



CITY OF MANASSAS FIRE AND RESCUE COMMITTEE

THURSDAY, MAY 18, 2017

6:00 P.M

CITY HALL – 2ND FLOOR CONFERENCE ROOM

I.	Call Meeting To Order – Chairman Aveni		
II.	Determination of Quorum		<u>Page</u>
III.	Approval of April 20, 2017 Meeting Minutes		2
	▪ with Committee Listings		6
IV.	Chairperson’s Report		
V.	City of Manassas Fire and Rescue Department’s Report		
VI.	Manassas Volunteer Fire Company’s Report		
VII.	Greater Manassas Volunteer Rescue Squad’s Report		
VIII.	Unfinished Business		
	1. Standing Committees –		9
	a. Consolidated Logistics –		
	b. Health and Safety – REPORT DUE (Battalion Chief Kevin Franzello)		
	c. Quality Assurance –		
	d. Training Committee –		
	i. Uniform Rank Structure Report		
	e. Strategic Plan –		
	f. Information Technology Ad Hoc Group –		
	2. Incident Reporting – Update (Deputy Chief Lupton)		10
	3. Code of Conduct Policy – (Chief Clemons)		11
	4. Lettering of Apparatus (Deputy Chief Lupton)		12
	5. FS 521 Update (Chief Clemons)		13
IX.	New Business		
	6. Ordinance and Driving Points (Chief Clemons)		14
	Closed Session (NONE)		
IX.	Adjournment of Meeting		
	 <u>Appendix:</u>		 17
	A. Fuel Report (April 2017)		

DISTRIBUTION:

Councilman Marc Aveni, Chairman
 Deputy Chief Todd E. Lupton, Manassas Fire and Rescue
 Director David Burns, Greater Manassas Volunteer Rescue Squad
 President Tripp DeRamus, Manassas Volunteer Fire Company

Chief Rob Clemons, Manassas Fire and Rescue
 Chief Nancy Orndoff, Greater Manassas Volunteer Rescue Squad
 Chief Gary Orndoff, Manassas Volunteer Fire Company
 City Council, City Manager, and City Clerk

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CITY OF MANASSAS FIRE AND RESCUE COMMITTEE

Meeting Minutes April 20, 2017

CALL TO ORDER 6:00pm

ROLL CALL

Present: Councilman Marc T. Aveni (Chairman), Director Dave Burns, President Tripp DeRamus, Deputy Chief Todd Lupton, and Chief Gary Orndoff

Guest Speakers: Battalion Chief Jerry Smith and Lt. Matt Fox

Others Present: Lieutenant Matt Fox and Melissa Heiderman

Absent: Chief Rob Clemons and Chief Nancy Orndoff

DETERMINATION OF QUORUM

Chairman Aveni determined quorum is present.

APPROVAL OF MINUTES

PRESIDENT DERAMUS MOVED to approve the minutes of the March 16, 2017 meeting; Deputy Chief Lupton seconded the motion. Roll Call Vote: AYES – President DeRamus, Deputy Chief Lupton, Director Burns, and Chief Orndoff. **MOTION CARRIED (4/0)**

CHAIPERSON'S REPORT

Chairman Aveni welcomed everyone to the meeting. He reported that the City is well into budget season; the City now has a City Manager's proposed budget and a not to exceed tax rate. As of now, it appears Fire and Rescue will be fully funded. There will be a public hearing on May 1st at 7:30pm.

MANASSAS FIRE AND RESCUE DEPARTMENT'S REPORT

Deputy Chief Lupton thanked everyone for their condolences on the passing of retired Firefighter Kevin Frye and for the assistance provided at his memorial. It was a difficult time for all, but the System pulled together to ensure his family was supported and that Kevin was given the memorial he would have wanted.

Last month, Chief Clemons reported that four members of the department would be honored at the 2017 Prince William Chamber Valor Awards. Master Technician Billy Barton, and Firefighter/EMTs Ian Burke, Dustin Clay, and Brad Fairbanks were awarded the Silver Medal of Valor for their heroic efforts during an early morning house fire in the Manassas Park area. They

were able to save one woman and a few of her pets; one dog did not survive. Because they bravely decided to search the home before a hose line was established, they were able to save the occupant's life.

In March, crews responded to 353 calls for service in the City and 228 mutual aid calls. Interviews were done for the vacant positions; staff is hopeful to have those positions filled by the end of the fiscal year.

