

**VIRGINIA FIRE SERVICES BOARD**  
**Fire Education and Training Committee**  
**February 21, 2008**

A regular meeting of the Committee on Fire Education and Training was held at the Virginia Beach Convention Center in Virginia Beach, VA at 8:00 am. Mr. Richard E. Burch Jr. served as Chair.

**COMMITTEE MEMBERS PRESENT**

Richard E. Burch Jr. - Chair  
Kenneth Brown  
Gary Eads  
Thomas Fuqua  
Ken Jones  
Tom Moffett

**COMMITTEE MEMBERS ABSENT**

NA

**VFSB MEMBERS PRESENT**

Dennis Mitchell  
Chris Kollman

**AGENCY MEMBERS PRESENT**

Billy Shelton  
Brook Pittinger  
Christine Lopilato  
Teresa Duncan  
David Jolly  
Larry McAndrews  
Russ Chandler

**GUESTS PRESENT**

Mike Matthews	Hampton Hart	Ken Clark
Charlie Singleton	Carl Bateman	Floyd Grenne
Chris Eudailey	Mike Stricek	Eric Stan
Larry Gwaltney	Bill Koran	Willie Howlett
Jim Eicholtz	Michael Barakey	Troy Lapetina
Jeff Fleming	Walt Ford	William Jahnke
Jeff Flippio		

**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 December 2007 meeting. With no changes to the minutes, the December 13, 2007 meeting minutes were approved.

### **CHANGES IN THE AGENDA**

#### **Unfinished Business:**

- A. Drager Safety, Inc's – Maze Trailer
- B. Driver Trainer Simulator – Doron Driving Simulators
- C. Kidde Fire Trainers – Moblie Training Simulators
- D. ICS Curriculum – VFSB
- E. Fire Officer IV Equivalence Process

#### **New Business:**

- A. Fire Officer I Train-the-Trainer
- B. Confined Space Technician

### **PUBLIC COMMENTS**

Chris Eudaily welcomed VDFP and the VFSB to the VFCA Mid-Atlantic Expo and Symposium.

Floyd Greene also welcomed VDFP and the VFSB to the VFCA Mid-Atlantic Expo and Symposium.

Hampton Hart, VDEM, stated that he could grant VDFP with access to the DHS on-line training database for homeland security training.

Charlie Singleton stated that the bill to increase Fire Programs Funds from 1% to 1.5% was carried over to the 2009 VGA session.

Troy Lapatena stated that the current EVOC program has created a gap where there is no driver trainer program for fire rescue personnel (i.e. course that covers – dynamics and physics of vehicles, weight transfers, proper braking, suspension, stopping distances, traction, etc).

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

Larry McAndrews provided the following information:

- There is currently no backlog of schools in the Division Offices. The division offices are turning around school files in a week from arriving in the offices, unless there are problems with the school paperwork. This is possible because of the hard work of our computer programmer and our division office staff to improve the Fire Service Training Record System.

- On January 26<sup>th</sup> the agency held an Adjunct Orientation in Farmville. The agency hired 20 new instructors, 1 for the Fire Marshall Academy, 1 Technical Rescue Instructor, 3 for Farmville, 2 for Marion and the rest are from throughout the state.
- The agency completed its 2007 Adjunct In-service on December 15<sup>th</sup> in Farmville. We had 372 Adjuncts attend the update this past year. We will be holding 2 special sessions for the individuals that missed their in-service on April 12th @ Henrico Fire Training Center from 0900 - 1500 or @ Norfolk Fire Training Center on April 26th from 0900 - 1500.
- Enclosure 1 - includes cancelled classes from July 1, 2007 to January 31, 2007 - number of funded, non-funded and reimbursable schools. Included in the report is the number of student hours for these classes, which is 368,959. The last section is the breakdown of classes by Divisions.

