

**Spotsylvania County, Virginia**  
**Public Safety Committee Meeting, October 2, 2019 Minutes**

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MEMBERS PRESENT: Greg Benton, Board of Supervisors, Livingston District (*entered the meeting at 2:04 p.m.*)  
Jay Cullinan, Fire Chief, FREM  
Matthew Embrey, Emergency Management Coordinator, FREM  
Roger Harris, Sheriff, SCSO  
Kevin Marshall, Board of Supervisors, Berkeley District  
Jane Reeve, Director of Information Services (IS)  
Becky Skebo, 911 Communications Manager  
Mark Cole, Deputy County Administrator

MEMBERS ABSENT: Ernest Bartosh, Citizen Representative, Committee Chairman

STAFF PRESENT: Donna Curry, Secretary, FREM

**CALL TO ORDER**

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

**ADOPTION OF THE MINUTES**

Sheriff Harris made a motion, seconded by Chief Cullinan and carried, to adopt the meeting minutes of July 10, 2019 as presented. Ayes: Benton, Cole, Cullinan, Harris, Reeve, Skebo. Nays: None. Abstain: Embrey, Marshall. Absent: Bartosh.

**PUBLIC COMMENT**

Mr. Marshall 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 asked Keith Pusso, IS Division Director for Public Safety, to provide a status update on the following project:

- NG911: the County has received grant approval from the State to replace the current analog system which will cover the implementation costs.

Mrs. Reeve reported on the following projects:

- GIS: IS recently completed a GIS strategic plan with other departments through an outside consultant;
- CAD Update: the County is trying to nail down costs with Central Square, exploring options and then make a determination;
- County Website: the County website has been updated and IS has received mostly positive comments regarding the update; and
- Subdivision GIS Layer: Livingston and Berkeley Districts have been completed and they are currently working on the Chancellor District.

*The Sheriff stepped out of the meeting at 2:17 p.m. and returned at 2:28 p.m.*

## **UNFINISHED BUSINESS**

### STATUS OF THE PROPOSED PUBLIC SAFETY COMPENSATION PLAN

Chief Cullinan stated that the Work Group is working with a variety of people to provide a recommended process for implementation to avoid recruitment/retention issues. He indicated that the Finance Department has been doing a more detailed review for implementation and on-going management.

Mr. Cole stated that the Finance Department is still running the numbers.

### STATUS OF PUBLIC SAFETY CAPITAL PROJECTS

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

- Station expansion/replacement:

Station 3 Replacement Project: The County is looking at potential placement of the new station on property it currently owns or is currently involved with. They are trying to stay in the same general area.

Station 6 Expansion Project: The engineers have selected the initial concept and have provided three (3) different options for consideration.

### STATUS UPDATE REGARDING STAFFING – FREM

Chief Cullinan stated Recruit Academy 22 began on September 23, 2019 with 32 students. He reported that the Department lost two (2) employees to other localities and indicated that he is expecting an additional three (3) resignations. He stated that mandatory holdovers have been reduced.

### INSURANCE SERVICES OFFICE (ISO) CLASSIFICATION PROCESS

Chief Cullinan stated that he had spoken with a representative from the Insurance Services Office (ISO) regarding the County data that had been lost following the 2017 review. Apparently, most of the data was recovered; however, they have changed the process for “hailed water and water resources”. Chief Cullinan stated that FREM will be submitting the needed information within the next month or so. He concluded by saying that he does expect to receive an improved rating due to the Board’s recent approval of Automatic Aid Agreements with surrounding localities.

### STATUS UPDATE REGARDING STAFFING - Sheriff

Sheriff Harris stated that local jurisdictions are physically recruiting Spotsylvania County employees which include seasoned employees. He reported that it has affected their core patrol. The last Academy had eight (8) graduates and the next Academy will begin in January. With regard to the proposed compensation plan, he is hoping that the program will help all of public safety.

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

Mrs. Reeve stated that volunteers do not fall under the employee guidelines so there needs to be a policy in place in order to meet all federal and state security requirements. Chief Cullinan stated that FREM currently has a process in place when volunteers leave the system.

Sheriff Harris voiced his appreciation to Mrs. Reeve for having Mr. Pusso and Ms. Magee located in the Public Safety Building as they do a great job!

## **NEW BUSINESS**

### DETERMINATION OF MEETING SCHEDULE FOR 2020

Mr. Marshall stated that the Organizational Meeting will be held on January 8, 2020. Chief Cullinan suggested that the meetings be moved to the second Wednesday of the month as opposed to the first Wednesday to allow additional time to run statistical reports which he distributes at the meetings.

The Committee agreed to the change by consensus.

## **REPORTS**

### SHERIFF HARRIS

Sheriff Harris stated that the Sheriff's Office is planning to do construction at the firing range in an effort to bring it up to date. He explained that currently there is no water or toilets available on site. He indicated that they would like to construct bathroom facilities and noted that several County departments were assisting with loader work at the site. He stated that they are updating the entire range with suitable targets, which will be electronic. They are hoping to obtain grant funding for the project but indicated that asset forfeiture funds could be used toward the project. Sheriff Harris also stated that they are going to work with the Virginia Department of Transportation (VDOT) to improve the road into the range.

He thanked the Board of Supervisors for recognizing the Sheriff's Office summer camps program and the volunteers who make it such a success.

Sheriff Harris stated that they receive calls on a daily basis from citizens with complaints about school traffic and the gridlock it causes. He explained that there is nowhere to put the traffic and indicated that the deputies are doing the best that they can with what they have to work with.

### JANE REEVE, DIRECTOR OF INFORMATION SERVICES (IS)

Mrs. Reeve had nothing additional to report.

### MARK COLE, DEPUTY COUNTY ADMINISTRATOR

Mr. Cole had nothing to report.

### JAY CULLINAN, FIRE CHIEF

Chief Cullinan had nothing additional to report.

### GREG BENTON, BOARD OF SUPERVISORS, LIVINGSTON DISTRICT

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

### BECKY SKEBO, 911 COMMUNICATIONS MANAGER

Mrs. Skebo had nothing to report.

### KEVIN MARSHALL, BOARD OF SUPERVISORS, BERKELEY DISTRICT

Mr. Marshall had nothing to report.

MATTHEW EMBREY, DIVISION CHIEF OF EMERGENCY MANAGEMENT

Chief Embrey had nothing to report.

ADJOURNMENT

There being no further business to discuss, Chief Cullinan moved, seconded by Sheriff Harris and carried to adjourn the meeting at 2:52 p.m. Ayes: Benton, Cole, Cullinan, Embrey, Harris, Marshall, Reeve, Skebo. Nays: None.  
Absent: Bartosh.

The next meeting of the Public Safety Committee will be held on Wednesday, January 8, 2020 at 2:00 p.m. in the Public Safety Building/Community Room, located at 9119 Dean Ridings Lane; Spotsylvania, VA 22553.