



Fauquier County Fire Rescue System

30 John Marshall Street
Warrenton, Va. 20186

Phone (540) 422-8800 Fax (540) 422-8813

<http://www.fauquierfirerescue.org>

Kalvyn Smith, System Fire Chief

Kevin Swain, Chair

Natasha Lorenzen, Co-Chair

Dale Kidwell

Blane McGlothlin

EXECUTIVE COMMITTEE MEETING

11/13/2023 Minutes

The Executive Committee met on November 13, 2023 at 9:00 a.m.

Committee Members Present at the meeting were: Fire Systems Chief Kalvyn Smith, Chairperson Kevin Swain, Co-Chairperson Natasha Lorenzen, Deputy Chief of Volunteer & Support Services Dale Kidwell, and President Blane McGlothlin.

Staff Members Present at the meeting were: Heather Kidd, Logistics & Inventory Control Coordinator

I. Call to Order

Committee Chair Swain called the meeting to order at 9:05 am.

II. Adoption of the Agenda

Chief Kidwell made the motion to adopt the agenda. The motion was seconded by President McGlothlin and unanimously approved.

III. Approval of the Minutes

Co-Chair Lorenzen made a motion to approve the meeting minutes from October 30, 2023. The motion was seconded by Chief Kidwell and unanimously approved.

IV. Agenda Items

a) Sub-Committee Discussions- The Fire Operations group met on Thursday November 2, 2023 where their minutes were approved for the October 5th meeting, which were submitted to the Executive Committee for review. The Finance Budget & Planning Committee will have their first meeting on Thursday November 16, 2023. The apparatus committee went to New York last week for the final inspection of the new engine which will be stationed at Upperville fire station. Once all of the equipment has been installed on it in Maryland, they will go there for the final inspection of that phase. The Executive Committee decided that once their meeting minutes are typed, they will electronically approve them, then they will send them out for everyone else to view.

b) Fire Rescue Systems Patch- Chief Smith voted on the patch and will be announcing the final decision in the Departmental Briefing.

c) Roundtable- At the next meeting, a few new policies will be in the beginning phases of being created regarding volunteer involvement tracking as well as onboard and offboarding new volunteer members. A checklist will be created also to be used system wide for issuing and tracking volunteer equipment, gear, and uniforms. Station Chiefs have been informed that they need to have their S.W.O.T. analysis document submitted to the Executive Committee for review by January 30, 2024.

V. Action Items

a) The Executive Committee is going to be generating a new policy and sent via email to all volunteer Chief's and officers to inform their members that the assignments sent to them in Target Solutions are mandatory.

b) Planning will begin, to change the volunteer involvement rating system from tracking by points to tracking by hours. A policy will be written, adopted, and sent out.

c) Chief Kidwell is going to work with Volunteer Recruitment staff member Bobby Tarr to make a better streamline for on and off boarding new volunteer members.

Motion to adjourn was made by Chair Swain at 10:25 am. Motion seconded by President McGlothlin and unanimously approved.

The next meeting is scheduled for Tuesday December 5, 2023 @ 1:00 p.m. at Fauquier Hospital in the Sycamore B conference room.