

VIRGINIA FIRE SERVICES BOARD

December 4, 2009

A regular meeting of the Virginia Fire Services Board was held at the VDFP Headquarters in Glen Allen, VA at 9:00 am. Mr. Michael Reilly served as Chair.

BOARD MEMBERS PRESENT

Michael Reilly – Full VFSB Chair – Virginia Chapter of the International Association of Arson Investigators

Richard E. Burch Jr. – Committee Chair – Virginia Fire Services Council

Kenneth J. Brown - Vice Chair & Burn Building Subcommittee Chair – Virginia State Firefighter's Association

Ed Altizer – Virginia State Fire Marshal

Kaye Brown – Virginia Municipal League

Bill Kyger – Association of Counties

Felix Sarfo-Kantanka, Jr. – General Public

Robert Scott – Insurance Industry Representative

Joe Wilson – Industry (SARA Title III & OSHA)

Carl Garrison – Virginia State Forester

Elaine Gall – Virginia Fire Prevention Association

Ken Jones – Virginia Fire Chiefs Association

Mike Armstrong – VA Chapter of the International Society of Fire Service Instructors

BOARD MEMBERS ABSENT

Tom Moffett – Virginia Professional Firefighters Association

Vacant – Virginia Board of Housing & Community Development

AGENCY MEMBERS PRESENT

Billy Shelton

Dave Jolly

Christine Lopilato

Brook Pittinger

Russ Chandler

GUESTS PRESENT

Kurt Kight

Gary Brown – OEMS

Ed Rhodes

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes from the October 2009 meeting. With no changes to the minutes the October 9, 2009 meeting minutes were approved.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Unfinished Business:

- A. Update on Fire & EMS Studies
 - 1. King William County
 - 2. Charlotte County
 - 3. County of Louisa

New Business:

- A. 2010 VFSB Meeting Dates and Locations
- B. Presentations

PUBLIC COMMENTS

There were no public comments made.

COMMENTS FROM THE VDFP LIAISON VDFP Executive Director

The following report was provided by Billy Shelton:

- ATL for FY 09 is 98.7% disbursed with 7 months to go. 18 jurisdictions pending
- ATL for FY 10 is 53.8% disbursed
- New 90/10% distribution formula for FY 11
- Pro-Board Registrations for last quarter were 2,264
- VFIRS Report through 9-30-09
 - 388 K responses (17K fires/4.5%, 253 K EMS/65.3%, 33K false alarms/8.4%)
 - 37 Fire Deaths, 2 firefighter Deaths
 - 501 civilian and firefighter injuries
 - \$182 M in total fire loss
 - Top three causes were cooking, heating, and unknown
- Two mobile fire trainers have been awarded and delivery is expected in six (6) months on the first unit with the second one month later.
- Two new fire training centers (Roanoke County and Buckingham County) have been dedicated recently.
- Three more new fire training facilities are expected in the near future.
- The new Aircraft Rescue Fire Fighter simulator purchased through the Department of Aviation with Federal Stimulus funds is progressing very well. Delivery is anticipated in August 2010.
- New programs have been added to the Knowledge Center including the Adjunct in-Service, Hazardous Materials Awareness, Firefighter I & II T-T-T plus many more opportunities.
- FY 11 Budget will be a challenge for all state agencies
- 86% of Virginia's Fire Departments reported under the Needs Assessment for 2009 that closed on 11-16-09

- The Pro Board video was shown to the Full Board.

COMMENTS FROM THE VFSB CHAIR

The Board recognized Ken Brown's retirement as the Chief of Goochland County's Fire & EMS department.

Mike Reilly thanked the members of the Board for their continuous hard work and dedication to the Board. Mike also thanked the Agency for all of their hard work as well.

REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

The following topics were discussed at the Fire Education & Training committee meeting.

Topic: SCBA MAZE Simulators – VDFP Eligibility

Motion: NA

Discussion:

At the October 2009 meeting, the Board asked the Agency to determine if the Agency was eligible to apply for the federal grant (AFG) to purchase an SCBA Maze Simulator. Christine Lopilato, VDFP, stated that:

- AFG Reauthorization: H.R. 3791 makes state fire training agencies eligible to receive up to 3% of AFG funds through competition
- Once the program specifics are released and the application period opened for the funding cycle being reauthorized, VDFP will research and prepare application if the project qualifies

Vote: NA

Action: NA

Topic: Mobile Burn Building IFB Update

Motion: NA

Discussion:

Christine Lopilato, VDFP, stated that the IFB is closed and the successful bidder was Kidde Fire Trainers. The purchase order (PO) was issued in late November 2009. The first unit should be delivered within 10 months of PO issuance and the second unit should be delivered within 12 months of the PO being issued.

