

## VIRGINIA FIRE SERVICES BOARD

October 8, 2010

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

### BOARD MEMBERS PRESENT

*Richard E. Burch Jr. – Full VFSB Chair – Virginia Fire Services Council*

Ed Altizer – Virginia State Fire Marshal

Elaine Gall – Virginia Fire Prevention Association

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

Michael Reilly – Virginia Chapter of the International Association of Arson Investigators

Felix Sarfo-Kantanka, Jr. – General Public

Robert Scott – Insurance Industry Representative

Tom Moffett – Virginia Professional Firefighters Association

Edwin Smith – Virginia Fire Chiefs Association

Joe Wilson – Industry (SARA Title III & OSHA)

Kenneth J. Brown – Virginia State Firefighter's Association

Bill Kyger – Association of Counties

### BOARD MEMBERS ABSENT

*Brian Mullins – Vice-Chair - Virginia Board of Housing & Community Development*

Carl Garrison – Virginia State Forester

Kaye Brown – Virginia Municipal League

### AGENCY MEMBERS PRESENT

Billy Shelton

Dave Jolly

Erin Rice

Brook Pittinger

Christine Lopilato

Tom Phalen

Matthew Smith

Russ Chandler

### GUESTS PRESENT

J.C. Bolling

Ed Rhodes

Michael Berg

Kurt Kight

Rodney Howell

### 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 2010 meeting. With no changes to the minutes the August 14, 2010 meeting minutes were approved.

### PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

### ROLL CALL

## CHANGES IN THE AGENDA

### Unfinished Business:

- A. Government Reform Commission

### New Business:

- A. VFSB/VDFP MOU
- B. Overview of Board Responsibilities
- C. December VFSB Meeting

## PUBLIC COMMENTS

There were no public comments.

## COMMENTS FROM THE VFSB CHAIR

Rick Burch thanked everyone for their work and dedication at the committee meetings.

Rick Burch notified Board members of the Stakeholder Legislative Summit scheduled for October 29<sup>th</sup>. The intent of the Legislative Summit is to review legislative proposals by the various fire & EMS stakeholder groups for the 2011 General Assembly session. The location has not yet been set; however, Agency staff will email the Board once the location is determined.

Ken Brown informed the Board on his attendance to the Mid-Atlantic Association of State Fire Commissions Conference. Ken expressed his gratitude to the Board and Agency for their efforts to ensure Virginia's fire fighters are the best in the nation.

Ken noted that in Virginia training is delivered at the locality level, where as some states only offer training at one location (i.e. at a central academy or university). Additionally, Ken challenged the Board to begin thinking about health and wellness initiatives for Virginia's firefighters. The incorporation of these programs will allow Virginia to achieve a holistic fire service training program.

## COMMENTS FROM THE VDFP LIAISON VDFP Executive Director

The following report was provided by Billy Shelton:

- ATL for FY 10 is 98.3 % disbursed with 22 jurisdictions pending.
- ATL for FY 11 is 60.8% disbursed with 127 jurisdictions pending
- Pro-Board Registrations for last quarter were 5,248.
- VFIRS Report: 10-01-2010
  - Fires - **17,591** (4.4%); EMS - **264,021** (65.6%); Other Calls - **120,694** (30.0%)
    - Total Incidents - **402,306** (402K)
  - Aid Given (Mutual/Automatic) - **22,304**; Fire Exposures - **269**

- Grand Total - **424,879** (425K)
    - Total Fire Dollar Loss - **\$161,018,367** (\$161 Million)
    - Civilian Fire-Related Casualties - **360** (Injuries - 318, Deaths - 42)
    - Fire Service Casualties (All Incident Types) - **259** (Injuries - 259, Deaths - 0)
    - Top Three Causes with Residential Structure Fire Causes - Heating (17.3%), **Cooking (31.1%)**, Unknown (27.8%)
      - Please note that our web site carries the most current statistics.
- Three (3) mobile fire trainers have received the final inspection and delivery is expected in October 7, 2010. Two units were received on October 7, 2010.
- The new Aircraft Rescue Fire Fighter Simulator has received its final inspection and testing. Delivery is anticipated in mid October 2010.
- FY 11 Budget continues to be a challenge for all state agencies, but Governor Mc Donnell is very positive on the outlook for the future.
- Training and Operations Branch and Training and Technical Services Branch have reported **NO** backlog in certificate issuance. Our goal is to have all certificates in and out the door in < 10days.
- All VDFP Training Managers were trained for the Local Assistance Support Team (LAST) on July 1, 2010. Unfortunately, another Virginian paid the ultimate price on September 24, 2010 in Accomack County. William Harold "Hal" Clark was memorialized on October 1, 2010 with a full fire department funeral by the Atlantic Volunteer Fire and Rescue Company.
- Division 7 Office will relocate to the new VDOT Facility in Fairfax County to better serve the NOVA Fire Departments in November 2010.