MFRD, along with Local Union 4466, is sponsoring a hands only CPR event on May 20th at the Harris Pavilion. The goal is to train 1,000 people in one day. If successful, this would be a state record. Staff is working with GMVRS to market both their open house and the CPR event which are on the same day. Both the Freshman (July 10-21) and Sophomore (July 24-28) summer camps will be returning this year.

The new Deputy Fire Marshal will be starting in May. Staff will be onsite for the upcoming air show on May 6th. Amelia and the Special Events Team are working on the IAP for the event.

APPARATUS MAINTENANCE

Maintenance costs YTD are \$120, 206.

MANASSAS VOLUNTEER FIRE COMPANY'S REPORT

President DeRamus reported that tonight is the second meeting of the committee comprised of members of various ages within the company who are looking to revise recruitment and retention within the company. There are fourteen members in this group.

GREATER MANASSAS VOLUNTEER RESCUE SQUAD'S REPORT

Director Burns reported that May 20th is the annual GMVRS Open House. The Board is currently working on their internal budget. There are 12 applicants in various stages of the new member process.

UNFINISHED BUSINESS

(1) Standing Committees

(c) Quality Assurance

Lieutenant Matt Fox distributed the QA report for review. It highlights strengths within the System and areas needing improvement. In summary of 2016: there were multiple protocol updates; there was a success rate of over 80% for intubations in the field, most of the nation has a 60% success rate; seven providers were trained in RSI (rapid sequence intubation), they trained with a cadaver lab; and a critical care paramedic class was hosted.

Chairman Aveni thanked the Lt. Fox and the QA committee for all their hard work this year. Deputy Chief Lupton echoed Chairman Aveni's comments and added that Lt. Fox does a lot to also make the system successful.

(d) Training Committee

Battalion Chief Smith reported that March 9th was the first training meeting under his leadership; the next meeting will be May 11th at which they will discuss the internship manual and potential modifications. The Engine Company minimum staffing training manual will be reviewed in the near future as it has been unchanged since 2008. A few classes specific to the

airport will be coming in the near future including: VDFP aircraft simulator (June 13-17) and responding to aviation accidents (June 9-10). Chairman Aveni asked if we could invite the media to the aircraft simulator class; citizens may be interested in seeing it. Deputy Chief Lupton will coordinate notifications with Patty Prince.

(2) NIMS Quarterly Report

No report.

(3) Incident Reporting

Deputy Chief Lupton stated that the System is doing much better. A handful of reports are not complete, but are only a few days behind.

(4) Code of Conduct Policy

Postponed until May 2017.

(5) Fire Station 521 Update

Chairman Aveni reported that a Council work session was held on Monday night and alternative locations for the station were discussed. Staff did present other options in a general meeting; all have pros and cons. Deputy Chief Lupton noted that programming with Samaha is continuing. A RFP has been put out to convert the rescue station; the walk through of the existing station occurred yesterday. Chairman Aveni noted that the site selection for the station is a Council decision.

NEW BUSINESS

(6) Information Technology Ad Hoc Group

The FRC brainstormed a few priorities for this new ad hoc group including staffing and training software, learning management system, and a HR component. The group will report as necessary to the FRC.

CHIEF G. ORNDOFF MOVED to add Terry Norling (MVFC), Drew McRoberts (GMVRS), Dave Burns (GMVRS), Mark Failer (MVFC), and Mark Nary (MFRD) as Chair to the IT Ad Hoc Group and change the group name to Information Technology and Management Ad Hoc Group; Director Burns seconded the motion. Roll Call Vote: AYES – Chief Orndoff, Director Burns, President DeRamus, and Deputy Chief Lupton. **MOTION CARRIED (4/0)**

(7) Lettering of Apparatus

Deputy Chief Lupton explained how the current apparatus is lettered. Units are now going between stations (medic units stationed at the fire house, engines going to the rescue station, etc.); he asked if the current way of lettering apparatus is how the FRC wants to continue? The FRC commented that when the Rosenbauers were purchase, retired Deputy Chief House came to the FRC with a proposal for lettering which was adopted. DC Lupton noted that he didn't know if the FRC wanted to change it now that apparatus is being deployed differently. This was focused more at branding and not at a complaint. Chief Orndoff stated that the current lettering allows volunteers to market themselves. Aveni said to think about it, talk to membership and discuss next month.

