

VIRGINIA FIRE SERVICES BOARD
October 13, 2006

A regular meeting of the Virginia Fire Services Board was held at the South Hill Fire Department in South Hill, VA at 9:00am. Mr. Tommy Fuqua served as Chair.

BOARD MEMBERS PRESENT

Kenneth J. Brown
Gary W. Eads
Thomas Fuqua – Chair
VFCA – Rep (Ken Jones)
VPFA – Rep (Tom Moffett)
Fire Council – Rep (Richard E. Burch, Jr.)
Ed Altizer
Dennis Mitchell
Brian Mullins
Richard Steinberg (Shadowing)
Michael Reilly
J. Chris Kollman
Dennis Mitchell
Brian Mullins
Floyd Greene (Shadowing)

BOARD MEMBERS ABSENT

Carl Garrison
Rev. Leonard Hamlin, Sr
Susan Williams
Floyd Thomas

AGENCY MEMBERS PRESENT

Teresa Duncan
Brook Pittinger
Christine Lopilato
Billy Shelton
Dave Jolly
Russ Chandler

GUESTS PRESENT

Charlie Singleton
John Taylor
Chief Rosser
Chief Bruce Crow
Kevin McNamee
Steve Eanes
Chief William Murray – South Boston
Dave Creasy

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes of the August 2006 meeting. With no changes to the minutes, the August 12, 2006 meeting minutes were approved.

CHANGES TO THE AGENDA

Unfinished Business:

- A. Memorandum of Understanding**
- B. Fire and EMS Studies**
 - a. Pittsylvania and Caroline Review**

New Business:

- A. Proposed changes in rules of procedure**
- B. Virginia fire Chiefs Information**
- C. Orange Co. Fire and EMS study**
- D. Meeting with Secretary of Public Safety**
- E. Meeting with Office of the Attorney General Rep**
- F. Mid-Atlantic Fire Chiefs Association meeting in 07**

PUBLIC COMMENTS

It was recommended that the November/December Board meeting be moved to December 7th and 8th. Steve Eanes is going to verify the date change is possible.

It was recommended that the November/December Board meeting be moved to December 13th, 14th and 15th. The November/December Board meeting will be moved to December 13, 14, and 15. December 13th will be an all day New Board Members Orientation – the orientation will start at 11 am. The Executive Committee will meet the afternoon of December 13th.

Enclosures:

- 1 -- COV Attorney Client Privileged Communication; Confidential Document**
- 2 – 2006 Governor's Award Packet**
- 3 – Changes to VFSB Rules and Procedures – Memo**

REPORT FROM THE EXECUTIVE DIRECTOR, VDFP

- I would like to welcome the three new members of the Fire Service's Board. Ricky Burch, Ken Jones, and Tom Moffett bring a wealth of knowledge and expertise to the Board.
- ATL Disbursements for FY 07 is \$ 18.1 million; 59.9% (194) of the 324 jurisdictions met the deadline for the first quarter distribution on

September 22, 2006. Over \$ 9.8 million has been electronically disbursed. This is the largest first quarter allotment in the Agency's history. Credits go to the marketing program initiated by the VFSB.

- Seven (7) foam tenders are ready for deployment to the divisions as a logistical support with 500 gallons of AFFF 3% Mil Spec. These units were funded with a DHS Grant. Our objective is to place the foam tenders in fire stations as a logistical support for major fires/disasters. The MOU's are being finalized as we speak. VDFP will maintain and re-supply as necessary in cooperation with VDEM. Dispatched through VEOC.
- VDFP Legislative initiatives:
 - Modify Section 46.2-920 to include VDFP in the narrative as an authorized state agency. Colonel Flaherty, VSP, recommended the code change in lieu of a written authorization from previous VSP Superintendent's. VDFP tows trailers to support our training program and any catastrophic events where logistical support is needed. VDFP is not advocating any form of first responder in this endeavor.
 - LODD is proposed for the 382 Adjuncts and Program Managers. There have been no documented fatalities for adjuncts/managers in the history of the agency, but training does pose a risk potential.
- The Final Crosswalk has been completed with VCCS and VDFP. Efforts are progressing with Stakeholders on the High School and Undergraduate Programs.
- A detailed set of statistics has been provided regarding VFIRS participation, current loss/response information, additional data that you requested. You will note that Virginia's losses are still extremely high in losses, injuries, and deaths.
- An additional 1, 232 certifications were nationally registered in the quarter ending September 30, 2006. Since inception, we have nationally registered 28,617 Virginia certifications. In light of DHS First Responder National Credentialing Criteria, we are well ahead of the process. Virginia is the lead state in this process.
- SPS has approved our request for additional adjunct instructors. Larry McAndrews will be coordinating the process with Russ Chandler.
- The 12 burn building projects are the two repair projects are progressing well.
- VFIRS and Mini Grant Applications have been received and processed for your review/approval.
- "Be Fire Safe Grant Program" has programmed 10,080 smoke detectors for distribution. Mark Buff has done a phenomenal job.
- The Training Report reflects the total training programs, course cancellations, and training per division for July 1 through September 30, 2006