It was stated that the lowest bid that met the preferred specs was selected. It was noted that the specs were modified slightly to ensure the requirements of Firefighter I & II were achieved.

The total cost for both mobile units is approximately \$1.1M. The total funding for this project was \$1.4M.

Vote: NA

Action: NA

Topic: 5 Year Training Plan Update

Motion: NA

Discussion:

On Wednesday, November 5, 2009 members of the VFSB and the Agency held a workgroup to begin the development of the Board's 5 Year Training Plan. At the conclusion of the meeting, the notes from the workgroup were sent to the committee members and the Agency for their review and comments.

It was requested that the notes from the November 5th meeting be sent to each Board member for distribution to their respective organizations. Ken Jones will be the POC to receive comments. The Committee Chair will write a cover letter to go along with the email.

The next 5 Year Training Plan meeting is schedule for Friday, February 26, 2010 at 2 pm. The meeting will be in the Virginia Beach Convention Center. The room location will be sent out prior to the meeting.

Vote: NA

Action: NA

Topic: Incipient Fire Brigade

Motion: To approve the Incipient Fire Brigade training program as presented by VDFP staff.

Discussion:

Incipient Fire Brigade will not be a pre-requisite to the structural fire class.

Vote: unanimous

Action: motion carries.

Topic: Marine Firefighting

Motion: To approve the Marine Firefighting training program as presented by VDFP staff.

Discussion: NA

Vote: unanimous

Action: motion carries.

REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

The following topics were discussed at the Fire Prevention and Control committee:

VFIRS Hardware Grants – awards to 15 jurisdictions for \$25,000

- Agency staff has sent award letters requesting acceptance certifications, due back by 11/30/2009
- All acceptance certifications have been received
- Funding will be disbursed by 12/31/2009

It was reported that the Sub-Committee Chair is waiting for a letter from ISO regarding their decision to modify ISO ratings based on code changes made to state and local codes. This change will affect any building insured (not just new construction).

The following code changes are being followed by the Sub-Committee:

- Cleaning schedule change for hood and duck work systems in commercial restaurants;
- Portable fire extinguishers in buildings with sprinkler;
- Residential Sprinklers;
- Public School Sprinklers;
- Urban Wildland Interface Code changes; and
- Assisted Living facilities – evacuation times;

The next Code Subcommittee meeting is schedule for Thursday, January 7, 2010 beginning at 10 am at the VDFP Headquarters office in Glen Allen.

Carl Garrison reported that:

- The US Forest Service budget was signed into law in the beginning of November 2009 and the funding was increased by approximately 22%.
- The Flame Act – has been signed by the President and allows for additional federal funding resources for state's to use for forest/wildland fire suppression activities.
- The 2009 Fall Fire Season, which runs from October 1 – November 30, is now closed and this was the lightest year in past 15 years. This year there were 26 fires and a loss of 640 acres. Virginia is still below the national average for forest fires.
- Dry Fire Hydrants – installing 44 new dry hydrants and conducting 6 repairs.
- Fire Wise VA – there have been 4200 communities identified within VA that qualify for the Fire Wise program. VA currently has 34 Fire Wise recognized communities. VA is currently ranked 6th in the nation for the total number of Fire Wise communities.

The next Code Subcommittee meeting is schedule for Thursday, January 7, 2009 beginning at 10 am at the VDFP Headquarters office in Glen Allen.

REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE

The following topics were discussed at the Administration, Policy & Finance committee meeting.

Topic: Training Mini-Grants

Motion: Accept the recommendation to award funding up to \$176,464 for FY10 Training Mini-Grants applications.

Discussion:

The Training Mini-Grant program is funded by the FPF interest earnings.

Vote: 8 Yeas and 6 Abstains

Action: motion carries.

Topic: Burn Building Inspection Update

Motion: To allocate \$50,000 from the Burn Building grant fund to be used for the engineering contract administered by the Agency.

Discussion:

Christine Lopilato, VDFFP, stated that the updated inspection schedule has been adopted by the Board. The inspection schedule requires the locality to pay for annual inspections and the Board, funding permitted, will fund the 5 year inspection.

As of 9.30.09, the TSG contract has approximately \$28,780 funding available. It is recommended that the Board add additional funds to this amount to carry the TSG contract through until it expires on April 14, 2011. It was recommended that the TSG Contract have an additional \$50,000 added to the contract.

It was also noted that if the Board wishes to keep an engineer on contract, the Board and Agency will need to develop the specs for those engineering firms interested in bidding as a contractor to the program and allow for an open bid proposals and interviews to select the contractor (same process as previously followed).

There are currently 41 buildings that have received funding through the Burn Building grant program and 3 buildings are still under construction. Therefore, as of FY11 there will be approximately 44 buildings under the Board's purview.

It was noted that the 5 year inspection schedule will be dependent on the age and status of the burn building (i.e. those buildings that are recently completed will not need a five year inspection the same year as it is completed).