CLOSING COMMENTS

Chairman Aveni reviewed the agenda for May. Melissa Heiderman shall extend an invitation to President Pete Rockx to the May 2017 meeting.

ADJOURNED: 6:54 PM

Minutes prepared by:

COPY

Melissa A. Heiderman, Administrative Coordinator

Abbreviations:

- FRC – Fire and Rescue Committee*
- GMVRS – Greater Manassas Volunteer Rescue Squad*
- MFRD – Manassas Fire and Rescue Department*
- MVFC – Manassas Volunteer Fire Company*
- VDFP – Virginia Department of Fire Programs*
- PWC – Prince William County*
- URS – Uniform Rank Structure*
- OMD – Operational Medical Director*

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CITY OF MANASSAS FIRE AND RESCUE COMMITTEE Standing and Sub Committees

Health and Safety

Kevin Franzello, *Battalion Chief* (Chair)
TO BE DETERMINED
Amos Akers, *Master Technician*
Ian Pleet, *Firefighter*
Michael Cox, *Lieutenant*
Nancy Orndoff, *Chief*
Gabiella Baldo, *EMT*

Manassas Fire and Rescue Department
Manassas Fire and Rescue Department
Manassas Fire and Rescue Department
Manassas Volunteer Fire Company
Manassas Volunteer Fire Company
Greater Manassas Volunteer Rescue Squad
Greater Manassas Volunteer Rescue Squad

Quality Assurance and System Protocol

Matt Fox, *Lieutenant* (Chair)
Eva Rose, *Medic/Firefighter*
Ben Page, *Medic/Firefighter*
Valerie Kusterbeck, *Medic/Firefighter*
Thomas Boyden, *Assistant Chief*
Jordan Coleman, *EMT*
VACANT
Gary Orndoff, *Chief*
Dr. Thomas Luckey

Manassas Fire and Rescue Department
Manassas Fire and Rescue Department
Manassas Fire and Rescue Department
Manassas Fire and Rescue Department
Greater Manassas Volunteer Rescue Squad
Greater Manassas Volunteer Rescue Squad
Manassas Volunteer Fire Company
Manassas Volunteer Fire Company
Operational Medical Director

Training

Jerry Smith, *Battalion Chief* (Chair)
David Halman, *Captain*
Gary Orndoff, *Chief*
Jason Kendrick, *Lieutenant*
Thomas Boyden, *Assistant Chief*
Nancy Orndoff, *Chief*

Manassas Fire and Rescue Department
Manassas Fire and Rescue Department
Manassas Volunteer Fire Company
Manassas Volunteer Fire Company
Greater Manassas Volunteer Rescue Squad
Greater Manassas Volunteer Rescue Squad

CONSOLIDATED LOGISTICS

Mark Nary, *Battalion Chief (Chair)*
 John Sakavich, *EMT*
 AJ Shillingburg, *Firefighter*

Manassas Fire and Rescue Department
 Greater Manassas Volunteer Rescue Squad
 Manassas Volunteer Fire Company

STRATEGIC PLANNING SUB-COMMITTEE

Rob Clemons, *Chief (Chair)*
 Todd Lupton, *Deputy Chief*
 Nancy Orndoff, *Chief*
 Pete Rockx, *President*
 Gary Orndoff, *Chief*
 Jason Lesnik, *President*
 James Hartnett, *Fire Marshal*

Manassas Fire and Rescue Department
 Manassas Fire and Rescue Department
 Greater Manassas Volunteer Rescue Squad
 Greater Manassas Volunteer Rescue Squad
 Manassas Volunteer Fire Company
 Manassas Volunteer Fire Company
 Manassas Fire and Rescue Department

Recruitment and Retention

Rob Clemons (Chair)
 Matt Fox
 Cailean Roche
 Randy Cusick
 Leo Carbone
 Debbie Colby
 Mark Failer

Manassas Fire and Rescue Department
 Manassas Fire and Rescue Department
 Manassas Fire and Rescue Department
 Greater Manassas Volunteer Rescue Squad
 Greater Manassas Volunteer Rescue Squad
 Manassas Volunteer Fire Company
 Manassas Volunteer Fire Company

Rescue Engine Workgroup (Jul 2015)

David Halman, *Captain (Chair)*
 William "Jerry" Smith, *Battalion Chief*
 Karl Sampson, *Master Technician*
 Donald Brown, *EMT*
 Gary Orndoff, *Chief*

