

VIRGINIA FIRE SERVICES BOARD

Burn Building Subcommittee

Wednesday, September 16, 2009

A meeting of the Virginia Fire Services Board Burn Building Subcommittee was held at the Virginia Department of Fire Programs Head Quarters in Glen Allen, VA at 10:00 am. Mr. Ken Brown served as Chair.

BOARD MEMBERS PRESENT

Kenneth Brown – Chairman
Brian Mullins
Felix Sarfo-Kantanka, Jr

BOARD MEMBERS ABSENT

Mike Reilly
Robert Scott
Ed Altizer
Rick Burch
Kenneth L. Jones

AGENCY MEMBERS PRESENT

Christine Lopilato
Brook Pittinger
Amanda Wood
Don Hansen
Billy Shelton

BOARD MEMBERS PRESENT

NA

GUESTS PRESENT

Mike Matthews - The Structures Group

CHANGES IN THE AGENDA

UNFINISHED BUSINESS

- A. City of Galax Burn Building follow-up
- B. Town of Wise Burn Building follow-up
- C. Buckingham County Burn Building follow-up
- D. Montgomery County Burn Building follow-up
- E. Franklin County Burn Building follow-up
- F. Enhanced Training Facilities
- G. Review of TSG Prototype 3 Drawings

- H. Review of TSG Inspection Schedule
- I. Review of Burn Building Policy

NEW BUSINESS

- A. Report from Fauquier County Site Visit

PUBLIC COMMENTS

Billy Shelton, VDFP Executive Director, briefed the subcommittee on the Governor's proposed budget reduction plan. The proposed budget reduction for the Agency is \$26.4M. Billy informed the subcommittee that the \$26M confiscation from the Fire Programs Fund will modify how the Agency distributes Aid-to-Localities disbursement (once a year, as opposed to four). The Governor's budget proposal will be submitted to the Virginia General Assembly as part of the budget caboose bill.

COMMENTS FROM THE SUBCOMMITTEE CHAIR

There were no comments made by the subcommittee chair.

UNFINISHED BUSINESS

Topic: City of Galax Burn Building Follow-Up

Motion: NA

Discussion:

The City of Galax contacted the Agency and asked if removing the TMS and not occupying the timber structure during training, along with no longer using the timber roof as a training prop would be acceptable.

The Agency forwarded the questions to TSG and TSG's response was, "Removing and relocating all means of training from the roof of the timber framed structure as well as removing and relocating the Temperature Monitoring System to a safe distance from the burn prop will reduce the life safety risks. We would also request that all doors into and within this timber framed structure also be removed and signage placed on the storage shed delineating its use as hay and pallet storage. This would eliminate the potential for any occupants being in or being trapped during a live fire training exercise."

The Agency has forwarded TSG's response to the City of Galax and is awaiting the City's response.

Vote: NA

Action: NA

Topic: Town of Wise Burn Building Follow-Up

Motion: NA

Discussion:

VDFP Division 6 Chief Dennis Price re-inspected the building and notified Amanda Wood on Monday, Sept. 14, 2009 that the roof had been corrected. Amanda will be completing a final review of the final report and processing the payment.

Vote: NA

Action: NA

Topic: Buckingham County Burn Building Follow-Up

Motion: NA

Discussion:

VDFP Division 3 Chief Don Brown and Amanda Wood inspected Buckingham's Burn Building on Sept. 10, 2009. The building had minor deficiencies including signage and a scuttle hatch not secured/hinged, which will be remedied by September 30, 2009 if not sooner.

Vote: NA

Action: NA

Topic: Montgomery County Burn Building Follow-Up

Motion: NA

Discussion:

Don Hansen and Dennis Price conducted a site visit to the Montgomery County Burn Building on Tuesday, September 15, 2009. Don stated that they have relocated the location of the burn building within the armory and that the County is researching changing their burn building from a Prototype 1 (brick and

block) structure to a Prototype 2 (steel/metal burn building) structure. They will continue to be a Class A facility.

It was noted by the Agency that a request from the County's POC must be sent to the Agency for approval by the Board to change their burn building from a Prototype 1 to Prototype 2 building.

The Agency will follow-up with the County's POC to advise them on the process if they chose to change to a Prototype 2 building.

Vote: NA

Action: NA

Topic: Franklin County Burn Building Follow-Up

Motion: NA

Discussion:

Don Hansen conducted a site visit on Tuesday, September 15, 2009 and stated that the County is anticipating on having the building completed by mid-October 2009.

Vote: NA

Action: NA

Topic: Enhanced Training Facilities

Motion: NA

Discussion:

This topic has been tabled until the November 5, 2009 meeting.

Vote: NA

Action: NA

Topic: Review of TSG developed Prototype 3 Drawing

Motion: To accept the TSG developed Prototype 3 drawings along with the modifications made during the Burn Building Subcommittee on Wednesday, September 16, 2009.

Discussion:

The subcommittee reviewed the Mobile Burn Building Specs to ensure the specs met the needs of the Board and Agency. Mike Matthews captured the changes and will revise the Prototype 3 drawings/specs.

Vote: Unanimous

Action: motion carries and will be presented to the Administration, Policy & Finance Committee meeting in October 2009.

Topic: Review of TSG developed Inspection Schedule – Enclosure 1

Motion: To accept the TSG Developed inspection schedule and recommendations, with modifications made at the Burn Building Subcommittee meeting on Wednesday, September 16, 2009.

Discussion:

Mike Matthews reviewed the inspection scheduled developed by TSG.

Vote: unanimous

Action: motion carries and will be presented to the Administration, Policy & Finance Committee meeting in October 2009.

Topic: Review of Burn Building Policy – Enclosure 2

Motion: To accept the proposed Burn Building Policy as revised by the Agency, including adding to clause R. the following language: “Failure to comply with the adopted Burn Building Inspection Schedule as referenced above and submission of reporting logs to VDFP annually shall cause the burn building prop training to not be certified for approved VDFP certification training.”

Discussion:

At the August Board meeting the Board members were given a copy of the policy and asked to provide Ken Brown their comments by August 31, 2009.

Ken stated that no comments were sent to him.

The subcommittee recommended that under Section R of the last page add a statement that conveys that, 'failure to comply with the inspection and reporting section as referenced in this manual will cause the burn building prop training to not be approved for VDFP Certification training.'

Vote: unanimous

Action: motion carries and will be presented to the Administration, Policy & Finance Committee meeting in October 2009.

NEW BUSINESS

Topic: Report from Fauquier County Site Visit

Motion: NA

Discussion:

Don Hansen stated that the mobile prop unit should be purchased as an all inclusive unit and should not be piecemealed together.

The subcommittee reviewed the Mobile Burn Building Specs to ensure the specs met the needs of the Board and Agency. Mike Matthews captured the changes and will revise the Prototype 3 drawings/specs.

Vote: NA

Action: NA

The next Burn Building Subcommittee meeting is scheduled for November 5, 2009 at 10 am at the VDFP Glen Allen office.

ADJOURNMENT

The Committee adjourned at 1:08 pm

Clerk of the Committee
Brook M. Pittinger

REVIEWED BY:

Christine Lopilato

Christine Lopilato
Director of Finance

September 15, 2009

Date

Amanda C. Wood

Amanda C. Wood
Grants & Local Aid Manager

September 15, 2009

Date

Enclosures:

1. TSG Developed Inspection Schedule
2. Burn Building Policy

APPROVED