

VIRGINIA FIRE SERVICES BOARD
August 15, 2009

A regular meeting of the Virginia Fire Services Board was held at the Virginia Hampton Convention Center in Hampton, VA at 9:00 am. Mr. Michael Reilly served as Chair.

BOARD MEMBERS PRESENT

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

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

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

Ed Altizer – Virginia State Fire Marshal

Kaye Brown – Virginia Municipal League

Bill Kyger – Association of Counties

Brian Mullins – Virginia Board of Housing & Community Development

Felix Sarfo-Kantanka, Jr. – General Public

Robert Scott – Insurance Industry Representative

Joe Wilson – Industry (SARA Title III & OSHA)

Carl Garrison – Virginia State Forester

Elaine Gall – Virginia Fire Prevention Association

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

BOARD MEMBERS ABSENT

Tom Moffett – Virginia Professional Firefighters Association

Ken Jones – Virginia Fire Chiefs Association

AGENCY MEMBERS PRESENT

Billy Shelton

Dave Jolly

Harold Good

Brook Pittinger

Kenny Muhleman

Dennis Price

GUESTS PRESENT

Dennis Mitchell

Chief James Gray

Kurt Kight

Larry Logan

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes from the June 2009 meeting. With no changes to the minutes the June 6, 2009 meeting minutes were approved.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Unfinished Business:

There was no unfinished business.

New Business:

- A. Signing VDFP/VFSB MOU

PUBLIC COMMENTS

Larry Logan, VSFA, welcomed the Board and thanked them for holding their August Board meetings in conjunction with the State Fire Fighters annual conference.

Chief James Gray welcomed the Board and Agency to Hampton and thanked them both for their commitment to Virginia's fire service.

Dennis Mitchell thanked the Board for their hard work and dedication during his time on the Board.

COMMENTS FROM THE VDFP LIAISON VDFP Executive Director

The following report was provided by Billy Shelton:

- \$210 million for building new fire stations will be administered by DHS/AFG Program Office. We are awaiting award announcements.
- ATL for FY08 is 100% disbursed.
- ATL for FY09 is 95.8% disbursed with 10 months to go.
- Pro-Board Registrations: Second quarter CY09 3,329 records were added to the National Registry. DHS will mandate credentialing for federalized events in the future so Virginia is ahead of the curve.
- SFMO was downsized in FY10 by \$202,742 with one FTE position lost. There may be additional cuts in the General Fund Programs in the near future. Director of Finance has drafted a 5%, 10%, 15% reduction plan for review by the Governor's Office.
- Larry Mc Andrews retired on July 31, 2009 and Don Hansen has been promoted to succeed Larry.
- VFMA has successfully used its new Investigation Simulators in 1033 and CFFI Classes.
- FESHE Report: Articulation Agreement with University of Phoenix has been finalized covering the majority of VDFP's curriculum with credits. It parallels the ACE Review. VDFP is optimistic that our fire and EMS will complete the VCCS Program and then move into the Bachelors Program. U of P has campuses in

NOVA, Richmond, and Tidewater. VDFP has introduced U of P in NOVA and the Richmond Metro Areas. Tidewater and Roanoke are tentatively scheduled for the future.

- First two quarters of CY 09 VFIRS Stats:
 - 251,000 responses (12,000, 4.8% fires, 164,000 , 65.3% EMS)
 - False alarms 20,000, 8.15%
 - 27 fire deaths
 - 269 fire-related civilian and fire service injuries
 - Fire loss \$ 129.7 million
 - Total Dollar Loss including contents \$136 million
 - Heating, cooking , and unknown are the top three causes of fires
- 92% Virginia's Fire Service reports via VFIRS. Submission of your data is vital. Please be sure to enter value data and loss information. Guidance is provided for these calculations on our web site.
- 2008 Annual VFIRS Report published on the VDFP web site.
- FY09 Annual Report due to be published on the web site soon.

COMMENTS FROM THE VFSB CHAIR

Mike Reilly thanked the Board for their support and stated that he hopes to continue the forward momentum that the Board has going thus far.

Mike Reilly also reviewed the VFSB Committee assignments and tasked VDFP with providing the committee listing to each Board member.

Rick Burch also expressed his thanks to the Board for their continued support and encouraged the Board to continue their god work for Virginia's fire service.

REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

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

The Agency advised the committee that the total number of cancelled classes was down from FY08 to FY09.

Dave Jolly advised the committee that each Board member will be provided a copy of the Ethanol Training Program. The full program is approximately six hours long and is broken down into seven learning modules.