Manassas Fire and Rescue Department
 Manassas Fire and Rescue Department
 Manassas Fire and Rescue Department
 Greater Manassas Volunteer Rescue Squad
 Manassas Volunteer Fire Company

Ambulance Specification Workgroup (Feb 2017)

Todd Lupton, <i>Deputy Chief</i>	Manassas Fire and Rescue Department
Matt Fox, <i>Lieutenant</i>	Manassas Fire and Rescue Department
Cailean Roche, <i>FF/Medic</i>	Manassas Fire and Rescue Department
Thomas Boyden, <i>Assistant Chief</i>	Greater Manassas Volunteer Rescue Squad
Leo Carbone, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad

Engine Specification Workgroup (Feb 2017)

Todd Lupton, <i>Deputy Chief</i>	Manassas Fire and Rescue Department
David Halman, <i>Captain</i>	Manassas Fire and Rescue Department
Joe Rose, <i>Captain</i>	Manassas Fire and Rescue Department
Jamie Jewett, <i>Master Tech</i>	Manassas Fire and Rescue Department
Gary Orndoff, <i>Chief</i>	Manassas Volunteer Fire Company
AJ Shillingburg, <i>Firefighter</i>	Manassas Volunteer Fire Company

Information Technology and Management (Apr 2017)

Mark Nary, <i>Battalion Chief - Chair</i>	Manassas Fire and Rescue Department
Dave Burns, <i>Director</i>	Greater Manassas Volunteer Rescue Squad
Drew McRoberts, <i>EMT</i>	Greater Manassas Volunteer Rescue Squad
Terry Norling, <i>Firefighter</i>	Manassas Volunteer Fire Company
Mark Failer, <i>Firefighter</i>	Manassas Volunteer Fire Company

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. 9

MEETING DATE: May 18, 2017

TIME ESTIMATE: 5 minutes

AGENDA ITEM TITLE: Standing Committees – Committee Listing and Monthly Reports

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** Monthly

**SUMMARY OF
ISSUE/TOPIC:** Ordinance #O-2010-14, Section 60-6.e, gives the Fire and Rescue Committee authority to establish standing committees and technical sub-committees. The following have been formed by the FRC, and shall be acknowledged as such:

- Quality Assurance and System Protocol
- Health and Safety
- Training
- Consolidated Logistics
- Strategic Planning
- Information Technology Ad Hoc

ORGANIZATION: Manassas Fire and Rescue Committee

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: Reports are due from the following committees:

- Health and Safety

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Councilman Marc T. Aveni, Chairman
[Melissa Heiderman, Administrative Assistant, 703.257.8458]

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. 10

MEETING DATE: May 18, 2017

TIME ESTIMATE: 5 minutes

AGENDA ITEM TITLE: Incident Reporting

DATE THIS ITEM WAS LAST CONSIDERED BY COMMITTEE:	April 20, 2017	August 18, 2016
	March 16, 2017	July 21, 2016
	February 16, 2017	June 16, 2016
	January 19, 2017	April 21, 2016
	December 15, 2016	March 17, 2016
	November 17, 2016	February 18, 2016
	October 20, 2016	January 21, 2016
	September 15, 2016	December 17, 2015

SUMMARY OF ISSUE/TOPIC: There has been an issue with units responding on emergency incidents but not completing incident reports. These reports are legal documents, accounts of what happened at an incident; they are often requested by the citizen/business that was affected.

ORGANIZATION: City of Manassas Fire and Rescue

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: As of March 16, 2017 there were no outstanding incident reports.

DISCUSSION (IF NECESSARY): Update only

BUDGET/FISCAL IMPACT:

CONTACT PERSON: Deputy Chief Todd Lupton
(703) 257-8458

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. 11

MEETING DATE: May 18, 2017

TIME ESTIMATE: 10 minutes

AGENDA ITEM TITLE: Code of Conduct SOP

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** February 16, 2017
January 19, 2017
December 15, 2016
November 17, 2016

**SUMMARY OF
ISSUE/TOPIC:** A Code of Conduct policy is being developed for the system.

ORGANIZATION: City of Manassas Fire and Rescue

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: In December 2016, a draft Code of Conduct policy for the system was distributed for review/comment. In February 2017, GMVRS reported that they had significant concerns with the draft policy. These concerns must be addressed, and the policy must be reviewed by the City Attorney.

**DISCUSSION
(IF NECESSARY):** This item will be recommended to be pulled from the agenda and discussed offline until an agreement can be reached; it will then be presented at the FRC again.

