

NOTES

TO: Honorable Mayor and City Council Members

FROM: Chris Padgett, Assistant City Manager *C.N.P.*

DATE: July 17, 2013

SUBJECT: Materials for Your Information

Please find attached the following material for your information:

1. A memo from me regarding the ribbon cutting ceremony for the CSX Switching Station and the groundbreaking for the Georgetown Redevelopment Project
2. A copy of the new Fire/Rescue quarterly departmental newsletter, developed as a means of furthering better internal communication within the department. This inaugural issue provides a snapshot of activities from July-September, for your information.
3. A memo from Rex Wilder, Director of Information Technology, regarding the City's web site
4. A memo from Dave Holec, City Attorney, regarding preclearance of annexations
5. A memo from me regarding special event permits recently issued

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Attachments

cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

MEMORANDUM

TO: Mayor and City Council Members

FROM: Chris Padgett, Assistant City Manager *C.N.P.*

DATE: July 17, 2013

SUBJECT: Ribbon Cutting and Groundbreaking

The NC Department of Transportation is coordinating a ribbon cutting ceremony for the new CSX Railway Switching Station. The ceremony is scheduled for 2:00 p.m. on Friday, July 26, 2013, at the Greenville Switching Yard facility (1810 Staton Mill Road, Bethel). It is our understanding invitations will be distributed; however, we wanted to make sure you were aware of the proposed date and time. As additional information becomes available, we will be sure to share it with you.

Also, we wanted to remind you of the ground breaking ceremony for the Georgetown Redevelopment Project, scheduled for 8:00 a.m. Tuesday, July 23, 2013. A flyer announcing this event was included in last week's notes to council packet. If you have not already responded, please contact Carol Barwick if you would like to attend, and the Clerk's office will RSVP on your behalf.

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cc: Dave Holec, City Attorney
Carol Barwick, City Clerk

Fire/Rescue News



Chief's Corner

The Value of Mentoring

During periods of transition, many of us ask ourselves- where are we going? It is very important for leaders in any organization to have a clear vision and a plan on how to carry out that vision. It is my opinion that great leaders are not born that way – they are developed. They are developed by others that are willing to forge a relationship built upon trust and honesty. The result of these relationships is a process that we commonly refer to as mentoring. What is not so clear about the mentoring process is that – it is much more of an art than it is a science.

If you are an aspiring leader, having a successful mentor can be the difference between your success and your failure as a leader. One of my passions is the study of leadership. During my many discussions with successful leaders, I have found that very few make it to the top without mentors. Interestingly enough, most successful leaders refer to their mentors in the past tense. If you are like me, I did not recognize the value of my mentors until after the fact. Actually, I did not realize I was in a mentoring relationship until years later when I had the opportunity to be a mentor to others.

As I stated at the top, mentoring is more of an art than it is a science. I completed a MS of Science in Leadership at Grand Canyon University. What I quickly discovered during my studies was that this degree is based on science. However, the vast majority of the success stories were truly a work of art. Many aspiring leaders with great potential recognize the importance of mentorship; unfortunately, they set out to find a mentor without really understanding the artistic aspect of mentorship. An example of this can be seen through many of the well-designed mentoring programs that are focused on the matching science of mentorship instead of the value of artistic aspect. So if I can close out this article with a little advice that I learned from others, please take into account these three ideas:

You do not “get” a mentor, you build a mentoring relationship. Good mentorship — the kind that can really help your career — feels like a good relationship between people with complementary experiences who help each other. If you aspire to be a leader in the organization and you believe in the value of a mentoring relationship, do your part to talk with senior officers in a manner where you and they can develop natural chemistry.

Good mentorship goes both ways, so be prepared for give and take in the relationship. The best mentors learn from their mentees and use this insight to sharpen their own leadership and management skills. Mentors and mentees can also use mentoring discussions as opportunities for personal self-reflection, feedback and growth. Part of developing the relationship is learning how you can help each other.

