

**WAKE COUNTY  
FIRE COMMISSION  
Thursday, March 15, 2018**

**Adopted Minutes**

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

A meeting of the Wake County Fire Commission was held on Thursday, March 15, 2018, 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), Judge Keith Gregory (Citizen/Consumer), Matt Calabria (Wake County Commissioner), Chief Chris Perry (East Region Alternate), Chief Garland Johnston (West Region Alternate), Chief Rodney Privette (East Region), Chief Tony Mauldin (South Region), Chief Matt Poole (South Region Alternate), Chief David McNulty (North Region Primary), Chief Tim Pope (North Region Alternate), Lee Price (Firefighters Association President) Satish Garimella (Citizen/Consumer) , Bob Stagg (Citizen Consumer), and Nancy Anderson ( Citizen Consumer Alternate ).

The following member was absent: Chief Keith McGee (West Region).

The following County officials and staff were present: Fire Services Director Nick Campasano, County Manager David Ellis, 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.

Chairman Billy Myrick called the meeting to order at 7:00pm. Chief Chris Perry gave the invocation and Chairman Myrick led the group with the pledge of allegiance. Chairman Myrick welcomed and introduced David Ellis, the new County Manager and new Fire Commission member Satish Garimella. Chairman Myrick appointed Nancy Anderson as the alternate to fill a vacancy as a voting member.

**ITEMS OF BUSINESS**

## **ADOPTION OF MINUTES FOR NOVEMBER 16, 2017, REGULAR MEETING**

A motion was made to adopt the November 16, 2017 regular meeting minutes by Bob Stagg and seconded by Lee Price. The motion was approved unanimously by the Fire Commission.

## **ANNUAL ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

Fire Services Director, Nick Campasano opened the floor for the Fire Commission Chair nominations. Bob Stagg nominated Chief Keith McGee of the Apex Fire Department. Lucius Jones nominated incumbent Chairman Billy Myrick. The motion was seconded by and closed by the Commission. The vote was seven to three, Chief McGee and two abstain.

The floor was then opened to accept vice chairman nominations. Chief Privette nominated Lucius Jones and Bob Stagg nominated Lee Price. The vote was seven to three, Lee Price and two abstain.

Newly elected Vice Chairman Lee Price chaired the meeting due to newly elected Chairman Chief Keith McGee being absent, per the Rules of Procedure.

## **APPROVAL OF AGENDA**

Deputy Director, Darrell Alford requested an amendment and addition to the agenda. A request to add East Region Appointments to the agenda was made. A motion to approve the March 15, 2018 amended agenda was made by Bob Stagg and seconded by Chief Tony Mauldin. The motion was approved unanimously by the Fire Commission.

## **PUBLIC COMMENTS**

None.

## **REGULAR AGENDA**

## **RECOMMENDATION FOR SUB-COMMITTEE CONSOLIDATION**

Wake County Fire Services Director Nick Campasano requested that the Fire Commission accepts the revised recommendation of the consolidation of the Administrative, Staffing and Compensation and Steering subcommittees that was proposed at the November 16, 2017 regular agenda Fire Commission meeting. Director Campasano reviewed the revised Administrative Subcommittee scope, membership, the proposed meeting schedule (4<sup>th</sup> Wednesday of the month, 1:30pm) and the revision to the Rules of Procedure. Chief Rich will hold the Chair position; the regional positions will be made amongst the various regions. Lucius Jones made a motion to approve the revision to the Fire Commission standing committees and corresponding page in the Fire Commission Rules of Procedure. The motion was seconded by Tony Mauldin . The motion was carried unanimously by the Commission.

## **NORTH REGION COMMITTEE APPOINTMENTS**

Wake County Fire Services Deputy Director Darrell Alford requested Vice Fire Commission Chair Price to appoint the recommended personnel to the North Region Subcommittee.

<b>Committee</b>	<b>NORTH - PRIMARY</b>	<b>NORTH - ALTERNATE</b>
Administrative/Steering/Staffing	Ron Early - WF	David McNulty - DH
Apparatus	Daryl Cash - WF	Tim Pope - NW
Budget	David McNulty - DH	Tim Pope - NW
Communications	Marcus Wells - WF	Tyler Knickerbocker - DH
Equipment	Justin Schwenk - WF	Brian Rimmer - NW
Facilities	Don Adams - NW	Ron Early - WF
Training	A. Hawkins - DH	Dennis Gaither - NW
Volunteer Recruitment	Tom Sri - NW	Mac Schultz - DH

Vice Fire Commission Chair Price made the appointment as requested by Deputy Alford. The North Region Subcommittee rotates members every two years.

