

VIRGINIA FIRE SERVICES BOARD
Fire Education and Training Committee
February 19, 2009

A regular meeting of the Committee on Fire Education and Training was held at the Virginia Beach Convention Center in Virginia Beach, VA at 8:30 am. Mr. Richard Burch, Jr. served as Chair.

COMMITTEE MEMBERS PRESENT

Richard Burch - Chair
Kenneth Brown
Ken Jones
Mike Armstrong
Tom Moffett

COMMITTEE MEMBERS ABSENT

Industry (SARA Title III & OSHA) – Vacant

VFSB MEMBERS PRESENT

Dennis Mitchell
Chris Kollman
Bill Kyger
Mike Reilly
Ed Altizer

AGENCY MEMBERS PRESENT

Billy Shelton	Larry McAndrews	Don Brown
Brook Pittinger	Russ Chandler	Ed Altizer
Amanda Wood	Dave Jolly	Don Hansen

GUESTS PRESENT

Charlie Singleton	Nick Caputo	Art Lipscomb
Dickie Harris	Kirk Kight	Ron Hargrave
Jeff Flippo		

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes of the November 2008 meeting. With no changes to the minutes, the November 13, 2008 meeting minutes were approved.

CHANGES IN THE AGENDA

Unfinished Business:

- A. Crew leader curriculum approval

- B. Fire Officer II curriculum approval
- C. Driver Pump Operator (DPO) curriculum approval
- D. Mayday Awareness Program
- E. 4 Year College Program
- F. VFOA as a full or partially funded training

New Business:

- A. Fire Officer Pre-req Discussion
- B. Training Standards Presentation

PUBLIC COMMENTS

Nick Caputo, VFCA, welcomed the Board to the VFCA Conference.

**COMMENTS FROM THE VDFP LIAISON
Branch Chief of Training & Operations**

Larry McAndrews provided the following information:

- Training and Technical Services Branch and the Operations Branch have completed the 1st half of the FY09 training year and are diligently working on the second half of the FY09 training classes. The table below shows the number of classes currently scheduled or completed for FY09. We have seen a large increase in the training requests and expect a very busy spring season.

Division	Funded	Non-funded	Partial Funding	Reimbursable	Cancelled	Total Course Hours	Total Student Hours
0	4	3	0	0	0	159	680
1	48	105	50	4	20	5,043	46,226
2	18	127	26	0	5	5,233	38,820
3	51	74	26	7	6	4,772	46,749
4	44	27	5	0	4	1,882	21,997
5	29	180	46	7	5	6,740	52,990
6	22	135	22	6	1	5,368	49,161
7	11	106	36	2	0	4,084	51,369
8	40	100	0	0	0	2,803	20,804
9	116	109	3	8	5	4,168	57,136
Total	383	966	214	34	46	40,252	385,932

- The agency has completed a rewrite of the instructor manual. The manual is split into 4 sections Administrative, Instructors, Students and Virginia Fire Marshal Academy. We have made a CD for each VFSB member.
- The agency finally received the Driver Training Simulator the last week of January and we conducted acceptance testing on the 2nd of February and spent 3 days in training. The trailer will be used for a class on Friday, 02.20.09 and will

be open Friday evening, 02.20.09 and Saturday, 02.21.09 for conference attendees. We are currently developing guidelines and priorities for the trailer. The trailer operates off of 240 volt 50 amp circuit.

- Beginning March 1, 2009 the Virginia Department of Fire Programs (VD FP) will begin issuing attendance certificates for all Attendance Classes on-line only (i.e. this means the Agency will no longer issue paper attendance certificates). Once the school is processed students will be able to go online and print their own certificate via the On-line FSTRS web based database. The agency will no longer mail these certificates out. Students may access their records through the Agency's FSTRS database, which is accessible online at www.vafire.com. The new system does not impact our 22 NBFSPQ (Pro Board) accredited certifications; they will be mailed to the student or department with the appropriate seals affixed. Please bear with us as we transition to this new online attendance certificate procedure. We continue to welcome your suggestions concerning improvements we can make to the process to make it more convenient for you our customers.
- The Operations Branch with the assistance Training & Technical Services Branch has been working on a 5 year Training Plan as directed by Code of Virginia. We present this to you to review and edit so you can discuss and adopt at a future VFSB. I would especially like to thank Melvin Byrnes for all of his hard work putting this document together.

Curriculum Update:

- The Fire Officer II program should be voted on by the Training and Education committee. There have been no comments or questions by the committee members since the material was provided at the August and November meetings.
- The Driver Pumper Operator program should be voted on by the Training and Education Committee. There have been no comments or questions by the committee members since the material was provided at the August and November meetings.
- The Firefighter I and II development committee has continued to meet. The pilots are progressing but with the time it takes to run a Firefighter I program the feedback is slow. The committee met again this past Wednesday and David Jolly can provide the latest information if the Training and Education Committee would like an update.
- The Instructor III committee has finalized the NFPA-1041, Level III. The pilot programs are being scheduled. One pilot will be in Division 7 and the other is being scheduled for Division 3, Lynchburg.
- The Inspector I program continues to be worked on to comply with the new NFPA-1031 program.
- Staff has contacted the representative that has presented the Ethanol training programs in Northern Virginia and obtained the program for review. We will be moving forward to convene a committee to review the material and provide an update at the next Fire Service Committee meeting.
- The agency is happy to report that we have had 400 individuals register in the VD FP FST Learning Management System.

- **Master Firefighter Program (Crew Leader):**
 - The Fire Officer Development committee has piloted the program and made some updates to the program. The committee has finalized the documentation to present to the VFSB. The layout of the program is not the same as our certification programs since we have created from various other programs.
 - This program has gotten great reviews from the various areas that it was presented and surely will be one of the most requested programs. Chief Byrne and Chief Jolly are both in attendance to answer any questions that the committee might have.

- **Pro-Board Meeting in January 2009:**
 - The Pro-Board held its annual conference in Houston Texas on January 23rd and 24th. Both Executive Director Shelton and Chief Jolly attended the conference. There was a wealth of information presented over the two days to the 38 accredited entities in attendance. There has been a short PowerPoint presentation put together to bring the committee up to date on the important points covered. Chief Jolly will present this program to the committee at the conclusion of my report.
 - In summary, the following key points are noted for the minutes:
 - The registry has 380,434 records as December 31, 2008;
 - There were 64,297 records added in 2008;
 - Virginia recorded 11,822 which ranked first for the third year in a row;
 - Update given on NFPA 472;
 - Update given on NFPA 1001;
 - Comment closing date for the updated NFPA-1003 is March 6, 2009;
 - NFPA 1006-08 is changing to include Operations level not just technician;
 - NFPA 1021-09 has some minor changes;
 - Creation of the NFPA-1026-09 Standard for Incident Management Personnel; and
 - NFPA-1031-09 has some minor changes from previous versions.

