

VIRGINIA FIRE SERVICES BOARD

April 8, 2011

A regular meeting of the Virginia Fire Services Board was held at the Virginia Department of Fire Programs 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

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

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

Tom Moffett – Virginia Professional Firefighters Association

Felix Sarfo-Kantanka Jr. – General Public

Bill Kyger – Association of Counties

Kenneth J. Brown – Virginia State Firefighter's Association

BOARD MEMBERS ABSENT

Robert Scott – Insurance Industry Representative

Ed Altizer – Virginia State Fire Marshal

Elaine Gall – Virginia Fire Prevention Association

Carl Garrison – Virginia State Forester

Joe Wilson – Industry (SARA Title III & OSHA)

Kaye Brown – Virginia Municipal League

Edwin Smith – Virginia Fire Chiefs Association

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

AGENCY MEMBERS PRESENT

Billy Shelton

Dave Jolly

Angela Thompson

Brook Pittinger

Christine Lopilato

Matthew Smith

Russ Chandler

GUESTS PRESENT

Scott Winston

Chris Hubbard

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

The Board did not have a quorum.

ADJOURNMENT

The Board adjourned at 9:05 am

VIRGINIA FIRE SERVICES BOARD – EXECUTIVE COMMITTEE
April 8, 2011

A meeting of the Virginia Fire Services Board Executive Committee was held at the Virginia Department of Fire Programs Headquarters in Glen Allen, VA at 9:06 am. Mr. Richard E. Burch Jr. served as Chair.

EXECUTIVE COMMITTEE MEMBERS PRESENT

Richard E. Burch Jr. – Full VFSB Chair – Virginia Fire Services Council
Brian Mullins – Vice-Chair - Virginia Board of Housing & Community Development
Mike Armstrong – VA Chapter of the International Society of Fire Service Instructors
Kenneth J. Brown – Virginia State Firefighter’s Association

EXECUTIVE COMMITTEE MEMBERS ABSENT

Elaine Gall – Virginia Fire Prevention Association

BOARD MEMBERS PRESENT

Tom Moffett – Virginia Professional Firefighters Association
Felix Sarfo-Kantanka Jr. – General Public
Bill Kyger – Association of Counties

AGENCY MEMBERS PRESENT

Billy Shelton	Christine Lopilato	Dave Jolly
Brook Pittinger	Angela Thompson	Russ Chandler
Matthew Smith		

GUESTS PRESENT

Scott Winston Chris Hubbard

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes from the February 2011 Board meeting. With no changes to the minutes, the February 24, 2011 Board meeting minutes were approved.

ROLL CALL

CHANGES IN THE AGENDA

Unfinished Business:

- A. No unfinished business

New Business:

- A. Nomination/Election Committee

PUBLIC COMMENTS

Scott Winston from the Virginia Office of Emergency Medical Services (OEMS) provided an update on the comprehensive EMS regulations and Durable Do Not Resuscitate regulations. The comprehensive EMS regulations are being reviewed by the Secretary of Health and Human Resources and will then go out for final comment. The Durable Do Not Resuscitate regulations are in the Governor’s Office for final review.

Billy Shelton, on behalf of the Board, thanked Scott Winston for the OEMS’ assistance and cooperation with the Fire and EMS Studies.

COMMENTS FROM THE VFSB CHAIR

Rick Burch thanked everyone for attending the Board meetings and their hard work.

**COMMENTS FROM THE VDFP LIAISON
VDFP Executive Director**

Billy Shelton provided the following report:

FY2010 ATL Allocation Potential Forfeitures are listed below:

FY2010 FORFEITURES		as of 03/18/2011			
	2010	346	Columbia (Town)	8,000.00	
	2010	385	Hillsboro (Town)	8,000.00	
Pending Final Papers	2010	395	Keller (Town)	8,000.00	
5				TOTAL FORFEITURES FY2010	\$24,000.00