The following is the status of programs currently under development:

- School Numbers for FY 2009 - Funded, Non-funded, Reimbursable, Partially funded (example: 411, 412, 413, and 414)
- Fire Officer I & II status – Fire Officer I TTT is being presented to the committee today; Fire Officer II – Administrative Guidelines are now complete, the agency is rolling out pilots for the program and as of now the program will be modified from a 40 hour program to a 32 hour program.
- Confine Space Technician – pilots have been completed and a presentation will be made during meeting today for a vote at the April VFSB meeting.
- Mayday Firefighter Down Status – the first awareness pilot was conducted on December 29<sup>th</sup> in Augusta County – the committee is examining whether any Firefighter I & II Instructor can teach the program. The next pilot is in Hanover County.
- Incipient Fire Brigade Status – the lesson plans are now complete and the program is being revised to reduce the number of slides. The final program will be between 24 – 32 hours. Delmar has now released an Industrial Fire Brigade book, but it is not separate and it does cover all 4 levels.
- Driver Pump Operator Status – the second pilot was held January 26<sup>th</sup> in Abingdon. The first pilot was done in a 40 hour format and students wanted more hands on time.
- Fire Instructor III status and Fire Instructor II TtT status – the Instructor III Committee met 1/16/2008 and are working on a matrix to cover NFPA Standards.
- High School Program Status – VDFP staff is worked with DOE to restructure the DOE FF 1, 2, & 3 objectives to match VDFP's FF 1 & 2.
- Hazardous Materials Awareness & Operations – A committee is being put together where they will be discussing the changes in the NFPA 472 standard.
- Knowledge Center Update – VDFP conducted training for administrator and users - administrator email accounts have been established for 3 VDFP staff members to have access.

- ARFF Fall Programs - Conducted 14 Funded classes – 6 Aircraft Live Fire, 2 ARFF certification classes, 5 General Aviation classes, and 1 class cancelled due to low enrollment.
- Conducted 6 Non-funded classes – 1 Aircraft Live Fire, 1 ARFF certification class, and 4 General Aviation classes.

The agency currently has 2 Instructor Reviews on-going:

- 1403 Compliance issue in Division 6 – preliminary investigation complete – Instructor Review Committee has been established; and
- Instructor instructional issue in Division 1 – preliminary investigation on-going.

### **COMMENTS FROM THE COMMITTEE CHAIR**

The chair made no comments at the December committee meeting.

### **UNFINISHED BUSINESS**

#### **Topic: Drager Safety, Inc's – Maze Trailer**

**Motion:** NA

**Discussion:**

Karl Bateman, Drager, provided the committee with a presentation on the features of the Drager mobile maze trailer. There is currently a Drager trailer in Chesterfield County and Drager offered to provide the Board with a hands-on demonstration.

**Vote:** NA

**Action:** NA

#### **Topic: Driver Trainer Simulator – Doron Driving Simulators – Enclosure 2**

**Motion:** NA

**Discussion:**

Mike Stricek, Doron, provided the committee with a presentation on the features of the Doron driving simulator. Doron has a display at the VFCA Mid-Atlantic Expo and Symposium for those interested in obtaining additional information. The simulator has a 20 student to 1 instructor training ratio.

The costs of the training simulators are:

- 460 Series - \$200,000; and

- 550 Series - \$100,000.

**Vote:** NA

**Action:** NA

**Topic: Kidde Fire Trainers – Mobile Training Simulator – Enclosure 3**

**Motion:** NA

**Discussion:**

Kidde Fire Trainers provided a presentation on their mobile burn building training simulator.

A demonstration of the mobile simulator will be conducted in the convention center parking lot.

**Vote:** NA

**Action:** NA

**Topic: ICS Curriculum – VFSB**

**Motion:** NA

**Discussion:**

Hampton Hart, VDEM, stated that VDEM held a committee meeting in January to discuss the ICS 300 and 400 curriculum and it was determined that the need for a standard ICS 300 and 400 curriculum was not needed and this recommendation would be forwarded to the Commonwealth Preparedness Working Group (CPWG).