## **SOUTH REGION COMMITTEE APPOINTMENTS**

Deputy Director Darrell Alford requested Vice Fire Commission Chair Price to appoint two primary members, Matt Poole and Tim Herman to the Administration Committee. He also requested the appointment of Leroy Smith as the primary for the Budget Committee and Hunter Byars as the Alternate.

Chief Mauldin added previous discussions of having multiple regional representation due to the quantity of work tasked from the committee. Bob Stagg encouraged the Commission to recruit citizens.

Vice Chairman Price appointed South Region sub-committee members as requested.

### **EAST REGION SUBCOMMITTEE**

Deputy Director Alford requested Vice Fire Commission Chair Price to appoint the following:

Administration Committee – Primary-Brian Staples and Alternate-Jimmy McCauley  
Equipment Committee – Alternate – Matthew White  
Facility Committee – Primary- Wayne Dupree and Alternate – Brian Staples

Vice Fire Commission Chair Price made the appointment as requested.

## **APPARATUS 2-1 REPLACEMENTS AND POSSIBLE RELOCATIONS**

Deputy Director Alford reviewed the 2-1 replacement of the Garner ladder, the Town of Fuquay-Varina 2-1 ladder rescue replacement with rescue returned to county for reallocation, the Town of Zebulon ladder/rescue funding with rescue returned to the county for reallocation and the Northern Wake 2-1 ladder replacement with rescue returned to the county for reallocation. This was presented as a PowerPoint presentation and a separate recommendation for each proposal was

requested.

Commissioner Calabria made a motion for the Fire Commission to recommend the cost share purchase of a rescue and engine towards a ladder/rescue purchase for the Garner Fire Department. The motion was seconded by Bob Stagg and carried unanimously by the Commission.

Mr. Bob Stagg made a motion to accept the recommendation of receipt of a 2012 medium duty rescue to be relocated to Wake County for use in the Tax District and the FY19 cost share purchase amount of an engine and heavy rescue towards a ladder/rescue truck for the Town of Fuquay-Varina Fire Department. The engine and rescue will be removed from the Wake County replacement schedule, and the ladder/rescue will be added. The motion was seconded by Chief Garland Johnston and carried unanimously by the Commission. This is subject to the Town board's approval.

Mr. Bob Stagg made a motion to accept the recommendation of acceptance of a 2009 Medium Duty Rescue to be either re-allocated within the tax district or kept as a reserve, and fund the FY19 cost share percentage of a heavy rescue towards the purchase of a new ladder truck for use within the Town of Zebulon and Wake County. The ladder/rescue truck will be added to the County replacement schedule and the replacement cost share amount will be capped at the price of a heavy rescue. This is subjected to the Town board's approval. The motion was seconded by Chief Garland Johnston and carried unanimously by the Commission.

Mr. Bob Stagg made a motion to accept the recommendation of receipt of a 2008 Heavy Rescue to be re-allocated to Wake County for use in the Tax District and purchase of a new ladder/rescue for Northern Wake Fire Department. The motion was seconded by Chief Garland Johnston and carried unanimously by the Commission.

#### **COUNTY PURCHASE OF TOWN OF FUQUAY-VARINA TANKER**

Deputy Director Alford requested that the Fire Commission move forward with the purchase of the Fuquay-Varina 1995 Tanker for a price of \$30,000.00. The 1995 tanker will be utilized by the Holly Springs Fire Department until it is determined that it is no long needed. At that time, the tanker will be surplus by Wake County or used as a reserved apparatus. A motion to move forward with the purchase was made by Lucius Jones and seconded by Chief Garland Johnston, motion carried unanimously by the Commission.

### **INFORMATION AGENDA**

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

Wake County Budget and Management Analyst, Michael James reported that revenues from property tax collected, since the last Fire Commission meeting is on target for what was budgeted for the year. The Commission did not have any questions for Michael.

## STANDING COMMITTEE UPDATES

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

No report.

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

The Apparatus Subcommittee met on February 22<sup>nd</sup> and received an update from the County on the two Rosenbauer tankers and pumpers. The apparatus is in the final preparation stage at C. W. Williams in Rocky Mount and should be ready by the end of March. The Committee also received an update on the County's plan to replace six brush trucks over the next three years.

The Apparatus Subcommittee unanimously approved the apparatus replacement plan and the relocation plan Deputy Alford reviewed during his presentation.