- **ARFF:**
 - Since the last Board meeting there have been three ARFF training sessions, two funded and one ongoing non-funded. The two funded resulted in approximately seventy certificates for Aircraft Live Fire Training and in the non-funded session, approximately 35 firefighters have taken the training.

- **NIMS** - Below is a recap of significant activities in the NIMS program area that may be of interest or concern to the Fire Services Board.

- Steve continues to work with Lee Bennett, VDEM NIMS POC, to address potential issues relative to delivery and quality control efforts for NIMS and ICS training, especially related to the use of the “new revised” national ICS curriculum for ICS-100 through ICS-400. Mr. Bennett has proposed another effort to establish a Quality Control “committee” composed of various state agency representatives that are responsible for NIMS and ICS training. (VDFP attempted to establish such a working group in early 2007 but was unsuccessful.)
- With the release of the “unified” ICS curriculum VDFP has agreed to record student training attendance for any ICS class provided the sponsoring agency lead instructor completes and submits the appropriate Course documentation including “green” forms for any student requesting FSTRS recording. This also is based on the “assumption” that all instructors will adhere to the training plans established for delivery of the classes.
 - VDFP will follow standard “Reciprocity” procedures for any such requests. VDFP, NFA or other certificates from VDFP will not be issued for reciprocity as is the case for all “reciprocity” cases.
 - VDFP has established a new, separate course code for the ICS 300 and ICS-400 courses delivered by other state agencies. The purpose of this is to distinguish for statistical purposes and grant funding documentation between courses conducted by VDFP and other agencies.
 - Since the majority of non-fire service ICS-100 and ICS-200 training is taken from the “on-line” series provided by FEMA and not done in a classroom, it is not felt necessary to establish a new course code. The new “standard year” for the same code (2008) is being established to distinguish between earlier versions of these classes and the newer versions.
 - There is no substantive difference between the earlier NFA & FEMA/EMI curriculum packages. Content remains fundamentally the same with new PowerPoint support materials and minor modifications to the format and order of delivery.
- Since mid-October, the IMS Program section has conducted the following ICS training:
 - Funded schools:
 - October 24-26—ICS-300—Stafford County
 - October 28-30—ICS-300—Richmond (VDSS host)
 - November 24-26—ICS-300- Stafford County
 - December 3-5—ICS-300—Warrenton (VDSS host)
 - December 7-14—ICS-300--Goochland
 - December 15-27—ICS-300 Stafford County
 - An additional four classes were supported with the provision of course materials during the period.
- There has been no further official notice from DHS/FEMA/NFA regarding the re-activation of efforts to begin conducting the ICS-Position Specific courses for command and general staff. Unofficial rumors generally

remain constant indicating that DHS (FEMA-NIC-IMSID) is planning to resume T-t-T for all of these courses. The T-t-T would be “in-person” courses delivered at the FEMA region level for individuals who meet qualifications criteria for admission. This is as opposed to the original effort to conduct the T-t-T as a “distance-learning” process with “weak” efforts to determine applicant qualifications for attendance. VDFP has retained applicant resumes from approximately 10 individuals who wish to be considered for application to future T-t-T programs and will notify these individuals as well as post the information on the website as soon as official notification is released by DHS.

- (Note: NY SEMO conducted several Position Specific classes using the DHS draft instructional packages in December. According to the program manager, compared to the existing DHS training packages for the same programs, the DHS packages remain “weak” in class activities designed to reinforce training lessons. He has recommended that DHS strengthen these components before general release. This is consistent with my experience in “enduring” the T-t-T for Liaison Office and Safety Officer in April 2008.)
- On December 8, DHS released the “revised, upgraded” NIMS document. It can be accessed on line at www.fema.gov/nims. The document remains substantially the same as reported to the VFSB in the previous 2 meeting reports. It contains clearer discussion and descriptions of the intent and implementation of NIMS. A new IS-700 training package (probably to be numbered IS-700a) is reportedly going to be released by April 2009. DHS continues to maintain the completion of the original IS-700 will satisfy “NIMS compliance” criteria for NIMS training. However, with the changes to the NIMS organizational structure, and the added depth of content, I would recommend individuals make efforts to complete the new training as circumstances permit. When a classroom deliverable program is available, VDFP will resume offering support to local—regional—efforts to deliver this class as well.
- DHS released a classroom deliverable program for IS-800b, “An Introduction to the National Response Framework.” VDFP will attempt to support requests for classroom delivery as funds and scheduling permit, upon request.
- Steve Grainer continues to participate on several working groups assembled by DHS to develop, evaluate, and revise various elements of the NIMS, National Response Framework (formerly NRP), NIMS 5-Year Training Plan, and the guidance regarding the NIMS Intelligence and Investigations Function in ICS. Additionally, DHS has begun efforts to clarify and refine the Target Capabilities List and to develop corresponding training objectives to conform to the TCL.
- Revised NIMS not published:
 - First public comment period on TCL for ICS and EOC/MACs now available at DHS website;

- NIMS Intelligence & Investigations Guidance document was available for public comment through January 21, 2008. Adjudication of feedback is scheduled to be completed in March or April with second public comment period to follow.
- Initial training objectives and guidelines for the TCL training framework are expected to be published by March 2009.
- Steve Grainer continues to serve as a SME on state and local NIMS and NRF issues for the Project on National Security Reform (PNSR). This PNSR group was commissioned to present a report to congress on recommendations for reforming the systems by which Federal, State, Local, Tribal and non-governmental entities interact during major emergencies. The final report to DOD and Congress was published in mid-December and was briefed to President (elect) Obama shortly thereafter. The full report and the Executive Summary can be accessed at www.pnsr.org. Steve has also been asked to continue working on this project to develop definitive recommendations and plans for actual implementation of component elements of the original broad recommendations to be presented to congress, the President and Secretary of DHS for their respective consideration and action. (Note: DHS Secretary Napolitano has been fully briefed on the original report and has indicated her interest in continuing efforts to refine the Homeland Security/National Security system based on most recommendations contained in the report. Subject to Secretary Napolitano's concurrence with one recommendation, the NRF may be thoroughly reviewed and again revised with the intent to publish a "National Operational Framework that more clearly defines the relationship between all levels of government, the private sector, and citizens)
- Steve Grainer (is) will be participating in the first bi-annual review and update of the NIMS Five-Year Training Plan February 18-20. A full report on this effort will be provided for the next VFSB meeting. In the interim questions can be directed to Steve Grainer at his office.
- **Programs ready for release or in development process through the Knowledge Center**
 - Mayday Fire Fighter Down Awareness Train-the-Trainer (pending approval of basic program by VFSB). There are currently 15 Instructor candidates awaiting approval.
 - 2009 Adjunct/Certified Instructor in-service in development.
 - Fire Attack Intermediate program in development.
 - Fire Officer Level I program in development.
 - Hazmat Awareness online program has been completed and is currently in a pilot phase.
- **Upcoming classes** (also available on the Agency's website – www.vafire.com):