The question was raised as to why one standard curriculum is not being utilized. It was stated that the DHS guidelines have not yet been published and it is hoped that the DHS guidelines will provide a better roadmap to which curriculum should be utilized.

The question of reciprocity between the VDFP and VDEM IS300 and IS400 courses was questioned. Will there be a process worked out that allows each agency to recognize the training provided by the other agency.

Currently, VDFP provides a pre-test for those holding non-VDFP IS300 certifications – those which pass the pre-test are admitted into the VDFP IS400 course.

It was recommended that this problem be addressed to the full Board to address this issue and seek resolution, as it is creating difficulties at the locality level when dealing with multi-jurisdictional events.

The committee requested that VDEM and VDFP worked together on finding a resolution and provide follow-up to the committee at the April committee meeting.

**Vote:** NA

**Action:** NA

**Topic: Fire Officer IV Equivalence Process**

**Motion:** NA

**Discussion:**

VDFP is in the process of developing a formal policy for the Fire Office IV challenge process. Thus far, the following guidelines are being studied:

- To receive Fire Office IV certification, on a challenge basis, a student must have completed the EFO and CFO and possess a Masters Degree in a public administration field in order to be eligible to challenge the process.
- If a student possesses the three aforementioned certifications/degrees they may still be required by the agency to complete an applied research project to receive their certification.

The agency is still developing the policy and will provide additional information to the Board as the program is further developed.

It was also noted that the cadre of Fire Office IV instructors is still being developed by VDFP.

**Vote:** NA

**Action:** NA

**NEW BUSINESS**

**Topic: Fire Officer I Trainer-the-Trainer – Enclosure 4**

**Motion:** NA

**Discussion:**

Melvin Bryne, VDFP, provided a presentation to the committee on the revised Fire Office I Train-the-Trainer program.

The committee was provided a copy of the curriculum for their review. The committee will provide their comments to VDFP.

The question was raised whether a program would be developed to allow for a student to receive exposure to the Fire Officer I program without taking the entire course.

The committee will review Modules 3 and 5 of the program to determine if they will satisfy the requirements for an attendance program to meet the aforementioned concerns.

**Vote:** NA

**Action:** NA

**Topic: Confined Space Technician – Enclosure 5**

**Motion:** NA

**Discussion:**

Dave Jolly, VDFP, provided the committee with a presentation on the Confined Space Technician.

The committee was provided a copy of the curriculum for their review. The committee will provide their comments to VDFP.

**Vote:** NA

**Action:** NA

**ADJOURNMENT**

The Committee adjourned at 11:33 pm

Clerk of the Committee  
Brook M. Pittinger

**REVIEWED BY:**



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Larry McAndrews, VDFP Liaison

February 26, 2008

Date

Enclosures:

1. VDFP Training Report
2. Doron Simulation System – Information Packet (available from VDFP upon request)
3. Kidde Fire Trainer – Informational Packet (available from VDFP upon request)
4. Fire Office I Train-the-Trainer curriculum packet (available from VDFP upon request)
5. Confined Space Technician curriculum packet (available from VDFP upon request)

APPROVED

**VIRGINIA FIRE SERVICES BOARD  
Fire Prevention and Control Committee  
February 21, 2008**

A regular meeting of the Committee on Fire Prevention and Control was held at the Virginia Beach Convention Center in Virginia Beach, VA at 11:30 am. Mr. Michael Reilly served as Chair.

**COMMITTEE MEMBERS PRESENT**

Michael Reilly -Chair  
Dennis Mitchell  
Brian Mullins  
Tommy Fuqua – ex-officio

**COMMITTEE MEMBERS ABSENT**

Ed Altizer  
Barbara Hamm  
Carl Garrison  
Insurance Industry Board Member – position vacant

**VFSB MEMBERS PRESENT**

Bill Kyger

**AGENCY MEMBERS PRESENT**

Teresa Duncan  
Brook Pittinger  
Christine Lopilato  
Billy Shelton  
Russ Chandler

**GUESTS PRESENT**

Jeff Flippo  
Glen Dean  
Chris Eudailey  
Jim Reed

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

The Chair asked if there were any additions and/or corrections to the minutes of the December 2007 meeting. With no changes to the minutes, the December 13, 2007 meeting minutes were approved.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**ROLL CALL**

**CHANGES TO THE AGENDA**

**Unfinished Business:**

- A. Fire Prevention & Control Document Update – VFSB Member

**New Business:**

There was no new business discussed at the committee meeting.