Mentors and mentees both benefit when they provide feedback to one another. Mentees need to be asking for advice on areas where they feel in need of support. The key to success for the mentee is to provide feedback to the mentor about what happened when they used that advice. This feedback helps mentors understand how their advice worked, that way they can formulate their future guidance in a manner that would support the effectiveness of the mentee.

Mentoring is very important to the success of Greenville Fire/Rescue. My encouragement to you is to seek out a mentoring relationship with others. You may be the mentor or the mentee; whichever position you find yourself in that relationship, there will be tremendous benefits for everyone. Our future looks bright, knowing we all have an opportunity to help others through shared ideas and friendly advice.

-Interim Chief Eric Griffin

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Operations Report

Submitted by Interim D/C Brock Davenport



Photo courtesy of Daily Reflector

"The mission of Greenville Fire/Rescue is to educate, protect and serve our community. We enhance our community by providing timely fire fighting, emergency medical care, rescue and life safety services through an exceptionally skilled and knowledgeable team of professionals."

There is one thing that is constant in life, and that is change. We as a department are currently undergoing a lot of changes and transition, and let me first say I truly appreciate everyone's help and support during this time.

Everyone should now have had an opportunity to go through the minutes of the last Officer Meeting. One of the things mentioned in the minutes was a couple of additions to the Departmental SOPs. A new SOP on Radio Communication Procedures and Fire Investigation has been developed and upon approval should be uploaded to COGNET later this month. Captain Matthews has been assigned to review all SOPs and update those to the most current or common departmental practices. We hope to have this completed sometime later this month. Chief Griffin and I are currently working on updating the uniformed personnel policies and procedures. As you can imagine, this is no small task, but we hope to have a draft out for review in the near future.

By now, each station officer should have received a copy of the

detailed quarterly cleaning schedule for your station. If you have not seen what detailed cleaning your shift is responsible for, please ask your station officer to share this information with you so that all personnel have an idea what they are responsible for. Remember, if we want our equipment to perform well when we need it to, we must ensure that it is well maintained.

Starting July 7, EMS 11/12 will become a 3-person truck with an EMS Specialist assigned. The shift Battalion Chiefs and officers from each shift are currently working on procedures for how EMS 11/12, which will become EMS 7/8, will be staffed. This will be a uniform policy, so that all shifts are staffing this unit in the same manner.

We are fortunate to have four new personnel that will be starting on shift this coming week (Shift 1- please welcome T. Ryan Haddock, Shift 2- please welcome Ryan Hanes, and Shift 3 please welcome Alfred Everington and Matthew Patty). Upon their move to shift, the schematic below will show how extra personnel are to be added.

Daily Assignments

Minimum Staffing 39

STATION	VEHICLE	DRIVER	OFFICER	HOSEPERSON
1	Engine 1	X	X	X
	Tower 1	X	X	X (41)
	Rescue 1	X (42)		
	EMS 1	X	Specialist X	X
	EMS 7	X	Specialist X	X
2	Battalion 1		X	
	Engine 2	X	X	X
	EMS 2	X	Specialist X	X
3	Engine 3	X	X	X
	EMS 3	X	Specialist X	X
	Medic 1		Specialist X	
4	Engine 4	X	X	X
5	Engine 5	X	X	X
	EMS 5	X	Specialist X	X
6	Engine 6	X	X	X
	EMS 6	X	Specialist X	X (40)

-All EMS units, besides EMS 4, are to have a Specialist assigned

- EMS 4 is to be staffed with one of the following; a Paramedic Officer, an Officer and a Paramedic, an EMS Specialist Acting Officer

As this department continues to evolve and transition, we ask for your assistance as we continue to move forward. If at any time you have a concern or opinion, please feel comfortable talking to your immediate

supervisor who will then take it through the chain of command. Always remember that your job is very important to the citizens of our community. Keep you and your crew's safety, as well as theirs, a first priority.



