

## EMERGENCY SERVICES BOARD

The Carroll County Emergency Services Board met on June 25, 2009.

Present were: Debby Goad, Lola Sutphin, Markel Cochran, Mike Musser, Andy Jackson, Joe Roma, Gary Larrowe

### CITIZENS TIME

Mr. Rex Hill told that he was concerned about the criminal history checks. He asked who they went through and who got to see them. Mr. Hill expressed that his main concern was turning young people away who may have a marijuana charge when we could be putting them with Search and Rescue, providing a mentor so they would hopefully change. He told that we should use extreme care on who is and who is not on the squads.

Mr. Guy Clark told that he is concerned with Lambsburg getting shut down. He told that he has been digging for information and gets various stories so he is not sure who to trust. He told that nobody has checked the accusations out. He asked how many advanced squads there are.

Mr. Roma replied that there are 6.

Mr. Clark told that something needs to be resolved or it needs to go to court because Cana can not get there fast enough.

Mr. Larrowe told that Lambsburg has been asked to come before the group and they have not shown up even in the audience. He told that we depend on the OMD who happened to be the physician on duty and the group took appropriate actions. He told that nothing can be resolved until a representative comes before the group.

Ms. Debby Goad told that as the Chairman she would like to extend an invitation and would like to see Lambsburg at the next meeting. She told Mr. Clark that if they are not there the group will assume that they do not want to address the situation. She told that the group meets on the 4<sup>th</sup> Thursday of each month at 6:30 and the next meeting will be on July 23<sup>rd</sup>.

Mr. Clark replied that he would relay the message.

### CHESTERFIELD INSURANCE

Mr. Mark Varamin told that Chesterfield holds some of the insurance policies for the county. He told that they offer general liability. He handed out 2 handouts and told that they were located in Richmond and cover 50% of the State. He gave an overview of the property and causality coverage as well as accident and health coverage while they are on scene. He told that on the property there is a \$250 deductible per occurrence and that some of them are only on the contents of the building. He told that they raise 4% per year for inflation. He told that VACO probably has most of the property and that Libby handles the policies.

Mike Musser told that we need to verify the coverage's and review the policies and get them up to date, especially the coverage amounts.

Mr. Varamin told that it is good for the departments to see what is listed so they can modify. He told that if the building is covered then all of the systems are covered such as the air, broilers, etc. He told that it is a very good program and they cover well. All of the legal costs are outside of these limits and they have the duty to defend up to \$1 million. He told that 99% of the claims they pay are where something or someone is hurt. He told that there is one vehicle and one trailer listed.

Mr. Larrowe told that he would be checking with Libby to see who these belong to and why they are listed.

Mr. Varamin told that on portable equipment they paid out with replacement equipment and they also cover personal effects for the volunteers such as glasses or boots while they are doing something for the department.

Mr. Cochran asked when the policy was originally written.

Mr. Varamin replied that it was 7 or 8 years age and over the years it has evolved into more coverage.

Mr. Musser commented that on some of the squads the same amounts were listed.

Mr. Larrowe told that we will need to check with each department on an annual basis.

Mr. Musser asked if a volunteer goes to the scene in their personal vehicles are they covered.

Mr. Varamin told that only if the auto coverage is carried.

Mr. Cochran asked on the disabilities portion if there is anyway to raise it, for example if there is a housewife who doesn't have a job they are only going to get paid \$100.

Mr. Varamin told that they can not pay anymore if they do not have a job.

Mr. Larrowe told that he would be having a discussion with Libby immediately to review the coverage and make sure it was enough.

Mr. Varamin told that there has been some activity recently and since the policy originated they have paid out \$254,000. He told that he would be glad to give quotes on additional coverage or come back to another meeting.

#### APPROVAL OF MINUTES

Upon motion by Mr. Jackson, seconded by Ms. Goad, and passed, the minutes of May 28, 2009 were approved.

#### AUDIT UPDATE

Ms. Nikki Shank told that she put out a request for information including tax returns, by-laws etc. She told that some returned the information quickly and some were a little more difficult to obtain. She told

that we received information from the last squad today and she would do an analysis. She told that the Board of Supervisors wanted to see if we needed each department to get an audit or just do an agreement.

Mr. Jackson asked if all squads turned in tax returns from last year.

Ms. Shank replied all but Dugspur and they had under \$25,000 in revenue.

Mr. Jackson asked if they turned in a 990Z.

Ms. Shank replied that they did not.

Mr. Cochran asked if she received all the information that was needed.

