

VIRGINIA FIRE SERVICES BOARD
Fire Education and Training Committee
December 2, 2010

A regular meeting of the Committee on Fire Education and Training was held at the VDFP Headquarters in Glen Allen, VA at 9:00 am. Mike Armstrong served as Chair.

COMMITTEE MEMBERS PRESENT

Mike Armstrong – Committee Chair – VA Chapter of the International Society of Fire Service Instructors
Ed Smith – Virginia Fire Chiefs Association
Richard E. Burch Jr. – Full VFSB Chair - Virginia Fire Services Council
Kenneth J. Brown – Virginia State Firefighter’s Association
Joe Wilson – Industry (SARA Title III & OSHA)

COMMITTEE MEMBERS ABSENT

Kaye Brown – Virginia Municipal League
Tom Moffett – Virginia Professional Firefighters Association

VFSB MEMBERS PRESENT

Michael Reilly – Virginia Chapter of the International Association of Arson Investigators
Bill Kyger – Association of Counties

AGENCY MEMBERS PRESENT

Billy Shelton	Dave Jolly	Christine Lopilato
Brook Pittinger	Erin Rice	Matthew Smith
Don Hansen	Sam Burnette	

GUESTS PRESENT

Ed Rhodes	Tom Jordan	Ron Hargrave
Kurt Kight	Eddie Buchanan	Chris Hubbard
Bob Woods		

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 October 2010 meeting. With no changes to the minutes, the October 7, 2010 meeting minutes were approved.

CHANGES IN THE AGENDA

Unfinished Business:

A. Five Year Strategic Training Plan

New Business:

A. Quality Control Process/Procedures

PUBLIC COMMENTS

Ron Hargrave from the Virginia Department of Emergency Management (VDEM) commented on the collaborative efforts of Tom Jordan with VDEM and Dave Jolly with VDFP to update the Hazardous-Materials Training and their efforts to develop a cooperative relationship between VDEM and VDFP. Mr. Hargrave wanted to take this time to publicly express his great appreciation for the collaborative work of VDEM and VDFP to the Committee.

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

Don Hansen provided the following report:

- The Training and Technical Services and Training and Operations Branches' are currently completing the second quarter, (FY11 Q2). Each of the program chiefs and discipline specific staff members have been working diligently to schedule most requested courses for the upcoming fall semester and should complete most locality requests by year end
- **Course Approvals for FY11** All Divisions in the Training and Operations and Training and Technical Services Branches are reporting they continue to see a strong start-up for the new fiscal period. Traditionally, the heavy period for local training is through December of the first semester.
- **Instructor Symposium 2011** –The next instructor symposium is slated for Southwest Virginia. Operations staff is working with the Community College System in Dublin to offer the programs at that facility. As of July 2010 a new usage policy has been placed in all Community Colleges and we continue to work between the two administrations. For planning purposes, Fall 2011 session has been requested for Northern Virginia area.
- **Knowledge Center** – Currently there are 10 classes published to the Knowledge Center which meet the demands of the Fire Service, Emergency Medical Services and Law Enforcement personnel. To date have **4411** registered users which up from the **406** since the October Board meeting. On average, we receive 25+ new applications per week.
- **Mobile Burn Building project** The mobile burn simulators have been delivered. Division Chiefs attended Coordinator training in late October; units will begin 6-month location evaluation January 3, 2011. Operational guidelines will be reviewed December 8th by Operations Branch and Logistics Program Chiefs. See **Enclosure 1**, Promotional Picture of the Mobile Burn Building at State Capital. Additionally, the Mobile Burn Building deployment process was discussed and how they will be requested.
- **NFA In-state Weekend** - being advertised currently and will be conducted at the Wytheville Community College on March 12-13, 2011. Flyers are currently being designed and will be available once inter-agency contracts have been finalized.
- **TRADE Region 3 Training** Region 3 completed the course offerings in Philadelphia in November. Command and Control of Target Hazards and Chemistry course in Howard County MD. A letter was

received from the Fire Commissioner of Philadelphia expressing his appreciation of our Administrative involvement as Co-Chair for the Region.

Training and Technical Services Branch

- **Airport Rescue Fire Fighting Division update:**

- Since the last VFSB meeting, the Aircraft Rescue Fire Fighting Program has conducted the following classes:

Funded:

- Aircraft Live Fire Training (ALFT):
 - Newport News/Williamsburg International Airport – 33 students
 - Norfolk International Airport – 19 students
 - Roanoke Regional Airport – 13 students
- Airport Rescue Fire Fighter Certification (ARFF):
 - Norfolk International Airport – 16 students
- General Aviation for Structural Firefighters:
 - Richlands Airport – 38 students
 - Tappahannock-Essex County Airport – 14 students
- The ARFF Program Chief met with representatives of the Chesterfield Fire Department to discuss conducting an ARFF Certification class at Chesterfield County Airport in 2011.
- The ARFF Program Chief is working with the Airport Fire Department for Raleigh/ Durham Airport regarding an ARFF Trainer.
- The ARFF Program is in the process of testing the new Mobile Aircraft Rescue Fire Fighting Training System. The new trainer will go into service in the spring of 2011.

