

**WAKE COUNTY  
FIRE COMMISSION  
Thursday, July 15, 2021**

**Adpoted Minutes**

*(Audio Replays of the meeting are available upon request)*

A virtual meeting of the Wake County Fire Commission was held on Thursday, July 15, 2021 at 7:00 PM.

**CALL MEETING TO ORDER**

Fire Commission Chairman Chief Keith McGee called the meeting to order.

The following members were present: Chairman Chief Keith McGee, Todd Wright (Chief's Association), Commissioner Matt Calabria, Chief Tony Mauldin (South Region), Chief Tim Pope (North Region), Mark Matthews (Municipal Manager), Chief Brian Staples (East Region), Ed Brinson (Non-profit Board), Lucious Jones (Citizen/Consumer), Billy Myrick (Citizen/Consumer), Satish Garimella (Citizen/Consumer) and Bob Stagg (Citizen/Consumer).

The following County officials and staff were present: Fire Services Director Darrell Alford, Wake County Chief Operating Officer Johnna Sharpe, Fire Services Deputy Director Joe Vindigni, Fire Services Business Officer Diana McBride, Budget Analyst Aaron Brown, Fire Services Logistics Manager Bud Davenport and Fire Rescue Responder Candler Thornton.

Fire Commission Chairman Chief Keith McGee called the meeting to order at 7:01pm. He held a moment of silence for retired City of Raleigh Fire Captain, Percy Evans who recently passed away. Chairman McGee also provided the invocation and led the group with the pledge of allegiance.

Fire Services Director introduced new Fire Commission members Ed Brinson, Brian McFeaters, Mark Matthews and Brandon Zuidema. The Service Matter Expert and Citizen positions are still vacant.

**ADOPTION OF THE MAY 20, 2021 FIRE COMMISSION MEETING MINUTES**

A motion to approve and adopt the May 20, 2021 Fire Commission Meeting minutes was made by Satish Garimella and seconded by Bob Stagg. The motion was carried unanimously by the Fire Commission.

**APPROVAL OF AGENDA**

A motion was made by Bob Stagg to approve the agenda. The motion was seconded by Commissioner Matt Calabria and was carried unanimously by the Commission.

## **PUBLIC COMMENTS**

No public comments.

## **ITEMS OF BUSINESS**

## **REGULAR AGENDA**

## **COMMITTEE APPOINTMENTS**

Chairman McGee made the following appointments:

- Training Subcommittee
  - North Region Primary Chris Vissuskus and Alternate Donnie Lawrence
  - South Region Primary Jason Hathcock and Alternate Gerald Atkins
  - East Region Primary Brandon Hopkins
  - West Region Primary Chris Salter and Alternate Chris Dobek
  - Wake Tech Representative Dr. Jamie Wicker
  - Duke Energy Representative Alvin Ward
- Communications Subcommittee
  - West Region Primary Nathan Lozinsky
- Apparatus Committee
  - North Region Alternate Donnie Lawrence
- Budget Subcommittee
  - North Region Alternate Rodney Privette
- Equipment Subcommittee
  - North Region Primary Donnie Lawrence
- Health & Wellness
  - North Region Alternate Rodney Privette
- Volunteer Retention & Recruitment
  - North Region Primary Bob Edmunson

## **UPDATE ON FUTURE OPPORTUNITIES**

Fire Services Director Alford presented on the update of future opportunities for the Commission. He opened the floor for discussion and received positive feedback from the Commission.

## **INFORMATION AGENDA**

### **FIRE TAX DISTRICT FINANCIAL REPORT**

Wake County Budget and Management Analyst, Aaron Brown reviewed the current financials with the Fire Commission and opened the floor for questions. The Fire Commission did not have any questions.