**PUBLIC COMMENTS**

There were no public comments.

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

The following report was provided by Russ Chandler:

**Certificate Accreditation with ProBoard:**

- We will be sending Pro Board the following estimated certifications for the last quarter:
  - 2172 certifications earned last quarter;
  - 300 certifications earned the previous quarter;
  - 310 certifications from Prince William for FY2007;
  - 550 certifications from Prince William for FY2008.
- The PWC certifications are currently estimates, as VDFP will provide a quality assurance check prior to submitting the certifications to Pro Board.
- VDFP is also putting together a comprehensive list of Pro Board certifications that have been inadvertently omitted from previous data pulls.

**Marketing & Communications:**

- There was a recorded life save from the carbon monoxide detector grant program in Henry County.
- The agency has also applied for a Fire Protection & Safety grant to purchase hearing impaired smoke detectors. This grant will be in partnership with the Department of Deaf & Hard of Hearing.

**Virginia Fire Marshal Academy Report:**

- J.D. Jenkins has filled the 1035 Public Life Safety Educator position with VDFP.
- The Fire Inspector school held in Arlington, Va. was a success with 31 students from the Northern Virginia area.
- The next Fire Inspector School is slated for Virginia Beach March 10.
- A Fire Investigator school was held in Virginia Beach with 28 students at the Virginia Beach Fire Training Center.
- The next Fire Investigator School is slated for Hanover the last week of March.
- The Public Fire Educators workgroup met at DFP in January and discussed issues surrounding better communication with local departments. The meeting also addressed new classes that may lead to better awareness for children.

- The VFMA is teaching a full day of Fire In-service for inspectors and investigators at the Va. Beach Fire Chief's conference.
- The VFMA is holding a 3 day survival school for the Department of Forestry at the end of the February in New Kent, Va.
- The 1035 program is gaining speed with classes filling up weekly. The VFMA has added 2 additional classes recently due to requests. Two classes have recently been put thru on a grant program and both had over 30 students each.
- The next 1035 classes are late February in Marion, Va. and March in Albemarle, Va.
- The VFMA is on the forefront of breaking technology in the forensic field with the use of latex in the recovery of evidence. This week in Washington D.C. members of the VFMA will present a case breaking experiment never before attempted in the country to the National Forensic Institute, on how to use the liquid latex to recovery blood and fingerprints from a fire scene. Many test and experiments have taken place in the last year to try and prove that the material will work. If accepted into the field, this will help aid both Police and fire investigators in obtaining critical evidence that once was lost in the rubble. Anything from footprints, blood, fingerprints and DNA may be obtained.

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

Christine Lopilato provided the following information:

- The VFIRS Grants were disbursed January 30, 2008 – Enclosure 1 – Grant awards list
- The Training Mini Grants will be disbursed February 2008 – Enclosure 2 – Grant awards list

**COMMENTS FROM THE COMMITTEE CHAIR**

Mike Reilly provided the committee with a copy of the DHCD 2006 Final Code Change adoptions (available on the DHCD website). The changes will become effective 30 days after publication in the Virginia Town Hall registration.

The ICC hearings are currently ongoing in Palm Springs, CA. Mike Reilly requested that a letter be generated to thank the organizations that are sponsoring Robbie Dawson (VAFC and VFPA) and Mike Reilly's (Fairfax County) trip to the ICC.

The BHCD Board meetings will be held on the following dates: Monday, March 17, April 21, May 19, June 16, and July 21 at DHCD in Richmond, VA.

