

**Minutes**  
**Floyd County Board of Supervisors**  
**February 27, 2024**

1. **Called to Order** – Chairman Turman called the meeting to order at 6:00 p.m.
2. **Opening Prayer** – The opening prayer was offered by Supervisor Cox.
3. **Pledge of Allegiance** – Supervisor Bechtold offered the Pledge of Allegiance.
4. **Quorum** – Dr. Millsaps called the roll. A quorum was found for Supervisors; however, note that Supervisor Kuchenbuch was not present.
5. **Approval of Agenda** – On a motion by Supervisor Boothe seconded by Supervisor Bechtold and unanimously carried to approve the agenda, with the addition of closed items under § 2.2-3711 A.6 and A.7.
6. **Approval of Disbursements** – On a motion by Supervisor Bechtold seconded by Supervisor Boothe and unanimously carried to approve the disbursements as presented.
7. **Approval of minutes** – On a motion by Supervisor Boothe, Seconded by Supervisor Cox and unanimously carried to approve the minutes of 02/13/2024.
8. **Presentations -**

- a. **Rhonda Vaughn, Clerk of Court**

Ms. Vaughn began by thanking Mark B., Patrick, and Dan for creating the new office space in the Clerk of Court office area.

Ms. Vaughn presented the opportunity to change the title and increase a salary that would be re-appropriated from the operational part of the budget. Ms. Vaughn shared how much this employee has and continues to do for the department and her team. Ms. Vaughn asked if the county would consider the rest of Fy23 to participate monetarily in the amount of 77.58 per month, which would cover the additional increase to FICA, VRS, and Life insurance.

On a motion by Supervisor Bechtold, Seconded by Supervisor Cox and unanimously carried to approve the request of an additional \$77.58 per month to contribute to the salary increase, VRS, FICA and Life Insurance for an employee of the Clerk of Courts.

**b. Kathleen Legg, Floyd County Tourism Director**

Ms. Legg updated the board on all the accomplishments obtained by the Tourism department. Ms. Legg spoke about short-term and long-term goals. Also discussed was working with departments such as Parks and Recreations and her counterparts in neighboring counties.

Ms. Legg also discussed the VA 250 resolution:

Established by the General Assembly in 2020, the Virginia American Revolution 250 Commission (VA250) serves to commemorate the 250th anniversary of the American Revolution, the Revolutionary War, and the independence of the United States in the Commonwealth of Virginia, one of the former colonies and future states, where much of this history took place.

A primary goal of the Commission is to convene and facilitate a multi-year series of robust events, including three national signature events annually through 2026 and dozens of Virginia-specific signature events that mark key anniversaries and events across every corner of the state. Localities in Virginia have formed local committees that are working in partnership to create programs and mark key events for the 250th. A Resolution

For Floyd, once we form an official Local VA250 Committees, as evidenced by the passing of a resolution of support, the designation of a local contact, and the formation of a Local VA250 Committee, the state commission will provide grant funding opportunities for commemorative events and make available programs to include traveling exhibitions and teacher resources.

**c. Dustin Thomas, Chief of EMS**

Dustin reviewed the 2023: The following was provided to the board:

**Call volume-**

- 1874 total ambulance runs.
  - 53% transports

- Emergent- 12%
- Non-emergent- 79%
- Not described- 9%
- 25% non-transport
  - Refusals
  - Transported in a personal vehicle.
  - In custody of law enforcement
- 21% other dispositions
  - Public standbys
  - Fire scene support.
  - Law enforcement standby

Responding Benchmarks- These response intervals are explained in the Floyd County Response Plan. This document explains the expectations for response times and the benchmarks used to assess efficiency. We go over these numbers quarterly in our Command Staff meetings and I submit the year-end review to BOS. 2023 calendar year review-

- Chute time average- 2 minutes 44 seconds
- Response time average- 15 minutes 52 seconds
- Scene time average- 23 minutes 55 seconds

### **Quality Assurance-**

Documentation- every call receives documentation reviews.