**WAKE COUNTY FIRE TAX DISTRICT**  
**FY 2021 SYSTEMWIDE OPERATING FINANCIAL REPORT**  
As of June 30, 2021

Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
T127 NC DMV Taxes	-	-	2,390,166	-	2,390,166	2,390,166	(2,390,166)	-
T128 Refunds of NC DMV Taxes	-	-	(8,315)	-	(8,315)	(8,315)	8,315	-
T200 Special District Taxes	29,595,000	29,595,000	27,640,450	-	27,640,450	27,640,450	1,954,550	93.4
C494 Other Local Governments & Non Profits	-	140,000	200,000	-	200,000	200,000	(60,000)	142.9
N132 Interest - NCDOT - DMV Taxes	-	-	957	-	957	957	(957)	-
N140 Market vs Cost Investment Difference	-	-	(9,240)	-	(9,240)	(9,240)	9,240	-
N150 Interest Income/Pooled Funds	51,000	51,000	14,547	-	14,547	14,547	36,453	28.5
<b>Total Revenues</b>	<b>29,646,000</b>	<b>29,786,000</b>	<b>30,228,565</b>	<b>-</b>	<b>30,228,565</b>	<b>30,228,565</b>	<b>(442,565)</b>	<b>101.5%</b>

Revenue Source/ Expenditure Object	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
2118 MEDICAL SERVICES - EMPLOYEE MEDICAL EXAM	220,000	220,000	103,125	67,545	103,125	170,670	49,330	46.9
2185 Systems Software/Hardware Licensing and Maintenance Fees	41,000	41,000	-	-	-	-	41,000	0.0
2406 CONTRACTED SERVICES	115,000	115,000	12,113	-	12,113	12,113	102,887	10.5
3117 Computer Software Fees	19,000	19,000	21,382	-	21,382	21,382	(2,382)	112.5
3127 OFFICE SUPPLIES	-	-	110	-	110	110	(110)	0.0
3162 Vehicle Upfitting Parts	28,100	28,100	-	-	-	-	28,100	0.0
3615 Cellular Voice and Data Service	77,600	77,600	83,496	-	83,496	83,496	(5,896)	107.6
3617 DISPATCH SERVICE	308,000	308,000	293,237	-	293,237	293,237	14,763	95.2
3714 MAINTENANCE AND REPAIR OF EQUIPMENT	5,000	5,000	321	-	321	321	4,679	6.4
4208 CITY OF RALEIGH HAZMAT PROGRAM	91,000	91,000	90,617	-	90,617	90,617	383	99.6
4224 NC DEPT OF NRCD - FORESTRY	70,674	70,674	62,193	12,207	62,193	74,400	(3,726)	88.0
4428 MISC CHARGES FROM OTHER DEPT/DIV	186,032	186,032	-	-	-	-	186,032	0.0
4446 800mhz charges from other dept	161,000	161,000	160,495	-	160,495	160,495	505	99.7
4447 CAD charges from other dept	41,000	41,000	40,268	-	40,268	40,268	732	98.2
4607 SUBSCRIPTIONS	-	-	193	-	193	193	(193)	0.0
4758 MV Tax Collection Costs	59,150	59,150	64,064	-	64,064	64,064	(4,914)	108.3
6113 Vehicle Replacements	-	-	191	-	191	191	(191)	0.0
7102 LEASE PRINCIPAL - DEBT SERVICE	-	-	1,031	161	1,031	1,192	(1,192)	0.0
9109 Transfer to Debt Service from Fire Tax	1,381,560	1,381,560	1,381,560	-	1,381,560	1,381,560	-	100.0
Department Appropriations	25,154,884	25,294,884	23,208,859	2,086,025	23,208,859	25,294,884	-	92
<b>Total Expenditures</b>	<b>27,959,000</b>	<b>28,099,000</b>	<b>25,523,257</b>	<b>2,165,937</b>	<b>25,523,257</b>	<b>27,689,194</b>	<b>409,806</b>	<b>90.8%</b>