Billy Shelton provided the committee with an update on HB1353 - Fire Prevention Code; fireworks. Essentially prohibits a locality from restricting the manufacture, transportation, storage, sale or use of any permissible firework. Defines permissible firework as any ground-based or hand-held sparkler, fountain, snake, cap for pistols, spinner or smoke

item – which was stricken from the House General Laws docket. A committee is being formed to study the issue from the fire and locality standpoint.

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

Mike Reilly provided the committee with a report on behalf of Robbie Dawson, who is at the ICC committee hearings in Palm Springs, CA. The report included a list of item code changes that will be heard at the ICC hearings in Palm Springs, CA and recommended the Board funding additional voting ICC members.

### **REPORT FROM THE DEPARTMENT OF FORESTRY**

Dennis Mitchell provided the Department of Forestry report.

2008 Dry Fire Hydrant statistics:

- 106 applications received;
- 76 dry fire hydrants funded.

The average number of applications received per year is 111; and the average number of funded dry hydrants requests are 68. The total funding disbursed for the dry fire hydrant program is, on average, \$156,000.

### **UNFINISHED BUSINESS**

#### **Topic: Fire Prevention & Control Document Update – Enclosure 3**

**Motion:** NA

**Discussion:**

The current Fire Prevention & Control Document (FPC Document) was provided to the committee. The committee was asked to review and provide comment to VDFP.

VDFP requested that future changes to the FPC Document are ongoing so that the document remains relevant and up-to-date. As changes are needed, they will be presented to the committee for review and approval.

The final FPC Document will be placed on VDFP's website and as changes are made the document will be revised accordingly.

**Vote:** NA

**Action:** NA

## NEW BUSINESS

There was no new business discussed at the committee meeting.

## ADJOURNMENT

The Committee adjourned at 12:50 pm

Clerk of the Committee  
Brook M. Pittinger

## REVIEWED BY:

Russell K. Chandler  
Russ Chandler, VDFP Liaison

February 26, 2008  
Date

Enclosures:

- 1) VFIRS Grants Award Recipients
- 2) Training Mini-Grant Award Recipients
- 3) Fire Prevention & Control Document

## VIRGINIA FIRE SERVICES BOARD Administration, Policy and Finance February 21, 2008

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

### COMMITTEE MEMBERS PRESENT

Dennis Mitchell – Chair  
Kenneth J. Brown – Vice Chair  
Michael Reilly  
William B. Kyger, Jr.  
Gary Eads  
J. Chris Kollman  
Brian Mullins

### COMMITTEE MEMBERS ABSENT

Richard E. Burch Jr.

### VFSB MEMBERS PRESENT

Tommy Fuqua

Ken Jones

**AGENCY MEMBERS PRESENT**

Billy Shelton  
Teresa Duncan  
Christine Lopilato  
Brook Pittinger  
Larry McAndrews  
Dave Jolly

**GUESTS PRESENT**

Glenn Dean	Charlie Singleton	Kurt Kight
Jeff Flippo	Bill Crapo	Duane Phillips
Jim Eicholtz	Timothy Williams	Travis Halstead
Bill Steett	Michael Barakey	Gene Cover
Chris Euidailey	Carl Bateman	

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

The Chair asked if there were any additions and/or corrections to the minutes from the December 2007 meeting. With no changes to the minutes the December 13, 2007 meeting minutes were approved.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**ROLL CALL**

**CHANGES IN AGENDA**

**Unfinished Business:**

There was no new business discussed at the committee meeting.

**New Business:**

- A. Wise County – Burn Building Grant
- B. Governor’s Awards
- C. Virginia Beach – Burn Building Grant
- D. Shenandoah County Dept of Fire and Rescue – Burn Building Grant
- E. Harrisonburg – Burn Building Grant

**PUBLIC COMMENTS**

There were no public comments made at the December committee meeting.

