

# Issue Analysis Form



**Date:** June 14, 2022  
Ordinance Amending County  
Fire Ordinance Chapter 42  
Fire Prevention and  
Protection

**Item:**

**Lead Department(s):** Fire and Emergency Services

**Contact Person(s):** Paul Beamon

## Description and Current Status

Following an evaluation of the current Prince George County Fire Ordinance Chapter 42 Fire Prevention and Protection, it was determined that the ordinance, when initially adopted, outlined areas of responsibility when the head of the department was the Fire and Emergency Services Director.

Last year, the Board of Supervisors approved changes to Chapter 42 to change the title from Fire and Emergency Services Director to Fire and Emergency Services Chief. After further reviewing Chapter 42, sections of the chapter were found to not be in accordance with the Virginia Code, contain redundancies, and other changes are necessary that are already covered in policy.

A draft ordinance is attached for consideration, and a motion approving a resolution for authority to advertise the ordinance for a public hearing on July 12, 2022, is requested.

Sample Motion: I move that the Board approve a resolution to authorize the advertisement of an Ordinance for a public hearing on July 12, 2022 amending Chapter 42 Fire Prevention and Protection.

## Government Path

- Does this require IDA action?**  Yes  No
- Does this require BZA action?**  Yes  No
- Does This require Planning Commission Action?**  Yes  No
- Does this require Board of Supervisors action?**  Yes  No
- Does this require a public hearing?**  Yes  No
- If so, before what date?**  Yes  No

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia, this 14<sup>th</sup> day of June, 2022:

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Present:

Marlene J. Waymack, Chair  
Donald Hunter, Vice Chair  
Floyd M. Brown, Jr.  
Alan R. Carmichael  
T. J. Webb

Vote:

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A-7

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

RESOLUTION; AUTHORITY TO ADVERTISE AN ORDINANCE TO AMEND “THE CODE OF THE COUNTY OF PRINCE GEORGE, VIRGINIA,” AS AMENDED, BY AMENDING §§42-1.1, 42-1.2, 42-1.3, 42-1.4, 42-1.5, 42-1.6, 42-1.7, 42-1.8, 42-1.9, 42-1.10, AND 42-1.11 TO ALIGN CHAPTER 42 FIRE PREVENTION AND PROTECTION WITH THE VIRGINIA CODE, TO ELIMINATE REDUNDANCIES, TO ALIGN CHAPTER 42 WITH CURRENT POLICY AND TO REMOVE LANGUAGE THAT IS ALREADY COVERED IN POLICY

NOW, THEREFORE, BE IT RESOLVED, that the Board Of Supervisors of the County of Prince George this 14<sup>th</sup> day of June, 2022, does hereby authorize the advertisement of a public hearing on July 12, 2022 for an Ordinance to Amend “The Code of the County of Prince George, Virginia,” as amended, by amending §§42-1.1, 42-1.2, 42-1.3, 42-1.4, 42-1.5, 42-1.6, 42-1.7, 42-1.8, 42-1.9, 42-1.10 and 42-1.11 to align Chapter 42 Fire Prevention and Protection with the Virginia Code, to eliminate redundancies, to align Chapter 42 with current policy and to remove language that is already covered in policy.

A Copy Teste:

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Jeffrey D. Stoke  
County Administrator

CHAPTER 42 FIRE PREVENTION AND PROTECTION

ARTICLE I. IN GENERAL

Sec. 42-1.1. - Establishment of the Prince George Coordinated Fire and Emergency Services System.

a) The Prince George County Coordinated Fire and Emergency Services System (Fire and Emergency Services System) is hereby established pursuant to Code of Virginia, § 27-6.1 et seq. The Fire and Emergency Services System ~~fire-and-rescue-system~~ shall provide comprehensive fire, rescue, emergency disaster management, hazard material ("hazmat") and emergency medical services throughout the county in accordance with state laws, county ordinances, and adopted policies.

(b) The Fire and Emergency Services System ~~coordinated-and-integrated-fire-and-emergency-medical-service-system~~ shall be composed of the following paid and volunteer fire companies, ~~volunteer-rescue-squad~~ and the Prince George County Department of Fire and Emergency Services ("Department of Fire and Emergency Services") ~~of Fire and EMS~~, including volunteers of the department:

(1) Prince George County Volunteer Fire Station ~~Volunteer Fire Department~~, Company 1.

(2) Prince George County Disputanta Volunteer Fire Station ~~Volunteer Fire Department~~, Company 2

(3) Prince George County Carson Volunteer Fire Station ~~Volunteer Fire Department~~, Company 3.

(4) Prince George County Burrowsville Volunteer Fire Station ~~Volunteer Fire Department~~, Company 4.

(5) Prince George County Jefferson Park Volunteer and Career Fire Station ~~Volunteer Fire Department~~, Company 5.

(6) ~~Prince George Emergency Crew.~~

(6) Prince George County South Crater Career and Volunteer Fire Station, Company 6

(7) Prince George County Moody Road Career and Volunteer Fire Station, Company 7

**Commented [PB1]:** From Current Ordinance just added the paid staff as assigned there as well as they are not listed  
  
27-14. Ordinances as to fire departments and fire companies.  
A. The governing body of any county, city, or town in which a fire department or fire company is established may make such ordinances in relation to the powers and duties of such fire departments or fire companies, and chiefs and other officers of such fire departments or fire companies, as it may deem proper,  
  
27-6.1. Establishment of fire department; chief, officers and employees.  
The governing body of any county, city, or town may establish a fire department as a department of government and may designate it by any name consistent with the names of its other governmental units.

**(8) Prince George County Prince George Drive Career and Volunteer Fire Station Company 8**

~~(c) The coordinated fire and EMS system~~ **Fire and Emergency Services System** shall be a combined force of non-employee volunteer members of the several fire companies ~~and rescue squad~~, county employees, and county **System** volunteers of the ~~Prince George County Department of Fire and Rescue~~ **Fire and Emergency Services**.

~~(d) Career staff and~~ **Volunteers** reporting to the ~~Department of fire and EMS~~ **Fire and Emergency Services** shall be managed and supervised by the **county Fire and Emergency Services Chief ("Chief")** ~~fire and EMS chief~~ and may, **in the discretion of the Chief**, be assigned to various duties including placement in stations and as personnel on apparatus.

**(e) Additional volunteer fire companies may be formed in accordance with state law, the Chief's recommendation, and with board of supervisors' approval. They shall operate in conformity with state laws, county ordinances, and the policies of the Fire and Emergency Services System.**

**Commented [PB2]:** From Current 27-6.1.

**Commented [PB3]:** From current just representing paid and volunteer as the original did not represent the paid members  
27-6.1.  
The head of such fire department shall be known as "the chief." As many other officers, and employees may be employed in such fire department as the governing body may approve.

**Commented [PB4]:** Title 27 of Virginia code

~~Sec. 42-1.2. - Responsibilities of the coordinated fire and rescue system.~~

~~The coordinated fire and emergency medical services system shall:~~

- ~~(1) Manage the delivery of prehospital emergency patient care and services in the county consistent with state emergency medical services regulations and the guidance of the medical director.~~
- ~~(2) Manage the provision of fire suppression, prevention education, investigation and rescue services, and services relating to hazardous materials and other hazards posing a threat to life and property.~~
- ~~(3) Manage delivery of services for natural and manmade disasters or weather-related emergencies.~~
- ~~(4) Provide any additional related services as determined by the board of supervisors.~~

~~Sec. 42-1.23. - Responsibilities of fire and emergency medical services (EMS) chief~~ **Fire and Emergency Services Chief.**

- (1) **The county administrator shall appoint the Chief. The Chief shall have all legal authority to exercise all powers authorized and as specified in both Code of Virginia, § 27-6.1, and for the County EMS Chief as specified in Code of Virginia, § 32.1-111.4:6. The Chief shall be the commanding officer for the operational, administrative, and budgetary aspect of every part of the Fire and Emergency Services System as necessary for the**

**Commented [PB5]:** Addressed in document as well as title 27 so not needed

provision of coordinated fire and emergency medical services. References to the Chief in this chapter shall include his or her designees.