Vote: unanimous

Action: motion carries

Topic: Mobile Burn Props/Building Recommendations

Motion: To provide up to and not to exceed \$300,000 to provide additional funding to procure a third mobile burn unit as part of the current mobile burn unit procurement solicitation.

Discussion:

At the October 2009 Board meeting, the Board had \$783,008 total under obligated funds. Additionally, the Board also has \$146,529 in funds reserved for renovations/repairs (this includes the plus or minus 20%).

Therefore, the Board currently has \$636,479 in un-obligated funds.

It is estimated that the cost to operate the mobile unit (estimates): \$100 a day for tractor rental and \$500 for fuel. Therefore, the total cost is \$600. This does

not include the driver/operator fees, which are approximately \$150. Therefore, the total cost, including driver/operator costs is estimated at \$750 to \$800.

It was noted that the Burn Building Grant fund can not be used to supplement the operations cost that will be incurred by VDFP, but that the Board's interest funds could be used (i.e. transferred to the Agency for operations costs).

It was noted that the Board had originally wanted to have 2 mobile units in place and operating and allow for an adequate testing period to ensure the mobile units meet the needs of Virginia's fire service.

Ken Brown stated that the first and foremost function of the Board is training at the Firefighter I & II level.

Vote: unanimous

Action: motion carries

Topic: Montgomery County Burn Building Change Request

Motion: To approve Montgomery County's burn building request to modify their grant project scope from Prototype 1 to Prototype 2.

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.

The Agency has received a formal request from the County to change their burn building from a Prototype 1 structure to a Prototype 2 structure.

It was noted that the locality will need to submit a new building permit to change from a Prototype 1 structure to a Prototype 2 structure. They will continue to be a Class A facility.

Vote: unanimous

Action: motion carries

Topic: Shenandoah County Burn Building Time Extension

Motion: To approve Shenandoah County's request for a no cost time extension for 6 months to expire June 30, 2010. This extension is a final extension, and is contingent upon submission to Agency staff of a valid building permit by December 31, 2009. A failure to meet the building permit deadline or the project completion deadline will result in a forfeiture of the burn building grant award.

Discussion:

The County is seeking a 6 month extension from the Board. The County is requesting the extension because they believe the Board and Agency delayed their completion time due to the Board and Agency's review of their requested changes.

The County originally requested to change their burn building to a cold facility and that was deemed outside of the scope of the burn building grant program.

The County then requested to add two structures to the existing burn building and no longer burn in the 'old' burn building, but only use the 'old' burn building as a point of ingress/egress. Upon review of this proposal by TSG, the Board and the Agency, it was determined that 'old' burn buildings flooring was inadequate to support this request.

The County was originally approved for funding in February 2008 with a June 2009 original completion date. The County is currently operating under a 6 month time extension with a 12.31.2009 completion date.

Vote: unanimous

Action: motion carries.

The next Burn Building Subcommittee meeting is schedule for Wednesday, January 6, 2009 beginning at 10 am at the VDFP Headquarters office in Glen Allen.

UNFINISHED BUSINESS

Topic: Update on Fire & EMS Studies

Motion: NA

Discussion: NA

Board Studies Update:

- King William County – The committee met on 11.20.09 to finalize the report. The final report will be submitted to the County.
- Charlotte County – The final study was completed and provided to the County Administrator, Board of Supervisors, and each Fire & EMS department within the County. Tom Moffett presented the Study findings to the Board of Supervisor's in October.
- Louisa County – The committee held their first meeting (via phone conference) and the site visit is scheduled for January 27th to 29th. The goal to complete the study is by March 2010.

Vote: NA

Action: NA

NEW BUSINESS

Topic: 2010 VFSB Meeting Dates & Locations

Motion: NA

Discussion: NA

February 25 & 26, 2010 – Virginia Beach (in conjunction with VFCA Conference – Saturday, 2.27 morning Governor's Awards)

April 8 & 9, 2010 – Glen Allen

June 4 & 5, 2010 – Glen Allen (Fallen Firefighters Memorial Service, June 5th at 12 noon)

August 13 & 14, 2010 – Hampton (in conjunction with VSFF Conference)

October 7 & 8, 2010 – Glen Allen

December 2 & 3, 2010 – Glen Allen

Vote: NA

Action: NA

Topic: Presentations

Motion:

Discussion:

The Board would like to recognize the Secretary of Public Safety's Office for their continuous support of Virginia's Fire Service and the Board.

Vote:

Action:

ADJOURNMENT

The Committee adjourned at 11:07 am

Clerk of the Committee
Brook M. Pittinger

REVIEWED BY:



W. G. Shelton, Jr.
Executive Director

December 4, 2009

Date

No Enclosures.

DRAFT