**REPORT BY THE VDFP LIAISON**

**VDFP Branch Chief of Administration and Support**

Teresa Duncan provided the following report:

### **Human Resources**

- We have filled the following positions:
  - Grants & ATL Manager – Amanda Wood began February 11th.
  - The agency is in the process of recruiting for the Admin & Support Administrative Assistant.

### **IT/ VFIRS**

- VFIRS reports will be distributed at the Full Board meeting and are available on VDFP's website.
- The 2007 Needs Assessment of Virginia's Fire Service was completed and the final response rate was 89% - the goal was 90%. The Needs Assessment is available on VDFP's website.

### **Marketing & Communications**

- To date, there have been 4 recorded life saves for Board funded smoke detectors and there has now been a recorded life save – for a family of 4 – from the carbon monoxide detector grant program.
- The agency's Annual Report has been completed – copies will be distributed at the Full Board meeting on Friday and available on VDFP's website.
- Mark Buff has applied for a Fire Protection & Safety grant to purchase hearing impaired smoke detectors. This grant will be in partnership with the Department of Deaf & Hard of Hearing.
- Annual Fallen Firefighters Memorial Service will be held on June 7<sup>th</sup> at noon in the Old Dominion Building at RIR. This building will provide the service with amenities not available in the previous building.

### **Policy & Legislation**

- The following information is a current status of the 2008 VGA session:
  - HB1225 & SB412 - increase Fire Programs Fund from 1% to 1.5% - Carried over until the 2009 session;
  - HB1501 – Firefighters Task force to study training requirements – PBI;
  - HB228 & SB208 – RICP – Fire Safe Cigarettes - Both bills were passed unanimously by their respective houses and have been communicated to the House and Senate. Both bills have been voted out of committee and are going through their constitutional readings;
  - HB320 – Elimination of Fees for Inspections of Private Schools – Voted out of House and communicated to Senate. Referred to Senate Committee on General Laws and Technology.
  - Budget Information:
    - The Senate budget for 2008 & for 09-10 biennium – the interest money earned on funds will not go to that fund, but will be reverted to the General Fund – this is occurring for all state agencies and not just VDFP.
    - The House has included 2 budget amendments:
      - 1) Budget Amendment for 09-10 biennium - Requires that the SFMO cannot charge fees for any permits or inspection of

schools, private or public. This is a language amendment with funding attached for the 09-10 biennium.

- 2) Budget Amendment for 2008 & for 09-10 biennium – the interest money earned on funds will not go to that fund, but will be reverted to the General Fund – this is occurring for all state agencies and not just VDFP.
- Governor's Awards will be presented at the Opening Ceremony – 8 am to 10 am – Saturday, February 23<sup>rd</sup>.
  - The next VDEM/VDFP Stakeholders Meeting will be tentatively scheduled for April in the Lynchburg Area.

#### **Procurement**

- The agency is moving forward with the relocation of the SFMO's to the Glen Allen office next to Fire Programs at 1009 Technology Park Drive and 1043 Technology Park Drive.

#### **Budget & Grants**

- ARMICS – the phase 2 deadline is March 30, 2008. This phase requires the agency to document all business processes. Brook will be responsible for documenting the Board's processes – as applicable.
- VDFP continues to work with budget constraints as outlined in memorandum sent out by the Chief of Staff, Wayne Turnage. The areas are:
  - Hiring – approval from Secretary of Public Safety;
  - Staff Augmentation & Consulting Contracts – no new contracts
  - Training & Travel – no travel for non-essential business i.e. attending conferences;
  - Purchases – no discretionary purchases of equipment, software, furniture

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

The following information was reviewed by Christine Lopilato.