Commented [PB6]: Virginia Code 27-6.1 32.1-11.4:6

(2) The Chief shall lead the planning, training and preparation, and response to any disaster that occurs in the county and that requires implementation of the county's emergency response plan. The board of supervisors and the county administrator hereby designate the Chief, and the Chief shall so serve, as the coordinator of emergency services for all purposes related to response to disasters pursuant to Title 44 of the Virginia Code.

Commented [PB7]: Title 44 of the Virginia Code

(3) The Chief shall be authorized to oversee the emergency response operations relate to the provision of Fire and Emergency services in Prince George County in accordance with the policies established by the Chief to include but not limited to:

a. Set minimum standards and requirements for all Fire and Emergency Services System's personnel/members, training, licensure, equipment, staffing, reporting requirements, rank structure, system funding, performance, response districts, mutual aid agreements, system fleet size, deployment, and goals for the delivery of high-quality fire and emergency services.

Commented [PB8]: Combined from above, also covered under title 27 27-15.1.

(4) The Chief shall make day-to-day operational decisions necessary for an effective coordinated system on matters not addressed by system-wide policies. The Chief shall strive to consult with the Prince George Fire and Emergency Medical Services (PGFEMS) Advisory Board ("PGFEMS Advisory Board") prior to making any significant decision. If circumstances do not permit such prior consultation with the PGFEMS Advisory Board, the Chief shall advise the PGFEMS Advisory Board as soon as practicable after the decision is made and may seek its recommendations for future actions.

Commented [PB9]: In Original Document 27-15.1.

(5) The Chief shall serve as the chairman of the PGFEMS Advisory Board by participating in PGFEMS Advisory Board meetings and activities; providing and managing county staff support, as needed, for the PGFEMS Advisory Board; and overseeing the preparation of PGFEMS Advisory Board meeting documents. The Chief shall also be a full voting member of the PGFEMS Advisory Board.

Commented [PB10]: In Original Document Virginia Code title 27

Commented [PB11]: In Original Document Policies fall under the responsibility of the Fire Chief as the head of the Origination as per Virginia Code 27

The head of the coordinated fire and EMS system shall be known as the fire and EMS chief, who shall be appointed by the county administrator. The fire and EMS chief shall:

- (1) Provide oversight and management of the coordinated system's functions by:
- a. Developing strategies in collaboration with the Prince George Fire and Emergency Medical Services (PGFEMS) Board, to retain and expand the volunteer base within the system to ensure that the health of the volunteer system remains a high priority for the fire and EMS chief;
  - b. Develop policies, in consultation with the PGFEMS Board, of system-wide policies that are essential to the effective and fair provision of high-quality, countywide fire and emergency services to include:
    1. Standard operating guidelines for the system's delivery of fire, rescue, and emergency medical services;
    2. System performance standards, such as minimum staffing and response goals;
    3. A seamless command structure and incident command system that complies with federal and state incident management standards;
    4. Minimum personnel, training, licensure, and reporting requirements and the delivery of high-quality fire and emergency services;
    5. System fleet size, deployment, and functions;
    6. Minimum standards regarding apparatus and equipment;
    7. System funding by the county, including volunteer companies and monitoring and controlling system volunteer and county budgets and expenditures;
    8. A process for setting and maintaining first due areas, response districts and apparatus response orders;
    9. Development of a plan for construction and maintenance of stations and substations within the county; and
    10. Mutual aid and cooperative agreements;

Commented [PB12]: Not removed only moved, VA code 27 illustrates the Fire Chief responsibilities

(2) Make day-to-day operational decisions necessary for an effective coordinated system on matters not addressed by system-wide policies. The fire and EMS chief shall strive to consult with the PGFEMS Board prior to making any significant decision. If circumstances do not permit such prior consultation with the PGFEMS Board, the fire and EMS chief shall advise the PGFEMS Board as soon as practicable after the decision is made and seek its recommendations for future actions.

Commented [PB13]: Just moved down on this section, not removed

(3) Serve as the chairman of the PGFEMS Board by participating in PGFEMS Board meetings and activities; providing and managing county staff support, as needed, for the PGFEMS Board; and overseeing the preparation of PGFEMS Board meeting documents. The fire and EMS chief shall also be a full voting member of the PGFEMS Board.

Commented [PB14]: Moved down but not removed

(4) Provide general management, planning, preparation, response and recovery for any disaster relating to fires, hazardous materials, natural or manmade events, weather or emergency medical services that may occur in the county.

(5) Assume responsibility, under the authority of the county administrator, to carry out agreements for mutual aid, disaster preparedness and the provision of services related to hazardous materials, rescues, fire suppression, investigation, medical services or other emergency response services deemed necessary in the judgment of the fire and EMS chief for events exceeding the capabilities of the county.

(6) Exercise all powers authorized by state law as necessary for the provision of coordinated fire and emergency medical services.

Commented [PB15]: Moved not removed in doc and reworded

Sec. 42-1.34. - Responsibilities of volunteer fire companies, and volunteer station chiefs.

**(1) Definitions:**

a. "Volunteer" means a member of the Department of Fire and Emergency Services who serves without pay and whose name has been duly certified to the Circuit Court Clerk of Prince George County by the Chief and chief of such volunteer fire company as an active member thereof and as further defined in Virginia Code § 27-9.

Commented [PB16]: Virginia code 27-9

b. "Active member" means a volunteer who is no less than 18 years of age, not on probation, and have met the training requirements for the Department of Prince George Fire and Emergency Services, provides an average of 24 hours of station duty service where they are able to respond to calls to the county a month in a calendar year or responds to no less than fifteen (15) percent of the calls for their assigned station. Only "active" members of the volunteer fire station, system and county department volunteers; defined as having responded as stated above, shall be eligible for Line of Duty Act benefits, Code of Virginia, § 9.1-400 et seq.

Commented [PB17]: I added based on current PGFEMS stations current standards and to have at least a starting point.

Commented [PB18]: Code of VA 9.1-400 Was moved from original

c. "Non-active members" are defined as members that are listed by the department as exempt from providing station duty hours and do not respond to calls and shall not be issued turnout gear. Non-active members are those members that assist in fundraising, honorary, or life members that perform no operational duty functions.

