

Chesterfield Fire and EMS  
Volunteer Recruitment and Retention Team

**Meeting Minutes  
September 1, 2011**

**Present:**

**David Tesh – Volunteer Recruitment and Retention Officer**  
**Oliver Hedgepeth – Co. 11**  
**Mark Dix – Co. 4 – Conference Call**  
**Tom Evans – Co. 6**  
**Darren Vincent – Co. 6**  
**Pat Jones – Co. 8**

**Minutes:**

**Updates on projects and current events are as follows:**

- **SAFER Grant Update** – Reviewed the final draft of the various marketing pieces for volunteer fire. April, and I will be presenting this to the Executive Staff on Thursday morning. Once we are given the go ahead, it moves to Public Affairs for approval. We have met with a printer and are getting ready to start that process in order to have the majority of print items ready in time for Fire Prevention Week.
- **Virginia OEMS Workforce Development Committee** – The Standards of Excellence Program is being reviewed and will most likely become a resource guide for agencies to use for improvement. The committee working on EMS Officer Standards is developing several levels of certification to encompass the various levels of leadership in the squads.
- **Volunteer Fire Recruit School #27** – The first day of school is Saturday September 10, 2011. All volunteer fire members who wanted to attend the school and were eligible to attend are in the school. We will have 25 students in the school learning to be our next group of volunteer firefighters!

**New Business:**

**Book Study -**

You Can't Send A Duck To Eagle School  
Mac Anderson  
Book Study  
Section 4 (final) (pages 88-123)

(Postponed until October meeting)

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**Potential Volunteers:**

I send out referrals constantly to the volunteer agencies in the County. Please make it a point to follow up in a timely manner with individuals that are interested in joining your organization. By not responding in a timely manner, you are communicating to the potential member that they are not needed, or are not important to your organization. With the new volunteer classifications, there are more ways to provide service than ever before. We may find out later that an individual is not the right fit for emergency services, but let's give them a chance first by making them feel welcome and needed. If you find that you do not have room for a new person, please let me know so I can refer them to another agency in a timely manner.

I have found that the volunteer company's and squads that follow up with prospective members in a timely manner have healthier rosters as a result.

I will send the district chief or volunteer coordinator an update on a routine basis on the members that they have in process. If you or your chief / coordinator determine that an individual is no longer in the process, please let me know and I will pull them from your active applicant list.

**Volunteer News:**

**Co. 11** – No report

**MVRS** – Audra was unable to make the meeting, but e-mailed information to me to share with the group...

As for new business that MVRS is involved with for R&R and PR.

I am planning to attend a meeting for the Great Day of CPR being held at Richmond Ambulance Authority coming up. I think that would be something great for MVRS to participate in- if anyone has not gotten the info on that and would like it, I am more than happy to forward it.

I will be working on off duty T-shirts again- it was unfinished business last year for R&R.

We are beginning the planning phase of our Open House that MVRS plans to Host on October 8th at st.1. I was thinking of doing a moon bounce and some other activities to attract people to the squad during that day. I have never planned an open house before so if anyone at the meeting has any Ideas that they would like to share with me I would greatly appreciate it. All of you are invited to come to our open house to have some fun! The Grand Opening of our station is coming up on October 1- Ron Hall and members of the board have been working on planning that event along with the county.

I will begin the process of planning the annual MVRS Halloween party.

I will also begin planning the MVRS Christmas party. I also plan to do a little community out reach with Santa coming to visit children on an ambulance, which is in the works, just have to start finalizing details.

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David Bulman and I are also going to begin some community out reach in the form of local blood pressure checks and giving important health related information out to the public here soon (places like Wal-Mart, and such with heavy traffic).

I will also be contacting Cosby and the other local high schools in our area so that I can recruit more juniors for our squad. I plan to visit the EMT class at Cosby this upcoming year- I will provide more information with that later.

I am also looking for other recruitment advice from outside of the rescue squad. I would like to aim towards the retired population or the older population as well. Any ideas on this matter would be greatly appreciated as well.

**FVRS** – Merri Beth was unable to attend, but wanted to share that the squad has begun the construction of an elevator for station 3. this will enable us to utilize the upstairs training and meeting rooms more fully with various groups. Additionally, we have started our AV renovation at station 3. the training room is being outfitted with flat screen TV's and the various wiring needed for presentations from different mediums. We are planning a new member orientation class later this fall and hope to offer an EMT class after the first of the year.

**Co.8** – A community event is planned for 9-17-11 at the Baptist Children's Home.

**Co. 6** - Darren Vincent will be joining us this year as a representative from co. 6 for R and R meetings. Tom reports that three members will be attending the National Fire Academy this year for the Virginia Weekend. Co. 6 will be providing a unit for EMS coverage at Point of Rocks Park during the fall community league football games.

**Co. 4** – Public Safety Day is scheduled for 9-24-11 at Chesterfield Towne Center Mall. They will bring the brush unit to this event. Their open house for Fire Prevention Week is planned for the 9<sup>th</sup> of October. Mark reports that they are working on a plan to accommodate the EMS only members along with the large number of preceptees that have been assigned to Co. 4 through the EMS Division.

**The meeting was adjourned at 7:30 pm.**

**Our next meeting date will be October 6, 2011. I will send out a meeting reminder and agenda on Monday or Tuesday of that week.**

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