- VFSB Budget Detail as of December 31, 2007 – Enclosure 1 (Governor's Confidential Working Papers)
- VFSB Budget Report as of January 31, 2008 (Governor's Confidential Working Papers)
- FY07 ATL Disbursements – Enclosure 2
  - 99.1% funds disbursed – posted on [www.vafire.com](http://www.vafire.com)
  - 10 jurisdictions remaining
- FY08 ATL Disbursements
  - 3Q08 disbursement scheduled for March 2008
  - 81.9% of total FY08 funds
  - 71.6% of 324 localities (233 jurisdictions released)
- Burn Buildings Cash Obligations and Availability as of January 31, 2008 – Enclosure 3
- VFIRS Grants were disbursed January 2008– Enclosure 4
- Training Mini Grants were disbursed February 2008 – Enclosure 5

- Statement of Cash – Interest Account as of January 31, 2008 – Enclosure 6
- Burn Buildings status and update – Enclosure 7
  - New applications received:
    - Virginia Beach (on agenda)
    - Newport News
    - Danville
    - Hopewell
    - Richmond
    - Hanover
    - Franklin
    - Covington
    - Goochland
    - Orange
    - Accomack
    - Alexandria
    - Fairfax
    - Lynchburg
    - Harrisonburg
    - Shenandoah
    - Winchester
    - Wise

**Topic: Franklin and Roanoke County time extension requests for building permit submission pending development of Prototype II for Class B Fuels.**

**Motion:** NA

**Discussion:**

The committee is going to review the information provided by TSG, at which point, they will determine if the TSG drawings can be utilized by the localities.

The committee will vote on the time extensions at the April Board meeting.

**Vote:** NA

**Action:** NA

The Board was advised that interest funds for FY09 will likely not be available due to the legislative language currently in HB30 and SB30. At the time of the committee meeting the House and Senate had not approved a final budget.

#### **COMMENTS FROM THE BURN BUILDING SUBCOMMITTEE CHAIRMAN**

**Topic: Renovation & Repair Projects Funding**

**Motion:** For those localities that have submitted a grant application to the Board, to fund up to \$935,832 (\$779,860 plus 20%) for the renovation and repair projects for safety deficiencies up to the amount determined in the TSG report, plus or minus 20% - with the exception of Hopewell.

**Discussion:**

The funding for this will come from the burn building account.

**Vote:** Unanimous

**Action:** To present to the Full Board.

Ken Brown also stated that due to recent state mandates a graduate student will not be hired to conduct the burn building needs analysis report. The burn building subcommittee will conduct the needs analysis prior to the April board meeting.

**COMMENTS FROM THE STRUCTURES GROUP, INC**

Mike Matthews provided the committee with a copy of drawings and specs as well as a standardized bid solicitation and bid forms for the Prototype 2 Class B Fuel burn buildings.

It was recommended that Class A and Class B fuel sources not be co-located in one burn building due to the potential risks created.

TSG conducted an analysis on the average cost of new burn building construction (based on 20 buildings for each prototype, does not include A&E fees):

Prototype 1 - \$438,000

Prototype 2 - \$430,000

**COMMENTS FROM THE COMMITTEE CHAIRMAN**

Dennis Mitchell utilized the committee chair point-of-privilege to discuss the Goochland County request to obtain a burn building grant for a mobile burn building.

It should be noted that Ken Brown provided a disclaimer to the committee notifying them of his connection to Goochland County and his position on the committee.

**Topic: Goochland County's request to obtain a burn building grant for a mobile burn building and partnership with VDFP.**

**Motion:** NA

**Discussion:**

Ken Brown stated that the mobile burn building would be used to replace the historical brick and block burn building props. The advantage of the mobile burn building will allow training to be provided to locations throughout the Commonwealth since the trailer could be taken to the locality requesting the training.

Dennis Mitchell requested that Ken Brown work with VDFP to determine the legality and logistics of fulfilling the request.

The question was raised whether the same level of training could be provided in a mobile training simulator. It was also noted that mobile training is becoming the new trend within the training world and that it provides an environmentally cleaner form of training.

Billy Shelton provided the committee with a brief overview of the legal and logistical requirements the agency implements for the mobile ARFF simulator, which the agency has had since 1985. The following information was provided:

- the mobile unit must have both mobile and structural insurance coverage;
- the ARFF simulator purchase cost was \$480,000;
- the requirement for a special cadre of instructors;
- the use of VDOT to pull the trailer;
- the preventative maintenance costs (approx \$45,000 a year);
- the requirement to staff a 1403 compliance officer at all VDFP training;
- environmentally cleaner form of training;
- the cost of propane to fuel the simulator.