- ATL for FY 11 is 73.6% expensed with 47 jurisdictions pending.
- The Board has completed 100 percent of the eleven powers and duties under Section 9.1-203 of the Code of Virginia. While many of those requirements are dynamic documents, the Board should be commended for this accomplishment and continued work.
- Pro-Board National registrations were 3,800 last quarter.
- Three (3) Mobile Burn Trainers (MBT): Adjuncts and Commercial Drivers have been trained. Numerous deployments since our first deployment on 02-10-11.
- FY 12 budget appears to be intact; VGA Veto session completed this week.
- 2010 Final statistics:

Incident Type Summary, Virginia, 2010

Year	Fires	Rescue and EMS	All Other Calls	Total Number of Incidents	Aid Given	Fire Exposures	Grand Total
2010	28,235	430,695	197,186	656,116	38,244	447	694,807

Fire Dollar Loss / Casualty Summary, Virginia, 2010

Year	Total Fire Dollar Loss	Civilian Fire Injuries	Civilian Fire Deaths	Fire Service Injuries	Fire Service Deaths
2010	\$262,285,837	655	68	423	3

- Top three causes in structural causes are cooking (38.5%), unknown (28.1%), and heating (17.15%).

Incident Type Summary, Virginia, 2011 (as of 03/31/2011)

Incident Type	Total	Percent
Fires	3,995	5.4%
Rescue and EMS	48,195	65.2%
All Other Calls	21,675	29.3%
Total Incidents	73,865	100.0%
Aid Given	4,835	
Fire Exposures	67	
Grand Total	78,767	

- Ken Brown asked the Chairman if it would be appropriate to task the Fire Prevention and Control Committee and the agency to start looking at ways to reduce cooking fires and put together public fire safety education program.
- Brian Mullins commented that the Board of Housing and Community Development is looking at research on various kitchen fire suppressant devices and extinguishment safeguards for the next code cycle. On May 23, 2011 at 10 am the Board of Housing and Community Development's Codes and Standards Committee will meet to start the new code cycle. As a part of the new code cycle, the wildland urban interface will be discussed and considered for inclusion.
- Upon consensus of the Board, the Fire Prevention and Control Committee along with staff and stakeholders will start working on a public education program with a focus on educating and prevention cooking fires.

REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

The following topics were discussed at the Committee Meeting:

Mike Armstrong requested that the Agency thank the Division and Program Chiefs again for meeting with the Committee and working on the Five Year Strategic Training Plan. Additionally, Mike Armstrong requested that the Committee and Board members be ready to review and comment on the updated Fire Instructor III program, when it is presented by staff.

Topic: Five Year Strategic Training Plan Update, Enclosure 1

Motion: To adopt the Five Year Strategic Training Plan as presented and updated.

Discussion:

Richard Burch commented that the plan had been updated from the stakeholder and agency staff meetings with the Fire Education and Training Committee, and that the plan is a product of those meetings.

Vote: unanimous

Action: Motion Carries

REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

There were no topics for discussion.

REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE

The following motions were made at the Committee Meeting:

Topic: Fire Retardant Treated (FRT) Timber Issues

Motion: To task TSG to modify the Project Manual and Prototype specifications to reflect the discussions regarding acceptable combustible versus non-combustible materials in burn buildings.

Discussion: The Structures Groups (TSG) prepared the modifications and presented them at the Committee meeting. Brian Mullins noted that the updated Burn Building Project Manual and Prototype Specifications are based on the 2006 Statewide Fire Prevention Code and Uniform Statewide Building Code.

Below is a listing of the original consensus modifications that TSG was tasked with updating in the Burn Building Project Manual and Prototype Specifications.

- Prototype I, Class A or B Structural and Interior/Movable Props:
 - No use of combustible material (FRT or non-FRT) is permitted in Prototype I Class A or Class B burn buildings.
- Prototype II, Class A Structural Members:
 - FRT in roof sheathing is acceptable in Prototype II, Class A with the exception of the roof knockout where it can be combustible material and shall not be FRT material. Floor breach constructed of FRT and/or combustible material is not acceptable in Prototype II, Class A. Non-combustible material shall be either steel or concrete.
- Prototype II, Class A Interior/Movable Props:
 - No combustible material (FRT or non-FRT) shall be permitted in Class A buildings with the exception of the roof knockout or interior non-load bearing wall breach where it can be combustible material and shall not be FRT material. Wall breach shall not be in a burn room. Non-combustible material shall be either steel or concrete.
- Prototype II, Class B Structural Members:
 - FRT in roof sheathing is acceptable in Prototype II, Class B. Floor breach constructed of FRT is acceptable in Prototype II, Class B.
- Prototype II, Class B Interior/Movable Props:

- FRT or steel construction is acceptable in Class B buildings. Wall breach shall not be in a burn room.