Photo courtesy of Daily Reflector

EMS Report

Submitted by B/C Shannon Terry

In 2012, EMS calls accounted for approximately 86% of all the calls that we ran, so it is safe to say that this is an intricate division within our Department. By now, the vast majority of us have attended the Mandatory Protocols Update class because these new protocols will be going live on July 15, 2013. There are **two mandatory topics** for this year: **Mandatory Protocols Update (Medical Director's Update) and ALS skills.** Since the recent implementation of Pitt Crew CPR we have seen an increase in the number of patients who experience a Return of Spontaneous Circulation (ROSC). To highlight the changes in this team-based CPR approach, Steve Hawley interviewed Craig Carico for a City Scenes segment. Be sure to tune

in to GTV or our department's Facebook page to watch Shift 2's personnel perform a professional demonstration of Pitt Crew CPR. Mark your calendar now to attend the 57th Annual Convention of the North Carolina Association of Rescue and Emergency Medical Services. The convention, trade show, and rescue competitions will be held at the Greenville Convention Center on July 25-27, 2013. Thank you all for the excellent job that you do each and every day. My thanks also to the six Medic 1's who helped maintain continuity in the EMS Division as Battalion Chief Chuck Owens transitioned into retirement. Your patience and suggestions are appreciated as I transfer from the Life Safety Services Division into the EMS Division. Please do not hesitate to contact me: sterry@greenvillenc.gov.



EMS Crews on-scene at Wal-Mart shooting

Photo courtesy of Daily Reflector

Life Safety

Submitted by B/C Shannon Terry

The Life Safety Services Division has long been an integral part of this department. We have recently been awarded three grant requests to purchase smoke alarms for our Code Red Smoke Alarm Program. In April, the Firehouse Subs Public Safety Foundation granted us \$5,132 to purchase 330 smoke alarms powered by a sealed 10-year lithium battery. In July, the FM Global Insurance Company granted us \$3,500 and the Wal-Mart Foundation's Local Community Contribution Program granted us \$750, both for Greenville's Code Red Smoke Alarm Program. Armed with over \$9,000 worth of smoke alarms, each of our stations will be able to perform neighborhood canvasses to ensure residences are equipped with a working smoke alarm.

Over the summer months we are still offering station tours and public education to summer camps and various other groups. The Department recently partnered with **4-H of Pitt County** to present a one day Fire Camp to ages 9-15. We had 13 students attend this camp, which was held at Station 6 on June 19, 2013. Special thanks to those who helped out with this educational event. We recently wrapped up our Red Cross Heroes Campaign, in which we raised **\$170** via a raffle. The Accolades Committee is currently accepting nominations for Distinctive Service and Cardiac

Saves. Individuals nominated will receive a pin of merit that will be presented at the August Pinning Ceremony.

The **Pink Heals** fleet of pink fire trucks will be stopping in Greenville on **September 15th**. Two pink fire trucks, a big pink Command Bus, and a two-ton stainless steel ribbon will be touring through to raise awareness about women's health and cancer. Included in the day's events is a competitive Pink Fire Truck Pull that consists of 5-person teams who pull the Pink Fire Truck for time. Go to their Facebook page (Pullin' for Pink) for more information on how to register a team for this event. In case you were not aware: our department also has an official Facebook Page (GreenvilleFireRescueEMS), so you can "like" us as we post updated social and safety information.

As always, if you have any ideas or suggestions for the Life Safety Services Division, please do not hesitate to contact me: sterry@greenvillenc.gov.



Goggles educating children at ribbon cutting for Dream Park

Photo Courtesy of Daily Reflector

"An ounce of prevention is worth a pound of cure."

—Benjamin Franklin

Training Division

Submitted by Capt. Greg Hardee

Training is always the most important division of any department. Without training, we have nothing to fall back on when things go wrong.

GFR's training division is making a conscious effort to improve trainings that are offered, not only to our employees but to community partners and stakeholders we interact with on a regular basis.

Training Committee ~ a training committee has been developed to help guide the training needs of the department for the next year. This committee consists of two representatives from each shift. This has really been a major help for the Training Division and a benefit to our department.

