering Sub-Committee:**

No report.

### **Training Sub-Committee:**

Bob Stagg inquired about formalizing the makeup of the Training Subcommittee. In prior years, the makeup of the committee consisted of chiefs and representatives from Duke and Wake Tech. Bob reported that from the committee meeting today that is no longer the makeup of the committee. Bob also reported that the group discussed alternative meetings, such as using Skype. Director Campasano will reach out to partners.

### **Volunteer Recruitment & Retention Committee:**

In Chief's Clapps absence, Director Campasano reported that the Fairview Fire Department has postponed their Volunteer Day until January 2, 2018. The date was changed due to not wanting to interfere with Fire Prevention Week. They are working with Wake County Communications for marketing and data collection.

The Committee has also been working on collecting and discussing best practices and recruitment retention challenge solutions.

The December meeting for the Committee has been rescheduled for February, at that time they will discuss the outcome of the January Volunteer Day. Bob Stagg inquired about a secondary training schedule for working adults. Director Campasano shared that the Committee will explore alternative schedules for the training center.

### **CHAIR REPORT**

No report.

### **FIRE SERVICES DIRECTOR REPORT**

After receiving push back from the Subcommittees regarding the aggressive combination of subcommittees, Director Campasano presented a new proposal that combines the Administrative, Steering, and Staffing and Compensation Committees. The other committees will stay as is. Director Campasano requested feedback and if favorable he will work with the committees for the union, scope, etc. Chief McGee agreed with the proposal; the Commission did not have any questions for Director Campasano.

The facility condition assessments have been completed. A draft report is expected within the week, each department will get their section. There will be enough time to review recommendations to address budgetary impacts. Departments should expect their individual reports by January.

The Image Trend CAD integration project continues. A kickoff meeting was held with Image Trend and training sessions have been established for November 27<sup>th</sup> and 30<sup>th</sup>. Departments have been asked to send three to four people to train-the-trainer. Director Campasano also provided an update on the possible implementation of mobile data terminals being placed on all dispatch apparatus.

### **TRAINING DIRECTOR REPORT**

Wake County Fire Services Training Manager David Zoltoski reported that the 2018 schedule is being drafted and will go out soon. The first Essential School will take place January 22<sup>nd</sup>, the first HazMat class will be April 14<sup>th</sup>, ICS 100, 200, 300 and 400 will be conducted upon request.

The application deadline for Academy 10 has been extended due to low enrollment.

The fire training center has suspended the use of the burn building due to burns injuries. They are working with GSA to rule out any facility failure before removing the suspension.

## **OPERATIONS DIRECTOR REPORT**

No report.

## **LOGISTICS MANAGER REPORT**

Wake County Fire Services Logistic Manager, Ben Griffin reported that equipment and radio replacement is ongoing. Boots and helmets are sporadically coming in. Ben encouraged departments to submit for A&Es reimbursement as there are still funds available.

Purchase orders have been issued for 2018 apparatus.

Ben has put together a list of specifications for the pager replacement and submitted it to Frank and Russel to review. Ben will provide a copy of the specifications to Chief Perry and the Communications Committee for review.

A contract has been awarded for the vehicle exhaust removal system; however, we are waiting on a performance bond to come in from the company. AirVac 911 will contact Departments involved in the process to come out and perform their preconstruction investigation.

## **OTHER BUSINESS**

None.

## **ADJOURNMENT**

Being no further business, Lucius Jones made a motion to adjourn, the motion was seconded by Chief McGee and the meeting was adjourned.