

LOUDOUN COUNTY FIRE OPERATIONS COMMITTEE

Committee Meeting

16 March 2016

1900 hours

DTCI Large Conference Room, 801 Sycolin Road

The March meeting of the Loudoun County Fire Operations Committee was held on Wednesday, March 16, 2016. FOC Chairman Cook presided and called the meeting to order at 7:06 p.m. The following attended:

Co. 1/20	Jim Cook
Co. 2	Absent
Co. 4	Absent
Co. 5	Absent
Co. 6	Miguel Quijano
Co. 7	Russell Furr
Co. 8	Rick Pearsall
Co. 9	Absent
Co. 10	Robert Honec
Co. 11/18/24	Jon Starling
Co. 12	Rob Berka
LCFFA	Jeremy Mader
LCFR:	AC Johnson, DC Shank, Captain Scott Brazier, Thomas Kane and Christine Langley-Obaugh

Public Comments

No public comments.

Approval of Previous Meeting Minutes

A motion was made by Jeremy Mader to approve the February minutes. The motion was seconded by Company 11. The motion passed and the minutes were approved.

Chair's Report

CPR Cards (Shank)

All CPR cards from this point forward will be electronic and they will be considered E-cards. Chief Shank reported that this will eliminate the dissemination issues that previously occurred. Chief Shank stated that Bill Toon was the only one trained this

year to process e-cards. Chief Shank explained that anyone that came through the training center, whether volunteer or career, received an e-card. If the course was taken somewhere other than the training academy, then a paper card was received. Chief Shank submitted that the AHA guidelines indicate that the Instructor must hand the card to the student or the card must be directly mailed to the student. Chief Shank stated there are 87 instructors and all were advised that training on the e-cards was necessary, however, only 20 people have responded as of this date. Chief Shank encouraged all to have CPR Instructors contact Dr. Bill Toon so they can receive the training necessary for the e-cards.

Volunteer Fire Schools (Shank)

The Fire Training staff suggested naming volunteer fire schools. Chief Shank advised that in order to give the schools added identity, the plan will be to name them by fiscal year-# of school in the year (ex. 16-1). In addition, the staff also expressed an interest in securing flags. Should flags for each school be purchased, then there is space available in the high bay.

Training Enrollment and Wait Lists SWP (Shank)

Chief Shank reminded the FOC that the Training Enrollment and Wait Lists SWP came before them previously and also went to the EMSOC. It should be noted, at first, there were two separate SWP's, one for Fire and one for EMS. Chief Shank stated that the two SWP's were almost identical with the exception of requirements dictated by VDFP or VAOEMS. Chief Shank reported that the EMS SWP was passed by the EC in October, 2015 and the Fire SWP was passed by the EC in December, 2015. In December, according to Chief Shank, Chief Tobia requested that Chief Gottholm combine the two SWP's into one. Chief Shank informed the FOC that a HAZMAT OPS class began and ran through February of 2016. In addition, a firefighter's school announcement was made in January, with a revised announcement that followed extending the closing date for an additional 5 or 6 days. Chief Shank stated they were able to get everyone in the class, however, two people failed HAZMAT OPS thus they were now enrolled in a class that they did not meet the prerequisites for. Chief Shank explained the VDFP will kick back anyone that does not meet the prerequisites after the manual list is submitted. Chief Shank also explained that the majority of the students were going to meet the prerequisites by the first day of class even though applications were submitted prior to the ending of the HAZMAT OPS class. So, the first time using the SWP created somewhat of a stir and Chief Shank stated that the intent was that everyone would have prerequisites met before the first day of class.

It should be noted that students cannot re-test until 10 days later and at the time of the re-test, several classes of the Firefighter's school had already been held. Luckily, one student passed the retake and one student's retake is pending. Chief Shank clarified that the cut-off date for enrollment into the Firefighter school was March 1st, however, on March 4th, the training staff was contacted by two companies in which four more students wanted to get in the class that started on March 5th. Chief Shank elaborated and stated the class was not maxed out and if the prerequisites were met, they had the

space, so the students could attend. On the first day of class, Chief Shank stated they had two no-shows without notification. Chief Shank also shared that after the first week of class, another call was received requesting that a student attend. It should be noted that the class was still not full, so they student was able to attend.