Commented [PB19]: I added to assist in non-active members so they are represented in the ordinance. Defined in Code of VA 12VAC5-31-540

**(2) Volunteer fire companies and volunteer station chiefs shall operate in conformity with state laws, county ordinances, and the duly adopted policies and directives of the County, Chief, and the Fire and Emergency Services System. Every member of the volunteer fire company shall, upon any alarm of fire or call of a medical emergency, attend and endeavor to extinguish such fire or assist in the medical emergency as per Virginia Code § 27-11.**

Commented [PB20]: Virginia Code 27-11

**(3) Volunteer fire companies shall have all the powers and duties granted to them by state law. Subject to the policies and direction of the Chief, they shall also have the following responsibilities while acting in conformity with chains of command and policies of the Fire and Emergency Services:**

Commented [PB21]: In Original Document Virginia Code 27

a. Managing performance and responses by their company, including directing station activity and operations; selecting and promoting qualified volunteer officers

and other volunteer personnel, recruiting, retaining and advocating on behalf of volunteer and career members, caring for and maintaining station facilities, apparatus and equipment; and

b. Preparing and submitting annual budgets request to the Chief subject to approval by the county and managing expenditures in conformance with the approved budget; and

c. Managing station procurement of supplies and coordinating station procurement in accordance with state law and the county procurement policy and care of county apparatus, equipment, and tools in accordance with the county and the Fire and Emergency Services System's policies; and

d. The chief of each volunteer fire station shall submit to the Chief a list of the active members on September 1 of each year. Information contained in this report shall consist of and all documentation illustrating number of duty hours per month for each member and number of calls answered per member. On the first of each month, the chief of each volunteer fire company shall submit to the Chief any additions or deletions to the active membership of that volunteer fire company. In addition, the chief at each station shall file a copy of their by-laws, any resolutions, minutes of their board of directors and association's annual report by September 1 of each year with the Chief; and

e. The operational head of each volunteer fire company within the system shall be selected according to the by-laws of the company. Volunteer station chiefs shall exercise the authority granted to them by state law and the by-laws of their organizations that have been approved by the Chief, so long as their actions do not conflict with the provisions of this article or the policies of the Fire and Emergency Services System; and

f. Collecting and forwarding to the Chief any requested data, statistics and other information as may be necessary to assure the efficient operation of the Fire and Emergency Services System.

~~(a) Volunteer fire companies and rescue squads shall have all the powers and duties granted to them by state law. They shall also have the following responsibilities while acting in conformity with policies of the coordinated fire and rescue system:~~

~~(1) Managing performance and responses by the company or squad, including directing station activity and operations;~~

**Commented [PB22]:** In Original Document Falls under the responsibility of the County Chief as the head of the Organization Virginia Code 27

**Commented [PB23]:** original just reworded so that it falls in line with county, falls under County policies and my responsibility to maintain budgets, stations, equipment, and members safety

**Commented [PB24]:** In original Also falls under the Virginia Procurement Act requirements that the Head of the Org "Chief" is responsible as well as current county policy and current job description of the Fire Chief

**Commented [PB25]:** 27.8 so that we ensure compliance with Virginia code as there is a minimum number of active members to remain a volunteer department and that number is 20. Station 4 for example has less than required per code.

27-7.

Bylaws of fire department; compensation of officers and employees; information on check stubs, time cards, etc. The governing body of any county, city, or town may empower the fire department therein to make bylaws to promote its objects consistent with the laws of the Commonwealth and ordinances of the county, city, or town

List of active members – Beamon- I created this specific wording even when a current section in the current document states Collecting and forwarding to the Chief any requested data, statistics and other information as may be necessary to assure the efficient operation of the Fire and Emergency Services System.

We need to have a date and a process to ensure we are accounting and varying membership for state inspections as well as to ensure who is a volunteer and where

Sep 1 date is a date I created in order to gather the needed information for yearly reports, ensure compliance with county ordinance related to personal property, total hours' members are serving the community for analysis of time, manpower needs,

This will enable us as a department to ensure our membership records are up to date and that members driving county owned vehicles have no expired DL. when EMS state inspections are performed on these files we can ensure they are up to date so our department in not cited for any violations that can result in problems with out payments from Medicare

In addition, we have had many of the chiefs request a copy of their membership list as they did not have one. This

**Commented [PB26]:** Virginia title 27 I added this so they were aware they do have the authority and is in the original.

**Commented [PB27]:** In original



- (2) Assuming or delegating the role of incident commander within the system's integrated incident command structure;
- (3) Providing management within response districts and apparatus response orders;
- (4) Selecting and promoting officers and other personnel;
- (5) Recruiting, retaining and advocating on behalf of volunteer members;
- (6) Managing officers and personnel, including discipline, training, and keeping records; provided, however that the fire and EMS chief may take disciplinary action or other personnel action affecting volunteers in accordance with this article;
- (7) Preparing annual budgets subject to approval by the county and managing expenditures in conformance with the approved budget;
- (8) Fundraising and managing all funds and assets that derive from private or non-county sources;
- (9) Collecting and forwarding to the fire and EMS chief any requested data, statistics and other information as may be necessary to assure the efficient operation of the coordinated fire and rescue system;
- (10) Caring for and maintaining station facilities, apparatus and equipment; and
- (11) Managing station procurement of supplies and coordinating station procurement and care of county apparatus, equipment, and tools.
- (b) The operational head of each volunteer fire company and rescue squad within the system shall be selected according to the by laws of the company or squad. Volunteer chiefs shall exercise the authority granted to them by state law and the by-laws of their organizations, so long as their actions do not conflict with the provisions of this article or the policies of the coordinated fire and EMS system.
- (c) Volunteer companies and squad shall have authority to adopt policies, guidelines and protocols for the governance of their stations, which are consistent with state law, county ordinances, and policies of the coordinated fire and EMS system. Nothing in this article is intended, nor shall it be construed, to make any member of a volunteer fire company and rescue squad an employee of the county.
- (d) Additional volunteer fire companies and rescue squads may be formed in accordance with state law and board of supervisors' approval. They shall operate in conformity with state laws, county ordinances, and the policies of the coordinated fire and EMS system.

Commented [PB28]: Not removed only re-worded and placed in the doc

Sec. ~~42-1.45~~. - Establishment of Prince George Fire and EMS Emergency Services Advisory (PGFEMS) Board.

(a) The Prince George County Fire and Emergency Services advisory board ("PGFEMS Advisory Board") is hereby established and this board shall include the highest-ranking operational leaders of each of the volunteer, career, or combination organizations listed under the composition of the Fire and Emergency Services System and the Chief, who shall serve as the chair of the board. :

Commented [PB29]: No requirement under state law or codes. Many agencies do not have this as a requirement

- ~~(a) The Prince George County Fire and EMS Board ("PGFEMS Board") is hereby established to perform the following responsibilities:~~
- ~~(1) Cooperate with and advise the fire and EMS chief on the delivery of fire, rescue and emergency medical services as representatives of the volunteer companies and squad;~~
- ~~(2) Facilitate communication and collaboration between the volunteer and county-employed members of the coordinated fire and rescue system;~~
- ~~(3) Communicate issues of importance to the fire and EMS chief concerning individual volunteer organizations or the coordinated fire and emergency medical service system.~~

~~(b) The PGFEMS Board shall be composed of the highest ranking operational leader of each of the volunteer organizations and the county fire and EMS chief, who shall also serve as the chairman of the board.~~

Commented [PB30]: Policy not ordinance related. No law to cover

Sec. 42-1.6 Duties of the Prince George Fire and EMS (PGFEMS) Board

The PGFEMS Board shall perform the following duties:

- ~~(1) Adopt by laws for its operation consistent with this article.~~
- ~~(2) Review all proposed policies affecting the coordinated fire and EMS system and provide comments and advice to the fire and EMS chief and ensure the communication and compliance with system level policies to all companies and squads.~~
- ~~(3) Meet regularly in order to consider concerns affecting the coordinated system and provide input regarding:
 
  - a. Incident management;
  - b. Nonconformance with system policies; and
  - c. Assurance of quality in the delivery of emergency services.~~
- ~~(4) Review and provide input and recommendations to the fire and EMS chief regarding new initiatives for the coordinated system's operating and capital improvement budgets.~~
- ~~(5) Develop, in collaboration with the fire and EMS chief, a grievance procedure that is consistent with the procedure available to county employees to contest disciplinary or operational matters affecting individual volunteers. The general management and discipline of volunteers shall be a station level responsibility, unless the fire and EMS chief must act and take personnel actions affecting any volunteer in order to protect the effective operation of the coordinated fire and emergency medical service system.~~
- ~~(6) Meet on a regular basis and present a report annually to the board of supervisors regarding the health of the volunteer system.~~

Commented [PB31]: Policy not ordinance, also parts already listed in doc

Sec. 42-1.57. - Procedure for developing policies of the Fire and Emergency Services System coordinated fire and EMS system

All system-wide policies shall be developed through the following system:

- (1) The Chief shall establish SOPs, SOGs, rules and regulations in collaboration with PGFEMS Advisory Board for the Department of Fire and Emergency Services' effective operation throughout the County. Personnel policies that affect only county employees or county volunteers will not be considered by the PGFEMS Advisory Board
- (2) All companies operating in the county and all members of such companies shall operate in accordance with the standard operational procedures/policies and guidelines.