Certification Training ~ classes have begun and more are coming soon. This training will enhance our employee skill sets, provide them state certifications, and assist the training needs of our department. This training will be offered on a flip flop schedule and off duty, so as to not interrupt shift operations.

Lt. Pasko has begun to teach the OSFM's Driver Operator Program and starting in September, we are looking to offer the OSFM's TR Ropes Program taught by Lt. Salter.

Just as a reminder for all personnel, all

training hours should be submitted to your shift officers so that hours are captured and entered into our records management system.

Safety Message

Stay Hydrated ~ at any time throughout the year we are prone to becoming dehydrated if not drinking enough fluids. More certain is dehydration this time of year for emergency services personnel responding in the sweltering heat of eastern NC.

Be Prepared and ensure that your family is ~ we are not like other industries, which shut down in the midst of natural or manmade disasters. We are not always promised that we may leave when our families call; therefore, preparedness starts at home. Please ensure that your families are safe and well taken care of in your absence while on duty especially in severe weather (i.e., hurricanes)

The Training Calendar for July is below. August and September can be found on [COGNET](#) (click on link).

July 2013

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
		Airport Target Hazards				
21	22	23	24	25	26	27
		Hose Operations				
28	29	30	31			
		Hose Operations				

"We seldom rise to the occasions that are set before us; but without hesitation we sink to the level of our training."

Fire Prevention/Fire Inspection

Submitted by Fire Marshall Sam Smith

As many of us in the department are aware, Greenville has consistently been expanding over the last few years. Our Fire Investigation division has always worked to adapt along with the city of Greenville. We are currently working on a new computerized system that will be used to make all forms used electronic. We will have this new system up and completely operational by September 2013.

The Fire Investigation Division is also looking to start a **Fire Investigation Task Force Team**. The team will consist of one to two members from each shift. This team will be tasked with conducting minor fire investigations, but in the event that an event exceeds their level, the on-call investigator will be called.

With the recent retirement of Wayne Peaden, we have a vacancy in the division. A **Deputy Fire**

Marshall process will start at the end of July. We welcome anyone who is interested in Fire Investigation to ride along with us.

As mentioned before, Greenville is rapidly expanding. Some new businesses that have opened or will be opening very soon are as follows:

1) New Walmart on East 10th Street will be opening in approximately six weeks.

2) The new Children's Hospital has already opened.

3) The new Dream Park on Chestnut Street is officially open.

If you ever have any questions or comments pertaining to the Fire Investigation Division, please feel free to email me at sesmith@greenvillenc.gov or stop by my office.



Fire Marshall Smith investigating a structure fire

Logistics

Submitted by Capt Calvin Horne

Over the past year, our department has been very busy with construction and adding new equipment to make this department better. The Emergency Operations Center (EOC) is in the latter part of construction. The EOC is slated to be completed and open for operation by September 2013. F/R I Edward Turner has developed a presentation about the [EOC](#) (click on link).

A **Pumper Ambulance** has been purchased for the department. This new apparatus is scheduled to arrive in the last quarter of the year (between October and December) and at this time is scheduled to be housed at **Station 4**. The committee responsible for equipping this apparatus consists of Lt. Steve Nichols, Medic 1 Ron McLean, Lt. Mervin Taylor, F/R II Robert Humbles, EMS Lester Layton, and Capt. Calvin Horne. **The Pumper Ambulance will be equipped with 300 gal water tank, 500 gpm PTO Driven Pump, and CAFS (Compressed Air Foam System).** Another presentation will be made about the new apparatus before its arrival.

The department has also purchased three new Chevrolet Tahoes that will arrive by December. These Tahoes will be replacing

the 07 Ford Expedition (D/C), Medic 1, and Chief or EMS Chief vehicles.

The department is looking to purchase another new fire apparatus, which will be a Rescue Pumper. The Pumper is scheduled to be housed at Station 3. This apparatus will be purchased in the next 8-10 months. The committee that will be working on the specs for this apparatus consists of Lt. Dalvin Jackson, Lt. Mervin Taylor, F/R II Robert Humbles, Medic 1 John Stepps, EMS Specialist Jeremy Cleaton, and Capt. Calvin Horne.