Ms. Shank replied yes.

#### MONTHLY REPORTING

Mr. Roma told that Laurel Fork had not turned in their reports for 3 months and we are holding their checks.

Mr. Larrowe told that maybe the group should look at some type of penalty for not turning the reports in. He told that some squads think this is optional and the Board of Supervisors has stated that it is a requirement. He told that obviously not giving them their checks in not enough punishment and it would seem as if they are not in need of the money and it could be re-distributed elsewhere.

Mr. Musser told that the reporting is not hard and only takes about 5 minutes.

Mr. Larrowe told that it is a large amount of money for a minimal amount of work.

Ms. Goad told that it seems like Laurel Fork Rescue does think constantly and asked if we should send them a letter.

Mr. Roma told that their captain has resigned and the new captain has assured him that he would take care of the reports.

Ms. Goad suggested tabling this one month.

Mr. Jackson told that it would give the new leadership a chance.

Mr. Larrowe told that he was not asking for a motion tonight that it was only for discussion purposes. He told that it is more than one squad that is having issues.

Ms. Goad told that they would discuss again next month.

#### DIVERSIFIED BILLING

Mr. Roma told that he has been talking with Surry County because they do billing in house. He told that the last contract that can be found with diversified is dated 12-7-05 and it expired in September 06.

Mr. Larrowe told that we need to look at all the options.

Ms. Goad asked Ms. Shank to do a report next month on what they find out from Surry County.

Mr. Roma told that they would also have to find out who could accept the computer license.

Mr. Musser told that we should consider doing this in-house.

Mr. Larrowe told that we could do a RFP and see which is the best deal. He told that we would need more than one person on this for liability clauses.

Mr. Cochran asked about the CD's from diversified.

Mr. Roma told that they have not sent them yet.

(Order)

CLOSED SESSION – PURSUANT TO VIRGINIA CODE SECTION 2.2-3711(A1, A4, A7)

Upon motion by Mr. Larrowe, seconded by Mr. Jackson, and passed, the Board convened a Closed Session at 7:55 p.m. until 9:25 p.m. for the discussion of specific personnel, the discussion of a personal matter not related to County business, and the discussion of legal matters.

(Order)

CERTIFIED OF CLOSED SESSION

Upon motion by Mr. Larrowe, seconded by Mr. Cochran, and passed, the Board returned to Open Session and adopted the following Resolution:

WHEREAS, the Carroll County Emergency Services Board convened a Closed Session on this date pursuant to an affirmative recorded vote on the motion to close the meeting in accordance with the Virginia Freedom of Information Act;

WHEREAS, Section 2.2-3711(D) of the Code of Virginia requires a certification by the Emergency Services Board that such Closed Session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Carroll County Emergency Board hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the Closed Session to which this certification applies, and (II) only such business matters as were identified in the motion by which this Closed Session was convened were heard, discussed, or considered in the meeting to which this certification applies.

(Order)

#### RATIFY SUSPENSIONS

Upon motion by Ms. Sutphin, seconded by Mr. Cochran and passing the Emergency Service Board approved to ratify and support all suspensions by the Carroll County Administrator and the Assistant County Administrator on instances occurring since May 1, 2009 to the present.

#### GENERAL DISCUSSION

Mr. Cochran asked about all of the Board Members being in attendance at the meetings. He told that we need to do something to get them to attend and asked if we could do a letter to the ones who have not attended asking them to attend as there are several important issues to discuss and their input is needed.

Ms. Goad told that the SOP's need some work and we can bring them to the next meeting as well as address the comments regarding Rex Hill's comments at the beginning of the meeting. She asked Joe and Nikki to work through it and bring it back.

Mr. Musser asked about the candidates for the Training Coordinator Position.

Ms. Goad told that if they are questionable candidates the ESB should be given the opportunity to review.

Mr. Larowe brought up an appeal process where they are suspended for 60 days and they will need to send a letter to him regarding the appeal and he would in turn pass it on to the ESB. He told that if a squad suspends someone, the county has a right, but not an obligation to follow through with the suspension. He told that the suspension protocol is the 1<sup>st</sup> Captain would contact the County Administrator and the EMS Coordinator who would in turn contact the ESB and the Board of Supervisors.

Ms. Goad asked where we were on the Training Position.

Mr. Roma told that we have 4 applicants but we do not have a qualified pool of people. He told that it is our desire to fill the position as soon as possible.

With no other business brought forth, the meeting was adjourned until July 23, 2009 at 6:30 p.m.