Commented [PB32]: In the Original doc., VA Code Places this as the responsibility of the Fire Chief

Commented [PB33]: In original doc.

~~(1) The fire and EMS chief shall prepare the new system level policies and shall review all existing system wide policies. Any member of the coordinated fire and EMS system may suggest new policies or policy amendments to the fire and EMS chief and the PGFEMS Board through the member's chain of command. Personnel policies that affect only county employees or county volunteers will not be considered by the PGFEMS Board.~~

~~(2) The fire and EMS chief shall consider any comments and recommendations on proposed policies from the PGFEMS Board and shall incorporate such recommendations for revision which, in his judgment, meet the system policy standards. Should the chief decline to accept any material~~

recommendation for revision from the PGFEMS Board, he shall provide a written explanation of his decision to the PGFEMS Board after attempting to reach a consensus.  
After considering any draft policy, the PGFEMS Board shall take one of the following actions by majority vote:

- a. Accept the draft policy as worded.
- b. Support the policy in principle, but with specific revisions.
- c. Decline to accept the policy.

(3) By majority vote, the PGFEMS Board may appeal any decision to decline to accept a policy within seven days to the county administrator in writing giving its reasons for appeal. The county administrator shall consider such appeal and deny the appeal or remand to the PGFEMS Board for further review within ten days.

Commented [PB34]: Policy not ordinance

Sec. 42-1.68. - Noncompliance with system policies.

The chiefs of all member organizations may communicate concerns about noncompliance with system policies to the Chief fire and EMS chief.

(1) All Fire and Emergency Services System employees, and volunteers shall comply with the county and Department of Fire and Emergency Services rules, regulations and directives as a condition of employment with or volunteer service in the Department of Fire and Emergency Services.

Commented [PB35]: In original document

(2) Upon an allegation of a breach of Department of Fire and Emergency Services regulations or directives, the Chief shall have the authority to immediately suspend the accused person or department entity from duty, pending an investigation. If the investigation substantiates the allegation, the Chief may suspend from duty, terminate the employment, volunteer service of any individual, in accordance with the Prince George County Personnel Manual ("Personnel Manual"), or revoke the authority of a volunteer entity to operate as an emergency medical service provider or as a fire service provider in the county in accordance with the Virginia Code, County policy. Any review that results in recommendation to dissolve, decertify or reduce funding of any entity shall be referred to the board of supervisors as the sole authority to take such punitive actions, pursuant to Code of Virginia § 27-10.

Commented [PB36]: Virginia Code 27-10  
County Policy

(3) Fire and Emergency Services System's volunteers and employees shall comply with all requirements of the Virginia Public Procurement Act and county purchasing policy.

Commented [PB37]: County Policy 2.2-4300. Short title;  
purpose; declaration of intent  
Virginia Code Chapter 43

(1) As soon as practicable after receiving any such complaint, the fire and EMS chief shall determine whether reasonable cause exists to believe that there has been a material noncompliance with any system policy.

~~(2)The PGFEMS Board shall prepare a written report summarizing the investigation and its conclusions and submit the report to the fire and EMS chief no later than ten calendar days following the conclusion of the investigation. If the PGFEMS Board determines, by majority vote, that the charged party has materially noncomplied with system policy, with the concurrence of the fire and EMS chief, the charged party shall comply with all recommended steps for remediation of the noncompliance.~~

~~(3)Should the charged party substantially fail to implement the plan, the fire and EMS chief may modify the plan, discontinue the plan, implement an alternative plan, and/or take other action as needed. Prior to taking these steps, however, the fire and EMS chief must consult with the board about his intended action and consider its recommendations except when immediate action is required, in which case he shall consult with the board as soon as practicable after such action.~~

~~(4)If the board and fire and EMS chief determine that the nature of the noncompliance is so serious as to merit consideration of de-certification of the organization or reduction in its funding by the board of supervisors or repossession of equipment, they shall apprise the county administrator who shall refer the matter to the board of supervisors, which shall be the sole authority to take any punitive action, pursuant to Code of Virginia, § 27-10, and to determine annual appropriations.~~

Commented [PB38]: Moved in the doc

Sec. 42-1.7. - Official safety program.

In accordance with the requirements of the Code of Virginia, the following volunteer fire departments and rescue squads are recognized as an integral part of the official safety program of the county:

(1)Prince George Volunteer Fire Station ~~Department~~, Company 1.

(2)~~Prince George County~~ Disputanta Volunteer Fire ~~Station Department~~, Company 2

(3)Carson Volunteer Fire ~~Station Department~~ Company 3.

(4)Burrowsville Volunteer Fire ~~Station Department~~, Company 4.

(5)Jefferson Park Volunteer Fire ~~Station Department~~, Company 5.

~~(6)Prince George Emergency Crew.~~

(6) Prince George County South Crater Career and Volunteer Fire Station, Company 6

(7) Prince George County Moody Road Career and Volunteer Fire Station, Company 7

(8) Prince George County Prince George Drive Career and Volunteer Fire Station Company 8

(9)Volunteers within the Fire and EMS Department.

~~Only "active" members of the volunteer fire departments, crew and county department volunteers; defined as having responded to at least six emergency calls in the previous calendar year, shall be eligible for Line of Duty Act benefits, Code of Virginia, § 9.1-400 et seq.~~

Commented [PB39]: Moved up

Sec. 42-1.810. - Physical examination for firefighters.

(a) Every firefighter, whether salaried or volunteer, entering upon the service of the county, at the time of such entry, and as requested by the Chief shall, at the expense of the county, undergo the physical examination required by current NFPA 1582 or other NFPA firefighter physical standards and Code of Virginia, § 27-40.1:1 by a physician licensed to practice medicine in the state.

~~(a) Every firefighter, either salaried or volunteer, entering upon the service of the county, at the time of such entry, shall, at the expense of the county, undergo the physical examination required by Code of Virginia, § 27-40.1 by a physician licensed to practice medicine in the state, which physical examination shall include the examination of the eyes, ear, nose, and throat; the glandular system, chest and lungs, heart and abdomen, inguinal area; the extremities; blood pressure sitting, radial pulse, peripheral pulse; a general neurological examination; and a physical agility examination. In addition such examination shall include a blood count, routine urinalysis, hemoglobin and hematocrit, blood serology, large chest X-ray (posterior anterior and lateral), a 12-lead electrocardiogram, and any other specialty tests indicated by abnormal findings from any of the foregoing tests. The physician conducting such examination shall submit a written report thereof to the fire and EMS chief on a prescribed form which sets forth the result of each of the tests and studies, and his findings, based upon the results, as to whether such firefighter is free from respiratory diseases, hypertension, heart disease or any other physical defect that would actually or potentially impair the firefighter's fitness to function as a firefighter.~~

~~(b) The fire and EMS chief shall contract with such physicians, clinics or hospitals for the performance by such physicians, clinics or hospitals of the physical examination and laboratory and diagnostic studies prescribed in subsection (a) of this section.~~

Sec. 42-1.944. - Participation by sixteen-year-old residents as firefighters; conditions.