- The goal is to assess areas to improve.
- Ensure the highest quality documentation both for reimbursement and in the event of legal subpoenas.
- Ensure the proper procedure is followed concerning refusal of care.

Clinical- provide a review of medical treatment, decision-making, and skills competency.

- All high acuity calls are reviewed by me as well as being made available to our OMD
- New providers have all calls reviewed during their Introductory Period
- Random selection of call reports is reviewed at a rate to total approximately 25% of total calls.

Reporting- Below is the state code describing the requirements to submit documentation. Our reporting software (ESO) interfaces with hospitals to make

this information available, so long as the reports are completed and locked. Our average time to submission is 5 hours.

- 12VAC5-31-560. Patient care records.
  - A. An original PPCR shall specifically identify by name the personnel who meet the staffing requirements of the EMS vehicle.
  - B. The PPCR shall include the name and identification number of all EMS Personnel on the EMS vehicle and the signature of the attendant-in-charge.
  - C. The required minimum data set shall be submitted on a schedule established by the Office of EMS as authorized in § [32.1-116.1](#) of the Code of Virginia. This requirement for data collection and submission shall not apply to patient care rendered during local emergencies declared by the locality's government and states of emergency declared by the Governor. During such an incident, an approved triage tag shall be used to document patient care provided unless a standard patient care report is completed.
- 12VAC5-31-1140. Provision of patient care documentation.
  - EMS personnel and EMS agencies shall provide the receiving medical facility or transporting EMS agency with a copy of the prehospital patient care report for each patient treated at the time of patient transfer. Should EMS personnel be unable to provide the full prehospital patient care report at the time of patient transfer, EMS personnel shall provide an abbreviated documented report with the critical EMS findings and actions at the time of patient transfer and the full prehospital patient care report shall be provided to the accepting facility within 12 hours.

### **Training-**

- Mandatory in-person training every other month with speakers from different specialties.
- On-shift reviews via video lessons or other easily accessible materials.
- Airway skills maintenance sessions twice per month.

Required certifications- each certification requires it to be renewed based on industry standards. Some are renewed with a recertification class some are renewed by continuing education.

### **Advanced Life Support-**

- Paramedic or EMT-Intermediate or EMT Advanced
- Advanced Cardiac Life Support
- Pediatric Advanced Life Support
- Healthcare Provider CPR
- Emergency Vehicle Operator Certification

Basic Life Support-

- EMT-Basic
- Healthcare Provider CPR
- Emergency Vehicle Operator Certification

## 9. Public Comments

No public comments

## 10. Old Business

### a. Radio RFP Responses.

Kevin Sowers updated the board on where the County is in the process of the RFP. Presently, Kevin is forming a team and will be scoring the responses. Also, note that Mr. Sowers sent some questions to those who bid to gather more specific information.

### b. EDA Board reappointment, 4-Year Term, Andrew Finn.

On a motion by Supervisor Boothe, seconded by Supervisor Cox and unanimously carried to approve Andrew Finn for a 4-year term of the Economic Development Board.

### c. Floyd-Floyd County PSA reappointment, 1-year term Mike Maslaney.

On a motion by Supervisor Boothe, Seconded by Supervisor Bechtold and unanimously carried to reappoint Mr. Mike Maslaney for a 4-year term to the Floyd-Floyd County PSA.

## 11. Closed Session

On a motion by Supervisor Cox, seconded by Supervisor Bechtold and passed unanimously, the Board voted to move to closed session under § 2.2-3711 A.1, § 2.2-3711 A.6, § 2.2-3711 A.7 and § 2.2-3711 A.8.

§ 2.2-3711 A.1- Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of the performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student, and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively: personnel update and Departmental Review.

Supervisor Bechtold – yes  
Supervisor Cox – yes  
Supervisor Kuchenbuch – Absent  
Supervisor Boothe – yes  
Supervisor Turman – yes

§ 2.2-3711 A.6 Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected. Contracts

Supervisor Bechtold – yes  
Supervisor Cox – yes  
Supervisor Kuchenbuch – Absent  
Supervisor Boothe – yes  
Supervisor Turman – yes

§ 2.2-3711 A.7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. School Construction.