Vote: Unanimous

Action: Motion Carries

Topic: Burn Building Grant Applications - Town of Richlands New Construction Project

Motion: To approve the application for the new burn building to the Full Board for the Town of Richlands on the new sites, 1 & 2, presented.

Discussion:

- Town of Richlands – new Burn Building Grant application
 - a. Rhudy Keith and Ryan Richardson, presented on behalf of the Town of Richlands Burn Building Grant Application at the Subcommittee.
 - b. The Town of Richlands update was in regards to the location of the Burn Building on Town-owned property, instead of those listed in the initial application.
- Town of Chilhowie – Burn Building Grant application carried over from July 2010.
- Accomack County – Burn Building Grant application carried over from July 2010.

Brian Mullins commended the Town of Richlands for working diligently to secure a location and regional partners for their Burn Building.

Vote: Unanimous

Action: Motion Carries

Topic: Unfunded Burn Building Grant Applications

Motion: To formally reject the Town of Chilhowie and Accomack County's New Burn Building Construction Grant Applications for Fiscal Year 2011.

Discussion: Richard Burch commented that the intention of the motion was to allow the localities ample notice and time to apply for a New Burn Building Construction Grant Application in the FY2012 cycle.

Vote: Unanimous

Action: Motion Carries

Topic: Fire and EMS Study Update – County of Augusta

Motion: To approve the Augusta County Study.

Discussion: The study report was sent to each VFSB member for their review and approval. The study will be provided to the County Administrator, career Chief of Fire Rescue, Board of Supervisors, and Fire and Rescue Organizations.

Mike Armstrong and the study team will present the report to the County and Board of Supervisors on April 11, 2011 at 7:00 pm.

Vote: Unanimous

Action: Motion Carries

Topic: Rules of Procedure, Enclosure 2

Motion: To adopt the Rules of Procedures with the amendments presented.

Discussion: The Board's Rules of Procedure were updated by staff and reviewed by the Board's Chairman and Parliamentarian. Brian Mullins commented that the updates from discussion in the Committee meeting have been made and are reflected in the Enclosure.

Vote: unanimous

Action: Motion Carries

Topic: Fire and EMS Study Request – County of Washington

Motion: To approve request to conduct a Fire and EMS Study for Washington County.

Discussion: Richard Burch, Mike Armstrong and Bill Kyger will serve on the Committee as available. Chair and Vice Chair will be determined as the study commences. Representatives from the Virginia Department of Fire Programs, Office of Emergency Medical Services, and the Department of Forestry will be determined and appointed by their respective agencies.

Vote: unanimous

Action: Motion Carries

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Topic: Nomination/Election Committee

Motion: N/A

Discussion: Richard Burch appointed Bill Kyger, Tom Moffett and Michael Reilly to serve on the Nomination/Election Committee. Tom Moffett was appointed to serve as the Chair of the nomination committee. Board members are asked to email the Nomination/Election Committee if they wish to nominate someone else or themselves for an office. The Nomination/Election Committee will provide a report at the June Board meeting.

Vote: N/A

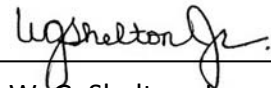
Action: N/A

ADJOURNMENT

The Executive Committee adjourned at 9:47 am

Clerk of the Committee
Matthew C. Smith

REVIEWED BY:



W. G. Shelton, Jr.
Executive Director

April 13, 2011
Date

Enclosures:

1. Five Year Strategic Training Plan Update
2. Updated Rules of Procedure