The Board discussed the VFIRS statistics presented by the Executive Director and an emphasis was placed on three main categories: Fire, EMS and Other calls. The Board felt there might be a better way to generally categorize the VFIRS statistics because they felt some entities misuse or misrepresent the statistics.

Ed Smith also expressed the importance of VFIRS training focusing on proper classification/categorization of calls to ensure Virginia's data accurately reflects Virginia's fire problems.

#### **REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING**

The following motions and topics were discussed at the Committee Meeting:

#### **Topic: Emergency Vehicle Operations Course (EVOC)**

**Motion:** Approve as presented [the Emergency Vehicle Operations Course] by Virginia Department of Fire Programs staff.

**Discussion:**

Tom Moffett noted that the Committee on Fire Education and Training charged the Curriculum Committee to go back and consider the noted concerns and provide the Committee with a follow up at the next Board meeting.

**Vote:** 11 – Yeas and 1 – Nay.

**Action:** Motion carries.

**Topic: ARFF Curriculum Approval**

**Motion:** Accept the Airport/Rescue Firefighter (ARFF) Curriculum as presented.

**Discussion:**

The Committee liked the videos that are part of the program and would like to see the use of similar videos in the EVOC course.

**Vote:** Unanimous

**Action:** Motion carries.

**Topic: Five Year Training Plan**

**Motion:** NA

**Discussion:** Mike Armstrong discussed the annual update process to the Five Year Training Plan. Currently, the Agency is going to review and provide comment at the December Board Meeting. Mr. Armstrong requested each Board member seek feedback from stakeholder groups on the plan.

Mike also expressed his gratitude to the curriculum committee for their hard work.

**Vote:** NA

**Action:** NA

**REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL**

The following topics were discussed at the Committee Meeting:

Robbie Dawson discussed the final SFPC regulations published by the Board of Housing and Community Development on September 27, 2010. The Code Subcommittee will be meeting October 21, 2010 to review the proposed changes.

Robbie Dawson is also circulating six petitions to address concerns with the proposed SFPC code changes. Stakeholders in support of these issues should see Robbie.

Carl Garrison provided an update on Virginia's forest fire season thus far for 2010:

- There have been 810 forest fires in Virginia, resulting in 5,305 acres being affected by fire damage.
- The ten year fire average for Virginia is approximately: 1,200 fires per year, with approximately 12,000 acres of damage.
- The DOF currently has a fire investigation training course on going in New Kent for its new employees.

Elaine Gall also reminded the Board that it is Fire Prevention Week and everyone was reminded to check their smoke detectors.

A motion regarding the FY11 VFIRS Hardware Grants was passed by the Committee on Administration Policy and Finance and this motion will be presented for the Full Board's vote.

Finally, the Training Mini-Grants applications will be reviewed and voted upon by the Fire Prevention & Control committee at the December 2010 Board meeting.

#### **REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE**

The following motions were made at the Committee Meeting:

##### **Topic: City of Bristol Burn Building Application**

**Motion 1:** To request that TSG complete a study to evaluate the cost of props in a Class B burn building.

**Motion 2:** To fund the City of Bristol up to \$130,000 for a secondary prop in their class B burn building.

**Discussion:** N/A

**Vote 1:** unanimous

**Vote 2:** unanimous

**Action 1:** Motion carries.

**Action 2:** Motion carries.

**Topic: Town of Coeburn Burn Building Application**

**Motion:** To deny the Town of Coeburn burn building repair grant request.

**Discussion:**

The Town of Coeburn submitted a repair request for a sprinkler simulator, second story to the structure, concrete apron, forcible entry, pitched roof, and vertical ventilation; however, the application did not specify exactly what the jurisdiction was requesting for each item.

It was noted that the building is only one-story and therefore not in compliance with the NFPA 1001 requirements.

The Agency will send a letter to the Town of Coeburn notifying them of the grant denial.

**Vote:** unanimous

**Action:** Motion carries.

**Topic: Burn Building Grant Applications for Repair and Renovations**

**Motion 1, as amended:** To reopen the renovation/repair grant application process to allow those localities currently not in compliance with NFPA 1001 for the delivery of Firefighter I & II to reapply for the grant per the Board's policy.