A new battery operated Hurst Tool (**E-Draulic**) has been purchased for the department and will be put in service at Station 3. A representative from each shift will go through a Train-the-Trainer session on this new Hurst tool and teach those on shift how to operate it.

If you discover that a piece of equipment at your station is non-operational, please go through your chain of command to get it replaced. The new fiscal year starts July 1, 2013, so most things will be replaced after that date. If you have any questions or concerns, feel free to contact me at chorne@greenvillenc.gov.



Pumper Ambulance Prototype

"Change your thoughts and you change your world."

- Norman Vincent Peale

Greenville Fire/Rescue

500 S. Greene Street
Greenville, NC 27834

PHONE:
(252) 329-4390

FAX:
(252) 329-4374

We're on the Web!

See us at:

[Greenville Fire Rescue](#)



Like us on Facebook!

BIRTH ANNOUNCEMENT



Congratulations to

Tony & Megan Klontz

on the birth of their son

Brennen Anthony

7 lbs., 5.6 oz.; 20 in. long

On June 25 2013



Everyone is doing great!!

Suggestions or Comments about this newsletter...

Greenville Fire/Rescue is dedicated to making this the best possible newsletter that it can be. We are open to suggestions as to how to make this newsletter better.

If you have any suggestions or would like to make any comments,

feel free to send them to:

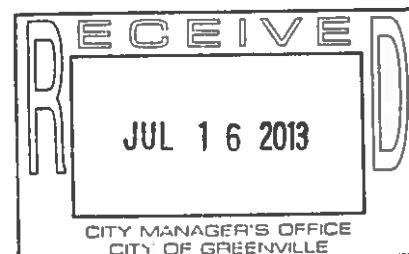
ael-amin@greenvillenc.gov.

We would like to thank you for your continued support of this new endeavor.

Announcements

- Lenoir Community College is pleased to announce it will host a Fire Officer I course beginning on July 26, 2013. (See Chief Davenport's email for more details)
- "Fill the Boot" will be August 17 from 0900-1700 (with 0800 set-up time) and August 18 from 1000-1700. **Please** email **Fred Baxter** to sign up or for more information.

MEMORANDUM



TO: Christopher Padgett, Assistant City Manager

FROM: Rex Wilder, Director of Information Technology *SRW*

DATE: July 16, 2013

SUBJECT: City Web Site

The City web site has recently been updated and staff is working with Vision Internet to develop a new City web site. The recent updates changed the look and basic functionality of the front page. The current web site does not have the capabilities that are prominent in most web sites today, thus we are working with a web development company that develops government web sites to redesign and provide additional functionality to our web site.

IT staff worked with PIO Steve Hawley to make our current web site homepage look livelier. They removed some of the clutter, added revolving pictures with live links, and enlarged some of the prominent links. This has given the site a more refreshing and inviting look.

Staff and the PIO will be working together with Vision Internet to develop a more user friendly site with added functionality that provides a better experience for those visiting the City web site. Visitors to the site will have quicker access to information through fewer clicks to specific areas of the site. Visitors will be able to register for topics of interest so they can be notified when that topic of interest is updated (eNotification). Emergency alerting is available to those that register for alerts. There will be links from the web site to Facebook and twitter. The new web site will resize in format so the pages will work on tablets and smartphones.

Once the City's rebranding project is adopted, these same branding items will be incorporated into the new site as well. The new City logo, the color scheme, etc. will be part of the home page and all pages throughout the new web site. A short period of time after the logo adoption the new web site will be functional and available for all to see and experience. The goal is to have the new web site up in November of this year.

