

## VIRGINIA FIRE SERVICES BOARD

August 13, 2011

A regular meeting of the Virginia Fire Services Board was held at the Hampton Convention Center in Hampton, VA at 9:00 a.m. Mr. Richard E. Burch Jr. served as Chair.

### BOARD MEMBERS PRESENT

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

*James Armstrong – Vice-Chair – VA Chapter of the International Society of Fire Service Instructors*

Thomas Moffett – Virginia Professional Firefighters Association

William Kyger – Association of Counties

Kenneth J. Brown – Virginia State Firefighter’s Association

Brian Mullins – Virginia Board of Housing & Community Development

Elaine Gall – Virginia Fire Prevention Association

James Wheeler – Virginia Municipal League

Edwin Smith – Virginia Fire Chiefs Association

### BOARD MEMBERS ABSENT

Robert Scott – Insurance Industry Representative

Carl Garrison – Virginia State Forester

Joe Wilson – Industry (SARA Title III & OSHA)

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

Felix Sarfo-Kantanka Jr. – General Public

Charles Altizer – Virginia State Fire Marshal

### AGENCY MEMBERS PRESENT

Billy Shelton

Dave Jolly

Angela Thompson

Brook Pittinger

Christine Lopilato

Melvin Byrne

Matthew Smith

Russ Chandler

Dennis Price

Tim Estes

Kenny Muhleman

Andrew Brodie

Tom Phalen

Erin Rice

### GUESTS PRESENT

Kurt Kight

Jeff Flippo

Art Lipscomb

Larry Logan

### 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 from the June 2011 Board meeting. With no changes to the minutes, the June 3, 2011 Board meeting minutes were approved.

### **CHANGES IN THE AGENDA**

#### **Unfinished Business:**

- A. No unfinished business

#### **New Business:**

- A. Closed Meeting of the Board

### **PUBLIC COMMENTS**

Larry Logan thanked everyone for holding their meeting in conjunction with the Virginia State Firefighters Association's (VSFA) Conference. He also thanked the Virginia Department of Fire Programs staff for their assistance and support.

Art Lipscomb, Legislative Liaison for the Virginia Professional Firefighters Association, provided a presentation on the Line of Duty Act, see **Enclosure 1**. Important things for departments to remember: make sure your department is recognized by ordinance or resolution by the local governing body, make sure your departments are turning in updated rosters each year to the local clerk, and that run/incident reports need to be generated for every call for aid so that your people are covered. Localities are looking hard at mutual aid, off duty activities and rosters to reduce their liabilities. Art urged the Board members and their stakeholder groups to talk to any and all legislators to help reverse the shift of Line of Duty to local governments.

### **COMMENTS FROM THE VFSB CHAIR**

Richard Burch thanked Larry Logan for their support and hospitality, and for their attendance to the Board meetings. He also congratulated the Virginia State Firefighters Association on their 125<sup>th</sup> Anniversary.

Kenneth Brown thanked the Board for supporting the nomination of Charlie Singleton, for the Board's Lifetime Achievement Award.

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

Billy Shelton provided the following report:

- FY 10 Aid to Localities (ATL) is 100% disbursed. This is our 5<sup>th</sup> consecutive year of total disbursement to our 324 cities, counties, and towns. Kudos for your help and support to our fire and emergency services.
- FY 11 ATL is 96% disbursed with 19 jurisdictions pending.
- FY 12 90/10 formula remains in place as does our line of credit.
- Pro-Board National Registration for the quarter was 2,598.
- 2011 Virginia Fire Information Reporting System (VFIRS) update as of August 2, 2011:

### Incident Summary, Virginia, 2011 (as of 08/01/2011)

Incident Type	Total	Percent
Fires	12,936	4.4%
Rescue and EMS	197,727	66.5%
Other Calls	86,595	29.1%
<b>Total Incidents</b>	<b>297,258</b>	<b>100.0%</b>
Aid Given (Mutual or Automatic)	17,710	
Fire Exposures	215	
<b>Grand Total</b>	<b>315,183</b>	

Dollar Loss	Total
Total Fire Dollar Loss	\$111,743,263

Casualties	Total
Civilian Fire Injuries	243
Civilian Fire Deaths	37
Fire Service Injuries	300
Fire Service Deaths	0

- Fires - 12,936 (4.4%); Rescue and EMS - 197,727 (66.5%); Other Calls - 86,595 (29.1%)
  - Total Incidents - 297,258 (297K)
- Total Fire Dollar Loss - \$111,743,263 (\$112 Million)
- Civilian Fire-Related Casualties - 280 (Injuries - 243, Deaths - 37)
- Fire Service Casualties (All Incident Types) - 300 (Injuries - 300, Deaths - 0)
- Top Three Causes with Residential Structure Fires - Heating (19.3%), Cooking (31.8%), Unknown (26.6%)
- Fire and EMS Studies are resulting in positive changes in many of the jurisdictions studied.
- Pro-Board re-accreditation for the Commonwealth of Virginia is due in 2012.
- Mobile Burn Trainers (MBT's) are making a positive difference in the delivery of our firefighter I & II programs.