**WAKE COUNTY FIRE TAX DISTRICT  
FY 2021 DEPARTMENT APPROPRIATIONS  
As of June 30, 2021**

Unit Name	Adopted Budget	Amended Budget	PTD Actual	Commitments (excluding pending)	YTD Actual	Total Commitments + YTD	Amended Budget Less YTD Actual	YTD % of Amended Budget
Apex FD	1,242,107	1,242,107	1,242,107	-	1,242,107	1,242,107	-	100
Cary FD	50,000	50,000	50,000	-	50,000	50,000	-	100
Durham Highway FD	932,439	932,439	932,439	-	932,439	932,439	-	100
Eastern Wake FD	1,850,483	1,990,483	1,990,483	-	1,990,483	1,990,483	-	100
Fairview FD	1,814,774	1,814,774	1,814,774	-	1,814,774	1,814,774	-	100
Fuquay Varina FD	1,986,039	1,986,039	1,986,039	-	1,986,039	1,986,039	-	100
Garner FD	2,345,943	2,345,943	2,345,943	-	2,345,943	2,345,943	-	100
Holly Springs FD	681,150	681,150	681,150	-	681,150	681,150	-	100
Hopkins FD	1,037,081	1,037,081	1,037,081	-	1,037,081	1,037,081	-	100
Morrisville FD	787,833	787,833	787,833	-	787,833	787,833	-	100
Northern Wake FD	3,530,500	3,530,500	3,530,500	-	3,530,500	3,530,500	-	100
Rolesville FD	664,877	664,877	664,877	-	664,877	664,877	-	100
Swift Creek FD	849,885	849,885	849,885	-	849,885	849,885	-	100
Wake Forest FD	1,524,053	1,524,053	1,524,053	-	1,524,053	1,524,053	-	100
Wake-New Hope FD	1,789,348	1,789,348	1,789,348	-	1,789,348	1,789,348	-	100
Wendell FD	2,666,968	2,666,968	2,666,968	-	2,666,968	2,666,968	-	100
Western Wake FD	828,557	828,557	828,557	-	828,557	828,557	-	100
Zebulon FD	572,847	572,847	572,847	-	572,847	572,847	-	100
<b>Total</b>	<b>25,154,884</b>	<b>25,294,884</b>	<b>25,294,884</b>	<b>-</b>	<b>25,294,884</b>	<b>25,294,884</b>	<b>-</b>	<b>100%</b>

**WAKE COUNTY FIRE TAX DISTRICT  
CAPITAL FUND BALANCE REPORT  
As of June 30, 2021**

**Division 8420 Fire Facilities**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
045F	New Stations	8420V0100	\$455,000.00	\$455,000.00	\$0.00	\$455,000.00	\$0.00	\$0.00	-	\$0.00	\$455,000.00	\$455,000.00
049F	Garner #4, Fire Tax Portion	8420V0100	\$1,953,539.13	\$1,892,539.13	\$61,000.00	\$1,953,539.13	\$1,953,539.13	\$0.00	-	\$1,953,539.13	(\$0.00)	(\$61,000.00)
050F	Wendell Falls Station, Fire Tax Portion	8420V0100	\$4,360,714.10	\$4,360,714.10	\$0.00	\$4,360,714.10	\$4,201,503.78	\$8,000.00	-	\$4,209,503.78	\$151,210.32	\$151,210.32
057F	Fire Planned Facility Repairs	8420V0100	\$1,596,153.38	\$1,596,153.38	\$0.00	\$1,596,153.38	\$1,382,532.13	\$210,652.31	-	\$1,593,184.44	\$2,968.94	\$2,968.94
111F	Fire Planned Facility Repairs & Renovations - FY20	8420V0100	\$254,000.00	\$277,706.00	(\$23,706.00)	\$254,000.00	\$198,880.09	\$26,727.49	-	\$225,607.58	\$28,392.42	\$52,098.42
119F	Fire Planned Facility Repairs & Renovations - FY21	8420V0100	\$331,000.00	\$331,000.00	\$0.00	\$331,000.00	\$118,286.23	\$73,607.04	-	\$191,893.27	\$139,106.73	\$139,106.73
Total Division 8420 Fire Facilities			\$8,950,406.61	\$8,913,112.61	\$37,294.00	\$8,950,406.61	\$7,854,741.36	\$318,986.84	-	\$8,173,728.20	\$776,678.41	\$739,384.41