Sixteen-year-olds may serve as firefighters, provided they attain certification under the National Fire Protection Association 1001, Level One, administered by the state department of fire programs. Parental consent will be necessary, and all persons under 18 will be restricted from driving fire vehicles in any situation.

42-1.1044 - Criminal history records check.

(1) In accordance with the requirements of Code of Virginia, §§ 32.1-111.5, 27-6.2, 15.2-1503.1, 12VAC5-31-540, and 19.2-389, as amended, all applicants for employment and volunteer with the Fire and Emergency Services System, shall participate in a state and national criminal history records check as required and administered by the county and Commonwealth of Virginia. The Chief is hereby designated as the county's representative in coordinating such record checks with the FBI and the Central Criminal Records Exchange. The applicant shall submit to fingerprinting and provide personal descriptive

**Commented [PB40]:** NFPA 1582 as well as Va code 27-40.1:1

**Commented [PB41]:** Re-worded to fit current NFPA and Code 27-40.1 so if they change the doc will not need to change

**Commented [PB42]:** VA Code 27

**Commented [PB43]:** Code of Virginia, §§ 32.1-111.5, 27-6.2, 15.2-1503.1, 12VAC5-31-540, and 19.2-389

§ 27-6.2. Applicant pre-employment information with fire departments.  
Applicants for employment with the fire department of any locality having a local ordinance adopted in accordance with § 19.2-389 may be required to submit to fingerprinting and to provide personal descriptive information to be forwarded along with the applicant's fingerprints through the Central Criminal Records Exchange and the Federal Bureau of Investigation for the purpose of obtaining criminal history record information regarding such applicant; however, such applicants shall, if required by local ordinance, pay the cost of the fingerprinting or criminal records check or both. The Central Criminal Records Exchange, upon receipt of an applicant's record or notification that no record exists, shall make a report to the fire chief or his designee, who must belong to a governmental entity. In determining whether a criminal conviction directly relates to a position, the locality shall consider the following criteria: (i) the nature and seriousness of the crime; (ii) the relationship of the crime to the work to be performed in the position applied for; (iii) the extent to which the position applied for might offer an opportunity to engage in further criminal activity of the same type as that in which the person had been involved; (iv) the relationship of the crime to the ability, capacity or fitness required to perform the duties and discharge the responsibilities of the position being sought; (v) the extent and nature of the person's past criminal activity; (vi) the age of the person at the time of the commission of the crime; (vii) the amount of time that has elapsed since the person's last involvement in the commission of a crime; (viii) the conduct and work activity of the person prior to and following the criminal activity; and (ix) evidence of the person's rehabilitation or rehabilitative effort while incarcerated or following release.  
If an applicant is denied employment because of information appearing in his criminal history record, the locality shall provide a copy of the information obtained from the Central Criminal Records Exchange to the applicant. The information shall not be disseminated except as provided for in this section.

information to be forwarded along with the individual's fingerprints through the Central Criminal Records Exchange to the Federal Bureau of Investigation for the purpose of obtaining criminal history record information. The Central Criminal Records Exchange, upon receipt of an individual's record or notification that no record exists, shall forward it to the designated county governmental employee. In the interest of public welfare and safety, and review of such records of incumbents may be conducted, to determine if the past criminal conduct of any person with a criminal record would be compatible with the nature of the employment or service, in accordance with applicable laws and policies.

(2) In the interest of the public welfare and safety, the Chief shall review the department of motor vehicle records of applicants for employment and for volunteer service in the Department of Fire and Emergency Services. The Chief shall work with the Prince George Human Resources department to annually review the department of motor vehicle records of Department of Fire and Emergency Services' employees and volunteers. These reviews will determine if the past driving record of any person would bar employment or service with the Department of Fire and Emergency Services in accordance with the provisions of the Personnel Manual. If a driving history report contains such information that the opportunity for employment or service should be denied, that person will not be hired or accepted into the volunteer service in accordance with the provisions of the Personnel Manual. If that person is currently employed or serving as a volunteer, the Chief may immediately suspend that person from driving duty, and that person may be subject to removal or termination from the Department of Fire and Emergency Services, in accordance with the Personnel Manual.

~~In accordance with the requirements of Code of Virginia, §§ 32.1-111.5, 15.2-1503.1 and 19.2-389, as amended, all applicants for employment with the Prince George Coordinated Fire and Emergency Medical Services System, or applicants to become volunteers in such system, shall participate in a state and national criminal history records check as required and administered by the county. The fire and EMS chief is hereby designated as the county's representative in coordinating such record checks with the FBI and the Central Criminal Records Exchange. The applicant shall submit to fingerprinting and provide personal descriptive information to be forwarded along with the individual's fingerprints through the Central Criminal Records Exchange to the Federal Bureau of Investigation for the purpose of obtaining criminal history record information. The Central Criminal Records Exchange, upon receipt of an individual's record or notification that no record exists, shall forward it to the designated county governmental employee.~~

*(c) That the Ordinance shall be effective immediately.*

## CHAPTER 42 FIRE PREVENTION AND PROTECTION

## ARTICLE I. IN GENERAL

Sec. 42-1.1. - Establishment of the Prince George Coordinated Fire and Emergency Services System.

a) The Prince George County Coordinated Fire and Emergency Services System (**Fire and Emergency Services System**) is hereby established pursuant to Code of Virginia, § 27-6.1 et seq. The **Fire and Emergency Services System** ~~fire and rescue system~~ shall provide comprehensive fire, rescue, emergency disaster management, hazard material ("hazmat") and emergency medical services throughout the county in accordance with state laws, county ordinances, and adopted policies.

(b) The **Fire and Emergency Services System** ~~coordinated and integrated fire and emergency medical service system~~ shall be composed of the following **paid and** volunteer fire companies, ~~volunteer rescue squad~~ and the Prince George County Department **of Fire and Emergency Services ("Department of Fire and Emergency Services")** ~~of Fire and EMS~~, including volunteers of the department:

(1) Prince George **County Volunteer Fire Station** ~~Volunteer Fire Department~~, Company 1.

(2) **Prince George County** Disputanta Volunteer **Fire Station** ~~Volunteer Fire Department~~, Company 2

(3) **Prince George County** Carson Volunteer **Fire Station** ~~Volunteer Fire Department~~, Company 3.

(4) **Prince George County** Burrowsville Volunteer **Fire Station** ~~Volunteer Fire Department~~, Company 4.

(5) **Prince George County** Jefferson Park Volunteer and Career **Fire Station** ~~Volunteer Fire Department~~, Company 5.

~~(6) Prince George Emergency Crew.~~

(6) **Prince George County South Crater Career and Volunteer Fire Station, Company 6**

(7) **Prince George County Moody Road Career and Volunteer Fire Station, Company 7**



**(8) Prince George County Prince George Drive Career and Volunteer Fire Station Company 8**

(c) ~~The coordinated fire and EMS system~~ **Fire and Emergency Services System** shall be a combined force of non-employee volunteer members of the several fire companies ~~and rescue squad~~, county employees, and county **System** volunteers of the ~~Prince George County Department of Fire and Rescue~~ **Fire and Emergency Services**.

(d) **Career staff and** ~~V~~volunteers reporting to the ~~D~~department of ~~fire and EMS~~ **Fire and Emergency Services** shall be managed and supervised by the **county Fire and Emergency Services Chief ("Chief")** ~~fire and EMS chief~~ and may, **in the discretion of the Chief**, be assigned to various duties including placement in stations and as personnel on apparatus.