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

The following topics were discussed at the Committee Meeting:

Thomas Moffett provided a high-level summary of the Liaison's report and the positive advancement and cost-effectiveness of the training programs. He also remarked on the stakeholder group meeting to look at and gather feedback on the National Fire Protection Association's exploration of training recertification or continuing education.

Thomas Moffett expressed his concern with one of the feedback letters received during the training recertification stakeholder-meeting, see **Enclosure 2**. The Board Chairman requested that the stakeholder group representative (Virginia State Firefighters Association) go back and work with his stakeholder group to better clarify the letter in light of the stakeholder meeting.

The Board members stated that the discussion needs to continue and reinforce that stakeholders “have a voice,” The Board discussed the need for continued meetings to gather information and input from all the stakeholders across the Commonwealth of Virginia. To that end, the Board adjusted its October Meeting Schedule:

- Fire Prevention and Control Committee meeting at 9:00 am on Thursday, October 6, 2011
- Administration, Policy and Finance Committee meeting at 10:30 am on Thursday, October 6, 2011
- Fire Education and Training Committee meeting at 1:00 pm on Thursday, October 6, 2011
  - Recertification/Continuing Education will be on the Agenda for continued discussion with stakeholders
- Aid-To-Locality (ATL) Work Session at 9:00 am on Friday, October 7, 2011
- Full Board meeting Immediately following the ATL Work Session on Friday, October 7, 2011

Bill Kyger commented that the Board needs to travel to its constituent groups, instead of having the constituent groups come to them.

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

Elaine Gall relayed the information provided by the Virginia Fire Marshal Academy, the Codes and Standards Subcommittee, and the Department of Forestry. Billy Shelton commented that the Agency is diligently working with the Insurance Industry to setup a system for home owners to receive insurance credit for dry hydrants.

Bill Kyger commented that the Board and the Agency, should try to get involvement from Lowes, Home Depot and the TV Cooking Show personalities to help promote cooking safety in the Commonwealth and across the Nation.

Brook Pittinger reminded the Board that the next Codes and Standards Subcommittee meeting will be September 28, 2011.

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

The following motions were made at the Committee Meeting:

##### **Topic: TSG Deliverables: 2009 USBC/SFPC Update to Prototypes I and II**

**Motion:** To adopt changes made by TSG to the Project Manual and Prototypes to reflect the code changes from 2006 to 2009. Changes will be effective immediately upon approval by the Full Board.

**Discussion:** The Prototype Specifications and the Project Manual were updated to the 2009 USBC and SFPC.

**Vote:** Unanimous

**Action:** Motion Carries

**Topic: Burn Building Applications: New Construction, Repair and Renovation**

**Motion 1:** To approve the Burn Building Grant application submitted by the Town of Blackstone

**Discussion:** Renovations/Repairs for FFI & FFII - Blackstone Town – total requested \$8,000.

- Forcible entry simulator = \$8,000

**Vote:** Unanimous

**Action:** Motion Carries

**Motion 2:** To approve the application from Lynchburg for a forcible entry prop. This approval is up to \$7,200.

**Discussion:** Renovations/Repairs for FFI & FFII - Lynchburg City – total requested \$7,200

- Forcible entry simulator = \$7,200

**Vote:** Unanimous

**Action:** Motion Carries

**Motion 3:** To approve Gloucester County's application for repair with the following amounts to not exceed: up to \$132, 700 for a Class B Burn Prop, up to \$3,063 for a sprinkler simulator, up to \$21, 051 for platform and stair, up to \$38,560 for 12' by 12' burn room with super padgenite liner, and up to \$5,000 in A/E costs for platform and stair; all costs quoted in Gloucester's application with total grant funds not to exceed \$200,374. Pursuant to certification from WHP for the second story burn room addition.

**Discussion:** Renovations/Repairs for FFI & FFII - Gloucester County – total requested \$218,374

- Second floor burn room (FFI & FFII), sprinkler simulator (FFI & FFII), external staircase = \$203,374
- Architect/Engineering (A/E) services of \$15,000

The Agency commented that the Agency has not received the WHP certification for the second story burn room addition.

**Vote:** Unanimous

**Action:** Motion Carries

**Motion 4:** To approve the Covington applications, up to \$10,500 for a vertical ventilation simulator, up to \$8,007 for a forcible entry simulator, up to \$125,000 for a second story addition and up to \$15,000 in A/E fees for the second story addition with one burn room. Total grant funds up to \$158,507 as stated in the Covington applications.

