



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, October 8, 2025
Warren Green Building
2nd Floor Conference Room
6:30 PM – 8:30 PM

Committee Members Present: Jim Kudla, Committee Chair, Orlean VFD, Deputy Chief Dale Kidwell, Dana Park, Accounting Manager.

Other Attendees Present: Chief Kalvyn Smith, Trish Jackson, Volunteer Accounts Coordinator, Janelle Downes, County Administrator, Mallory Stribling, Deputy County Administrator, Butch Grimsley, Remington VFD, John Anderson, Remington VFD, Joe Saffer, Warrenton VFC, Brenda Payne, Marshall VFD, Sharon Jenkins, Orlean VFRD, John Kane, New Baltimore VFRC, Mary Luliano, Marshall VFD, Heidi Bollinger NJP Accounting Firm.

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 Deputy Chief Kidwell to adopt the agenda, Dana Park seconded, and it was unanimously approved.

III. Approval of the Minutes

Chairperson Jim Kudla made a motion to adopt the minutes, Dana Park seconded, and it was unanimously approved.

At the beginning of the meeting, Jim Kudla stated that these meetings will be run by the committee. The committee will be at the table, adopt the agenda, will report from the advisory groups, and will request information from the County and the Fire Chief. Then, if appropriate, a roundtable will be opened if someone has items to bring up that are not on the agenda. The idea is to streamline the information and deliver it back to the volunteer stations by way of attendees and to use this information to help advance each station, from a budgetary standpoint.

IV. Agenda Items

A. Funding Review

1. **EMS OPS Committee:** Approval was made for the purchase of glide scopes, and these have been ordered and have arrived. Questions were brought up about being a released EMT. Any of these questions should be brought up at the EMS Committee meeting. EMS protocol training is rolling out and to maintain your AIC you will need to attend this training. 19 volunteers have already signed up. Training will be done at the stations, please consult the GO for dates. No other budgetary or financial issues to discuss.
2. **Logistics:** AirPaks were delivered about two weeks ago. They are scheduled to be sent out on the week of October 20 to unbox and start to assemble. Training presentations will be delivered as AirPaks are delivered. From a budgetary and financial standpoint, this project came in under budget. We will wait until complete deployment to ensure there are no additional costs. It is favorable this project will be under budget by \$100K. Radios were also discussed. Portables have been programmed and there are still some costs associated. These costs were split separately between Fire Rescue System and the Sheriff's Office. End user training will be on October 29. Once we have clear picture of the budget for this project, it will be reported on for savings or expenses. These radios were obtained through a contract with Motorola as a lease agreement. The County has other projects that are being funded this year, and in the next month or so we will know if the County can get a lower interest rate through a bond issuance, which is also a positive from a budgetary perspective. Reporting on this will be done at the next committee meeting.
3. **Fire Ops:** Nothing financial to report. Some things that may be looming are minimum equipment list for apparatus. Apparatus Committee is working on a list and will come back with that to present at the next meeting. At this time, each individual fire company will be purchasing these items.
4. **Special Ops:** No financial updates. At various past meetings, we have discussed ropes. Waiting on the committee to receive information and actual costs of items to be able to move forward.
5. **Admin committee:** The next meeting is October 23. These meetings are quarterly and discuss Fire Ops and Executive Committee meeting findings. Participation has been very low and may consider coming back to the Chairman to question dropping the committee. We will see what happens after the October 23 meeting. No financial issues at this time. Based upon the experience of the Administrative Committee and the last Executive Committee meeting, we should consider consolidating any financial matters under the Budgetary and Financial Committee meeting and it may be helpful so that volunteers don't have to attend another meeting.

6. **Recruiting and Retention:** There has been an Influx of requests for recruitment materials beyond the normal. This budget is not infinite. Supplies are running low, and stations should have their own budget for these purchases with additional help from the County. Volunteer stations should have recruitment and retention in their budget books to report their expenditures. Recruitment and retention items and supplies are a very important aspect of what we do.
7. **Facilities Management:** Station 13 took temporary occupancy pending final inspection. The trailer has been disconnected and should be leaving the grounds in October. Furniture is arriving and they are almost home. Station 5's downstairs is now complete; roof repairs are done and there is no longer a leak. Station 13 renovations were from a capital reserve transfer, and these were budgeted. Station 13 was a \$1.4M project and the fire station contributed \$250K and the balance was from the county. Originally the county transferred \$900K but some time passed by before it was appropriated, and some of the costs had escalated and this had to go back to the Board for a second time for approval. Since then, this project has stayed within the budget almost to the dollar. Installation of a new alternative septic system was done at Co13 due to the expansion. The ongoing costs on this are minimal, around \$300/\$400 annually for maintenance. That was positive news.

B. New Business

1. **Capital Projects:** Mid-year funding forms were discussed to use for mid-year funding requests. Station Capital Projects - Chief Kidwell had a meeting with Donald Mason, Remington Company 2 Vice-President, to put a package together for a mid-year funding request to replace their A/C , a substantial cost of over 1 million. Chief Butch Grimsley stated the issue started when the building was accepted through arbitration. A contractor snuck into building and cut wires and controllers, and they have been trying to fix it over the years, but the system is 19 to 20 years old now. This week alone, one of the fire boxes has cracked and the contractor stated they may not have heat on the first floor, and this will be a \$40K expense. The consultant said to replace the whole system and replace controllers. The final package will be presented in a week or so to the budget committee. Co3, Marshall, may be submitting a budget request for their generator. Jim Kudla stated that for mid-year projects, individuals should please come to budget and finance committee meetings, fill out the form to go to executive committee, and then action can be taken on the item. We look forward to doing this for every station to be helpful in this process.

C. Old Business

Volunteer Financial Management Policy: No issues.

D. Roundtable

Deputy Chief Kidwell: There are a few companies that have not submitted their FY27 budget books that were due in September. One station still needs to submit ATL expenses.

VDFP has had a change in stipulations for funding. Fire reporting through NERIS for the State of VA must be 100% compliant for fire reporting to qualify for funding. They are putting this requirement

back on the locality to make sure they are compliant. The funding comes to the locality and then is disbursed to the departments, so our understanding is we will not be able to distribute the funding if a company is not compliant with the NERIS reporting. This needs to be brought up to Fire OPS so that reports are unlocked. The compliance piece is going to be very important from the grand standpoint. Please take this important information to each department concerning the reporting.

Chief Smith: The applications just closed for a 15-person recruit school in December. The SAFER grant was awarded. At the BOS meeting tomorrow night, they will be making the vote to accept or not accept in support of this grant. We are hopeful the BOS will support this. This includes 24 FTEs to staff Engine 10 and Engine 2. Please attend the board meeting in support. We have purchased two pickup trucks, one for Logistics and one for Emergency Management personnel. A pickup truck also came in for Brush 5. The MES cancer screening is open to volunteers. This happens every two years. For volunteers that have never been, a preview of what happens during this procedure is in an email with links. Please remind your members of the dates. This is a painless, non-invasive procedure that takes 20/30 minutes. This is essentially a neck to knee ultrasound and is free to volunteers and will be located at Co1 in the basement.

Connor is the Fire Rescue System's Budget Analyst. He will support the systems budget requests to the county and is available by phone or in person.

V. Adjournment:

The meeting was motioned for adjournment by Deputy Chief Kidwell and seconded by Dana Park. The meeting adjourned at 19:01 hours.

The next meeting will be held January 14, 2026, at 1830 hours at the Warren Green Building in the second-floor conference room.