

Spotsylvania County, Virginia
Public Safety Committee Meeting, July 10, 2019 Minutes

MEMBERS PRESENT: Ernest Bartosh, Citizen Representative, Committee Chairman
Greg Benton, Board of Supervisors, Livingston District
Jay Cullinan, Fire Chief, FREM
Jane Reeve, Director of Information Services (IS)
Becky Skebo, 911 Communications Manager
Troy Skebo, Major, SCSO (designee for SCSO)
Mark Cole, Deputy County Administrator

MEMBERS ABSENT: Matthew Embrey, Emergency Management Coordinator, FREM
Roger Harris, Sheriff, SCSO
Kevin Marshall, Board of Supervisors, Berkeley District

STAFF PRESENT: Donna Curry, Secretary, FREM

CALL TO ORDER

Mr. Bartosh called the meeting to order at 2:00 p.m. and led the Pledge of Allegiance.

ADOPTION OF THE MINUTES

Mr. Benton made a motion, seconded by Mrs. Reeve and carried, to adopt the meeting minutes of April 3, 2019 as presented. Ayes: Bartosh, Benton, Cole, Cullinan, Reeve, Skebo, B., Skebo, T. Nays: None. Absent: Embrey, Harris, Marshall.

PUBLIC COMMENT

Mr. Bartosh opened the floor for public comment. There being none, the public comment period was closed.

INFORMATION SERVICES (IS) PUBLIC SAFETY PROJECTS STATUS REPORT

Mrs. Reeve noted that, due to the delay of the new CAD system, the old CAD system will need to have an upgrade. She provided a status update on the following projects:

- NG911: IS is currently moving forward with this project; and
- Redundancy: Funds have been budgeted in the Capital Improvements Plan (CIP) for redundancy. The improvements will not include analog but digital only with redundancy built in.

UNFINISHED BUSINESS

STATUS OF THE PROPOSED PUBLIC SAFETY COMPENSATION PLAN

Chief Cullinan stated that the Work Group is looking at challenges within the County. He reported that it is just now starting the true analysis component. The project is on track for a November presentation to the Board of Supervisors with the roll out in January, 2020.

Major Skebo reported that the Sheriff's Office lost two (2) employees to Stafford County and two (2) seasoned veterans to Government positions.

Chief Cullinan reported that FREM lost five (5) employees recently and the Department continues to burn through its overtime budget. He noted that Recruit Academy graduation will be held at the end of July and currently there are twenty-two recruits in the Academy. However, the Department has twenty vacancies in addition to the recruits as these are not new positions. He concluded by saying that there are mandatory holdovers every day to ensure that there is adequate coverage in the County.

Major Skebo stated that the Sheriff's Office has nine (9) individuals slated to graduate from the Academy in August or September, and noted that they are down roughly eight (8) people.

Chief Cullinan stated that he receives a weekly budget report and FREM's overtime budget now exceeds \$400,000. He explained that the Finance Director is having difficulty getting updated pay scales from the other localities. He stated that the Evergreen Study was supposed to have been reviewing and researching job descriptions but rather looked at titles. He concluded by saying that it is difficult to permit employees training and educational leave due to the mandatory holdovers. This negatively impacts their career ladder and ultimately affects the employee morale.

Mr. Benton confirmed that the Working Group is hoping to have something to the Board for consideration by the end of 2019. Chief Cullinan stated that that is the goal and that it is fully supported by County Administration, Human Resources, and the Finance Department.

STATUS OF PUBLIC SAFETY CAPITAL PROJECTS

Major Skebo stated that the Courthouse Expansion is beginning. He reported that the general contractor is in the process of lining up sub-contractors and the project will take fifteen (15) months to complete from the start date of June 3, 2019. He noted that the first phase of the project will consist of moving the generator from the corner.

Major Skebo inquired if Mrs. Reeve had an update concerning the new CAD system. Mrs. Reeve stated that the project remains on hold as the County is awaiting information from Central Square. Major Skebo stated that the product that they are selling is currently the best on the market. Mr. Cole questioned whether the product is a functional system. Major Skebo and Mrs. Skebo concurred that the product is highly recommended which includes future expansion. Mrs. Reeve stated that she had heard that there are issues with the system and feels that the company skipped quality control and additional testing. She stated that she cannot recommend moving forward with this project due to its poor performance. She concluded by saying that the vendor needs to fix what they have first before taking on another project.

Major Skebo inquired if the security updates with the new CAD system will hold over until the system can be replaced. Keith Pusso, Information Services Division Director, stated that the servers will be upgraded. Once that is complete, the current version will go on the new servers. Mrs. Reeve indicated that additional performance measures are being conducted. She thanked everyone for their patience and asked that they allow the IS Department a little more time with this project. Major Skebo asked Mrs. Reeve to keep Sheriff Harris updated on the progress of the project.

Mr. Bartosh inquired about the new storage building being erected behind the Public Safety Building. Major Skebo stated that the building has been erected and now awaiting the electrical installation.