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Chief Rob Clemons
(703) 257-8465

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. 12

MEETING DATE: May 18, 2017

TIME ESTIMATE: 10 minutes

AGENDA ITEM TITLE: Lettering of Apparatus

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** April 20, 2017

**SUMMARY OF
ISSUE/TOPIC:** The FRC needs to discuss the lettering of future apparatus including the upcoming purchases of an Ambulance and Engine.

ORGANIZATION: Manassas Fire and Rescue Department

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: At the April 2017 meeting, FRC members were instructed to talk to their membership and to think about the current lettering of apparatus and if any changes could/should be made since it is deployed different now. Report back to the FRC in May 2017.

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Deputy Chief Todd E. Lupton
(703) 257-8582

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. 13

MEETING DATE: May 18, 2017

TIME ESTIMATE: 10 minutes

AGENDA ITEM TITLE: FS 521 Update

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** April 20, 2017
March 16, 2017
February 16, 2017
January 19, 2017
December 15, 2016

**SUMMARY OF
ISSUE/TOPIC:** New Fire Station 521 (CIP P-022) is moving forward. City Staff has been working with the architect on land and building design. An advisory group has also been established to help address member inquiries and comments.

ORGANIZATION: Manassas Fire and Rescue Department

RECOMMENDATION: **Approve** **Disapprove** **Reviewed** **X** **See Comments**

COMMENTS: Chief Clemons was asked to provide an update on the project status to the FRC each month until completion of the project.

A community meeting was held on March 21, 2017 at Round Elementary School.

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Chief Rob Clemons
(703) 257-8465

**FIRE AND RESCUE COMMITTEE
AGENDA STATEMENT**

PAGE NO. 14

MEETING DATE: May 18, 2017

TIME ESTIMATE: 10 minutes

AGENDA ITEM TITLE: Ordinance #O-2010-14 and Driving Points (Section 60-10)

**DATE THIS ITEM WAS LAST
CONSIDERED BY
COMMITTEE:** N/A

**SUMMARY OF
ISSUE/TOPIC:** Section 60-10, Background Checks, of Ordinance #O-2010-14 which created the Fire and Rescue Service should be reviewed.

ORGANIZATION: Manassas Fire and Rescue Department

RECOMMENDATION: **Approve** **Disapprove** **X Reviewed** **See Comments**

COMMENTS:

**DISCUSSION
(IF NECESSARY):**

**BUDGET/FISCAL
IMPACT:**

CONTACT PERSON: Chief Rob Clemons
(703) 257-8465

Volunteer Fire Company or Rescue Squad or any volunteer entity, nor may a volunteer chief discipline or control any person in the Fire and Rescue Department.

(5) Nothing contained herein shall be deemed to permit the Fire and Rescue Committee to discipline any employee of the FRD, or to regulate any other matter within the FRD when such regulations conflict with policies, procedures, or directives adopted by the City Council or issued by the City Manager.

(f) In the event that a member organization is aggrieved by a Finding of Noncompliance, an appeal of that Finding shall lie to the Appeals Committee, whose decision thereon shall be final. Any such appeal must be filed within seven calendar days of the determination by the Fire and Rescue Committee.

Sec. 60-9. Titling of Vehicles and Equipment.

(a) All apparatus and equipment used and to be used for fire, rescue, and emergency medical services employed by the Fire and Rescue System and purchased following the enactment of this Chapter with public funds shall be the property of the City and subject to the provisions of this Code governing City property. The Volunteer Fire Company and the Rescue Squad shall have the right to use the City's equipment for the purpose of providing fire, rescue, and emergency medical services and for practicing therewith, pursuant to promulgated Policies and SOP's.

(b) It shall be the responsibility of the FRD Chief to keep all apparatus referred to in subsection (a) of this section in proper condition and repair in accordance with promulgated policies and, to that end, to make regular systematic inspections of such apparatus and equipment and to establish and carry out maintenance schedules in accordance with promulgated policies. It shall be the duty of the Volunteer Fire Chief and the Volunteer Rescue Chief to report, at least once each year or as often as may be deemed necessary by the Fire and Rescue Committee, as to the condition of such apparatus and equipment used by their respective organizations, together with recommendations as to new equipment, additional or replacement, required for the protection of life and property in the City, or the disposition of equipment no longer required for the Fire and Rescue System. Such reports shall be submitted in writing to the Fire and Rescue Committee.