**(e) Additional volunteer fire companies may be formed in accordance with state law, the Chief's recommendation, and with board of supervisors' approval. They shall operate in conformity with state laws, county ordinances, and the policies of the Fire and Emergency Services System.**

~~Sec. 42-1.2. Responsibilities of the coordinated fire and rescue system.~~

~~The coordinated fire and emergency medical services system shall:~~

- ~~(1) Manage the delivery of prehospital emergency patient care and services in the county consistent with state emergency medical services regulations and the guidance of the medical director.~~
- ~~(2) Manage the provision of fire suppression, prevention education, investigation and rescue services, and services relating to hazardous materials and other hazards posing a threat to life and property.~~
- ~~(3) Manage delivery of services for natural and manmade disasters or weather related emergencies.~~
- ~~(4) Provide any additional related services as determined by the board of supervisors.~~

~~Sec. 42-1.23. - Responsibilities of fire and emergency medical services (EMS) chief~~ **Fire and Emergency Services Chief**.

- (1) The county administrator shall appoint the Chief. The Chief shall have all legal authority to exercise all powers authorized and as specified in both Code of Virginia, § 27-6.1, and for the County EMS Chief as specified in Code of Virginia, § 32.1-111.4:6. The Chief shall be the commanding officer for the operational, administrative, and budgetary aspect of every part of the Fire and Emergency Services System as necessary for the**

provision of coordinated fire and emergency medical services. References to the Chief in this chapter shall include his or her designees.

- (2) The Chief shall lead the planning, training and preparation, and response to any disaster that occurs in the county and that requires implementation of the county's emergency response plan. The board of supervisors and the county administrator hereby designate the Chief, and the Chief shall so serve, as the coordinator of emergency services for all purposes related to response to disasters pursuant to Title 44 of the Virginia Code.
- (3) The Chief shall be authorized to oversee the emergency response operations relate to the provision of Fire and Emergency services in Prince George County in accordance with the policies established by the Chief to include but not limited to:
  - a. Set minimum standards and requirements for all Fire and Emergency Services System's personnel/members, training, licensure, equipment, staffing, reporting requirements, rank structure, system funding, performance, response districts, mutual aid agreements, system fleet size, deployment, and goals for the delivery of high-quality fire and emergency services;
- (4) The Chief shall make day-to-day operational decisions necessary for an effective coordinated system on matters not addressed by system-wide policies. The Chief shall strive to consult with the Prince George Fire and Emergency Medical Services (PGFEMS) Advisory Board ("PGFEMS Advisory Board") prior to making any significant decision. If circumstances do not permit such prior consultation with the PGFEMS Advisory Board, the Chief shall advise the PGFEMS Advisory Board as soon as practicable after the decision is made and may seek its recommendations for future actions.
- (5) The Chief shall serve as the chairman of the PGFEMS Advisory Board by participating in PGFEMS Advisory Board meetings and activities; providing and managing county staff support, as needed, for the PGFEMS Advisory Board; and overseeing the preparation of PGFEMS Advisory Board meeting documents. The Chief shall also be a full voting member of the PGFEMS Advisory Board.

The head of the coordinated fire and EMS system shall be known as the fire and EMS chief, who shall be appointed by the county administrator. The fire and EMS chief shall:

- (1) Provide oversight and management of the coordinated system's functions by:
  - a. Developing strategies in collaboration with the Prince George Fire and Emergency Medical Services (PGFEMS) Board, to retain and expand the volunteer base within the system to ensure that the health of the volunteer system remains a high priority for the fire and EMS chief.
  - b. Develop policies, in consultation with the PGFEMS Board, of system-wide policies that are essential to the effective and fair provision of high quality, countywide fire and emergency services to include:
    1. Standard operating guidelines for the system's delivery of fire, rescue, and emergency medical services;
    2. System performance standards, such as minimum staffing and response goals;
    3. A seamless command structure and incident command system that complies with federal and state incident management standards;
    4. Minimum personnel, training, licensure, and reporting requirements and the delivery of high quality fire and emergency services;
    5. System fleet size, deployment, and functions;
    6. Minimum standards regarding apparatus and equipment;
    7. System funding by the county, including volunteer companies and monitoring and controlling system volunteer and county budgets and expenditures;
    8. A process for setting and maintaining first due areas, response districts and apparatus response orders;
    9. Development of a plan for construction and maintenance of stations and substations within the county; and
    10. Mutual aid and cooperative agreements.
- (2) Make day-to-day operational decisions necessary for an effective coordinated system on matters not addressed by system-wide policies. The fire and EMS chief shall strive to consult with the PGFEMS Board prior to making any significant decision. If circumstances do not permit such prior consultation with the PGFEMS Board, the fire and EMS chief shall advise the PGFEMS Board as soon as practicable after the decision is made and seek its recommendations for future actions.
- (3) Serve as the chairman of the PGFEMS Board by participating in PGFEMS Board meetings and activities; providing and managing county staff support, as needed, for the PGFEMS Board; and overseeing the preparation of PGFEMS Board meeting documents. The fire and EMS chief shall also be a full voting member of the PGFEMS Board.
- (4) Provide general management, planning, preparation, response and recovery for any disaster relating to fires, hazardous materials, natural or manmade events, weather or emergency medical services that may occur in the county.
- (5) Assume responsibility, under the authority of the county administrator, to carry out agreements for mutual aid, disaster preparedness and the provision of services related to hazardous materials, rescues, fire suppression, investigation, medical services or other emergency response services deemed necessary in the judgment of the fire and EMS chief for events exceeding the capabilities of the county.
- (6) Exercise all powers authorized by state law as necessary for the provision of coordinated fire and emergency medical services.

Sec. 42-1.34. - Responsibilities of volunteer fire companies, and volunteer station chiefs.

**(1) Definitions:**

- a. **"Volunteer" means a member of the Department of Fire and Emergency Services who serves without pay and whose name has been duly certified to the Circuit Court Clerk of Prince George County by the Chief and chief of such volunteer fire company as an active member thereof and as further defined in Virginia Code § 27-9.**
- b. **"Active member" means a volunteer who is no less than 18 years of age, not on probation, and have met the training requirements for the Department of Prince George Fire and Emergency Services, provides an average of 24 hours of station duty service where they are able to respond to calls to the county a month in a calendar year or responds to no less than fifteen (15) percent of the calls for their assigned station. Only "active" members of the volunteer fire station, system and county department volunteers; defined as having responded as stated above, shall be eligible for Line of Duty Act benefits, Code of Virginia, § 9.1-400 et seq.**
- c. **"Non-active members" are defined as members that are listed by the department as exempt from providing station duty hours and do not respond to calls and shall not be issued turnout gear. Non-active members are those members that assist in fundraising, honorary, or life members that perform no operational duty functions.**

**(2) Volunteer fire companies and volunteer station chiefs shall operate in conformity with state laws, county ordinances, and the duly adopted policies and directives of the County, Chief, and the Fire and Emergency Services System. Every member of the volunteer fire company shall, upon any alarm of fire or call of a medical emergency, attend and endeavor to extinguish such fire or assist in the medical emergency as per Virginia Code § 27-11.**

**(3) Volunteer fire companies shall have all the powers and duties granted to them by state law. Subject to the policies and direction of the Chief, they shall also have the following responsibilities while acting in conformity with chains of command and policies of the Fire and Emergency Services:**

- a. **Managing performance and responses by their company, including directing station activity and operations; selecting and promoting qualified volunteer officers**

and other volunteer personnel, recruiting, retaining and advocating on behalf of volunteer and career members, caring for and maintaining station facilities, apparatus and equipment; and

b. Preparing and submitting annual budgets request to the Chief subject to approval by the county and managing expenditures in conformance with the approved budget; and

c. Managing station procurement of supplies and coordinating station procurement in accordance with state law and the county procurement policy and care of county apparatus, equipment, and tools in accordance with the county and the Fire and Emergency Services System's policies; and

d. The chief of each volunteer fire station shall submit to the Chief a list of the active members on September 1 of each year. Information contained in this report shall consist of and all documentation illustrating number of duty hours per month for each member and number of calls answered per member. On the first of each month, the chief of each volunteer fire company shall submit to the Chief any additions or deletions to the active membership of that volunteer fire company. In addition, the chief at each station shall file a copy of their by-laws, any resolutions, minutes of their board of directors and association's annual report by September 1 of each year with the Chief; and

e. The operational head of each volunteer fire company within the system shall be selected according to the by-laws of the company. Volunteer station chiefs shall exercise the authority granted to them by state law and the by-laws of their organizations that have been approved by the Chief, so long as their actions do not conflict with the provisions of this article or the policies of the Fire and Emergency Services System; and

f. Collecting and forwarding to the Chief any requested data, statistics and other information as may be necessary to assure the efficient operation of the Fire and Emergency Services System.