Staff will work with City departments to train their web administrators on the functionality of maintaining each department's web content (information) and the migration of pertinent content to the new web site. Departments will be asked to remove outdated content, provide new content, and maintain their department's content on a regular basis. Going forward the City's new web site will be vibrant, informative, and filled with current City information.

cc: Brent Messer, Applications Manager
Steve Hawley, Public Information Officer

TO: Mayor and City Council Members

FROM: David A. Holec, City Attorney



DATE: July 17, 2013

SUBJECT: Preclearance of Annexations

By the attached letter dated July 10, 2013, the United States Department of Justice has advised that it will make no determination under Section 5 of the Voting Rights Act relating to a submittal made for an annexation prior to the June 25, 2013, decision of the United States Supreme Court that the coverage formula in Section 4(b) of the Voting Rights Act is unconstitutional and can no longer be used as a basis for subjecting jurisdictions to preclearance under Section 5 of the Voting Rights Act.

The Department of Justice letter recognizes, as a result of the Supreme Court's decision, that preclearance is not required for this annexation and future annexations. For these annexations, those persons residing in the annexed area are eligible voters for municipal elections as of the effective date of annexation.

For your information, the annexation which is the subject of the letter is as follows:

Ordinance No.	Description	Date Annexed
13-019	North Creek Commercial Park – Lot 3	5/9/13

attachment



U.S. Department of Justice
Civil Rights Division

TCH:RSB:RPL:ILV:par
DJ 166-012-3
2013-1864

Voting Section - NWB
950 Pennsylvania Avenue, NW
Washington, DC 20530

July 10, 2013

David A. Holec, Esq.
City Attorney
P.O. Box 7207
Greenville, North Carolina 27835-7207

Dear Mr. Holec:

This refers to the annexation (Ordinance No. 13-019 (2013)) and its designation to District 1 of the City of Greenville in Pitt County, North Carolina, submitted to the Attorney General pursuant to Section 5 of the Voting Rights Act of 1965, 42 U.S.C. 1973c. We received your submission on June 10, 2013.

On June 25, 2013, the United States Supreme Court held that the coverage formula in Section 4(b) of the Voting Rights Act, 42 U.S.C. 1973b(b), as reauthorized by the Voting Rights Act Reauthorization and Amendments Act of 2006, is unconstitutional and can no longer be used as a basis for subjecting jurisdictions to preclearance under Section 5 of the Voting Rights Act, 42 U.S.C. 1973c. *Shelby County v. Holder*, 570 U.S. ___, 2013 WL 3184629 (U.S. June 25, 2013) (No. 12-96). Accordingly, no determination will be made under Section 5 by the Attorney General on the specified changes. *Procedures for the Administration of Section 5 of the Voting Rights Act*, 28 C.F.R. 51.35. We further note that this is not a determination on the merits and, therefore, should not be construed as a finding regarding whether the specified changes comply with any federal voting rights law.

Sincerely,

T. Christian Herren, Jr.
Chief, Voting Section

Memorandum

To: Honorable Mayor and City Council Members

From: Chris Padgett, Assistant City Manager *C.N.P.*

Date: July 17, 2013

Subject: Notice of Special Event Permits Approved

The following special event applications were approved by the Greenville Police Department. If you have any questions about this report, contact me or Chief Aden.

Type of Event	Event Date	Event Location	Event Organizer/ Sponsoring Agency	Law Enforcement Required
Church Youth Activity (amplified sound)	7/12-14/2013	4051 S. Memorial Drive	Armor of God Christian Church	No
Community Event (street closing)	7/13/2013	Line Avenue b/w Village Dr. and Skinner St.	Give and It Shall Be Given	No
Community Outreach (amplified sound)	7/19/2013	100 block of Manhattan Avenue	Burning Bush Church	No
Family Reunion (amplified sound)	8/3/2013	River Park North	Cobb family	No
Charity 5k Run (parade permit)	9/21/2013	Westhaven Neighborhood	Daily Reflector	Yes
Halloween Hustle 5k Road Race (parade permit)	10/26/2013	Red Banks and Cromwell Dr.	Dawn Pearce	Yes

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cc: Dave Holec, City Attorney
Carol Barwick, City Clerk