Mr. Bartosh inquired about the new County website. Mrs. Reeve stated that the project is progressing well and should go live toward the end of the summer. Mr. Bartosh inquired about the Geographic Information System (GIS) map. Mrs. Reeve indicated that she would provide a status update to the Committee via email.

Chief Cullinan updated the Committee on the status of the following Capital Projects:

- Station expansion/replacement:

Station 3 Replacement Project: Staff will begin to compile a Request for Proposals (RFP) for engineering services for the construction of Station 3 and new Station 12. He indicated that this would be a six to eight month process. Mr. Bartosh inquired if a specific piece of land had been identified for the project. Chief Cullinan stated that there are prospective possibilities; however, nothing definite.

Station 6 Expansion Project: The Board of Supervisors approved the contract with the general contractor for this project. They will be seeking recommendations from those individuals who will be working in this facility.

- Apparatus:

Tower 1 is in service. Chief Cullinan noted that Housing Ceremonies have been scheduled for Tower 1 on Saturday, July 13th at 1:00 p.m. and Engine 5 at 10:00 a.m. He indicated that Rescue Engine 8 should be in service soon following in-house fabrication by Mr. McFarren. Additional replacement apparatus has been approved by the Board of Supervisors including: Engine 4, Tanker 1 and Tanker 5.

Major Skebo reported that the second patrol boat has been purchased through a grant with delivery expected in the spring, 2020.

Chief Cullinan stated that the new fire boat has been ordered which will offer firefighting capabilities and a landing platform. This will be a significant advantage to the residents at Lake Anna. He noted that Boat 2 will be relocated to Company 11.

Mr. Bartosh inquired about the impacts this will have with Insurance Services Office (ISO). Chief Cullinan stated that he has been unable to get a response from them.

STATUS UPDATE REGARDING STAFFING

Chief Cullinan stated that Effective August 12th, five (5) providers will be assigned to Stations 1, 4, and 8, to increase the "minimum of three (3)" staffing. FREM has been experiencing volunteer staffing challenges and the need to provide short-notice fills. Therefore, we will be discussing advanced staffing and notification improvements at the next Senior Agency Leadership Group meeting (SALG) which will have a significant impact to mandatory holdovers. This staffing change will provide flexibility so as not to confuse dispatch on who to contact. The 911 Communications Center/Dispatch will be notified at the beginning of each shift which unit will be identified as the first one out for incident response. Mr. Bartosh

stated that he hopes that this change will cut down on overtime costs.

VOLUNTEER POLICY DEVELOPMENT FOR NEW COMPUTER AIDED DISPATCH (CAD) SYSTEM

Mrs. Reeve stated that Information Services (IS) had developed a Memorandum of Understanding (MOU) with the Sheriff's Office for its Auxiliary members to access the County system; however, FREM is more difficult as it has multiple agencies. She asked Mr. Pusso to send Chief Cullinan a copy of the MOU for review. Mrs. Reeve suggested that there may need to be an audited process or a process for when people leave the agency. Chief Cullinan stated that FREM has a process currently in place for when people leave. Mrs. Reeve explained that the account is disabled after thirty (30) days with no log-in activity. She thanked Mr. Pusso for getting the MOU process started.

NEW BUSINESS

INSURANCE SERVICES OFFICE (ISO) CLASSIFICATION PROCESS

Chief Cullinan stated that in October/November 2017, he met with a representative from the Insurance Services Office (ISO) to review information in efforts to improve FREM's rating. He indicated that he called the representative in April 2019 to get the status of the report and was told that the notifications would not be available until the last week in May 2019. No information was received, so Chief Cullinan phoned the representative again and was told that the information had been mailed out the day before. Then he received a call stating that the representative had made a mistake and that there was an issue with the account. He was told that the headquarters had lost all data and requested that the information be resent. Chief Cullinan stated that, due to changes, it would probably be best for them to come on site and start over.

Major Skebo inquired as to whom ISO is accountable to and Chief Cullinan replied no one. Mrs. Skebo stated that she has her information saved. Chief Cullinan stated that is going to contact the representative again and will provide an update at the next meeting.

REGIONAL EFFORTS (MUTUAL/AUTOMATIC AID)

Chief Cullinan stated that he has been working on updating Mutual Aid Agreements and to also have the capability for Automatic Aid. At its May 14, 2019 meeting, the Board approved agreements for Hanover County and Caroline County respectively. At its May 28, 2019 meeting, the Board approved agreements with the City of Fredericksburg; Louisa County; Orange County; and Stafford County. Chief Cullinan noted that he would also like to establish an agreement with Culpeper County and King George County in the near future. He reported that King George has opened a boat ramp in the New Post area that provides access to the river. He explained that the response assistance would not be for routine calls (injury from fall, vehicle lockout, etc.); it would be for a major fire, motor vehicle accident (MVA), or a life threatening incident.