~~(a) Volunteer fire companies and rescue squads shall have all the powers and duties granted to them by state law. They shall also have the following responsibilities while acting in conformity with policies of the coordinated fire and rescue system:~~

~~(1) Managing performance and responses by the company or squad, including directing station activity and operations;~~

- (2) Assuming or delegating the role of incident commander within the system's integrated incident command structure;
- (3) Providing management within response districts and apparatus response orders;
- (4) Selecting and promoting officers and other personnel;
- (5) Recruiting, retaining and advocating on behalf of volunteer members;
- (6) Managing officers and personnel, including discipline, training, and keeping records; provided, however that the fire and EMS chief may take disciplinary action or other personnel action affecting volunteers in accordance with this article;
- (7) Preparing annual budgets subject to approval by the county and managing expenditures in conformance with the approved budget;
- (8) Fundraising and managing all funds and assets that derive from private or non-county sources;
- (9) Collecting and forwarding to the fire and EMS chief any requested data, statistics and other information as may be necessary to assure the efficient operation of the coordinated fire and rescue system;
- (10) Caring for and maintaining station facilities, apparatus and equipment; and
- (11) Managing station procurement of supplies and coordinating station procurement and care of county apparatus, equipment, and tools.
- (b) The operational head of each volunteer fire company and rescue squad within the system shall be selected according to the by-laws of the company or squad. Volunteer chiefs shall exercise the authority granted to them by state law and the by-laws of their organizations, so long as their actions do not conflict with the provisions of this article or the policies of the coordinated fire and EMS system.
- (c) Volunteer companies and squad shall have authority to adopt policies, guidelines and protocols for the governance of their stations, which are consistent with state law, county ordinances, and policies of the coordinated fire and EMS system. Nothing in this article is intended, nor shall it be construed, to make any member of a volunteer fire company and rescue squad an employee of the county.
- (d) Additional volunteer fire companies and rescue squads may be formed in accordance with state law and board of supervisors' approval. They shall operate in conformity with state laws, county ordinances, and the policies of the coordinated fire and EMS system.

Sec. 42-1.45. - Establishment of Prince George Fire and EMS Emergency Services Advisory (PGFEMS) Board.

**(a) The Prince George County Fire and Emergency Services advisory board ("PGFEMS Advisory Board") is hereby established and this board shall include the highest-ranking operational leaders of each of the volunteer, career, or combination organizations listed under the composition of the Fire and Emergency Services System and the Chief, who shall serve as the chair of the board.**

- ~~(a) The Prince George County Fire and EMS Board ("PGFEMS Board") is hereby established to perform the following responsibilities:~~
- ~~(1) Cooperate with and advise the fire and EMS chief on the delivery of fire, rescue and emergency medical services as representatives of the volunteer companies and squad;~~
- ~~(2) Facilitate communication and collaboration between the volunteer and county-employed members of the coordinated fire and rescue system;~~
- ~~(3) Communicate issues of importance to the fire and EMS chief concerning individual volunteer organizations or the coordinated fire and emergency medical service system.~~

~~(b)The PGFEMS Board shall be composed of the highest ranking operational leader of each of the volunteer organizations and the county fire and EMS chief, who shall also serve as the chairman of the board.~~

Sec. 42-1.6 Duties of the Prince George Fire and EMS (PGFEMS) Board

The PGFEMS Board shall perform the following duties:

- ~~(1)Adopt by laws for its operation consistent with this article.~~
- ~~(2)Review all proposed policies affecting the coordinated fire and EMS system and provide comments and advice to the fire and EMS chief and ensure the communication and compliance with system level policies to all companies and squads.~~
- ~~(3)Meet regularly in order to consider concerns affecting the coordinated system and provide input regarding:
 
  - a.Incident management;
  - b.Nonconformance with system policies; and
  - e.Assurance of quality in the delivery of emergency services.~~
- ~~(4)Review and provide input and recommendations to the fire and EMS chief regarding new initiatives for the coordinated system's operating and capital improvement budgets.~~
- ~~(5)Develop, in collaboration with the fire and EMS chief, a grievance procedure that is consistent with the procedure available to county employees to contest disciplinary or operational matters affecting individual volunteers. The general management and discipline of volunteers shall be a station level responsibility, unless the fire and EMS chief must act and take personnel actions affecting any volunteer in order to protect the effective operation of the coordinated fire and emergency medical service system.~~
- ~~(6)Meet on a regular basis and present a report annually to the board of supervisors regarding the health of the volunteer system.~~

Sec. 42-1.57. - Procedure for developing policies of the Fire and Emergency Services System coordinated fire and EMS system

All system-wide policies shall be developed through the following system:

- (1) The Chief shall establish SOPs, SOGs, rules and regulations in collaboration with PGFEMS Advisory Board for the Department of Fire and Emergency Services' effective operation throughout the County. Personnel policies that affect only county employees or county volunteers will not be considered by the PGFEMS Advisory Board**
- (2) All companies operating in the county and all members of such companies shall operate in accordance with the standard operational procedures/policies and guidelines.**

~~(1)The fire and EMS chief shall prepare the new system level policies and shall review all existing system wide policies. Any member of the coordinated fire and EMS system may suggest new policies or policy amendments to the fire and EMS chief and the PGFEMS Board through the member's chain of command. Personnel policies that affect only county employees or county volunteers will not be considered by the PGFEMS Board.~~

~~(2)The fire and EMS chief shall consider any comments and recommendations on proposed policies from the PGFEMS Board and shall incorporate such recommendations for revision which, in his judgment, meet the system policy standards. Should the chief decline to accept any material~~

recommendation for revision from the PGFEMS Board, he shall provide a written explanation of his decision to the PGFEMS Board after attempting to reach a consensus.

After considering any draft policy, the PGFEMS Board shall take one of the following actions by majority vote:

- a. Accept the draft policy as worded.
- b. Support the policy in principle, but with specific revisions.
- e. Decline to accept the policy.

(3) By majority vote, the PGFEMS Board may appeal any decision to decline to accept a policy within seven days to the county administrator in writing giving its reasons for appeal. The county administrator shall consider such appeal and deny the appeal or remand to the PGFEMS Board for further review within ten days.

Sec. 42-1.68. - Noncompliance with system policies.

The chiefs of all member organizations may communicate concerns about noncompliance with system policies to the Chief fire and EMS chief.