Supervisor Bechtold – yes  
Supervisor Cox – yes  
Supervisor Kuchenbuch – Absent  
Supervisor Boothe – yes  
Supervisor Turman – yes

§ 2.2-3711 A.8 - Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. Legal matters

Supervisor Bechtold – yes  
Supervisor Cox – yes  
Supervisor Kuchenbuch – Absent  
Supervisor Boothe – yes  
Supervisor Turman – yes

On a motion by Supervisor Bechtold, seconded by Supervisor Cox, and unanimously carried, the Board voted to come out of closed session.

Supervisor Bechtold – yes  
Supervisor Kuchenbuch – Absent  
Supervisor Boothe – yes  
Supervisor Cox – yes  
Supervisor Turman - yes

On a motion by Supervisor Boothe seconded by Supervisor Bechtold and unanimously carried, the Board certified that the Board only discussed the matters in closed session.

Supervisor Boothe – yes  
Supervisor Kuchenbuch – Absent  
Supervisor Cox – yes  
Supervisor Bechtold – yes  
Supervisor Turman – yes

### **13. New Business**

#### **a. VA250 Resolution**

On a motion by Supervisor Bechtold seconded by Supervisor Boothe unanimously carried to approve the VA250 Resolution and appropriate staff signatures.

##### **i. Local Contract Form**

On a motion by Supervisor Turman, seconded by Supervisor Cox and unanimously carried to approve Kathleen Legg, to be our liaison and Local Contract Form.

#### **b. Multiple Sclerosis Proclamation**

On a motion by Supervisor Boothe, seconded by Supervisor Bechtold and unanimously carried to approve as amended and with the appropriate staff signatures of the Multiple Sclerosis Education and Awareness Month of March 2024 Proclamation.

#### **c. Replacement of equipment, County Administration Building**

On a motion by Supervisor Boothe, seconded by Supervisor Bechtold and unanimously carried to authorize staff to replace the mini splits in the administration building out of contingency funds.

#### **d. Personnel Contract**

On a motion by Supervisor Boothe, Seconded by Supervisor Bechtold and unanimously carried to continue with the discussions through the contract



discussions with the hiring of John Patterson, M.D. as our new OMD for the supervision and oversight of the entire County EMS departments.

#### **14. Board Time**

Supervisor Cox stated that at 1:00 p.m. tomorrow, he and Supervisor Kuchenbuch will be meeting with David Clarke, VDOT, at Stonewall and Daniel Run.

Supervisor Bechtold thanked staff especially recently who have presented in an external meeting and represented the County in a professional manner and all the hard work that went into it as well as all the detailed communications of the County's progress.

Supervisor Boothe noted that at the County Administration parking lot, we need to assess the roots of the tree on the island that is pulling up the concrete and he does not want it to be a safety issue.

Supervisor Turman thanked the staff for all the support last week and noted how the staff was checking in on him and appreciated it.

#### **15. Administrator Report: Dr. Linda Millsaps, County Administrator reported**

- a. Richmond VaCo trip
- b. Blue Ridge Parkway Meeting
- c. Outdoor Venue business gathering
- d. Comp Plan Meeting
- e. APCO steering committee.
- f. Go Live Munis – March 8th.
- g. Electoral Board Cyber Security
- h. Meeting with Rescue Squad
- i. Audit RFP

#### **17. Correspondence –**

No Correspondence at this time.

**18. Adjournment:**

On a motion by Supervisor Boothe, seconded by Supervisor Bechtold and unanimously carried for the approval to adjourn the meeting until the next scheduled meeting of 03/12/2024, 8:30 a.m.

  
\_\_\_\_\_  
Dr. Linda Millsaps, County Administrator

  
\_\_\_\_\_  
Joe Turman, Chairman