

VIRGINIA FIRE SERVICES BOARD

October 9, 2009

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

BOARD MEMBERS PRESENT

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

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

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

Ed Altizer – Virginia State Fire Marshal

Kaye Brown – Virginia Municipal League

Bill Kyger – Association of Counties

Felix Sarfo-Kantanka, Jr. – General Public

Robert Scott – Insurance Industry Representative

Joe Wilson – Industry (SARA Title III & OSHA)

Carl Garrison – Virginia State Forester

Elaine Gall – Virginia Fire Prevention Association

Ken Jones – Virginia Fire Chiefs Association

BOARD MEMBERS ABSENT

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

Tom Moffett – Virginia Professional Firefighters Association

Brian Mullins – Virginia Board of Housing & Community Development

AGENCY MEMBERS PRESENT

Brook Pittinger

Dave Jolly

Christine Lopilato

Glenn Dean

GUESTS PRESENT

Ed Rhodes

Kurt Kight

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes from the August 2009 meeting. With no changes to the minutes the August 15, 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. Presentations
- B. Mid-Atlantic Fire Commissioners Conference
- C. Board Coin Design
- D. Louisa County Fire & EMS Study

PUBLIC COMMENTS

There were no public comments made.

COMMENTS FROM THE VDFP LIAISON VDFP Executive Director

The following report was provided by Christine Lopilato on behalf of Billy Shelton:

- Governor Kaine's FY 2010 Budget reduction Plan established a line of credit for \$26 million for VDFP. Administration of funds is pending DPB approval.
- ATL for FY 08 is 100% disbursed.
- ATL for FY 09 is 98.7% disbursed with 8 plus months to go.
- ATL for FY 10 is 53.8% disbursed with 20 plus months to go.
- Pro-Board Registrations: Third quarter CY 09 2,117 records will be added to the National Registry. (73,971 nationally registered since inception)
- SFMO was downsized in FY 10 by \$ 202,742 General Fund with one FTE position lost and one position frozen. Additional cuts in the Non-General Fund Programs amounted to \$216,595. VDFP vacancies are being frozen until January 2010 or later.
- Tim Estes has been hired for the Division Chief position in Marion, VA. Tim started with the Agency on 9.30.09.
- IFB for Burn Simulators will be closed on October 14, 2009.
- 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 three quarters of CY 09 VFIRS Stats: (Preliminary Only)

- 305 K responses (14.5K, 4.8% fires, 198K , 64.9 % EMS)
- False alarms 25K, 8.3%
- 31 civilian fire deaths
- 2 firefighter deaths
- 432 fire-related civilian and fire service injuries
- Fire loss \$ 154 million
- Total Dollar Loss including contents \$163 million
- Heating (18.8%), cooking (28.8%) , and unknown (29.4%) are the top three causes of fires
- 95% Virginia's Population is represented by VFIRS. 82% of all fire departments are now reporting to VFIRS.
- Dwight Crews is the new Manager of Fire Data and Statistics since Marion Long's retirement. New data has been added to the web site to keep Virginia informed.
- 2008 Annual VFIRS Report published on the VDFP web site.
- FY 09 Annual Report has been published on the web site.
- The 2009 Needs assessment stands at 61% complete.
- The Knowledge Center is picking up more programs including the 2009 Adjunct In-Service and NFPA 1403 Awareness

COMMENTS FROM THE VFSB CHAIR

Mike Reilly informed the Board that he attended the Roanoke County Burn Building dedication and stated that the Roanoke County Burn Building is a positive reflection on the Board and a multi-jurisdictional/regional burn building approach.

Mike Reilly and the Board also recognized those firefighters that have lost their lives.

REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

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

Topic: Fire Fighter I & II Curriculum

Motion: To approve the Fire Fighter I & II Curriculum as presented at the Training & Education Committee meeting.

Discussion:

At the August Board meeting, Dave Jolly provided each committee member with a copy of the NFPA 1001-08 curriculum change packet and requested that each committee member review the package for comments at the October committee meeting.

It was noted that some portions of the program are eligible to be placed on the Knowledge Center and once the curriculum is approved, the Agency will determine what portions of the course can be successfully placed on-line.

It was noted that if a student possesses an EMT license/certification, they can present this certification to have the First Aide course requirement waived.

It was also noted that the Firefighter courses are limited to 24 students per class to ensure instructor ratios are maintained. It was noted that there is flexibility allowed for classes that may have 25 to 30 students.

The below items are the modifications made to the curriculum:

- Removed HMA (8 hours) and Added HMO (32 hours);
- Skills portion has been expanded; and
- The FFI course is now 144 hours (previously 115 hours).

It was noted that once approved by the Board, the curriculum will become effective December 1, 2009.

Vote: unanimous

Action: motion carries.