School Number	Course	Start Date	End Date	Location	Division	Type	Contact	Phone
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49209031	ARFF - GENERAL AVIATION 16 HOUR (STRUCTURAL)	03/07/2009	03/08/2009	Horsepasture District Volunteer Fire Dept	9	Reimbursable	Tom Phalen	(804) 249-1980
49109020	ARFF - GENERAL AVIATION 16 HOUR (STRUCTURAL)	03/28/2009	03/29/2009	Luray Caverns Airport	9	Funded	Tom Phalen	(804) 249-1980
49109019	ARFF - GENERAL AVIATION 16 HOUR (STRUCTURAL)	04/18/2009	04/19/2009	Loudon County Fire & Rescue Trg Ctr	9	Funded	Tom Phalen	(804) 249-1989
43109046	BASIC PUMP OPERATIONS - 16-HOUR TRAINING PROGRAM	03/07/2009	03/08/2009	Halifax/ South Boston Rgnl Trng Cntr	3	Funded	Calvin Jones	(434) 579-3174
44109007	BASIC PUMP OPERATIONS - 16-HOUR TRAINING PROGRAM	03/07/2009	03/08/2009	Clintwood Volunteer Fire Department	4	Funded	Division 4 Office	0 -
46109181	BASIC PUMP OPERATIONS - 16-HOUR TRAINING PROGRAM	04/18/2009	04/19/2009	Longshop Mc Coy Fire Dept	6	Funded	Joseph Rakes	(540) 589-0228
48309157	Communicating with Children	02/27/2009	02/27/2009	Warren County	8	Non-Funded	Gerry Maiatico	(540) 636-3830
48309156	COMMUNICATING WITH CHILDREN - TRAIN-THE-TRAINER	02/27/2009	02/27/2009	Warren County	8	Non-Funded	Gerry Maiatico	(540) 636-3830
45109234	DRIVER / OPERATOR-PUMPER CERTIFICATION COURSE NFPA 1002/98	02/28/2009	03/28/2009	Accomack / Northampton Training Center	5	Funded	B.W. James	(757) 710-2050
44109013	DRIVER/OPERATOR-AERIAL CERTIFICATION COURSE NFPA 1002-98	02/28/2009	03/08/2009	Dublin Volunteer Fire Department	4	Funded	Division 4 Office	0 -
45109261	EMERGENCY VEHICLE OPERATION - CLASS 1	04/06/2009	04/11/2009	Sussex County Courthouse	5	Funded	Eddie Vick	(804) 691-2582
46309162	EMERGENCY VEHICLE OPERATION - CLASS 1	03/26/2009	03/28/2009	Laurel Grove Fire Dept	6	Non-Funded	Matthew Wade	(434) 822-8821
46109178	EMERGENCY VEHICLE OPERATION - CLASS 1	03/28/2009	03/29/2009	Riner Fire Dept	6	Funded	Joseph Rakes	(540) 589-0228
45109262	EMERGENCY VEHICLE OPERATION - CLASS 2	04/06/2009	04/11/2009	Sussex County Courthouse	5	Funded	Eddie Vick	(804) 691-2582
46309163	EMERGENCY VEHICLE OPERATION - CLASS 2	03/26/2009	03/28/2009	Laurel Grove Fire Dept	6	Non-Funded	Matthew Wade	(434) 822-8821
46109165	EMERGENCY VEHICLE OPERATION - CLASS 2	04/04/2009	04/05/2009	Floyd Co Fire Dept Station 1	6	Funded	Tommy Sowers	(540) 745-2065
44109045	EMERGENCY VEHICLE OPERATION - CLASS 3	04/04/2009	04/05/2009	Abingdon Volunteer Fire Department	4	Funded	Division 4 Office	0 -

45109263	EMERGENCY VEHICLE OPERATION - CLASS 3	04/06/2009	04/11/2009	Sussex County Courthouse	5	Funded	Eddie Vick	(804) 691-2582
46309164	EMERGENCY VEHICLE OPERATION - CLASS 3	03/26/2009	03/28/2009	Laurel Grove Fire Dept	6	Non-Funded	Matthew Wade	(434) 822-8821
46309166	EMERGENCY VEHICLE OPERATION - CLASS 3	04/04/2009	04/05/2009	Floyd Co Fire Dept Station 1	6	Non-Funded	Thomas Sowers	(540) 745-2065
43409119	FIRE ATTACK - EVOLUTIONS	03/07/2009	03/25/2009	Bacon District VFD & Clover VFD	3	Partial	William Stenbridge	(434) 735-0102
44109050	FIRE INSTRUCTOR II CERTIFICATION COURSE NFPA 1041-02	02/28/2009	03/15/2009	Radford Fire Department	4	Funded	Division 4 Office	() -
47309144	FIRE OFFICER III - (NFPA 1021-03)	03/07/2009	04/04/2009	13101 Public Safety Dr Nokesville	7	Non-Funded	Crispin	(703) 792-4724
49109026	FIRE SERVICE TRAINING - AIRCRAFT LIVE FIRE TRNG	03/28/2009	04/05/2009	Norfolk International Airport	9	Funded	Tom Phalen	(804) 249-1980
49109027	FIRE SERVICE TRAINING - AIRCRAFT LIVE FIRE TRNG	04/11/2009	04/19/2009	Roanoke Regional Airport	9	Funded	Tom Phalen	(804) 249-1980
49109028	FIRE SERVICE TRAINING - AIRCRAFT LIVE FIRE TRNG	04/25/2009	05/03/2009	Charlottesville/Albemarle Airport	9	Funded	Tom Phalen	(804) 249-1980
41409120	FIREFIGHTER II - NFPA 1001-02	04/02/2009	05/05/2009	Louisa Cty Fire Training Center	1	Partial	Allen Bryant	(540) 967-3491
44109008	FIREFIGHTER II - NFPA 1001-02	03/28/2009	04/19/2009	Clintwood Volunteer Fire Department	4	Funded	Division 4 Office	() -
46409136	FIREFIGHTER II - NFPA 1001-02	04/06/2009	04/29/2009	Elliston Fire Dept	6	Partial	Michael Glass	() -
44309030	H-465/ICS 300 - INTERMEDIATE ICS FOR EXPANDING INCIDENTS	03/16/2009	03/18/2009	Wytheville Fire Department	4	Non-Funded	Division 4 Office	() -
40109536	H-465/ICS 300 - INTERMEDIATE ICS FOR EXPANDING INCIDENTS	03/03/2009	03/05/2009	Charlottesville Vdss	9	Funded	Barbara Rustin-vdss	(804) 726-7128
40109537	H-465/ICS 300 - INTERMEDIATE ICS FOR EXPANDING INCIDENTS	03/17/2009	03/19/2009	Charlottesville-vdss	9	Funded	Barbara Rustin-vdss	(804) 726-7128
44109049	H-467/ICS 400 - ADVANCED ICS FOR CGS & MACS OPS 1ST RESPONDERS	03/10/2009	03/11/2009	Radford Fire Department	4	Funded	Division 4 Office	() -
40109533	H-467/ICS 400 - ADVANCED ICS FOR CGS & MACS OPS 1ST RESPONDERS	03/09/2009	03/11/2009	Stafford	9	Funded	Lori Knowles	(540) 658-8682
40409526	H-467/ICS 400 - ADVANCED ICS FOR CGS & MACS OPS 1ST RESPONDERS	03/18/2009	03/19/2009	Spotsylvania	9	Partial	Douglas Albrecht	(540) 760-7819
40109538	H-467/ICS 400 - ADVANCED ICS FOR	03/21/2009	03/22/2009	Patrick Henry CC	9	Funded	Steve Allen	(276) 692-