(c) Nothing in this ordinance divests a volunteer entity of title to any vehicle or equipment.

Sec. 60-10. Background checks.

Every person entering service with the System shall undergo a criminal background check under § 2-138 of this Code at the expense of the City and a department of motor vehicle check under Virginia Code § 46.2-208 B.9. Such person's criminal history record information shall be

disclosed only pursuant to the provisions of Code of Virginia § 19.2-389(A)(7) or other applicable provision of state law. Any criminal history shall be examined for compatibility with service under the provisions of § 2-138 (e), (f), and (g) of this Code. No person shall operate a motor vehicle for the System whose driving history is incompatible with such service under criteria to be established by Policy, or whose criminal history or driving history would cause the System to be in violation of any mutual aid agreement, state regulation, or other legal obligation. At a minimum, the Policy adopted to implement this section shall prohibit driving a vehicle for the System by any person with a driving point total of less than zero or a conviction within the past seven years for driving under the influence or similar charge, driving on a suspended license, or reckless driving.

ARTICLE II. VOLUNTEER FIRE COMPANY

Sec. 60-11. Establishment of the Manassas Volunteer Fire Company.

A volunteer fire company has been formed in the City pursuant to Code of Virginia, § 27-6.1 et seq., and is hereby recognized as an integral part of the Manassas City Fire and Rescue System in the delivery of emergency services.

Sec. 60-12. Organization of the Manassas Volunteer Fire Company.

(a) The Manassas Volunteer Fire Company shall provide fire and related services to the public in accordance with promulgated Policies and SOP's of the Manassas Fire and Rescue System, City ordinances, directives of the City Council, state law, and contractual agreements. The Volunteer Fire Chief is responsible to the Chief of the Fire and Rescue Department for volunteers' compliance with these obligations. To the end that public funds are expended consistently with applicable City Policies and SOP's, the Volunteer Fire Company's financial records shall be open for review by officials or agents of the City appointed by the City Manager for the purpose, upon reasonable notice to the Volunteer Fire Company.

(b) Nothing in this chapter shall be deemed to prohibit or restrict the Volunteer Fire Company from organizing or managing its corporate administrative affairs according to its bylaws, consistent with state law, City ordinances, and promulgated Policies and SOP's. The Volunteer Fire Company shall provide a copy of its bylaws to the Fire and Rescue Committee.

(c) Nothing in this article is intended, nor shall it be construed to make, any volunteer company or any member of a volunteer company an employee of the City.



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CITY OF MANASSAS FIRE AND RESCUE COMMITTEE

APPENDIX

Appendix A: Fuel Report (April 2017)

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FLEET MANAGEMENT BILLING REPORT
 04/01/2017 to 04/30/2017

EQUIPMENT #	DESCRIPTION	MI / HRS DRIVEN	M.P. / \$ MILEAGE	\$ FIXED	\$ FUEL	\$ PARTS	\$ LABOR	\$ SUBLET	\$ MISC / CREDIT	\$ TOTAL
DEPARTMENT : 2001 / FIRE CHIEF										
FC01	2017 TAHOE 4X4 4 DR	371	0.00	80.00	54.16	374.52	550.00	0.00	22.50	1,081.18
FC99	2010 CHARGES	0	0.00	0.00	0.00	0.00	0.00	8.75	0.00	8.75
FD02	2008 EXPEDITION	238	0.00	140.00	35.40	0.00	0.00	0.00	0.00	175.40
FD03	2008 EXPEDITION	578	0.00	140.00	127.16	0.00	0.00	200.00	0.00	467.16
FD04	2008 EXPEDITION	49	0.00	140.00	0.00	26.08	247.50	0.00	22.50	436.08
FD05	2010 BNG18TA	0	0.00	80.00	0.00	0.00	0.00	0.00	0.00	80.00
FM1	2013 F150	355	0.00	358.00	65.66	93.05	236.50	0.00	22.50	775.71
FM581	2008 EXPLORER	0	0.00	140.00	0.00	0.00	0.00	0.00	0.00	140.00
DEPARTMENT SUBTOTALS :		1,591	0.00	1,078.00	282.38	493.65	1,034.00	208.75	67.50	3,164.28