**Division 8430 Fire Fighting Equipment**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
041F	CONTINGENCIES & GRANT MATCHES	8400P0100	\$131,603.00	\$131,603.00	\$0.00	\$131,603.00	\$114,508.54	\$0.00	-	\$114,508.54	\$17,094.46	\$17,094.46
066F	Fire SCBA's	8430V0300	\$1,900,800.57	\$1,900,800.57	\$0.00	\$1,900,800.57	\$1,856,163.36	\$0.00	-	\$1,856,163.36	\$44,637.21	\$44,637.21
073F	Pager Replacements	8430V0300	\$801,603.70	\$801,603.70	\$0.00	\$801,603.70	\$539,044.07	\$0.00	-	\$539,044.07	\$262,559.63	\$262,559.63
107F	Turnout Gear - FY20	8430V0300	\$308,000.00	\$308,000.00	\$0.00	\$308,000.00	\$234,893.67	\$40,442.07	-	\$275,335.74	\$32,664.26	\$32,664.26
108F	Fire Defibrillators - FY20	8430V0300	\$75,000.00	\$75,000.00	\$0.00	\$75,000.00	\$49,543.71	\$0.00	-	\$49,543.71	\$25,456.29	\$25,456.29
115F	Turnout Gear - FY21	8430V0300	\$365,000.00	\$365,000.00	\$0.00	\$365,000.00	\$184,078.67	\$68,908.85	-	\$252,987.52	\$112,012.48	\$112,012.48
116F	Fire Defibrillators - FY21	8430V0300	\$98,000.00	\$98,000.00	\$0.00	\$98,000.00	\$42,650.00	\$0.00	-	\$42,650.00	\$55,350.00	\$55,350.00
117F	Fire Thermal Imaging Cameras - FY21	8430V0300	\$56,000.00	\$56,000.00	\$0.00	\$56,000.00	\$44,280.96	\$0.00	-	\$44,280.96	\$11,719.04	\$11,719.04
118F	Fire Small Capital - FY21	8430V0300	\$168,000.00	\$168,000.00	\$0.00	\$168,000.00	\$165,484.39	\$0.00	-	\$165,484.39	\$2,515.61	\$2,515.61
122F	Pagers & Infrastructure	8430V0300	\$424,000.00	\$424,000.00	\$0.00	\$424,000.00	\$0.00	\$120,486.00	-	\$120,486.00	\$303,514.00	\$303,514.00
Total Division 8430 Fire Fighting Equipment			\$4,328,007.27	\$4,328,007.27	\$0.00	\$4,328,007.27	\$3,230,647.37	\$229,836.92	-	\$3,460,484.29	\$867,522.98	\$867,522.98

**Division 8440 Fire Apparatus**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
054F	General Fire Apparatus	8440V0100	\$324,214.97	\$324,214.97	\$0.00	\$324,214.97	\$145,240.78	\$24,729.38	-	\$169,970.16	\$154,244.81	\$154,244.81
056F	Fire Small Vehicles	8440V0100	\$967,322.04	\$967,322.04	\$0.00	\$967,322.04	\$911,301.57	\$0.00	-	\$911,301.57	\$56,020.47	\$56,020.47
089F	Apparatus Emergency Repairs	8440V0100	\$375,000.00	\$375,000.00	\$0.00	\$375,000.00	\$331,939.21	\$0.00	-	\$331,939.21	\$43,060.79	\$43,060.79
091F	FY18 Large Apparatus - Rural	8440V0100	\$1,294,581.00	\$1,294,581.00	\$0.00	\$1,294,581.00	\$1,230,887.00	\$0.00	-	\$1,230,887.00	\$63,694.00	\$63,694.00
095F	Cost Share apparatus debt payments	8440V0100	\$317,131.74	\$317,131.74	\$0.00	\$317,131.74	\$284,904.12	\$2,125.59	-	\$287,029.71	\$30,102.03	\$30,102.03
103F	FY20 Large Apparatus - Rural	8440V0100	\$1,789,053.00	\$1,789,053.00	\$0.00	\$1,789,053.00	\$1,789,053.00	\$0.00	-	\$1,789,053.00	\$0.00	\$0.00
104F	FY20 Large Apparatus - Municipal	8440V0100	\$135,102.00	\$135,102.00	\$0.00	\$135,102.00	\$55,000.00	\$0.00	-	\$55,000.00	\$80,102.00	\$80,102.00
106F	Small Vehicles - FY20	8440V0100	\$93,000.00	\$93,000.00	\$0.00	\$93,000.00	\$83,379.48	\$0.00	-	\$83,379.48	\$9,620.52	\$9,620.52
112F	FY21 Large Apparatus-Cash	8440V0100	\$80,000.00	\$80,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	-	\$0.00	\$80,000.00	\$80,000.00
120F	FY21 Large Apparatus-Debt	8440V0100	\$1,394,000.00	\$1,394,000.00	\$0.00	\$1,394,000.00	\$0.00	\$1,368,768.00	-	\$1,368,768.00	\$25,232.00	\$25,232.00
121F	Northern Wake Tanker Replacement	8440V0100	\$380,000.00	\$380,975.00	(\$975.00)	\$380,000.00	\$0.00	\$350,558.00	-	\$350,558.00	\$29,442.00	\$30,417.00
Total Division 8440 Fire Apparatus			\$7,149,404.75	\$7,150,379.75	(\$975.00)	\$7,149,404.75	\$4,831,705.16	\$1,746,180.97	-	\$6,577,886.13	\$571,518.62	\$572,493.62