	CGS & MACS OPS IST RESPONDERS							7731
41109105	HAZARDOUS MATERIALS AWARENESS NFPA 472-02	04/05/2009	04/05/2009	Fairfields Vol. Fire Dept.	1	Funded	Phillip Keyser	(804) 453- 4100
43309162	HAZARDOUS MATERIALS AWARENESS NFPA 472-02	03/04/2009	03/06/2009	Cumberland Vol. Fire Dept.	3	Non-Funded	Glen Moore	(434) 607- 6742
41109218	HAZARDOUS MATERIALS AWARENESS & OPERATIONS NFPA 472-02	04/04/2009	04/15/2009	Namozine VFD 3913 Pelham St, Petersburg, 23803	1	Funded	David Jolly	(804) 249- 1970
43109032	HAZARDOUS MATERIALS AWARENESS & OPERATIONS NFPA 472-02	03/07/2009	03/15/2009	Central VA Fire Trng Cntr	3	Funded	Rodney L. Lawson	(434) 332- 9640
44109019	HAZARDOUS MATERIALS AWARENESS & OPERATIONS NFPA 472-02	03/07/2009	03/15/2009	Gate City Volunteer Fire Department	4	Funded	Division 4 Office	() -
45409114	HAZARDOUS MATERIALS AWARENESS & OPERATIONS NFPA 472-02	04/14/2009	04/25/2009	New Horizons	5	Partial	Harvey Mowery	(757) 727- 1094
46409170	HAZARDOUS MATERIALS AWARENESS & OPERATIONS NFPA 472-02	04/04/2009	04/19/2009	Troutville Fire Department	6	Partial	Johnny Nicely	(540) 473- 8131
46109128	HAZARDOUS MATERIALS AWARENESS & OPERATIONS NFPA 472-02	04/07/2009	04/26/2009	Patrick Henry Community College	6	Funded	Steve Allen	() -
44109022	MAYDAY, FIREFIGHTER DOWN 16-HOUR PROGRAM	04/25/2009	04/26/2009	Richlands Volunteer Fire Department	4	Funded	Division 4 Office	() -
47109108	N.F.A. - STRATEGY AND TACTICS FOR INITIAL COMPANY OPERATIONS	04/06/2009	04/07/2009	1108 Jefferson Street Alex	7	Funded	Timbrook	(703) 838- 4620
44109004	N.F.A. INCIDENT SAFETY OFFICER (ISO)	03/14/2009	03/15/2009	Oakwood Volunteer Fire Department	4	Funded	Division 4 Office	() -
46109177	N.F.A. INCIDENT SAFETY OFFICER (ISO)	03/14/2009	03/15/2009	Henry County Public Safety	6	Funded	James Draper Jr	(276) 240- 8010
48109033	NFA - JUVENILE FIRESETTER II	02/28/2009	03/01/2009	Shenendoah County Department Of Fire And Rescue	8	Funded	JD Jenkins	(804) 249- 4177
44109020	Rural Water Supply 16- Hour Training Program	04/18/2009	04/19/2009	Nebo Volunteer Fire Department	4	Funded	Division 4 Office	() -
44109026	Rural Water Supply 16- Hour Training Program	04/25/2009	04/26/2009	Speedwell Volunteer Fire Department	4	Funded	Division 4 Office	() -
49309411	VFIRS/NFIRS DATA ANALYSIS & PROBLEM SOLVING TECHNIQUES	03/14/2009	03/14/2009	VDFP - Richmond Office	9	Non-Funded	Marion A. Long	(804) 249- 1990

COMMENTS FROM THE COMMITTEE CHAIR

Rick Burch welcomed Mike Armstrong to the Training & Education Committee meeting.

UNFINISHED BUSINESS

Topic: Crew Leader Curriculum – Enclosure 1

Motion: NA

Discussion:

The curriculum was provided to the committee members on a cd for their review and approval at the April 2009 Board meeting. It was requested that all committee members review the curriculum and provide comments to VDFP before the April 2009 Board meeting.

Vote: NA

Action: NA

Topic: Fire Officer II Curriculum

Motion: To approve the Fire Officer II curriculum.

Discussion:

It was requested that the Committee approve the Fire Office II Curriculum.

Vote: Unanimous

Action: Motion Carries – will be presented at the Full Board.

Topic: Driver Pump Operator (DPO) Curriculum

Motion: To approve the DPO curriculum.

Discussion:

It was requested that the Committee approve the DPO Curriculum.

Vote: Unanimous

Action: Motion Carries – will be presented at the Full Board.

Topic: Mayday Awareness Program

Motion: To approve the Mayday Awareness curriculum.

Discussion:

It was requested that the Committee approve the Mayday Awareness Curriculum.

Vote: Unanimous

Action: Motion Carries – will be presented at the Full Board.

Topic: 4 Year College Program

Motion: NA

Discussion:

The Agency stated that the 4 year college program was put on-line by Jefferson College and that Virginia Commonwealth University (VCU), due to budget registrants, is unable to continue their efforts in developing a 4 year Fire Service Degree at this time.

The Agency will continue to work with the Virginia colleges and universities that are interested in developing a 4 year Fire Service degree.

Vote: NA

Action: NA

Topic: VFOA as a full or partially funded training

Motion: NA

Discussion:

Ken Jones requested this item be placed on the Agenda because he believes the committee needs to look at the future of Virginia's Fire Officer Leadership. Ken asked whether VDFP can support the Fire Officer Academy and can it become a cap stone program for the Agency.

Billy Shelton, VDFP, noted that at this time the Agency currently does not have the funding ability to support any additional 'Non-Agency' training related programs.

Tom Moffett asked whether delivering this program at the NFA Virginia Weekend would be advantageous.

The Agency noted that NFA requires the Agency to pick from a list of their courses for delivery at Virginia Weekend.

It was noted that the Fire Chiefs could develop their own license plate that included a fee that was donated to the Fire Chiefs Academy.

