



- B. Burn Building Update
- C. Enhanced Training Facilities

#### NEW BUSINESS

- A. Survey Feedback from:
  - 1. Franklin
  - 2. Roanoke
  - 3. Buckingham
  - 4. Fauquier
  - 5. Montgomery
- B. TSG Deliverables:
  - 1. Project Manual Updates
  - 2. Burn Building list
  - 3. Matrix for 5 year Inspections
  - 4. Burn Building Prop Cost Analysis
  - 5. Harrisonburg Burn Building Thermocouple Report
- C. Montgomery Co Time Extension
- D. Bill Glover Presentation:
  - 1. Temperature Monitoring System
  - 2. Design Standards and their effect on the Fauquier CO burn building

#### PUBLIC COMMENTS

There were no public comments made.

#### COMMENTS FROM THE SUBCOMMITTEE CHAIR

Ken Brown stated that the burn building process was moving into a new chapter with the use of the mobile burn buildings and the continual evolvement of the burn building grant program.

#### UNFINISHED BUSINESS

##### **Topic: Mobile Burn Building Update – Enclosure 1**

**Motion:** NA

##### **Discussion:**

Don Hansen provided the subcommittee members Enclosure 1 which documented the current status of the mobile burn buildings.

The projected roll out for units 1 and 2 is September 2010 and January 2011 for unit 3. The projected roll out for training to begin is January 2011.

The Agency is developing the mobile burn building guidance policy. The Agency should have the policy developed by August 2010.

It was noted by the subcommittee that the trailers need to be taken care of so that they are not used and abused. The subcommittee would like to see these preventive measures addressed in the policy.

**Vote:** NA

**Action:** NA

**Topic: Burn Building Update**

**Motion:** NA

**Discussion:**

Amanda Wood provided the following updates:

- Franklin County: the County is working with the vendor to correct deficiencies; anticipated completion date is May 15, 2010.
- Fauquier County: TSG approved plans 3/23/2010. Project was bid; General Contractor selected & approved by Fauquier' Board of Supervisors on 4/8/2010. Construction process started last week; including site clearing, grading, etc.
- Montgomery County: Preliminary plans drawn; RFP to be released once signed by County Administrator. The Agency has been told that the final plans should be received on 5/13/10, per the Agency's 4/30 phone conversation with the County. VDFP received the bid package including the building specifications, but did not receive the building plans.
- Shenandoah County: the masonry work has been completed and the project completion is still on target for May 15, 2010.
- Applications for new burn buildings have been received from the Town of Chilhowie and Accomack County.

**Vote:** NA

**Action:** NA

**Topic: Enhanced Training Facilities – Enclosure 5**

**Motion:** To create a reserve allotment for the remaining funds in the Burn Building grant fund to support renovations/repairs to bring existing burn

buildings identified in the VDFP Burn Building Audit Report up to minimum standards to deliver Fire Fighter I & II training.

**Discussion:**

At the January 2010 subcommittee meeting, Ken Brown requested that the subcommittee develop the concept of an enhanced training facility so that the Board can do the most good with the funds the Board has available. It was noted that an enhanced training facility would be the expansion on an existing facility and not the construction of a new facility.

The Agency provided the subcommittee with a report that documents the training capabilities of the training facilities within the Commonwealth of Virginia (Enclosure 5).

It was noted that in July, the subcommittee will have to develop their budget plan; examine the burn building grant program; and also determine what the subcommittee should do to address the deficiencies detailed in the Burn Building Audit Report (Enclosure 5).

It was noted that the subcommittee should consider allocating the reserve burn building grant funds, as of June 30, to address the deficiencies in the audit report.

**Vote:** NA

**Action:** NA

**NEW BUSINESS**

**Topic: Survey Feedback – Enclosure 3**

**Motion:** NA

**Discussion:**

The Board developed a prototype questionnaire to solicit feedback from localities that have recently received a burn building grant in order to enhance the overall grant program.

The following localities were sent a feedback questionnaire and three (3) of the localities attended the subcommittee meeting to discuss their feedback survey. Their comments are below.

1. **Franklin County** – see enclosure 3 for survey.
2. **Roanoke County** – Battalion Chief Rodney Ferguson reviewed the feedback survey completed for the Roanoke County burn building.
  - a. Chief Ferguson noted that the time allotted for the construction of a burn building could become an issue for localities that run into technical issues, but that the timeline was not an issue for their building construction.
  - b. It was also noted that having two TMS (at the 4 feet wall level and on the ceiling) may create problems in the future since the temperature readings will be different for the two TMS.
  - c. It was noted that there is more safety available using a Class B facility as opposed to a Class A facility due to the safety features inherent to a Class B facility.
  - d. It was stated that having a VDFP rep to conduct an inspection of the burn building at the 25%, 50% and 75% completion milestones would provide greater peace of mind to the localities so that when the 100% inspection occurs the locality could prevent any surprises.
  - e. Signage Requirements – it was noted that when the building is in use and filled with smoke, the room numbers are not effective because they are no longer visible. It was also noted that when training for NIMS compliancy the usage of room numbers is replaced as NIMS requires different room assignments (not numbers). The cost of the signs was also addressed, due to their high cost, as they run around \$5000.
3. **Buckingham County** - see enclosure 3 for survey.
4. **Fauquier County** – Deputy Chief Kurt Kight reviewed the feedback survey completed for their County’s burn building.
  - a. Kurt thanked the Agency and Board for working with their locality throughout their grant.
  - b. Time allotted for the total program was also noted as a concern from the County.
5. **Montgomery County** – Neil Turner
  - a. It was noted that having someone walk the County through the grant process would be advantageous in helping the locality navigate through the grant process.
    - i. It was noted that having a checklist would be helpful to ensure the locality meets are necessary requirements.