Chief Shank wanted to advise the FOC of the above situation. In addition, Chief Shank stated that a consensus was needed and all the rules need to be known. Chief Shank stated at the Training Committee meeting recently, only three companies were represented and it would be proposed that additional companies send representatives to attend. The training committee meets on the first Tuesday of the month at 1900 at the training academy. Chief Shank would like to ensure company participation so that the Training Enrollment and Wait Lists SWP can be further vetted.

Chief Shank reminded the FOC that 40 students will begin in the EMT class for the first two weeks. After the Module I test, it will drop to 30. Scenarios were presented regarding business trips and physical limitations and Chief Shank reiterated what was acceptable and what was not.

Chief Johnson also reiterated that the EC directed the Training Committee to come up with a policy. Chief Johnson stated the SWP was approved, however, those that do not get the results they desire may decide they do not like the policy, after all. Chief Johnson believes that all share the same goal in that there is a desire to fill all classes with qualified people.

Chief Cook raised the concern regarding a President's involvement in training enrollment as opposed to a Rescue Chief or a Fire Chief. In addition, Chief Cook reminded the FOC that the SWP did not go to the AOC. Chief Cook questioned whether or not the Presidents knew that the SWP existed.

Chief Johnson advised the FOC that he had spoken with Chief Tobia and at the next EC meeting, action will be taken regarding an additional review period for this SWP.

Discussion arose regarding the HAZMAT class and Chief Shank advised that they have agreed to back that class up and it will be offered four times per year, once per quarter. Chief Shank further explained that by moving this class, students will have an opportunity to complete a re-test prior to the start of the next class should it be deemed necessary.

Discussion also ensued about classes in 2017, hybrid versus accelerated classes, the composition of the training committee and communication. In addition, training officers from each Company may want to consider attending the training committee meetings. Chief Johnson stated he and Chief Shank and Chief Gottholm met last week and the training officers will be invited to attend the training committee meetings.

Chief Shank also clarified that students are able to sign up for the class, but go the wait list until prerequisites are met. As soon as the student provides the training staff with the prerequisite, then they are accepted.

Chief Johnson clarified that the SWP has not been posted due to the fact that the format has not been agreed upon. Chief Johnson stated the format issue will be raised at the next EC meeting with the hope of resolution. Chief Johnson stated that the SWP should be out within the next two weeks prior to the Training Committee and FOC meetings in April.

Mulch Fire Data Collection (Johnson)

Chief Johnson advised that there is an on-going process right now to draft a GO for Mulch Fire Data Collection. Chief Johnson stated that the City of Harrisonburg had a local Fire Code ordinance, which is allowed to be amended, that prohibited mulch being within three feet of a commercial building. Chief Johnson further advised that the ordinance came under fire this year and groups of people submitted legislation to make changes to the ordinance and take away the ability of a locality to regulate that fire code issue. In retrospect, this can weaken the authority of a County. Chief Johnson submitted that there is no way currently to track mulch fires. The GO will provide a link to a form that the Officer will submit when there is a mulch fire. Chief Johnson reiterated that this is timely as we are getting into the mulch fire season. The submitted form will go to the duty FM. The GO will be indefinite and the data will be collected in order to work with legislative officials to bring awareness.

LCFR Department Report -Deputy Chief Michael Nally

COG Senior Operations Chiefs

- Canceled

NOVA Senior Operations Chiefs

- Thursday, March 3rd
 - See attached minutes

Apparatus

CURRENT PROJECTS:

- Drop-in number program
 - GO released with Feb 1 start date, no issues reported.
- Hazmat Support 619
 - Currently on assembly line at Pierce
- 2 Tankers (tentatively slated for Middleburg, one tentatively slated to replace K610)
 - Currently on assembly line at Pierce

FUTURE PROJECTS:

- Kirkpatrick Engine
 - In the planning stage and tentatively slated to be ordered Summer/Fall 2016

- County-funded engine for Hamilton is being evaluated as part of CIP by Board of Supervisors. If approved, will be ordered in conjunction with Kirkpatrick engine.
- Kirkpatrick Ambulance and replacement of 40053, 40054, 40055
 - In the planning stage and should be ordered Summer 2016
- Replacement of Hazmat 619
 - To be ordered Summer/Fall 2016

Volunteer Battalion Chief Program

January 2016

24 of 31 nights were covered by VBC's (77%)

Short- 5
Shultz- 4
Starling- 4
Stephens- 4
Graham- 3
Davis- 2
Firmin- 2
Cook - 0
Buchanan- 0
LCFR- 7