Vote: NA

Action: NA

NEW BUSINESS

Topic: Fire Officer Pre-req Discussion

Motion: To table this discussion to the next Board meeting. In the mean time, it is recommended that a Subcommittee be formed to examine this issue.

Discussion:

Dave Jolly, VDFP, provided the Committee with a presentation that covered the prerequisites for the Agency's training programs. The presentation specifically covered the Fire Officer prerequisite requirements. The Agency recommended leaving the current prerequisite requirements as they are currently structured.

Mike Armstrong asked if there are any options that will allow a student to take the Fire Officer course without taking the Fire Instructor I course first.

Dave Jolly stated that it would likely be possible for a student in a fire science college program, as they could challenge the fire officer program.

There were several comments made that encouraged the Fire Instructor I prerequisites to be modified for the Fire Officer I course that would allow for the Fire Officer I course to be taken before the Fire Instructor I so that flexibility is allowed.

Mike Armstrong and Ken Jones were appointed to the Subcommittee. Mike Armstrong will chair the subcommittee.

Vote: Unanimous

Action: Motion Carries – will be presented to the Full Board.

Topic: Training Standards Presentation

Motion: NA

Discussion:

Nick Caputo, VFCA, provided a presentation based on the results of the committee that met to examine the possible training requirements for Virginia's

Fire Service. The committee agreed upon the following training recommendations:

- All Virginia Firefighters – VDFP Firefighter I within 2 years of joining a department;
- It was recommended that MayDay/Firefighter Survival be added to the Firefighter I program;
- Driver Operators – VDFP Firefighter I; EVOC related to the apparatus operated; VDFP Basic Pump Operator; All certifications should be obtained prior to operating an emergency vehicle;
- Fire Officer/Crew Leader – meet requirements for Firefighter and also complete unidentified Fire Officer/Crew Leader/Acting Officer program (TBD); other courses recommended: Fire ground safety and survival; ICS; Building construction Strategy and Tactics; and Should be attained before performing in the Officer function.

Nick Caputo suggested that the Board adopted these recommendations as a minimum level of training recommendations for the state.

It was noted that under Title 27 of the COV the locality is responsible for the adoption of training standards and VDFP and the Board are unable to adopt a training recommendations for the State. It was also noted that the adoption of a recommendation may create a legal requirement for the locality and that request will need to be reviewed by the Office of the Attorney General to determine if a legal requirement is created.

Vote: NA

Action: NA

Topic: VDFP Student No-Show Policy – Enclosure 3

Motion: NA

Discussion:

This item was tabled until the April 2009 Board meeting.

Vote: NA

Action: NA

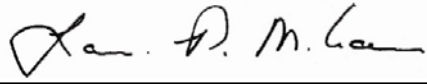
ADJOURNMENT

The Committee adjourned at 11:27 am

Clerk of the Committee

Brook M. Pittinger

REVIEWED BY:



Larry McAndrews
Branch Chief of Training & Operations

February 23, 2009

Date

Enclosures:

1. Crew Leader Curriculum
2. 5 Year Training Plan
3. VDFP Student No-Show policy

VIRGINIA FIRE SERVICES BOARD
Fire Prevention and Control Committee
February 19, 2009

A regular meeting of the Committee on Fire Prevention and Control was held at the Virginia Beach Convention Center in Virginia Beach, VA at 11:00 am. Mr. Ed Altizer served as Chair.

COMMITTEE MEMBERS PRESENT

Ed Altizer - Chair
Michael Reilly
Dennis Mitchell
Tom Moffett (appointed by Chair)

COMMITTEE MEMBERS ABSENT

Robert Scott
Brian Mullins
Barbara Hamm Lee

Carl Garrison

VFSB MEMBERS PRESENT

Ken Brown

AGENCY MEMBERS PRESENT

Brook Pittinger

Dave Jolly

Amanda Wood

Billy Shelton

Russ Chandler

Christine Lopilato

GUESTS PRESENT

Charlie Singleton

Jeff Flippo

Dave Creasy

Art Lipscomb

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes of the November 2008 meeting. With no changes to the minutes, the November 13, 2008 meeting minutes were approved.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES TO THE AGENDA

Unfinished Business:

There was no unfinished business.

New Business:

There was no new business.

PUBLIC COMMENTS

Dave Creasy stated that April 14th and 15th Fire Team USA will be in Richmond, VA. The Group is traveling throughout the Country to provide information on residential sprinklers. The meetings will be at the Richmond Marriott. For more information, visit www.fireteam.com.

Jeff Flippo stated that on April 8th and 9th there will be a two day code related training seminar held in Winchester, sponsored by the Shenandoah Valley Joint Committee on Fire and Arson Investigations. The training will provide 16 hours of recertifying training towards the inspector (day one) and investigator (day two).

**COMMENTS FROM THE VDFP LIAISON
Branch Chief of Training & Technical Services**

The following report was provided by Russ Chandler:

Professional Qualifications:

- The Agency is proud to report that there are 65,977 certifications registered from Virginia in the Professional Qualifications Board (Pro Board) database. As such, we are the lead in the nation for certification level training that is nationally recognized. This goes a long way to the accreditation of our First Responders during a national event.

Virginia Fire Marshal Academy:

- The VFMA conducted several 1035 classes that included, JFS, Pub-Ed 1 & 2, and CWC. Classes were held in Prince William County, Virginia Beach, Loudoun County and Stafford County
- The VFMA also conducted the Law Enforcement class that was held in Petersburg and Virginia Beach. There were 24 students in the class and it was a great success with graduation held at the Virginia Beach Training Center with Chief Shelton doing the Commencement Address. Ceremony included the Tidewater Honor Guard and Bags and Pipes.
- The Fire Inspector program conducted two classes, one in Loudoun County and the second in Roanoke County. A total of 38 students completed the class. An Environmental Crimes class was also held in Augusta County with 17 students.
- The VFMA conducted several CFFI classes this quarter. They included two CFFI-3 classes, one of which was in Roanoke with 24 students and the second in Prince William County with 24 students. The class is on safety and spoliation in the collection of evidence. CFFI-1 classes were held in Hampton with 30 students. This class offered the students the safe fire ground operations during a fire investigation.
- The two VFMA Burn Cell trailers have arrived and are in the completion phase. They are here at the conference center and we invite the Board and all guests to see these units, these units are the first of their kind in the United States. The trailers have three cells each and a storage area in the front. The rear panel opens up to provide monitoring of the camera and data from the thermo-couplers installed in the cell. Fire is extinguished by a manual sprinkler in each cell and each cell also has a large roof vent for safe removal of gases following the burns. Dumpsters will be ordered for each event and following the last student review of the cell the contents will be placed in the dumpster. After each event, new sheetrock will be mounted and the cells will be ready for their next event.
- Gratitude goes to Chief Shelton for his conception concept and for creating the opportunity to obtain these trailers. Chief Bobby Bailey is recognized for his outstanding work in the design, fabrication and enhancements to these trailers making them an outstanding asset to VDFP's training programs.