Brian Mullins noted the following items:

- DOF also has towing capacity;
- The use of mobile trailers doesn't require site work;
- The use of the mobile trailers by colleges with Applied Fire Science degrees.

**Vote:** NA

**Action:** NA

### **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 Prevention and Control.

## UNFINISHED BUSINESS

There was no new business discussed in the committee meeting.

## NEW BUSINESS

### **Topic: Wise County Burn Building Grant Application – Enclosure 8**

**Motion:** To transfer \$800,000 from the interest account to the Burn Building account and to obligate up to \$430,000 to the Wise County burn prop.

**Discussion:**

Wise County provided a presentation to the committee citing the need for a new burn building.

Christine Lopilato stated that of the applications for repair and renovations the southwest portion of Virginia has the most need for an operational burn building, thus making Wise County's application the top priority for a new burn building.

**Vote:** 4 Yeas – 3 Nos

**Action:** Motion carries and will be presented to the full Board.

### **Topic: Governor's Awards**

**Motion:** NA

**Discussion:**

Discussion was tabled until the Full Board Building meeting.

**Vote:** NA

**Action:** NA

### **Topic: Virginia Beach Burn Building Grant Application**

**Motion:** NA

**Discussion:**

Virginia Beach requested that the Virginia Beach grant request for \$90,000 be reexamined by the Board.

Dennis Mitchell stated that the committee would be glad to discuss the need for the additional money, but due to the current budget bills, the committee is unsure

if there will be additional interest money allowed to fund the Virginia Beach grant.

**Vote:** NA

**Action:** NA

**Topic: Shenandoah County Dept of Fire and Rescue Burn Building Grant – Enclosure 9**

**Motion:** To move the remaining money from the interest account to fund the Shenandoah and Harrisonburg's burn building request.

**Discussion:**

Shenandoah County provided a presentation to the committee citing the need for a new Class A burn building.

Mike Matthews stated that due to the current condition of the burn building's concrete slabs the facility must be closed as it is no longer safe for live load capacities.

**Vote:** 3 Yeas – 2 Nos

**Action:** Motion carries and will be presented to the full Board.

**Topic: Harrisonburg Burn Building Grant**

**Motion:**

**Discussion:**

Harrisonburg provided a presentation to the committee citing the need for a new burn building.

Bill Kyger recused himself on any discussion of this issue and voting due to his tie to the Rockingham County Board of Supervisors.

**Vote:** NA

**Action:** NA

**Topic: Burn Buildings**

**Motion:** To place a suspension on any new burn building requests until the adoption and approval of the burn building plan.

**Discussion:**

The committee will continue to accept burn building applications; however, they will be evaluated based on the Commonwealth's current financial situation.

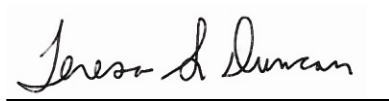
**Vote:** Unanimous

**Action:** Motion carries and will be presented to the full Board

**ADJOURNMENT**

The Committee adjourned at 6:25 pm  
Clerk of the Committee  
Brook M. Pittinger

**REVIEWED BY:**



Teresa Duncan,  
Branch Chief – Administration & Support

February 26, 2007  
Date



Christine Lopilato  
Fiscal Manager

February 26, 2007  
Date

**Enclosures:**

1. Budget Report (Governor's Confidential Working Papers)
2. FY07 ATL Disbursements
3. Burn Buildings Cash Obligations and Availability as of January 31, 2008
4. VFIRS Grants were disbursed January 2008
5. Training Mini Grants were disbursed February 2008
6. Statement of Cash
7. Burn Buildings
8. Wise County Burn Building Grant Application Request presentation – available from VDFP upon request
9. Shenandoah County Dept of Fire and Rescue Burn Building Grant presentation