The question was raised, "At what point does the Board need to start funding the next round of the smoke detector program (Be Fire Safe, Virginia!)" VDFP sited that funding wouldn't be required again until 2009. Everyone that applied for the program received smoke detectors. The question was also raised whether Carbon Monoxide monitors could be added to this program. It was recommended that the Board could form a partnership with Dept. of Housing for this program. VDFP's and the State Fire Marshall's office PR/Marketing depts. should work together to research the possibility of CO program. It was suggested that education is the key to informing the public about the dangers of carbon monoxide. Chief Crow asked if hearing impaired smoke detectors could be added to the program to accommodate those with hearing impairments. Richard Burch informed board that there is a new type of smoke detectors available where you can record a parent's voice and it will notify the child to "get out of bed and house." The Board will look into all recommendations. The prevention committee will need to discuss at the next meeting if the Board chooses to fund this program in the 2007 funding cycle.

Brook Pittinger distributed the 2006 Governor's Awards packets to the Board. Application deadline is December 2, 2006. Packets will be mailed to all fire depts. in VA and posted on the VDFP website. The Board will pick a committee to review and select award recipients. The awards will be distributed at the 2007 Fire Chiefs Conference (February).

COMMENTS FROM THE CHAIR, VFSA

Recognition of 3 new board members:

Richard E. Burch

Ken Jones

Tom Moffett

Thanked the previous Board members for their dedication and service to the VFSA.

REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

Mr. Brown thanked VDFP for detailed reports.

Their meeting received information on the curriculum development process, school cancellation policy/class size minimums and burn buildings. There will be a work session before the next committee meeting to bring new board members up to speed on all Training and Education Committee information – it was recommended that this occur the Wednesday before the next board meeting. Discussion was also held on the A&E fees – consensus to keep as is.

REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

Committee will meet November 16th in Glen Allen to review Exhibit A, which is now Attachment B. It was requested that the Board review proposed changes as well. Comments, changes, recommendations must be to Committee before November 16th meeting. It is goal to have final draft to Board at November/December meeting. Even if no comments, please email Mr. Reilly. The current document will be sent to those localities that the proposed change will affect – contact VDFP and we will email it to them.

The Committee Chairman expressed the Committee's thanks to the Secretary of State, VDFP, and all other involved agencies for getting the resolution for Fire Prevention Recognition Week – Week of 10/16/06.

Topic: Training Mini Grants Applications

Motion: Motion to fund additional \$259,158.14 Training & Mini Grant provided they follow all guidelines.

Discussion: Motion amendment: Provide additional funding from interest account

Vote: 11 Yea and 0 Nay

Action: Carried.

Motion: Motion to amend original motion to fund additional \$259,158.14 Training & Mini Grant provided they follow all guidelines – comes from interest account.

Discussion: Provide additional funding from interest account.

Vote: 11 Yea and 0 Nay

Action: Carried.

FY 2007 VFIRS Applications:

- VFIRS – FY07 applications deadline was August 31st
 - Received 28 applications, 1 disqualified for improper certification
 - Marion Long is performing his evaluation of applications received

Motion: Additional \$20,000 to fund VFIRS applications (will bring total to \$45,000 – currently at \$25,000)

Discussion: Motion amendment: VFIRS funding comes from interest money.

Vote: 11 Yea and 0 Nay

Action: Carried.

Topic: Funding for Fire Code Committee

Motion: Finance Committee provide \$5,000 to send 2 members to New York meeting and an additional \$15,000 for the rest of year to help attend VFSB meetings.

Discussion: None.

Vote: 11 Yea and 0 Nay

Action: Carried

Mr. Chandler proposed that change Fire Prevention and Control Plan altogether. The Board would put together and show achievable goals for 1, 3, and 5 years. Would show progress and be measurable tool to show if goals being achieved. This will reduce document considerably, would have clarification for 3rd parties reading document. New Plan would have clearer, more attainable goals.

REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE

Topic: \$91,500 for VFSB's Operating Budget and \$5,000 from interest fund for code Committee.

1st Motion: \$91,500 for VFSB's Operating Budget and \$5,000 from interest fund for code Committee.