NFPA 921 Guide for Fire and Explosion Investigations:

- The Committee met this month with changes to the following chapters: Vehicles, Wildland, Explosions, Fire Cause and Fatal Fires. Major issues are

death investigations and negative corpus, with the latter causing a flurry of conversations and controversy. Virginia and Fire Marshals across the state owe a great deal to the ATF for their efforts and support in these proceedings on behalf of the government public investigator.

**COMMENTS FROM THE VDFP LIAISON
Grants and Local Aid Manager**

Amanda Wood provided the following information:

- VFIRS Hardware Grants –
 - 18 jurisdictions for \$24,000 disbursed the end of January
 - One jurisdiction, Town of Bloxom forfeited the grant award

**COMMENTS FROM THE VDFP LIAISON
Fiscal Services Director**

There were no comments made for the February 2009 meeting.

COMMENTS FROM THE COMMITTEE CHAIR

Ed Altizer stated that on February 4, 2009 the Agency along with Virginia State Police held a joint press conference regarding winter fire safety tips.

It was noted that the Agency is working with the Attorney General's Office to develop a letter on Reliable G-3 Sprinklers. The Agency will be sending a letter out to all State Agency's regarding the Reliable G-3 Sprinklers.

The Chair and Legislative Liaison Brook Pittinger discussed the status on legislation that is directly related to fire prevention.

**REPORT FROM THE CODE CHANGE AND DEVELOPMENT SUB-
COMMITTEE**

The next Code Subcommittee Meeting will be held on Thursday, February 26, 2009 at the VDFP Glen Allen office. The meeting begins at 10 am.

REPORT FROM THE DEPARTMENT OF FORESTRY

John Miller, VDOF, stated that the Dry Hydrant program procurement process has been re-bid for the next cycle and that 1/3 of the hydrants have been successfully installed for the current fiscal year. The Department of Forestry recently sent out letters regarding dry fire hydrant grant opportunities to all local fire departments.

The opening burning ban began February 15, 2009.

The Fire Wise grant program is still on-going and supports home prevention efforts for homes in high risk wildfire areas.

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

There was no new business discussed.

ADJOURNMENT

The Committee adjourned at 12:30 pm

Clerk of the Committee
Brook M. Pittinger

REVIEWED BY:

Russell K. Chandler
Russell K. Chandler
Brach Chief of Training & Technical Services

February 23, 2009
Date

No Enclosures.

VIRGINIA FIRE SERVICES BOARD
Administration, Policy and Finance
February 19, 2009

A regular meeting of the Committee on Administration, Policy and Finance was held at the Virginia Beach Convention Center in Virginia Beach, VA at 2:00 pm. Mr. Michael Reilly served as chair.

COMMITTEE MEMBERS PRESENT

Michael Reilly – Chair
Kenneth J. Brown – Vice Chair
Dennis Mitchell
Richard E. Burch Jr.
Ed Altizer
William B. Kyger, Jr.
Chris Kollman

COMMITTEE MEMBERS ABSENT

Brian Mullins
Industry (SARA Title III & OSHA) – position vacant

VFSB MEMBERS PRESENT

Mike Armstrong
Ken Jones
Tom Moffett

AGENCY MEMBERS PRESENT

Billy Shelton
Brook Pittinger
Amanda Wood
Dave Jolly
Christine Lopilato

GUESTS PRESENT

Art Lipscomb
Kurt Hildebrand
Ian Bennett
Charlie Singleton
Jim Eicholtz
Kurt Kight
Robert O. Craft, JR

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes from the November 2008 meeting. With no changes to the minutes the November 13, 2008 meeting minutes were approved.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN AGENDA

Unfinished Business

- A. ATL Minimums
- B. Shenandoah County Burn Building
- C. Accomack County Burn Building
- D. Winchester City Burn Building

New Business:

- A. Harrisonburg Burn Building Application
- B. Orange County Burn Building – Time Extension
- C. Newport News Burn Building – Time Extension
- D. Fire & EMS Studies

PUBLIC COMMENTS

There were no public comments made at the committee meeting.

REPORT BY THE VDFP LIAISON Director of Administration

Brook Pittinger provided the following report:

IT/ VFIRS:

- The *2008 Needs Assessment* survey data collection began on August 12, 2008 and localities had until November 7, 2008 to participate in this year's Needs Assessment survey. The Agency's response rate goal was 90% and this year 92% of Virginia Fire Departments responded. As always, the *Needs Assessment* responses were compiled by the Agency and posted on the Agency's website and provided to members of the Virginia General Assembly. Copies will be provided to all Board members at the Full Board meeting Friday, 02.21.09.
- The VFIRS section continues to work with fire departments on recording fire dollar loss.
- VFIRS reports as always are available on VDFP's website at www.vafire.com.

Marketing & Communications:

- VFCA Conference – VDFP will have an exhibit on Partner's Row at the conference. Exhibit hours are Friday 1-4 p.m. and 5 -7 p.m.; Saturday 10 a.m. – 3 p.m. Board members are invited to spend time at the booth as their schedules permit.
- We have just taken shipment on a new agency promotional item (To Do List notepads w/magnets) and will have those at our exhibit booth at the conference.
- Annual Fallen Firefighters Memorial Service – Planning is well under way for the 2009 service. We currently have 4 firefighters to honor and the possibility that a fifth firefighter will be included. We are evaluating information on the death of John Loss from Fairfax County for inclusion. We have also received word that the family of Ed Mizell from Portsmouth has declined to attend the service. We will honor Firefighter Mizell and plan to present the flag to the Chief of the Portsmouth Fire Department.

- 5-year plan Course Catalog update - We have updated the online version of the VDFP Course Catalog to correspond to the new 5-year plan. Due to state printing restrictions, there will not be a printed version of the catalog at this time.
- Grants – We are pursuing two grants at this time: 1) AFG FP&S grant 2) FM Global grant.
 - FP&S Grant – For this grant application we are proposing to produce a new DVD titled “A Family Guide to Fire Safety.” In addition to a substantial quantity of DVDs we hope to have duplicated and distributed utilizing local fire departments and the Virginia Fire & Life Safety Coalition, there would be an online version that would be accessible both at the VDFP website and also made available to any department with the desire and capability to place it on their department websites.
 - FM Global Grant – For this grant we are hoping to purchase a mobile training trailer for Sprinkler Demonstrations. Initially, the trailer would be used to conduct a statewide media blitz with the goal of using the local media in every region of the state to promote the benefits of residential sprinklers. Media days would be coordinated in each region with demonstrations followed by discussions on residential sprinklers. Supporting literature/information would be provided to the attendees. Subsequent to the statewide media campaign, the Sprinkler trailer would be available for demonstrations in other appropriate public awareness settings.