Ken Jones provided the following timeline for the development of the 5 Year Training plan:

Phase 1: Committee meet with Division Chiefs (Town Hall meetings will have been conducted to gather research as to what the localities have for their training needs)

Phase 2: Develop training plan based on research conducted and Needs Assessment

Phase 3: Review by stakeholders and local fire departments

Phase 4: Presentation at Training & Education Committee

The committee has tentatively scheduled Wednesday, December 2, 2009 to work on the 5 Year Training Plan.

REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

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

Topic: Code Subcommittee Appointment – Fire Marshal Academy Chief

Motion: To appoint the Virginia Fire Marshal Academy to the Codes and Standards Subcommittee.

Discussion: NA

Vote: unanimous

Action: motion carries

Topic: VFIRS Mini-Grants

Motion: To approve VFIRS Hardware as recommended by VDFP Staff.

Discussion:

Christine Lopilato provided the committee with a summary of the VFIRS mini-grant applications received by the Agency.

Vote: unanimous

Action: motion carries.

The Code Subcommittee meeting is schedule for Thursday, October 15, 2009 beginning at 10 am at the VDFP Headquarters office in Glen Allen.

REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE

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

Topic: TSG developed Prototype 3 Drawing

Motion: To accept the TSG developed Prototype 3 drawings along with the modifications made during the Burn Building Subcommittee on Wednesday, September 16, 2009.

Discussion:

The subcommittee reviewed the Mobile Burn Building Specs to ensure the specs met the needs of the Board and Agency. Mike Matthews captured the changes and will revise the Prototype 3 drawings/specs.

Vote: Unanimous

Action: motion carries

Topic: TSG developed Inspection Schedule

Motion: To accept the TSG Developed inspection schedule and recommendations, with modifications made at the Burn Building Subcommittee meeting on Wednesday, September 16, 2009.

Discussion: NA

Vote: unanimous

Action: motion carries

Topic: Burn Building Policy

Motion: To accept the proposed Burn Building Policy as revised by the Agency, including adding to clause R. the following language: "Failure to comply with the adopted Burn Building Inspection Schedule as referenced above and submission of reporting logs to VDFP annually shall cause the burn building prop training to not be certified for approved VDFP certification training."

Discussion:

At the August Board meeting the Board members were given a copy of the policy and asked to provide Ken Brown their comments by August 31, 2009.

Ken stated that no comments were sent to him.

The subcommittee recommended that under Section R of the last page add a statement that conveys that, 'failure to comply with the inspection and reporting section as referenced in this manual will cause the burn building prop training to not be approved for VDFP Certification training.'

Vote: unanimous

Action: motion carries

Topic: 2009 Governor's Fire Service Award

Motion: To accept to the 2009 Governor's Fire Service Awards nomination packet.

Discussion:

Brook Pittinger reported that the Secretary of Public Safety's Office has approved the 2009 Governor's Fire Service Awards.

Each committee member was provided a copy of the 2008 Governor's Fire Service Awards nomination packet and was asked to review it and provide comments.

Due to the printing restrictions, the nomination packets will be sent out via the Agency's list-serv and posted on the Agency's website.

Vote: unanimous

Action: motion carries

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

Topic: Presentations

Motion: NA

Discussion: NA

The Board recognized Anne Marie Loughran for her service on the Codes and Standards Subcommittee.

The Board recognized Barbara Hamm Lee for her service on the Virginia Fire Services Board.

Vote: NA

Action: NA

Topic: Mid-Atlantic Fire Commissioners Conference

Motion: To send up to two VFSB members to the Mid-Atlantic Fire Commissioners Conference in Louisville, Kentucky, pending approval from the Secretary of Public Safety and funding availability.

Discussion:

The Board requested the Agency seek SPS approval for up to two Board members to attend the Mid-Atlantic Fire Commissioners Conference in Louisville, Kentucky.

The Conference is on November 5 -7th.

Vote: unanimous

Action: motion carries

Topic: Board Coin Design

Motion: NA

Discussion:

The Board was presented with two Board coin designs and asked to vote on their preferred design.

The Board selected version 2.

The Agency will handle the purchasing of the coins based on the Board's availability of funding.

Vote: NA

Action: NA

Topic: Louisa County Fire & EMS Study

Motion: To approve the Fire & EMS Study for Louisa County.

Discussion:

The Board received a request from Louisa County to conduct a Fire & EMS study in their county.

The following Board members were appointed to the study:

Chair: Robert Scott

Vice Chair: Ken Brown

Vote: unanimous

Action: motion carries

ADJOURNMENT

The Committee adjourned at 11:00 am

Clerk of the Committee
Brook M. Pittinger

REVIEWED BY:

Christine Y. Lopilato

Christine Lopilato on behalf of W. G. Shelton, Jr.
Executive Director

October 10, 2009

Date

No Enclosures.

DRAFT