**(1) All Fire and Emergency Services System employees, and volunteers shall comply with the county and Department of Fire and Emergency Services rules, regulations and directives as a condition of employment with or volunteer service in the Department of Fire and Emergency Services.**

**(2) Upon an allegation of a breach of Department of Fire and Emergency Services regulations or directives, the Chief shall have the authority to immediately suspend the accused person or department entity from duty, pending an investigation. If the investigation substantiates the allegation, the Chief may suspend from duty, terminate the employment, volunteer service of any individual, in accordance with the Prince George County Personnel Manual ("Personnel Manual"), or revoke the authority of a volunteer entity to operate as an emergency medical service provider or as a fire service provider in the county in accordance with the Virginia Code, County policy. Any review that results in recommendation to dissolve, decertify or reduce funding of any entity shall be referred to the board of supervisors as the sole authority to take such punitive actions, pursuant to Code of Virginia § 27-10.**

**(3) Fire and Emergency Services System's volunteers and employees shall comply with all requirements of the Virginia Public Procurement Act and county purchasing policy.**

~~(1) As soon as practicable after receiving any such complaint, the fire and EMS chief shall determine whether reasonable cause exists to believe that there has been a material noncompliance with any system policy.~~



(2) The PGFEMS Board shall prepare a written report summarizing the investigation and its conclusions and submit the report to the fire and EMS chief no later than ten calendar days following the conclusion of the investigation. If the PGFEMS Board determines, by majority vote, that the charged party has materially noncomplied with system policy, with the concurrence of the fire and EMS chief, the charged party shall comply with all recommended steps for remediation of the noncompliance.

(3) Should the charged party substantially fail to implement the plan, the fire and EMS chief may modify the plan, discontinue the plan, implement an alternative plan, and/or take other action as needed. Prior to taking these steps, however, the fire and EMS chief must consult with the board about his intended action and consider its recommendations except when immediate action is required, in which case he shall consult with the board as soon as practicable after such action.

(4) If the board and fire and EMS chief determine that the nature of the noncompliance is so serious as to merit consideration of de-certification of the organization or reduction in its funding by the board of supervisors or repossession of equipment, they shall apprise the county administrator who shall refer the matter to the board of supervisors, which shall be the sole authority to take any punitive action, pursuant to Code of Virginia, § 27-10, and to determine annual appropriations.

Sec. 42-1.7. - Official safety program.

In accordance with the requirements of the Code of Virginia, the following volunteer fire departments and rescue squads are recognized as an integral part of the official safety program of the county:

(1) Prince George Volunteer Fire ~~Station Department~~, Company 1.

(2) Prince George County Disputanta Volunteer Fire ~~Station Department~~, Company 2

(3) Carson Volunteer Fire ~~Station Department~~ Company 3.

(4) Burrowsville Volunteer Fire ~~Station Department~~, Company 4.

(5) Jefferson Park Volunteer Fire ~~Station Department~~, Company 5.

~~(6) Prince George Emergency Crew.~~

**(6) Prince George County South Crater Career and Volunteer Fire Station, Company 6**

**(7) Prince George County Moody Road Career and Volunteer Fire Station, Company 7**

**(8) Prince George County Prince George Drive Career and Volunteer Fire Station Company 8**

**(9) Volunteers within the Fire and EMS Department.**

Only "active" members of the volunteer fire departments, crew and county department volunteers, defined as having responded to at least six emergency calls in the previous calendar year, shall be eligible for Line of Duty Act benefits, Code of Virginia, § 9.1-400 et seq.

Sec. 42-1.810. - Physical examination for firefighters.

**(a) Every firefighter, whether salaried or volunteer, entering upon the service of the county, at the time of such entry, and as requested by the Chief shall, at the expense of the county, undergo the physical examination required by current NFPA 1582 or other NFPA firefighter physical standards and Code of Virginia, § 27-40.1:1 by a physician licensed to practice medicine in the state.**

~~(a) Every firefighter, either salaried or volunteer, entering upon the service of the county, at the time of such entry, shall, at the expense of the county, undergo the physical examination required by Code of Virginia, § 27-40.1 by a physician licensed to practice medicine in the state, which physical examination shall include the examination of the eyes, ear, nose, and throat; the glandular system, chest and lungs, heart and abdomen, inguinal area; the extremities; blood pressure sitting, radial pulse, peripheral pulse; a general neurological examination; and a physical agility examination. In addition such examination shall include a blood count, routine urinalysis, hemoglobin and hematocrit, blood serology, large chest X ray (posterior anterior and lateral), a 12 lead electrocardiogram, and any other specialty tests indicated by abnormal findings from any of the foregoing tests. The physician conducting such examination shall submit a written report thereof to the fire and EMS chief on a prescribed form which sets forth the result of each of the tests and studies, and his findings, based upon the results, as to whether such firefighter is free from respiratory diseases, hypertension, heart disease or any other physical defect that would actually or potentially impair the firefighter's fitness to function as a firefighter.~~

~~(b) The fire and EMS chief shall contract with such physicians, clinics or hospitals for the performance by such physicians, clinics or hospitals of the physical examination and laboratory and diagnostic studies prescribed in subsection (a) of this section~~

Sec. 42-1.911. - Participation by sixteen-year-old residents as firefighters; conditions.

Sixteen-year-olds may serve as firefighters, provided they attain certification under the National Fire Protection Association 1001, Level One, administered by the state department of fire programs. Parental consent will be necessary, and all persons under 18 will be restricted from driving fire vehicles in any situation.

42-1.1011 - Criminal history records check.

**(1) In accordance with the requirements of Code of Virginia, §§ 32.1-111.5, 27-6.2, 15.2-1503.1, 12VAC5-31-540, and 19.2-389, as amended, all applicants for employment and volunteer with the Fire and Emergency Services System, shall participate in a state and national criminal history records check as required and administered by the county and Commonwealth of Virginia. The Chief is hereby designated as the county's representative in coordinating such record checks with the FBI and the Central Criminal Records Exchange. The applicant shall submit to fingerprinting and provide personal descriptive**

information to be forwarded along with the individual's fingerprints through the Central Criminal Records Exchange to the Federal Bureau of Investigation for the purpose of obtaining criminal history record information. The Central Criminal Records Exchange, upon receipt of an individual's record or notification that no record exists, shall forward it to the designated county governmental employee. In the interest of public welfare and safety, and review of such records of incumbents may be conducted, to determine if the past criminal conduct of any person with a criminal record would be compatible with the nature of the employment or service, in accordance with applicable laws and policies.

(2) In the interest of the public welfare and safety, the Chief shall review the department of motor vehicle records of applicants for employment and for volunteer service in the Department of Fire and Emergency Services. The Chief shall work with the Prince George Human Resources department to annually review the department of motor vehicle records of Department of Fire and Emergency Services' employees and volunteers. These reviews will determine if the past driving record of any person would bar employment or service with the Department of Fire and Emergency Services in accordance with the provisions of the Personnel Manual. If a driving history report contains such information that the opportunity for employment or service should be denied, that person will not be hired or accepted into the volunteer service in accordance with the provisions of the Personnel Manual. If that person is currently employed or serving as a volunteer, the Chief may immediately suspend that person from driving duty, and that person may be subject to removal or termination from the Department of Fire and Emergency Services, in accordance with the Personnel Manual.

~~In accordance with the requirements of Code of Virginia, §§ 32.1-111.5, 15.2-1503.1 and 19.2-389, as amended, all applicants for employment with the Prince George Coordinated Fire and Emergency Medical Services System, or applicants to become volunteers in such system, shall participate in a state and national criminal history records check as required and administered by the county. The fire and EMS chief is hereby designated as the county's representative in coordinating such record checks with the FBI and the Central Criminal Records Exchange. The applicant shall submit to fingerprinting and provide personal descriptive information to be forwarded along with the individual's fingerprints through the Central Criminal Records Exchange to the Federal Bureau of Investigation for the purpose of obtaining criminal history record information. The Central Criminal Records Exchange, upon receipt of an individual's record or notification that no record exists, shall forward it to the designated county governmental employee.~~

*(c) That the Ordinance shall be effective immediately.*