Dave Jolly provided each committee member with a copy of the NFPA 1001-08 curriculum change packet. The Agency will work with the Board to develop a set of guidelines to ensure the Knowledge Center curriculum is adequately covering the material in the training program. It was noted that the Agency can pilot the new

curriculum on the Knowledge Center before it is 'opened to the public.' The committee has been tasked with reviewing the curriculum package and providing comments to Dave Jolly on or before the October VFSB meeting.

Tom Jordan, VDEM, informed the committee that the revision process is almost complete for the HAZMAT program and a review is in the works to ensure the current program is covering all subject areas required. The course is anticipated to be around 32 hours long. VDEM will be working with VDFP to review the instructor roll-out and the final curriculum package. The new curriculum will also include Virginia specific information. It was noted that for localities that use a different HAZMAT curriculum they will be eligible for VDFP certifications given the curriculum complies with the VDFP/VDEM program. A review of non-VDEM/VDFP programs will be reviewed on a case-by-case basis.

REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

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

The Board of Housing and Community Development held a public hearing on July 27, 2009 on Residential Sprinklers. The BHCD is recommending to hold the residential sprinkler requirement as optional so that more research can be conducted.

The next Code Sub-committee meeting is scheduled for August 21, 2009 beginning at 10 am at the VDFP Headquarters office in Glen Allen.

The following Code Subcommittee meeting is schedule for Thursday, October 22, 2009 beginning at 10 am at the VDFP Headquarters office in Glen Allen.

Topic: Code and Standards Committee Appointment

Motion: To accept Maurice Wilson as the replacement as Anne Marie Loughran for the Codes and Standards Committee.

Discussion: NA

Vote: Unanimous

Action: Motion Carries

REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE

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

Topic: Revised Training Mini Grant Policy.

Motion: To accept the VFSB Training Mini-Grant policy as amended by VDFP. The committee will be supplied with individual applications with the VDFP recommendations to review for acceptance.

Discussion:

Under Section E: Evaluation – The Board members noted that they would like for the Agency to provide the first review and summary to the Board and the Board will provide the final review and make the final grant approval(s).

It was noted that the Agency will provide the summary to the Full Board and the Training Mini Grant applications along with the Agency summary will be provided to the review committee.

Concern over the evaluation criteria was expressed and the Agency advised the committee that the Policy is a living document and changes can occur as needed.

Vote: 12 Yeas – 1 abstention

Action: Motion Carries

Topic: Shenandoah County Burn Building Plans Review

Motion: Approve Shenandoah's Burn Building renovations subject to TSG approval of plans submitted to resolve issues and noted in the cursory review summary dated July 21, 2009.

Discussion:

Mike Matthews, TSG, reviewed the Construction Documents for Shenandoah County's Burn Building.

The subcommittee recommended that Shenandoah County make the recommended changes captured in the TSG Construction Documents and to have their Construction Plans Sealed. It was recommended that the updated plans not be re-routed through the subcommittee, but go directly to the Administration, Policy and Finance Committee.

Vote: Unanimous

Action: Motion Carries

Topic: Galax Burn Building

Motion 1: To grant the City of Galax a no cost time extension to December 4, 2009.

Motion 2: For TSG to provide VDFP with a letter documenting the concerns regarding the life safety deficiencies and building code issues created by the structure currently attached to the Galax Burn Building.

Discussion:

The City of Galax currently has a timber structure attached to their current burn building.

In 2005, the City requested a Training Mini-Grant from the VFSB to construct a storage shed at the training grounds and this structure is attached to the burn building. The front portion of this structure covers the TMS and the back portion of the structure houses the burn building burn materials – wood pallets and hay.

It was requested that TSG provide a letter to VDFP documenting/identifying the fire combustible material currently within/on the structure next to the burn building.

It was requested that Galax provide VDFP with a revised copy of their building plans once the fire rating corrections are identified and corrected.

Vote 1: Unanimous

Vote 2: Unanimous

Action 1 & 2: Motions Carry

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

Topic: VFSB/VDFP MOU – Enclosure 1

Motion: To approve the VFSB/VDFP MOU for FY09.

Discussion: NA

The MOU was signed by the Board's Chair and VDFP's Executive Director.

Vote: Unanimous

Action: Motion Carries

Topic: Strategic Plan

Motion: NA

Discussion:

The Board requested that the Agency provide the Board with support on the Board's strategic planning process.

Vote: NA

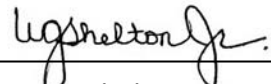
Action: NA

ADJOURNMENT

The Committee adjourned at 10:15 am

Clerk of the Committee
Brook M. Pittinger

REVIEWED BY:



W. G. Shelton, Jr.
Executive Director

August 18, 2009

Date

Enclosures:

1. FY09 VDFP/VFSB MOU