



Fauquier County Fire Rescue System

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*Kalvyn Smith, System Fire Chief
Captain Matthew Shields, Chair
Michael Moore, Catlett VFD, Co-chair*

APPROVED

HEALTH & SAFETY COMMITTEE MEETING MINUTES

Fire Rescue System Headquarters Conference Room September 8, 2025 0900 Hours

Committee members present: Captain Matt Shields, Mike Moore, Catlett VFD, Lieutenant Daniel Bohon, Lieutenant Zach Fowler, Lieutenant Brandon Reneau, Lieutenant Kenny Neam, Joe Williams, Company 2, Remington.

Committee members absent: Lieutenant Matt Nugent.

I. Call to Order

The meeting was called to order by Captain Shields at 0900 hours.

II. Adoption of the Agenda

A motion was made to approve the agenda by Lieutenant Neam. Motion was approved and seconded by Lieutenant Fowler.

III. Approval of the Minutes

After reviewing June 2025 minutes, a motion was made by Lieutenant Neam to approve and seconded by Lieutenant Bohon.

IV. Sub-Committee Reports

- a. **Peer Fitness:** The report was given by Lieutenant Reneau, who stated that the recruit class will be ending this week, and we will not be conducting the recruit PT until the next class starts in December. He also discussed with the committee and Deputy Chief Lorenzen the plan for the Work Performance Evaluation (WPE). The peer fitness group will continue to explore options for implementation
- b. **Peer Support:** Lieutenant Shields gave a report about the peer support team and the request they received to support a nearby jurisdiction (Little Fork in Culpeper County) after a very challenging day of traumatic calls. The Little Fork VFD was very pleased with the compassion and caring shown by our team members, Technician O'Brien and Technician Hall, as well as Volunteer Matt Demaree. The Peer Support Team will be reevaluated to make sure that we maintain members with a desire to grow the group and keep up with the latest tools for mental health.

- c. **Logistics:** Lieutenant Nugent is absent but has advised that the new SCBA equipment will be received sometime in the third week of September.

V. **Old Business**

- a. **OP 704 & 714:** OP 704 and OP 714 will be revised by Lieutenant Bohon .
- b. **Infectious Control Plan:** The Infectious control plan is still in the hands of the county risk manager.
- c. **Near Miss Reporting Document:** The near miss reporting form has been drafted by Lieutenant Fowler and will be disseminated to this group for editing and suggestions.
- d. **Station 13:** Lieutenant Neam has brought up concerns about utilizing bunk beds in the station. This is not the recommendation of this committee, and a memo will be drafted to present to the executive committee for a decision. Station 13 will require blinds for the bathroom to maintain crew privacy.
- e. **Station 5:** Lieutenant Neam has brought up a concern about the air return that is in the apparatus bay and the potential for contaminants in the living quarter.
- f. **Industry Safe Review:** These were completed, and FRF-937 forms will be completed by Lieutenant Fowler.

VI. **New Business**

- a. **Health and Safety Communication:** The committee discussed options about how to create more information for the members of Fauquier County Fire Rescue System in Health and Safety for fire and EMS members. The decision was made to have Lieutenant Fowler and Lieutenant Bohon work on some suggestions and bring the ideas back to the next Health and Safety meeting.
- b. **Uniform Data System (UDS) Screening:** The UDS team will be coming back to Fauquier County for the ultrasound cancer screening this will be scheduled by county risk management and is tentatively planned for November 2025.

VII. **Adjournment**

A motion was made to adjourn by Lieutenant Neam and seconded by Lieutenant Fowler. The meeting was adjourned at 1030 hours.

The next meeting is tentatively scheduled for Monday, December 8, 2025, at 0900 hours with the meeting location at Fire and Rescue Headquarters.