



**Fauquier County
Fire Rescue System**

30 John Marshall Street
Warrenton, Virginia 20186
Phone (540) 422-8800 Fax (540) 422-8813
<http://www.fauquierfirerescue.org>

*Kalvyn Smith, System Fire Chief
Dale Kidwell, Chair
Jim Kudla, Co-Chair*

APPROVED

FINANCE COMMITTEE MEETING

11/16/2023 Minutes

The Finance Committee met on November 16, 2023 at 10:00 a.m.

Committee members present at the meeting were: Fire Systems Chief Kalvyn Smith, Chairperson Dale Kidwell, Co-Chair Jim Kudla, Administrative Accounting Manager Jenn Greer, and Catlett Volunteer Fire Department member, Karen Moore.

Staff members present at the meeting were: Heather Kidd, Logistics & Inventory Control Coordinator

I. Call to Order

Fire Systems Chief Smith called the meeting to order at 10:00 am.

II. Adoption of the Agenda

N/A

III. Approval of the Minutes

The November 16, 2023 meeting of the FCFRS Finance Committee was the first of such meetings and therefore, no old business or meeting minutes were presented for discussion or approval.

IV. Agenda Items

a) Finance Committee Mission – Fire Systems Chief Smith shared his vision on the purpose of the Finance Committee and shared that in January the system is going to be requesting 24 more full-time employees (FTEs) due to the lack of being granted the SAFER grant. This committee will be heavily involved with the next budget cycle submission, determining the formula which decides the amount that each station will receive from county contributions, as well as the discussions of larger capital expenses.

b) Procurement Process Involvement – There is potential for standardizing vendors for bulk purchases shared system wide. This could long term save money due to purchasing in bulk. We will need to involve the procurement division for assistance if this plan is put into place.

c) Committee Spending Process & Involvement – Gas meters are nearing the end of their life cycle and in preparation for this, we have budgeted system wide for \$50,000. Any big purchases that committees would like to make, they will need to receive prior approval from the Finance Committee. It is very important that Company Presidents continue to meet monthly at the association group meetings for planning and spending purposes.

d) Strategies & Planning for the needs of the Fire & Rescue System – The Finance Committee is going to invite all station Presidents and Treasurers to attend an informational meeting on Saturday January 20th at Fauquier Hospital to explain the new FCFRS system as far as how finances will be managed, and the process for spending money. This will be a great time for networking between volunteer members and DFREM staff.

V. Adjournment

Motion to adjourn was made by Chairperson Kidwell at 12:00. Motion seconded by Jenn Greer and unanimously approved.

Next scheduled meeting will be Monday December 11, 2023 @ 10:00 a.m. at FCFRS Headquarters office.