The Apparatus Subcommittee also approved modifications to the trip requirements when conducting final inspection on a new apparatus. The department receiving the apparatus can now send one additional personnel for the final inspection.

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

Chief Matt Poole reported that the Budget Subcommittee held its kickoff meeting on Monday. The subcommittee will review Department's requests and hear the County's recommended staff's budget. The next meeting will take place March 26<sup>th</sup>.

Lucius Jones inquired and requested that 401k contributions for small departments that does not fall under the State's plan be increased from the 9.875% established some years ago. Michael James reports that expansion request will have to be submitted and he has seen request from for the FY19 budget.

### **Communications Sub-Committee**

Chief Perry reported that the committee is currently monitoring ongoing projects: CAD replacement, radio replacement, pager replacement and the P25 radio system upgrade.

Fire Commission member Satish Garimella inquired about the First Net project. Chief Perry advised that the First Net project is a part of the County's horizon plans and are waiting on additional information and project release to the State.

Chief Tony Mauldin inquired about the status of BDAs placed in schools. He shared that the department became aware of a BDA device at a recently built school in Fuquay Varina from the police department. Commissioner Calabria recommended a regular process be put in place for the school system to notify local fire departments of the BDA install. Commissioner Calabria requested that Director Campasano facilitate the matter with Deputy County Manger, Johnna Rogers who sits on the Joint Facilities Committee between the County and the school system.

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

In Chief Amerson absence, Fire Services Logistics Manager, Ben Griffin reported that the group met in February. The PPE wear test is ongoing; the subcommittee plans to finalize specifications by August 2018. Ben welcomed feedback from the group.

The Town of Cary will issue the contract for the Consortium, it is expected to be on the street by September 2018. The Wake County bid ends December 2018.

Ben is looking to replace four gas monitors and is currently researching past purchases.

Chief Spain recommended the standardization of helmet colors to white, red and black and probationary be yellow and or orange for the safety of individuals on the fire ground. Billy Myrick made a motion to accept the standardization of the helmet colors. The motion was seconded by Bob Stagg and carried unanimously by the Commission.

**Facility Sub-Committee:**

Deputy Director Alford, reported that the Facility Subcommittee met, reviewed and prioritized expansion requests submitted by the departments. It looks likely that all expansions can be accommodated. The estimate from facility condition assessment is approximately \$2.5 million, the committee is also looking at those items.

The design of the joint Wendell Falls EMS/Fire station is on the Commissioners agenda.

**Staffing and Compensation Sub-Committee:**

Deputy Director Alford, reported that the Staffing and Compensation Subcommittee met and reviewed personnel expansion request to report back to the Budget Subcommittee.

**Steering Sub-Committee:**

No report.

**Training Sub-Committee:**

Chief Leroy Smith reported that the Training Subcommittee met February 15 and provided feedback on the proposed hiring agility test. The next Training Subcommittee meeting will take place April 19.

**Volunteer Recruitment & Retention Committee:**

Chief Clapp reported that the group met February 22 and discussed the Volunteer Pilot Program. The Commission has earmarked a thousand dollars to department to support the program. Chief Spain informed the Commission that the event was a success with over 40 calls that day, 20 potential fire fighters and 17 applications with 15 being in process.

The group also discussed the Volunteer Workforce Solutions grant and decided to pursue the grant. Wake County Fire Services will be the central agency applying for the grant. The grant assists with retention, recruitment, marketing and GIS modeling.

**CHAIR REPORT**

No report.

**FIRE SERVICES DIRECTOR REPORT**

ImageTrend record management software began receiving data from CAD on March 8<sup>th</sup>. That data will be reviewed and a second set of classes will be held to ensure we are capturing the needed information to complete reports.

Wake County will no longer serve as the passthrough for the City of Raleigh HazMat contract.

## **TRAINING DIRECTOR REPORT**

Wake County Fire Services Training Center Manager, David Zoltoski reported that applications for Academy 10 is now being accepted through June 9<sup>th</sup>. Academy 10 will start in July 2018. Essential School and Hazmat starts in April.

## **OPERATIONS DIRECTOR REPORT**

Fire Chiefs were invited via email to attend the April 3<sup>rd</sup> meeting with Tritech CAD representatives . Tritech will answers any questions and discuss response plans.

## **LOGISTICS MANAGER REPORT**

No report.

## **OTHER BUSINESS**

None.

## **ADJOURNMENT**

Being no further business, the meeting was adjourned by Lucius Jones.