NIMS Program Division update:

- Since the last report for the October VFSB meeting, the following courses have been conducted through the IMS office: ICS-300 (2); ICS-400 (1); NIMS ICS for the Fire Service (1); ICS Planning & Forms (5), Command & General Staff-Practical Evolutions (2 days); and Introduction to Unified Command (1).
 - The IMS program office will continue to support requests for ICS training (ICS 100-400), Unified Command, and IS course classroom delivery) as well as CGSFLIMIT, CGSF-PE, and “ICS Planning & Forms” with available resources including instructors and materials when requested.
- Steve Grainer continues to serve as a SME on state and local NIMS and NRF issues for DHS as well as for the Project on National Security Reform (PNSR).
- VDFP has tentatively scheduled up to 12 offerings of the agency-developed class, “ICS Planning & Forms” as review for all Virginia State Police supervisors. Subsequent to previous plans, VSP has indicated a change of plans to reflect providing the class for all supervisors since any supervisor may be detailed to serve in an incident command (IMT) capacity. Therefore plans now include scheduling 2 classes for each “Supervisor In-Service” program scheduled over six weeks in the first quarter of 2011.
- VDFP supported pre-conference training programs for the HazMat conference October 18-19 with two classes (IUCMCI and ICS Planning & Forms) as well as all A/V support for all pre-conference training classes. Additionally, VDFP conducted a “modified” CGSF-PE using one of the agency’s MIST Units in the exhibition hall during exhibit hours October 20-21 to demonstrate the functionality of the unit for emergency support activities in emergencies and provide real-time training for the Hampton Roads

IMT that can be observed by conferees. Chief Grainer also presented two workshops on NIMS-related subjects during the conference.

- Chief Grainer met twice with Selby Jacobs (representing VFCA) to discuss efforts to re-invigorate the Intra-State Mutual Aid System (IMAS) and complete the process of refining the Fire Service initiative. VDFP has offered to provide administrative support to continue the project. We are now awaiting VFCA decisions with regard to direction for the effort.
- Chief Grainer and John Miller will travel to Denver Colorado December 6 through 9 to attend the third annual All-Hazards Incident Management Team Training & Education Conference. They have been invited to deliver a workshop on the command & General Staff-Practical Evolutions Program as an alternative training methodology using “consequence-based” exercises to reinforce practical training in ICS at the intermediate and advanced levels.

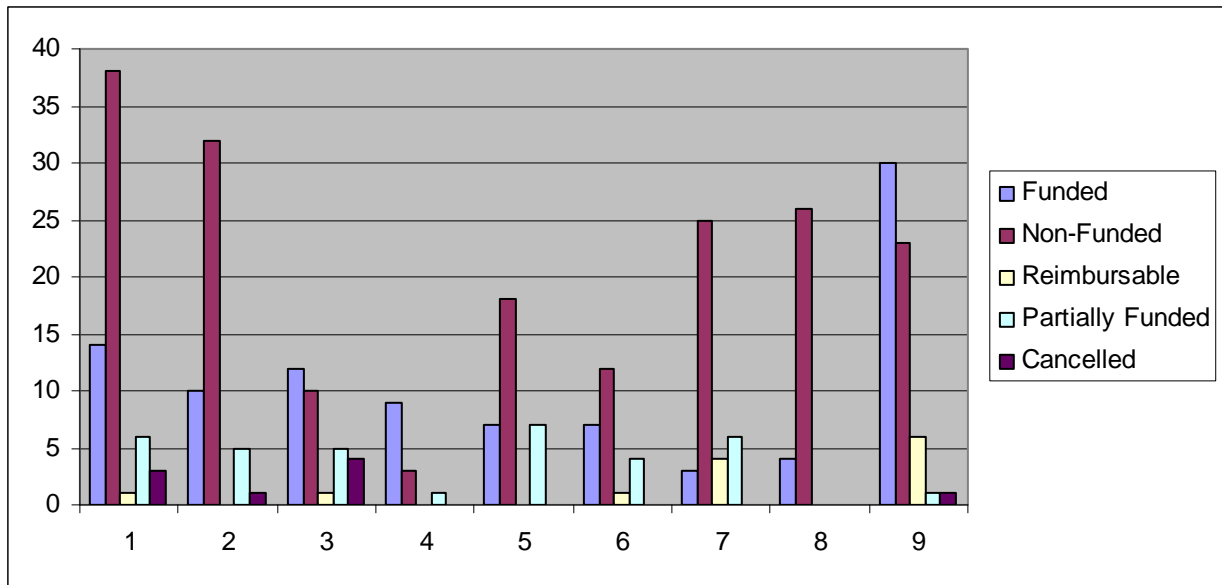
Technical Rescue Division update:

- Heavy and Technical Rescue (HTR) Division is in the process of continuing its update of its programs to the NFPA 1006 *Standard for Technical Rescuer Professional Qualifications* and NFPA 1670 *Standard on Operations and Training for Technical Search and Rescue Incidents*. HTR Chief has attended several stakeholder meetings throughout the Commonwealth to explain the changes in the delivery of the HTR programs.
- The major program changes will include written test and skills assessment for Pro-Board certification; a mandatory *Introduction to Technical Rescue* program; various hazardous materials training prerequisites; and a VDFP HTR Training Progression Model which is designed to follow the sequence of technical rescue training as indicated in NFPA 1670.
- Sam Burnette further discussed feedback received from stakeholder meetings, which have been conducted and are still being conducted throughout the Commonwealth. Specific issues related to the timeframe of implementation and availability of training.

Statistical Data October 1, 2010 through November 30, 2010

Division	Funded	Non-Funded	Reimbursable	Partially Funded	Cancelled
0	0	1	0	0	0
1	14	38	1	6	3
2	10	32	0	5	1
3	12	10	1	5	4
4	9	3	0	1	0
5	7	18	0	7	0
6	7	12	1	4	0
7	3	25	4	6	0
8	4	26	0	0	0
9	30	23	6	1	1

Total 96 188 13 35 9 341



- Legend: Division 8 = Virginia Fire Marshal Academy, Division 9 = ARFF, HTR, NIMS and VFIRS

Available courses FY11 Note: A dynamic document that is not inclusive of the entire listing of courses offered through the Commonwealth of Virginia is listed on the Homepage for the Virginia Department of Fire Programs. Localities have the option on local non-funded courses to not have their courses advertised on-line.

COMMENTS FROM THE VDFP LIAISON Fiscal Services Director

Christine Lopilato provided the following information:

- Mobile Burn Building Project Update
 - Mobile burn building units 1, 2, and 3 have been reported at 100% completion; final inspection by VDFP has been performed; units have been accepted.
 - VDFP Finance Branch is working with Kidde to receive certified documents with invoicing so VDFP may process final payments.
- SCBA Maze Simulators and VDFP eligibility
 - Update on the AFG/SAFER Reauthorization: H.R. 3791 Fire Grants Reauthorization Act of 2009: passed the House on November 18, 2009. The bill was referred to the Senate Homeland Security Committee.
 - On July 28, 2010, the Senate placed bill S.3267 on the Legislative Calendar under General Orders.
 - As of November 9, 2010, this issue is still stalled on Capitol Hill in the Fire Act Grant Reauthorization Bill. All of the national fire service organizations are supportive of the ability for state fire training agencies to be able to apply for and compete for these grants. The issue is in a holding pattern until Congress takes the next step.

COMMENTS FROM THE COMMITTEE CHAIR

Mike Armstrong thanked VDFP staff for their hard work and effort to get the Mobile Burn Building project completed. Mr. Armstrong introduced Ed Buchanan a member of the International Society of Fire Service Instructors (ISFSI) who presented on the ISFSI Instructor's Guide on Modern Construction Considerations for Company Operations. Ken Brown commented that this would be a good resource to make available in the VDFP Knowledge Center.

UNFINISHED BUSINESS

Topic: Five Year Strategic Training Plan, Enclosure 2

Motion: N/A

Discussion:

Staff provided an update on the goals that have been accomplished and proposed changes to the plan, see Enclosure 2. Staff discussed the regional utilization of the Driving Simulator to enhance the delivery of the EVOC program. The Committee and Staff discussed the process of updating the Five Year Strategic Training Plan. The Committee reminded members to get feedback from their stakeholder groups and ask that they provide it at the Joint VFCA Conference and VFSB Meetings in February. Then VDFP Staff and the Training and Education Committee will meet in April to compile and review feedback. By the June VFSB meeting, staff will present a proposed update to the Five Year Strategic Training Plan.

Vote: N/A

Action: N/A

NEW BUSINESS

Topic: Quality Control Process/Procedures

Motion: N/A

Discussion:

The Quality Control Process/Procedures was discussed as part of Item #14 of Enclosure 2. Agency staff are actively completing quality assurance checks for no less than ten percent of courses offered either in their division or program area.

Vote: N/A

Action: N/A

ADJOURNMENT

The Committee adjourned at 10:56 am

Clerk of the Committee
Matthew C. Smith

REVIEWED BY:

Donald E. Hansen

Don Hansen
Branch Chief of Training and Operations

December 2, 2010

Date

Enclosures:

1. Promotional Picture of the Mobile Burn Building at State Capital
2. Five Year Strategic Training Plan Update

APPROVED