REPORTS

JANE REEVE, DIRECTOR OF INFORMATION SERVICES (IS)

Mrs. Reeve reported that the subdivision information associated with the Geographic Information System (GIS) should be completed for the Livingston District in January 2020, and then work will begin on the Berkley District.

MARK COLE, DEPUTY COUNTY ADMINISTRATOR

Mr. Cole had nothing to report.

JAY CULLINAN, FIRE CHIEF

Chief Cullinan distributed information to the Committee members including the FREM Response Comparison CY2017-2019 2nd Quarter and the CY2017-2019 2nd Quarter Year to Date Report. He noted that, according to the reports, FREM is on track with last year. Chief Cullinan reported that response times are improving due to new station alerting. He indicated that Opticom will also aid in response times as well.

GREG BENTON, BOARD OF SUPERVISORS, LIVINGSTON DISTRICT

Mr. Benton thanked everyone for what they do on a daily basis.

MAJOR SKEBO, SHERIFF'S OFFICE

Major Skebo voiced concerns regarding a recent internet connection issue in Dispatch and asked Mrs. Reeve about a contingency plan should this happen again. He reported that the issue was due to Verizon and was down approximately twelve (12) hours.

Mrs. Reeve stated that funding has been built into the Public Safety Project for redundancy and that the internet pipe has been increased. She briefly explained the Verizon issue.

A brief discussion ensued including possible solutions and the costs associated therewith. Major Skebo inquired if the VCIN terminal required internet service. Mrs. Reeve stated that she would follow up with the City of Fredericksburg and work with Mrs. Skebo on resolving this issue in an effort to prevent future failures.

Major Skebo thanked Chief Cullinan and Mrs. Skebo and their staff on their professionalism with the recent murders and fatal accidents. He indicated that the Sheriff's Office Wellness Team is working overtime to assist those first responders in need.

BECKY SKEBO, 911 COMMUNICATIONS MANAGER

Mrs. Skebo reported that the Text to 911 Grant is still in the process and she is hoping to hear something by the end of the year.

ERNEST BARTOSH, CITIZEN REPRESENTATIVE

Mr. Bartosh inquired about the following:

- Impacts of the recent incidents to public safety personnel: Chief Cullinan stated that the staff has been checking on each other and have been able to provide assistance in house. He noted that one individual was sent home at his request. Mrs. Skebo stated that she sent an employee home as well at their request. Major Skebo stated that public safety has a great support system through the efforts of the Wellness Team and the Peer Support Team.
- FREM Recruit Graduation: scheduled for July 26th at Riverbend High School.

- Stars and Stripes Event: Major Skebo thanked Chief Grubb for all of his efforts. Chief Cullinan stated that the amount of effort involved and the incident management strategy used has been instrumental with the successfulness of this event.
- Haz-Mat Issues: Chief Cullinan stated Chief Embrey has been unable to attend the last two (2) meetings due to conflicting regional meetings that he has had to attend. Chief Cullinan reported that the next VOPEX graded drill has been scheduled for next year, so Chief Embrey will be scheduling training opportunities in the coming months. Major Skebo complimented Chief Embrey's efforts in getting a dispatch console installed in the Emergency Operations Center (EOC). Mrs. Skebo noted that Chief Embrey has done much research in order to have a fully functioning dispatch console in the EOC. Major Skebo noted that it could be used as a back-up 911 Center. Mr. Bartosh noted that major cyber drills have been planned on the national level.
- Future Budget Requests:
 - Major Skebo stated that the Sheriff's Office will be requesting an additional twenty-three (23) body cameras for the force.
 - Chief Cullinan stated that he plans to request additional training staff and additional people in an effort to avoid vacancy issues. He noted that he is considering a temporary partnership with Stafford County for physical agility testing (PAT) as they have a controlled, nationally approved test site. He indicated that the Marshall Center is currently used for the PAT but is has to be scheduled a year in advance. Chief Cullinan stated that staff is currently interviewing forty (40) plus individuals for an abbreviated firefighter or EMS academy which will run approximately 12-16 weeks. He reiterated that with having twenty (20) vacancies, it is necessary to get them in the field sooner. Mr. Bartosh inquired if the Regional Training Center could be used for PAT. Chief Cullinan stated that once the expansion project is complete then it will be used for that purpose; however, the project has been delayed. Therefore, with running constant schools, there needs to be a more suitable location.
 - Major Skebo stated that the Sheriff's Office is considering an expansion for a true sub-station which would provide citizens the opportunity to pay their water bills and taxes. He indicated that it would need to be located in an area where the volume is.

KEVIN MARSHALL, BOARD OF SUPERVISORS, BERKELEY DISTRICT

Mr. Marshall was absent.

MATTHEW EMBREY, DIVISION CHIEF OF EMERGENCY MANAGEMENT

Chief Embrey was absent.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:15 p.m. The next meeting of the Public Safety Committee will be held on Wednesday, October 2, 2019 at 2:00 p.m. in the Public Safety Building/Community Room, located at 9119 Dean Ridings Lane; Spotsylvania, VA 22553.