**Motion 2, as amended:** To fund up to \$150,000 for the renovation/repair grants reapplication process.

**Discussion:** N/A.

**Vote 1:** unanimous

**Vote 2:** unanimous

**Action 1:** Motion carries.

**Action 2:** Motion carries.

**Topic: VFIRS Hardware Applications Grant Recommendations**

**Motion:** Accept VDFP Staff recommendations for VFIRS Grant awards.

**Discussion:** The Board and Agency discussed that the VFIRS grant recipients reporting departments will also receive training as a part of the grant award and expressed their excitement about capturing more of Virginia's fire statistics.

**Vote:** Unanimous

**Action:** Motion carries.

**Topic: Lifetime Achievement Award Nomination – Dave Diamantes**

**Motion:** To accept the nomination of Dave Diamantes for the VFSB Lifetime Achievement Award.

**Discussion:** It was noted that this award is not part of the Governor's Fire Service Awards program nor it is required to be awarded annually. The Agency is going to look into awards items and presentation opportunities and will present this information at the next Board meeting.

The Agency will notify Dave Diamantes.

**Vote:** unanimous

**Action:** Motion carries.

**Topic: Request for Apparatus Study – County of Henry**

**Motion:** To deny the request for Apparatus Study for the County of Henry as submitted.

**Discussion:**

The County of Henry requested the Board conduct an Apparatus Study for the locality.

The Committee noted that this is too specific of a study and it is not the Board's position to mandate how a locality manages its operational activities. The Fire and EMS Studies provide high level recommendations and do not include recommendations for specific operational activities.

If Henry County would like to request a comprehensive Fire and EMS Study for the locality, they will need to submit an official letter of request to the Board.

**Vote:** unanimous

**Action:** Motion carries

## UNFINISHED BUSINESS

### Topic: Government Reform Commission

**Motion:** N/A

**Discussion:**

During the August 2010 Board meeting, the Board requested the Agency modify the Board's letter of support to relocate the Office of Emergency Medical Services (OEMS) from the Health & Human Services Secretariat to the Public Safety Secretariat. These changes were incorporated and the Board approved the revised letter, which will be sent to the Secretary of Public Safety on the Board's behalf.

Ed Rhodes also provided the Board with a brief overview of the Reform Commission's activities to date. The Commission is reviewing all Virginia Boards to reduce the number of duplicative boards and also evaluate those boards that have not held meetings for several years.

The Reform Commission's website, <http://www.reform.virginia.gov/>, contains information all Commission activities and also allows for public comments.

**Vote:** N/A

**Action:** N/A

## NEW BUSINESS

### Topic: VFSB/VDFP MOU, Enclosure 1

**Motion:** To approve the Memorandum of Understanding between the Virginia Fire Service Board and the Virginia Department of Fire Programs.

**Discussion:**

The MOU was sent to all Board members for review and comment prior to the Board meeting.

Agency staff reviewed the changes to the MOU and provided additional clarification to the Board members.

**Vote:** unanimous

**Action:** Motion carries

**Topic: Overview of Board Responsibilities**

**Motion:** N/A

**Discussion:**

The Board Chair reviewed the FY2011 VFSB/VDFP MOU to ensure everyone was aware of their responsibilities.

**Vote:** N/A

**Action:** N/A

**Topic: December VFSB Meeting**

**Motion:** N/A

**Discussion:**

The Board of Housing and Community Development invited the VFSB to a meet-and-greet on Wednesday, November 17, 2010.

The Board discussed the possibility of moving the December Board meeting from December 2<sup>nd</sup> and 3<sup>rd</sup> to November 18<sup>th</sup> and 19<sup>th</sup> so that it would coincide with the BHCD meeting. However due to numerous scheduling conflicts the December meeting will not be rescheduled.

The Agency will send the meet-and-greet information out to each Board member and those wishing to attend should RSVP to Matthew Smith by November 1, 2010.

The Agency and Board will also schedule a formal meeting between the two Boards. Once a date, time, location and agenda are developed, the Agency will provide this information to the Board and publish the information in accordance to State policy.

**Vote:** N/A


**Action:** N/A

**ADJOURNMENT**

The Committee adjourned at 10:33 am

Clerk of the Committee  
Matthew C. Smith

**REVIEWED BY:**



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W. G. Shelton, Jr.  
Executive Director

October 8, 2010  
Date

**Enclosures:**

1. FY2011 VFSB/VDFP MOU

Approved