Discussion: After review of Fire Prevention and Control motions, it was determined that there was approximately \$350,000 taken off the top of VDFP's operating budget this year. VDFP will propose that money not be taken out of VDFP budget for FY08.

Vote: 11 Yea and 0 Nay

Action: Carried

The recesses started at: 10:00 am

The recesses ended at: 10:10 am

UNFINISHED BUSINESS

A. Memorandum of Understanding

Mr. Fuqua has tabled until copy received by all Board members. Teresa Duncan, VDFP, will send to all Board members. Mr. Fuqua requests that the Board members have 15 days to review the MOU (inform Mr. Fuqua of comment/no comments).

B. Fire and EMS Studies:

a. Pittsylvania and Caroline Review

Mr. Brown raised the question that since we are going to do these studies, they should be put into a formal process that is completed in a quicker manner. (i.e. include a list of standard questions; partnership with other stakeholder members to tap expertise; core group to perform studies – to include subcommittees; relying more on VDFP – Research Analyst.)

Mr. Fuqua is going to speak with Lora Sharkey on this subject and work with Board to restructure study procedures. Want to put into standard format.

Caroline Co study draft is in progress

Pittsylvania Co study is complete and has been provided to County Administrator.

NEW BUSINESS

A. Proposed changes in rules of procedure

Each board member should have been mailed a copy of the Board's rules and procedures.

Topic: Amend rules of procedure to reflect the changes in the Procedures – Article V1

Motion: Will amend to provide chair a vote and not a tie-breaking vote. This will add a 5th member to the executive committee.

Discussion: Mr. Fuqua is proposing to change section 6.1. Will amend to provide chair a vote and not a tie-breaking vote. This will add a 5th member to the executive committee. Enclosure 3.

Vote: 11 Yea and 0 Nay

Action: Carried

B. Virginia Fire Chiefs Information

VA Fire Chiefs standing invitation to attend Mid-Atlantic conference. Proposed committee meetings on Thursday and Friday. 2006 Governor's Awards will be presented Saturday.

C. Orange Co. Fire and EMS study

Received request from County Administrator to review Fire and EMS operations of Orange Co.

It was recommended that VDFP provide administrative support of this study.

VFSB POC: Dennis Mitchell and Tom Moffett

D. Meeting with Secretary of Public Safety

Gentleman's agreement for funding with Dept of Housing and Community Development and VDEM. Finance Committee requested certification of how money was being spent on a yearly basis.

Mr. Fuqua provided the following statement to the Board, "According to Mr. Cline, VDEM, all funds are used for HAZMAT Training, but he can not provide specific cost breakdown." Mr. Fuqua recommended to the Board that if VDEM can not verify/show exactly how funds are spent, then the Board should revoke the funding.

Chief Crow provided comment that it might not be a gentleman's agreement, but might not be any actual legislation.

Mr. Alitzer provided comment that it may have been a budget document, which is only good for 2 years, unless renewed.

Christine, VDFP, provided comment that she is researching the origins of the funding to determine funding type/determination.

Mr. Fuqua recommended that action regarding this issue be put on hold until Christine finishes her research on this issue.

E. Meeting with Office of the Attorney General (OAG) Representative

Mr. Fuqua shared a document that is Attorney Client privilege. Mr. Fuqua and W. G. Shelton, Jr. met with the OAG's office to get clarification of the Board's and VDFP's responsibilities. Enclosure 1. Mr. Altizer commented that the memo is missing the following section, 27.97.

Mr. Fuqua commented on the 2 board members that have not attended the past 9 meetings. The Board does not have the authority to remove Board members from the Board.

Mr. Fuqua sent a letter, on behalf of the Board, to Secretary Marshall to move OEMS from under Dept of Health to under Public Safety.

F. Mid-Atlantic Fire Chiefs Association meeting in 2007

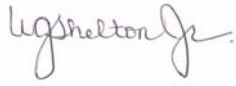
VA will host the Mid-Atlantic Fire Chiefs Association meeting in 2007. The VFSB is working on securing a location for the meeting. Mr. Fuqua commented that the Embassy Suites in Hampton appears to be the best deal for the meeting. Proposed dates: April 4th to 7th in Hampton, VA. Mr. Fuqua recommended trying to have Board meeting in conjunction with Chief's Association meeting. Mr. Fuqua commented that this is not a money making conference, they will try to break even. In the event that any money is made off the conference, the money will be made to charity.

ADJOURNMENT

The Committee adjourned at 11:09 am

Clerk of the Committee (acting)
Brook M. Pittinger

REVIEWED BY:



W. G. Shelton, Jr., Executive Director,
VDFP

10/17/06

Date

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