



**Fauquier County
Fire Rescue System**

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*Kalvyn Smith, System Fire Chief
Jim Kudla, Chair
Steve Hannaman, Co-Chair*

BUDGET & FINANCE COMMITTEE MINUTES

**Wednesday, July 9, 2025
Warrenton Volunteer Fire Company
Basement Level Classroom
6:30 PM – 8:30 PM**

Committee members present: Jim Kudla, Committee Chair, Orlean VFD, Steve Hannaman, Committee Co-Chair, Catlett VFD. Committee members absent: Dana Park, Accounting Manager.

Other Attendees Present: Chief Kalvyn Smith, Deputy Chief Dale Kidwell, Trish Jackson, Volunteer Accounts Coordinator, Belinda Deal, Finance, Butch Grimsley, Remington VFD, John Anderson, Remington VFD, Mary Iuliano, Marshall VFD, Brenda Payne, Marshall VFD, Joe Saffer, Warrenton VFC, and Heidi Bollinger, NJP Accounting Representative, Mallory Stribling, Deputy County Administrator.

I. Call to Order

Committee Chair Jim Kudla called the meeting to order at 1830 hours.

II. Adoption of the Agenda

A motion was made by Brenda Payne to adopt the agenda, Chairperson Jim Kudla seconded, and it was unanimously approved.

III. Approval of the Minutes

Deputy Chief Kidwell made a motion to adopt the minutes, Chairperson Jim Kudla seconded, and it was unanimously approved.

IV. Agenda Items

A. Funding Review

1. Logistics: SCBA PO was pushed from the office to procurement. Delivery is 45 days from receipt to purchase order. Delivery should be between Labor Day to the beginning of October. Purchase came in under budget at \$4.6 million.
2. Special Ops: Rodney Woodward is looking into bidding on ropes. Trish Jackson added that maybe we could work from within our FY26 budget for funding. A suggestion was made to use the leftover funds from SCBA.
3. Admin committee: The Admin Committee is meeting the fourth Thursday this month. Volunteer Chief Kane tasked the committee with three items. 1. Come up with new president. 2. Review standard administration guideline policy which is currently 32 pages and make it a smaller document. 3. Each department is to bring their junior membership policies to review them. County Junior policy is a requirement of insurance.
4. Recruiting and Retention: Bobby Tarr was not present. Deputy Chief Kidwell spoke on his behalf. There are currently 317 operational members. At this time, there are 12 rising high school seniors signed up for the fire science program. Bobby is working on getting all of them signed up as volunteers.
5. Facilities Management: Company 13: The drain field is installed. The controls should be installed for the drain field by the end of next week. Concrete work is done and stucco is complete. Waiting for inspection so they can get the drywall up. Company 5: The kitchen area is almost complete. The other contractor is coming to do the laundry area and downstairs bathroom. The downstairs area will be ADA compliant when completed.

B. New Business

1. Capital Projects: Deputy Chief Kidwell discussed forms to use for mid-year funding request policy forms.

Steve Hannaman continued discussing funding requests throughout the year. He reminded attendees to use the forms Deputy Chief Kidwell mentioned. Contact Steve Hannaman or Deputy Chief Kidwell if you need any assistance going through the process. Deputy Chief Kidwell will send the forms to everyone.

Bids were discussed. Finance is aware there are issues with getting bids back from contractors. As long as you can show you've made an effort to get four bids (using the form in the Financial Management Policy), they will work with you.

Deputy Chief Kidwell discussed radios. They were delivered last Wednesday. There is a meeting next week with Motorola and Wireless Communications, which is the installation contractor, to discuss installations timelines. Once we get their work timelines, we will be reaching out to all the Volunteer Chiefs.

C. Old Business

Volunteer Financial Management Policy: This has been approved. No further discussion on the subject.

D. Roundtable

Jim Kudla: Would like to do a work session prior to next Finance meeting. Asked for thoughts on this subject. A virtual meeting could be done instead of an in-person work session.

Chief Smith: Discussed the insurance renewals. Deductibles went from \$1,000 to \$5,000. A meeting was held this afternoon and it was locked in. It will take about two years before the costs go back down. Everything across the board is now \$5,000. Trish discussed Four for Life grant reimbursement for purchases or repairs that meet the guidelines. An example would be any equipment that accesses patients, such as extrication equipment. This helps to keep from using insurance for repairs and keeps costs down. Companies can submit up to \$11,000 for Four for Life. Also, the SAFER grant was submitted for \$4.5 million over a 3-year period.

Deputy Chief Kidwell: Discovery magazine will be featuring our high school program. Also, the yearbook company we were using went bankrupt. We may look at Piedmont Press to do smaller history book.

Butch Grimsley: Introduced John Anderson as the new president of Remington VFD.

V. Adjournment:

The meeting was motioned for adjournment at 1915 hours.

The next meeting will be held August 13, 2025, at 1830 hours at the Warrenton Fire Volunteer Fire Company in the basement training room.