Policy, Planning & Legislation:

- The 2009 Virginia General Assembly (VGA) Regular Session convened Wednesday, January 14, 2009 and sine die is Saturday, February 28, 2009. Upon the conclusion of the 2009 Regular VGA Session a legislative summary report will be emailed to the members of the VFSB and posted on the Agency’s website.
 - HB1877 – Absentee Voting for Firefighters – reported from [Senate: Reported from Privileges and Elections with amendment \(12-Y 0-N\)](#);
 - [HB2170 – Training restrictions](#) - House: Tabled in General Laws by voice vote;
 - HB2578 – Novelty Lighters - [Senate: Assigned Courts sub: Civil](#);
 - SB816 – Class 6 Felony for Fire Marshal Assault - [House: Referred to Committee for Courts of Justice](#);
 - SB943 – Line of Duty Coverage - [House: Assigned App. sub: Compensation and Retirement \(Hogan, Clarke N.\)](#);
 - [SB1069 – Capital Murder of Fire Marshals](#) - House: Referred to [Committee for Courts of Justice](#);
 - SB1478 – FOIA Exemption – House: Read Second Time;
 - The Senate Health and Human Resources Subcommittee recommended a change in the funding from the “\$4.25 for life” from motor vehicle registrations, which is used for equipment and training of volunteer rescue squads. They recommended transferring \$1.50 of each registration to the general fund, which amounts to \$9,450,000.
 - The Senate Public Safety Subcommittee also recommended an additional 2% confiscation from the Fire Programs Fund. The additional 2% confiscation amounts to another \$440,000 being taken from the Fire

Programs Fund, which amounts to a total of 7% General Fund confiscation.

- The Commonwealth has developed a website for citizens, groups, localities, and others to use to share project proposals for funding from the federal stimulus package. To learn more about the federal stimulus package, please visit: <http://www.stimulus.virginia.gov/>.
- The Governor's 2008 Fire Service Awards will be handed out Saturday, February 21, 2009 at 8 am. The following individuals/departments are the winners of this year's awards:
 - Excellence in VA's Fire Service – Travis Gaylord and Daniel Aresnault (Hampton Fire & Rescue)
 - Excellence in VA's Fire & Life Safety Education – Bridgett Hoilman (Chesapeake Fire Dept)
 - Excellence in VA's Fire Service Management – Chief James Gray (Hampton Fire & Rescue)
 - Excellence in VA's Training – V.T. 'Slim' Crawford (Scruggs Volunteer Fire, Rescue, Dive Team)
 - Excellence in VA's Fire Prevention – Fairfax Co Fire & Rescue, Fire Prevention Division
 - Excellence in VA's Private Section – Lawrenceville Brick Incorp.
 - Excellence in VA's Fire Dept Response – Roanoke Co Fire & Rescue Dept
 - Excellence in Civilian Lifesaving Award – Rev. James McNeil

**REPORT BY THE VDFP LIAISON
Director of Finance**

The following information was reviewed by Christine Lopilato:

Budget Report:

- Budget versus Expenditures Report Analysis as of December 31, 2008 (2Q09) – Enclosure 1;
- Statement of Cash – Interest Account as of January 31, 2009 – Enclosure 2; and
- Burn Buildings Cash Obligations and Availability as of January 31, 2009 – Enclosure 3.

Burn Building Report:

- Update on Gloucester County project
 - Received copy of the executed contract by the required deadline of November 30, 2008
 - Project completion deadline is 5/31/09
- Update on Buckingham County project
 - project completion deadline is 6/30/08
- Update on Bedford City project – still has not remedied deficiencies, VDFP is recommending that final disbursement continue to be held until satisfactory completion of deficiencies

**REPORT BY THE VDFP LIAISON
Grants & Local Aid Manager**

The following information was reviewed by Amanda Wood.

Grants and Local Aid Report:

ATL:

- FY08 ATL – Enclosure 4
 - 99.4% of total FY08 funds disbursed
 - 95.7% of 324 localities (310 jurisdictions released)
 - Forfeitures list (6 jurisdictions)
 - First notification letter to jurisdictions sent 12/1/2008
 - Second notification letter will be sent 4/1/2009
- FY09 ATL – Enclosure 5
 - 85.2% of total FY09 funds disbursed
 - 70.7% of 324 localities (229 jurisdictions released)
- ATL by Cost Categories and percentages – Enclosure 6
- 3Q09 disbursement scheduled for March – Enclosure 7

Burn Building Report – Enclosure 8:

- Wise Burn Building - ownership has changed from Wise County to the Town of Wise. The grant for repairs was awarded to Wise County. VDFP has advised Wise County that letter of forfeiture with recommendation of re-obligating funds to the Town of Wise must be received. VDFP has advised Town of Wise that a new application for the renovation funds must be received in order for the VFSB to de-obligate the funds from Wise County and award the funds to the Town of Wise. – Enclosure 9

Topic: Wise County Burn Building Ownership

Motion: To reallocate the \$25,000, +/- 20%, grant given to Wise County to the Town of Wise.

Discussion:

There was no discussion held.

Vote: Unanimous

Action: To present the motion at the Full Board.

- Localities to make presentations:
 - Shenandoah County – grant extension to complete new project scope approved by VFSB in November 2008 – Enclosure 10
 - Accomack County - presentation for changing the Burn Building into a “non-live fire” training facility and keeping the grant funds to make those renovations (reference TSG report/Mike Matthews) – Enclosure 11

- City of Winchester - life safety issue concerning concrete apron verses temperature monitoring system (reference TSG report/Mike Matthews) – Enclosure 12
- City of Harrisonburg - New Construction Application, completed Burn Building renovations per TSG report in February 2009 – Enclosure 13
- Orange County - grant extension to complete project renovations – Enclosure 14
- City of Newport News-grant extension to complete project renovations – Enclosure 15

Topic: Burn Building Extensions for Newport News, Orange County and Shenandoah County.

Motion: To grant a no cost time extension to Newport News until September 30, 2009; to Shenandoah until December 31, 2009; and for Orange County to August 31, 2009.

Discussion:

There was no discussion held.

Vote: Unanimous

Action: To present the motion at the Full Board.

• **VFIRS Hardware Grants:**

- 18 jurisdictions for \$24,000 disbursed the end of January
- One jurisdiction, Town of Bloxom forfeited the grant award

COMMENTS FROM THE BURN BUILDING SUBCOMMITTEE CHAIRMAN

The following items were discussed at the Burn Building Subcommittee meeting held on Wednesday, January 7, 2009.