**Vote:** NA

**Action:** NA

**Topic:** TSG Deliverables

**Motion:** NA

**Discussion:**

1. **Project Manual Updates** – No discussion held.
2. **Burn Building list** – Mike Matthews reviewed the matrix provided by TSG. Don and Mike are going to work together to develop a recommendation for what the function of the burn props should accomplish.
3. **Matrix for 5 year Inspections** – Mike Matthews presented the matrix provided by TSG for the Burn Building inspections completed by TSG.
4. **Burn Building Prop Cost Analysis** – Based on the analysis conducted by TSG, TSG is proposing that the burn building grant funding should be increased from \$430,000 to \$490,000. \$490,000 represents the average cost required to build a burn building under the current economic environment.

It was noted that the Agency recommends that the burn building grant total award be increased, up to, \$480,000. The Agency recommends keeping the A&E fees at, up to, \$30,000 and increasing the prop construction costs up to \$450,000.

It was also noted that the burn building grant program is a cost share program.

5. **Harrisonburg Burn Building Thermocouple Report** – The Harrisonburg Burn Building has a thermocouple located directly above the burn source in the burn building. The current VFSB policy requires thermocouples to be located on the ceiling, but it does not address the location of the thermocouples. The contractor that Harrisonburg used to install the thermocouples requires that a thermocouple be located directly above the burn source and as a result the thermocouple continues to fail. The issue presented to the Board is whether the Board should continue to use Board funds to replace a thermocouple that is going to continue to fail and whether the Board should address the location of thermocouples in their policy.

Harrisonburg is now asking for grant funding for the TMS and is withdrawing their request for the thermocouple replacement funding.

**Vote:** NA

**Action:** NA

**Topic: Montgomery County Time Extension – Enclosure 4**

**Motion:** Approve an extension to Montgomery County for an additional 180 days to construct a burn building. This is a no cost time extension.

**Discussion:**

Montgomery County is requesting a time extension for the completion of their burn building. The County feels confident they will be able to complete their burn building if a time extension is granted.

Several of the subcommittee members expressed their concern with granting Montgomery County a no-cost time extension since the County has had the grant award since December 2005 and they are concerned with their ability to fulfill the grant requirements.

It was noted that Montgomery County will work with their general contractor to ensure they can meet the building requirements to ensure the building can be built within the time frame if an extension is granted by the Full Board during the June 5, 2010 meeting.

It was noted that the pre-bid conference for the building is June 8<sup>th</sup> and it was recommended that the County, if possible, move the bid meeting date to June 3<sup>rd</sup> so that the meeting occurs before the Board meeting on June 4<sup>th</sup> and 5<sup>th</sup>.

**Vote:** motion carries

**Action:** To present the motion to the Administration, Policy and Finance Committee on June 4, 2010.

**Topic: Bill Glover Presentation – Enclosure 2**

**Motion:** NA

**Discussion:**

1. Temperature Monitoring System: Mr. Glover reviewed the burn sequence chart in Enclosure 2 that would eliminate the need for temperature monitoring systems (TMS) and would be replaced by the burn sequence chart. According to Mr. Glover, a burn sequence chart would be tailored to the different burn buildings throughout the Commonwealth of Virginia. According to Mr. Glover, the burn sequence chart is the only way to control the environment within the burn buildings.

2. Communications to VDFP and VFSB: Mr. Glover stated that it is absurd that he is not permitted to directly contact TSG and that he must go through the Agency in order to have his questions answered.
3. Design Standards (see building drawings in enclosure 2): According to Mr. Glover, "he personally developed the burn building design specs for VDFP in the mid 1990s". Mr. Glover reviewed the changes in the burn building specs by his company. Mr. Glover feels that his company's specs are more cost effective for burn buildings.

The subcommittee recommended that any engineering changes/ recommendations for the burn building construction process should be submitted to the Board for formal review with the Board's engineer.

**Vote:** NA


**Action:** NA

#### **ADJOURNMENT**

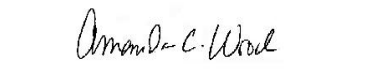
The Committee adjourned at 3:20 pm.

Clerk of the Committee  
Brook M. Pittinger

#### **REVIEWED BY:**

  
Christine Lopilato  
Director of Finance

May 15, 2010  
Date

  
Amanda C. Wood  
Grants & Local Aid Manager

May 15, 2010  
Date

#### **Enclosures:**

1. Mobile Burn Building Construction Update
2. Bill Glover Presentation documents
3. Burn Building Grant Questionnaire Feedback Surveys
4. Montgomery County Burn Building Time Line
5. Burn Building Audit Report (available for Agency upon request)