February 2016

23 of 29 nights were covered by VBC's (79.31%)

Graham- 5
Davis- 4
Shultz- 4
Short- 3
Stephens- 3
Firmin- 2
Starling- 2
Buchanan- 0
Cook - 0
LCFR- 6

Significant Incident Reports

- 12-22-15 111 S. 29th Street – Purcellville (Inc. #201528636)
 - Structure fire – Chief Dryden (Purcellville Fire) ***SIR is pending**
- 12-29-15 37146 Mountville Road – Philomont (Inc. #201529205)
 - House fire – Chief Dryden (Purcellville Fire)

- 01-13-16 24566 James Monroe Hwy – Aldie (Inc. #201601874
 - Barn Collapse – BC Menzenwerth ***SIR is pending**
- 02-29-16 21048 Starflower Way – Ashburn (Inc. #201604873)
- 02-01-16 18179 Lincoln Rd. – Purcellville (Inc. #201602837)
 - House Fire – BC Pisauro

LCFR Training Report – Captain Scott Brazier

Spring 2016 Firefighter I & II

- The Spring 2016 Firefighter I & II Certification Class is now underway and began on March 5, 2016.
- Class registration consists of 28 students.
- Basic class formalities have been completed and students have moved into PPE, SCBA, and firefighter safety. The Physical Abilities Test (PAT) will be conducted on March 12 and the Consumption Test is scheduled for March 19.
- Lt. Michael Smith is the Course Coordinator and Lead Instructor. He can be reached at robert.m.smith@loudoun.gov
- Lt. Boyd Morris is the Co-Course Coordinator and also a Lead Instructor. He can be reached at boyd.morris@loudoun.gov

Monroe Tech.

MTC Fire and EMS Classes resumed on August 31, 2015.

-Fire Fighter Certification Program:

- There are 9 students enrolled of which 8 are eligible for certification in this class. There is 1 student still trying to re-gain affiliation to a fire company.
- Students have completed fire attack, ladders, hose, forcible entry, ropes and knots, and ventilation. They are currently scheduling to sit for the EMR National Registry Certification test. Future classes will be on building construction and fire behavior.
- The Module I written test is scheduled for April 12. As Module I skills testing is scheduled for April 14, Ms. Sokol is encouraging stations to work with their MTC students during duty crews and training sessions to help perfect ladder, SCBA, hose, search, and rope skills.

-EMT Certification Program:

- There are currently eight students who continue with this program, of which 7 are eligible for certification.
- Students are currently in Medical Assessment and are making up material due to the recent snow days. EMT hospital rotations are scheduled from March 20 to April 15.
- The Module III Trauma test was given on February 11, and all students were successful in passing. The Module IV Medical test is scheduled for April 26.

-Program Information:

- Spring Break is March 20-26, 2016. This is also the time when EMT hospital rotations will take place allowing students to have a time off to participate.
- Applications are being accepted for the MTC 2016/2017 school year. Current applications submitted so far equal 15 applicants for the EMT program, and 7 applicants for the fire program. The application period closes on April 15, 2016.
- LCPS Instructor Sandy Sokol is MTC's Course Coordinator and Lead Instructor. She can be reached at sandra.sokol@lcps.org

Ongoing/Completed/Cancelled Courses

- Fall 2015 FF I & II Basic Certification School-Completed
- NFPA 472-Hazardous Materials Operations-February 2016 Class-Completed
- Fire Instructor-Level II-LCFR-Completed
- LCFR Ice Rescue Technician-Completed
- NFPA 1403 Compliance Officer-Completed
- Fire Behavior/Flashover Recognition-February 27-Completed
- NFPA 1002 EVOC I, II, III-February-Completed

- Spring 2016 FF I & II Basic Certification School-Ongoing
- Fire Officer-Level II (Hybrid)-Ongoing
- Fire Instructor-Level II-Purcellville-Ongoing

- LCFR Injury Reporting-January 23, 2016-In the Process of re-scheduling with LCFR HR

Classes Being Offered

Fire Behavior/Flashover Recognition	Ongoing- Contact BC Gottholm Bernard.gottholm@loudoun.gov
VDFP HTR- Confined Space Level I	April 9-10, 2016 Regis. closes March 25, 2016
NFPA 472-Hazardous Materials Operations May 2016 Class	April 30-May 21, 2016 Regis. closes April 15, 2016
NFPA 1021-Fire Officer-Level III	April 23- May 21, 2016 Regis. closes April 8, 2016
VDFP HTR-Introduction to Technical Rescue Module II	May 3-8, 2016 Regis. closes April 22, 2016
LCFR Ignitor/1403 Awareness	May 7, 2016 Regis. closes April 29, 2016

TrainingCenter MISC

**Sexual Harassment Prevention for Supervisors/Officers—To register for this class, please provide your name, station #, email address, rank/title, and a brief statement requesting this course in an email to lauren.hartman@loudoun.gov. You will receive instructions from Lauren as to how to access this online course.