BREAKDOWN OF CHARGES:		MILEAGE	PARTS - WO	493.65
EQUIPMENT COUNT :	8	MOTOR POOL	PARTS - INDEP	0.00
DEPARTMENT :	2001	BASE	LABOR	1,034.00
		INSURANCE	SUBLETS	0.00
		OTHER		
		REPLACEMENT	MISC - PARTS	0.00
		FUEL	MISC - LABOR	0.00
			MISC - SUBLETS	208.75
			MISC - GENERAL	67.50
			RETURNS - PARTS	0.00
			CREDITS - PARTS	0.00
			CREDITS - LABOR	0.00
			CREDITS - SUBLETS	0.00
			CREDITS - GENERAL	0.00

FLEET MANAGEMENT BILLING REPORT
 04/01/2017 to 04/30/2017

EQUIPMENT #	DESCRIPTION	MI / HRS DRIVEN	M.P. / \$ MILEAGE	\$ FIXED	\$ FUEL	\$ PARTS	\$ LABOR	\$ SUBLET	\$ MISC / CREDIT	\$ TOTAL
DEPARTMENT : 3020 / FIRE STATION #1										
BAT581	2013 TAHOE K1500	97	0.00	80.00	20.53	0.00	0.00	0.00	0.00	100.53
CHI501	2003 SUBURBAN	0	0.00	60.00	44.96	0.00	0.00	0.00	0.00	104.96
DEC501	1993 E350	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
ENG501	2013 COMMAND CHAS	1,090	0.00	60.00	594.97	0.00	0.00	0.00	0.00	654.97
ENG501B	1997 FIRETRUCK	717	0.00	60.00	283.97	0.00	0.00	0.00	0.00	343.97
FE11	1966 FIRETRUCK	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
FE501	2002 FIRETRUCK	0	0.00	60.00	368.77	0.00	0.00	0.00	0.00	428.77
SE501	2013 TRAILER	0	0.00	80.00	0.00	0.00	0.00	0.00	0.00	80.00
TOW501	2013 COMMAND CHAS	833	0.00	60.00	800.45	0.00	0.00	0.00	0.00	860.45
UTF501	2016 F250 4X4SC	195	0.00	80.00	35.58	121.96	247.50	0.00	22.50	507.54
UTV581	2012 UNK	0	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
VC501	2015 INTERCEPT UTIL	0	0.00	80.00	0.00	0.00	0.00	0.00	0.00	80.00

FLEET MANAGEMENT BILLING REPORT

04/01/2017 to 04/30/2017

EQUIPMENT #	DESCRIPTION	MI / HRS DRIVEN	M.P. / \$ MILEAGE	\$ FIXED	\$ FUEL	\$ PARTS	\$ LABOR	\$ SUBLET	\$ MISC / CREDIT	\$ TOTAL
DEPARTMENT : 3030 / RESCUE SQUAD										
MED501	2015 AMBULANCE	527	0.00	60.00	174.31	0.00	0.00	0.00	0.00	234.31
MED501B	2008 F450	66	0.00	60.00	29.81	0.00	0.00	0.00	0.00	89.81
MED501C	2010 F450	471	0.00	60.00	129.65	0.00	0.00	0.00	0.00	189.65
MED501D	2016 F550	1,157	0.00	60.00	430.81	0.00	0.00	0.00	0.00	490.81
RC501	2014 TAHOE 1500	280	0.00	80.00	60.31	0.00	181.00	0.00	22.50	343.81
RES501	1997 AMBULANCE	42	0.00	60.00	25.03	0.00	0.00	0.00	0.00	85.03
UTI581B	2007 F550 4X4	125	0.00	80.00	23.63	0.00	0.00	0.00	0.00	103.63
DEPARTMENT SUBTOTALS :		2,668	0.00	460.00	873.55	0.00	181.00	0.00	22.50	1,537.05
BREAKDOWN OF CHARGES:										
EQUIPMENT COUNT :		7	MILEAGE		0.00	PARTS - WO				0.00
DEPARTMENT :		3030	MOTOR POOL		0.00	PARTS - INDEP				0.00
			BASE		0.00	LABOR				181.00
			INSURANCE		420.00	SUBLETS				0.00
			OTHER		40.00	MISC - PARTS				0.00
			REPLACEMENT		0.00	MISC - LABOR				0.00
			FUEL		873.55	MISC - SUBLETS				0.00
						MISC - GENERAL				22.50
						RETURNS - PARTS				0.00
						CREDITS - PARTS				0.00
						CREDITS - LABOR				0.00
						CREDITS - SUBLETS				0.00
						CREDITS - GENERAL				0.00