Topic: Burn Building Subcommittee Realignment:

Motion: To make the following changes to the Burn Building Policy:

- Application submissions to be reviewed by the burn building subcommittee prior to recommendation to the Administration, Policy and Finance Committee.
- Positions appointed to the Subcommittee must include a minimum of the following:
 - Housing or General Public member
 - VACO or VML member
 - Insurance Industry member
 - Training Committee chair (as currently appointed)
 - Chair of the Sub-Committee

- Application submissions for renovations and new construction projects shall only be accepted bi-annually with post mark dates of January 1 and July 1. Repair project applications, up to \$10,000, submission will be accepted by the Agency at any time throughout the year.

Discussion:

There was no discussion held on this motion.

Vote: Unanimous

Action: To present the motion at the Full Board meeting.

Topic: Recommendation to Change the Current Burn Building Policy:

Motion: Any structural repairs or renovations must be certified by a Virginia licensed engineer or architect to certify that repairs or renovations were completed in compliance with the engineered plans for projects that are more than \$10,000 or by the recommendation of the Burn Building Subcommittee and provided to VDFP prior to final walk through and final funds disbursement. This provision will become effective for awards made on or after January 1, 2009.

Discussion:

The subcommittee wanted to ensure that the repairs/renovations being completed by the locality and reviewed by the Agency are properly completed.

Vote: Unanimous

Action: To present the motion at the Full Board meeting.

Topic: Review and discussion of total burn building process:

Motion: NA

Discussion:

Discussion on this topic has been tabled until a vote is made on the previous topic (Topic: Burn Building Subcommittee Realignment).

1. Process by which a burn building grant is awarded
2. Required steps in the process
3. How do we ensure the accountability and validity of our process
4. Penalty for nonconformance

Vote: NA

Action: Discussion on this topic has been tabled until a vote is made on the previous topic (Topic: Burn Building Subcommittee Realignment).

Topic: Review of current repair projects

Motion: NA

Discussion:

Discussion on this topic has been tabled until a vote is made on the previous topic (Topic: Burn Building Subcommittee Realignment).

Vote: NA

Action: Discussion on this topic has been tabled until a vote is made on the previous topic (Topic: Burn Building Subcommittee Realignment).

Topic: Definition of regional training center

Motion: NA

Discussion:

It was noted that a good working relationship is required to ensure a regional training facility is successful.

It was noted that usage, fire fighters served, and whether a mobile burn trailer could cover this area should be considered in developing a regional training facility definition.

It was noted that the purpose of the regional training center should be established before determining its usage and capabilities.

It was requested that the Agency research the possibility of the Agency lease a mobile burn building.

It was recommended that the mobile burn props be used for all firefighter I and firefighter II training programs (thus eliminating future brick and block burn building constructions) and that the Board would only continue to fund, via the Burn Building grant program, Advanced Training Facilities for advanced fire service related training. The Agency will research the feasibility of leasing and/or purchasing mobile burn buildings and provide an update to the Board.

It was suggested that the definition of an advanced facility be developed first. It was also recommended that the Board survey each locality to determine their needs so that a statewide view is achieved.

It was also suggested that a Town Hall meeting(s) be held to discuss any changes with the fire services.

Vote: NA

Action: NA

Topic: Future budget planning

Motion: NA

Discussion:

Discussion on this Topic was tabled.

Vote: NA

Action: Discussion on this Topic was tabled.

Topic: Discussion of mobile burn props

Motion: NA

Discussion:

See the discussion held for Topic: Definition of regional training center.

Vote: NA

Action: NA

The next Burn Building Subcommittee meeting is scheduled for March 18, 2009 at the VDFP Glen Allen Headquarters Office.

COMMENTS FROM THE STRUCTURES GROUP, INC

Mike Matthews had no information to report.

COMMENTS FROM THE COMMITTEE CHAIRMAN

The chair had no comments.

FINANCIAL ISSUES FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

There were no financial issues from the committee on Fire Education and Training.

FINANCIAL ISSUES FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

There were no financial issues from the committee on Fire Education and Training.

UNFINISHED BUSINESS

Topic: ATL Minimums

Motion: NA

Discussion:

It was requested that the Topic be tabled.

Vote: NA

Action: NA

Topic: Accomack County Burn Building

Motion: NA

Discussion:

Accomack County is requesting that their renovation funding be used to modify their Burn Building from a live-fire Burn Building prop to a non-live-fire Training Facility.

It was requested that this request be deferred to the Burn Building Subcommittee.

Vote: NA

Action: NA

Topic: Winchester City Burn Building – Enclosure 12

Motion: NA

Discussion:

Frank Wright, Winchester, briefed the Board on the current status of the Winchester Burn Building project. It was requested that the \$7,000 of the City's current award be released to the City of Winchester to reimburse the City for the concrete apron and forgo modifications to their temperature monitoring systems.

The committee deferred this discussion to the Burn Building Subcommittee.

Vote: NA

Action: NA

NEW BUSINESS

Topic: Harrisonburg Burn Building Application

Motion: To accept the new Burn Building Application from the City of Harrisonburg and table the request along with the other tabled new Burn Building Applications at this time.

Discussion:

Ian Bennett, Harrisonburg, made a presentation regarding a new Burn Building center for the locality, which would be used by the City of Harrisonburg and Rockingham County.

This topic was tabled and placed with the other new Burn Building requests.

Vote: Unanimous

Action: To report the motion at the Full Board meeting.

Topic: Fire & EMS Studies

Motion: NA

Discussion:

Rick Burch stated that the revised Fire & EMS study format has worked well for the Westmoreland County study. It was noted that the County Administrator for Westmoreland County had some concerns with the study findings and has to date not yet provided comments back to the study committee.

Rick Burch asked the committee if the completion of these studies is still feasible for the Board to complete and requested that the Board review these requests and whether they are something the Board should continue to complete. It was noted that the elimination of these studies would require a Code of the Virginia modification.

It was noted that the Fire & EMS report for Westmoreland County be given a deadline for review and the final report be sent to the Board of Supervisors after the comment deadline concludes.

Vote: NA

Action: NA

ADJOURNMENT

The Committee adjourned at 4:23 pm

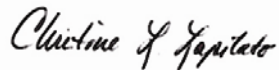
Clerk of the Committee
Brook M. Pittinger

REVIEWED BY:



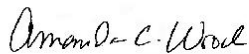
Brook Pittinger
Branch Director of Administration

February 23, 2009
Date



Christine Lopilato
Branch Director of Finance

February 23, 2009
Date



Amanda C. Wood
Grants & Local Aid Manager

February 23, 2009
Date

Enclosures:

1. Budget versus Expenditures Report Analysis as of December 31, 2008 (2Q09)
2. Statement of Cash – Interest Account as of January 31, 2009
3. Burn Buildings Cash Obligations and Availability as of January 31, 2009
4. FY08 ATL
5. FY09 ATL
6. ATL by Cost Categories and percentages
7. 3Q09 disbursement scheduled for March
8. Burn Building Report
9. Wise Burn Building
10. Shenandoah County
11. Accomack County
12. City of Winchester
13. City of Harrisonburg
14. Orange County
15. City of Newport News

APPROVED