**Check the VDFP Website (www.vafire.com) for current information and a listing of classes being offered in other jurisdictions such as:

-Fairfax County Fire & Rescue Department
4600 West Ox Road, Fairfax, VA
Fire Officer Level I-March 28-April 10, 2016
Registration Closes March 27, 2016 through the VDFP website. www.vafire.com

-Currently the Training section of the VDFP website under “view courses” is currently not active and shows an error page when the link is selected. Chief Baker from VDFP Division 7 Office said that this is supposed to be a temporary issue but no date has been given yet for repair.

Upcoming Events from Around the State

2016 NFA In-State Training	Salem	April 5 & 6, 2016
2016 NFA In-State Training	Norfolk	April 12 & 13, 2016
22nd Annual Caroline Co. Regional School	Milford	April 16 & 17, 2016
Rockingham Regional Fire School	Harrisonburg	April 23 & 24, 2016
VA Dept. of Forestry Statewide	Farmville	May 25-28, 2016
Wildfire Academy		

Committee Reports

- **Equipment Standards Committee: Chief Stephens**

Nothing

- **Communications Committee: Chief Quijano**

The demo was done and approximately 40-50 people participated. Some changes in policy may be forthcoming. The system training is being developed.

- **Health & Safety Committee: Chief Quijano**

Chief Quijano stated they are working on a gear spec and plan on piggybacking off of Rockville’s gear mainly for the career side.

In addition, an air conservation study is also being developed. A survey will be disseminated soon regarding policies.

The legislature approved localities to provide EAP programs to volunteer companies. That will be effective on July 1st. A policy will be needed.

- **Training Committee: Chief Graham**

Nothing additional to report

- **IAFF: Jeremy Mader**

Captain Frye's retirement party was held last weekend with a good turnout.

Old Business

Dispatch Algorithm Committee:

Chief Cook reported that Chief Tobia is getting together the Dispatch Algorithm Committee. Chief Cook reminded the FOC that Chief Stephens was submitted and recommended to be a part of the committee. Kordek was chosen as the alternate for the committee.

ATL Funding:

Chief Cook stated that work is in progress regarding ATL Funding. Chief Cook stated he is having some difficulty receiving return calls.

Rules of Order:

Chief Cook reminded the FOC that he had asked for a review of the Rules of Order. As of today's meeting, no feedback has been received. Chief Quijano will take a look at the Rules of Order and provide feedback.

New Business

Volunteer Physicals:

Chief Cook advised all to review the DRAFT SWP on Volunteer Physicals. Chief Cook stated this item will go to the EC in April. Chief Cook stated that for the Volunteer Battalion Chief's Program, the NFPA 1582 physicals will become mandatory. Chief Cook stated that volunteers will be encouraged to receive an annual physical. Chief Johnson stated that training officers have always had to submit to an NFPA 1582. Chief Cook reiterated that this item will be voted on at the April FOC meeting.

Discussion ensued regarding HAZMAT training and alternative wording for the SWP.

Council Delegate Comments:

Company 6: The new station is open. Chief Quijano invited all to visit the station. The grand opening will be on May 15th.

Company 8: A surprise 80th party for Stanley Lickey will be held on Sunday. All are invited to attend at 1:00pm.

Company 10: A question regarding the awards banquet arose. Chief Johnson advised that six months ago, a system wide awards committee was established. Further, Chief Johnson stated that the draft SWP has been completed. Once reviewed, the SWP will go to the EC and then to all committees for comments. Chief Johnson emphasized that this was a very comprehensive system wide awards policy.

The next Executive Committee meeting is March 29, 2016 at 7:00 p.m. and the next Fire Operations Committee meeting is April 20, 2016 at 7:00 p.m.

Respectfully submitted,
Christine Langley-Obaugh, M.Ed., CVA
Executive Liaison