**Division 8499 Fire Capital Uncommitted**

Unit	Unit Name	Appropriation Unit	Budgeted Revenues	Actual Revenues to Date	Revenues (Over) / Under Budget	Current Expenditure Budget	Actual Expenses to Date	Commitments	Pending Expenses	Actual Expenses to Date with Commitments and Pending	Remaining Expenditure Budget	Remaining Expenditure Authority (actual balance)
099F	Fire Capital Uncommitted	8490V0100	(\$0.00)	\$3,718,735.46	(\$3,718,735.46)	\$0.00	(\$1,472.00)	\$0.00	-	(\$1,472.00)	\$1,472.00	\$3,720,207.46
Total Division 8499 Fire Capital Uncommitted			\$0.00	\$3,718,735.46	(\$3,718,735.46)	\$0.00	(\$1,472.00)	\$0.00	-	(\$1,472.00)	\$1,472.00	\$3,720,207.46
Total Department 84 Fire And Rescue CIP			\$20,427,818.63	\$24,110,235.09	(\$3,682,416.46)	\$20,427,818.63	\$15,915,621.89	\$2,295,004.73	-	\$18,210,626.62	\$2,217,192.01	\$5,899,608.47
Total Fund: 4400 Fire CIP			\$20,427,818.63	\$24,110,235.09	(\$3,682,416.46)	\$20,427,818.63	\$15,915,621.89	\$2,295,004.73	-	\$18,210,626.62	\$2,217,192.01	\$5,899,608.47

## **STANDING COMMITTEE UPDATES**

### **Administrative Subcommittee:**

Bob Stagg reported that feedback continues coming in on upcoming Long-Range Plan programs.

### **Apparatus Subcommittee:**

Wake County Fire Services Logistics Manager Bud Davenport reported that the FY22 engines have been specified and purchase orders have been requested. FY21 engines production should start around August and have an expected build time of 12 to 14 months. The small vehicle paperwork is being executed, there is a turnaround of about 279 days.

### **Budget Subcommittee:**

No report.

### **Communications Subcommittee**

The Communications Committee reported that CAD experienced a major outage on July 6, 2021. They are working to understand what went wrong and how to prevent it in the future.

The Committee is in the final months of the completion of the P25 Radio upgrade. The upgrade will allow communication with other systems, including State resources.

### **Equipment Subcommittee:**

No report.

### **Facilities Subcommittee:**

No report.

### **Training Subcommittee:**

New committee established, no report.

### **Volunteer Recruitment & Retention Subcommittee**

In Glenn Clapp's absences, Wake County Fire Services Deputy Director Joe Vindigni reported that we are looking to extend the SAFER grant by an additional six months to exhaust all funds. The Volunteer Workforce Solutions grant purchased additional marketing materials and hosted the International Association Fire Chiefs Volunteer Recruitment and Retention Certification Class in June.

### **Health and Wellness Subcommittee**

Chairman McGee reported that the Committee is continuing to be organized.

## **CHAIR REPORT**

Chairman Chief McGee asked Ed Brinson to provide updates at the State Firefighter Association level. Ed provided an update to the Commission on the cancer policy and workers' compensation as it relates to fire services. Ed also provided NC Firefighters Fighting Cancer wrist bands for the



Commission and attendees.

### **FIRE SERVICES REPORT**

Director Alford met with Fire Chiefs and discussed communication CAD issues.

The County is starting to see an uptick in positive cases of the COVID Delta variant.

### **GOOD OF THE GROUP**

### **ADJOURNMENT**

The meeting was adjourned by Chief McGee.