A regular meeting of the Live Fire Structure Committee was held at the Virginia Department of Fire Programs in Glen Allen, VA at 9:00 am on Friday December 13, 2019. Committee Chair, Lee Day facilitated this meeting. The committee had a constituted Quorum.

COMMITTEE MEMBERS PRESENT
Lee Day
James Calvert
James Stokely
Stephanie L. Koren
David Hankley
Bettie Reeves-Nobles

BOARD MEMBERS PRESENT
Keith Johnson
Jerome Williams
Dennis Linaburg

COMMITTEE MEMBERS ABSENT
Rick Gregory

GUESTS PRESENT
Jason Irby      Carl Roberts      Jay Cullivan      Larry Gwaltney
Jeff Liebold   Cyndi Tole        Michael A. Matthews

AGENCY MEMBERS PRESENT
Travis Rickman   Brook Pittinger
Mike Reilly      Brenda Scaife
Theresa Hunter   John Fugman
Bill MacKay      Briant Atkins
CHANGES IN THE AGENDA
N/A

PUBLIC COMMENTS
There were no public comments made.

COMMENTS FROM THE COMMITTEE CHAIR
N/A

UNFINISHED BUSINESS
N/A

NEW BUSINESS

**Topic:** The Structure Group presentation on the conversion of a Live Fire Structure from Class B Fires to Class A

**Motion:** N/A

**Topic Discussion:** Questions were asked of the presenter by different board members concerning the cost of conversion and certain requirements that would result from changes in regulation.

**Vote:** N/A

**Motion Action:** N/A

**Topic:** Virginia Fire Incident Reporting System Grant Awards approval for Fire Departments Recommended for VFIRS Hardware Grant, FY2020:
Glade Spring Fire Department: $700  Troutville Fire Department: $700  
City of Poquoson Fire/Rescue: $700  Accomack 00108 Tasley Volunteer Fire Co.: $700  
Boydton Volunteer Fire Department: $700  Halifax 8703 Oak Level VFD: $700  
Sussex 18302 Stoney Creek: $700  Halifax 8311 Virgilina VFD: $700  
Sussex 18305 Sussex Courthouse: $700  Halifax 8309 Triangle VFD: $700  
Sussex 18303 Wakefield: $700  Halifax 8302 Cluster Springs VFD: $700  
Sussex 18304 Waverly: $700  Halifax 8305 Midway VFD: $700  
Sussex 18301 Jarrat: $700  Halifax 8310 Turbeville VFD: $700  
Shenandoah Volunteer Fire Company: $700  Harrisonburg Fire Department: $700  

**In the total amount of: $12,600.00**

**Motion:** To approve VFIRS Grant award to the attached Recommendation for Fire Departments in a total of $12,600 and send it to the full board for approval. Motion made by Lee Day and seconded.

**Topic Discussion:** It was confirmed that there were sufficient funds to disperse these grants.

**Vote:** Unanimous

**Motion Action:** Present it to the full board meeting on Friday, December 13th, 2019.
Topic: Spotsylvania Conversion Request

**Motion:** To Approve Spotsylvania conversion request and send it to the full board for final approval. Motion was made by Bettie Reeves-Nobles and seconded.

**Topic Discussion:** N/A

**Vote:** Approved with one abstention. Jim Stokely Abstained from that vote

**Motion Action:** Present it to the full board meeting on Friday, December 13th, 2019.

Topic: Fluvanna Project Extension

**Motion:** To approve the no cost Fluvanna project extension and send it to the full board for final approval. Motion made by James Stokely and seconded.

**Topic Discussion:** Question was asked to Fluvanna representative by member Lee Day to see what the current status of the conversion was as of today.

**Vote:** Unanimous

**Motion Action:** Present it to the full board meeting on Friday, December 13th, 2019.

**ADJOURNMENT**

Motion was made to adjourn by Bettie Reeves-Nobles and seconded committee adjourned at 9:30am
Clerk of the Committee: Travis Rickman

REVIEWED BY:
Brook Pittinger
Deputy Executive Director