**Discussion:** Renovations/Repairs for FFI & FFII - Covington City – total requested between two (2) separate applications that should be combined as one \$143,507

- Vertical ventilation = \$10,500
- Forcible entry simulator = \$8,007
- Second story addition = \$125,000 – \$15,000 for A/E fees; reduction for only one room's worth of super padgenite tiles.

**Vote:** Unanimous

**Action:** Motion Carries

**Motion 5:** To deny the Accomack County application for New Burn Building Construction and provide a letter of possible options.

**Discussion:** New Construction – Accomack County - The Committee discussed the Subcommittee's discussion on Accomack's current burn building, utilization and recent reviews. Ken Brown expressed the desire for the denial letter to Accomack County to state the denial of funding for new burn building construction and that they can apply for a renovation grant through the Burn Building Program to renovate the structure to meet their training needs.

**Vote:** Unanimous

**Action:** Motion Carries

**Topic: Extensions for the City of Galax and the Town of Emporia**

**Motion:** To grant a 90-day no cost time extension for the purchase of forcible entry simulator for the localities of Galax and Emporia

**Discussion:** Angela Thompson explained that both the City of Galax and the Town of Emporia's forcible entry simulators are on back order.

**Vote:** Unanimous

**Action:** Motion Carries

**Topic: Report from the Director of Finance**

**Motion:** To accept the Director of Finance's report as presented and to send it to the Full Board meeting for presentation and final approval.

**Discussion:** For the sake of time, the Director of Finance's report was accepted as presented.

**Vote:** Unanimous

**Action:** Motion Carries

**Topic: Fire and EMS Study Update –Northampton County**

**Motion:** To approve the release of the Northampton County Fire & EMS 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, Board of Supervisors, and Fire and Rescue Organizations.

Ken Brown and the study team will present the report to the County and Board of Supervisors on a date yet to be determined.

**Vote:** Unanimous

**Action:** To present to the Full Board

**Topic: Request for Fire and EMS Study –Amelia County**

**Motion:** To approve the request to conduct a Fire and EMS Study for Amelia County.

**Discussion:** The Board appointed Edwin Smith as Chair of the Study Team and Randy Wheeler as the Vice-Chair. Mike Armstrong and Rick Burch will serve as alternates. VDFP, OEMS, and DOF will appoint staff to the Study Team.

**Vote:** Unanimous

**Action:** Motion Carries

**Topic: Aid To Localities (ATL) Policy and Authorized Usage**

**Motion:** To re-implement authorized use of ATL funds to include higher education college classes as previously in the ATL usage policy – Section 4.

**Discussion:** The motion’s intent was to reverse the previous Board decision in regards to ATL funding usage for higher education courses and will be subject to legal review.

**Vote:** Unanimous

**Action:** Motion Carries

#### **UNFINISHED BUSINESS**

There was no unfinished business.

#### **NEW BUSINESS**

#### **Topic: Closed Meeting of the Board**

**Motion 1:** Mr. Chairman, I Move That The Board Go Into Closed Meeting Pursuant To Section 2.2-3711(A)(7) Of The Code Of Virginia For Consultation With Legal Counsel And Briefings By Staff Members Pertaining To Actual Or Probable Litigation, And Consultation With Legal Counsel Regarding Specific Legal Matters Requiring The Provision Of Legal Advice By Counsel, Concerning: The Fire Programs Fund

**Discussion:** The Closed Session was requested to discuss legal issues pertaining to the allowable usage of ATL.

**Vote:** Unanimous

**Action:** Motion Carries, the Board entered a Closed Meeting

**Motion 2:** I Hereby Move That The Board End Its Closed Meeting And Certify That, To The Best Of Each Member's Knowledge, (1) Only Public Business Matters Lawfully Exempted From Open Meeting Requirements By Virginia Law Were Discussed In The Closed Meeting To Which This Certification Applies, And (2) Only Such Public Business Matters As Were Identified In The Motion Convening The Closed Meeting Were Heard, Discussed Or Considered By The Board.

**Discussion:** The Board certifies that it only discussed legal issues concerning Aid To Localities, while in the Closed Meeting.

#### **Roll Call Vote:**

**Ayes:** Richard Burch Jr., Michael Armstrong, Thomas Moffett, William Kyger, Kenneth Brown, Elaine Gall, James Wheeler, and Edwin Smith

**Nays:** None

**Absent:** Robert Scott, Charles Altizer, Carl Garrison, Joe Wilson, Michael Reilly,  
Felix Sarfo-Kantanka Jr.

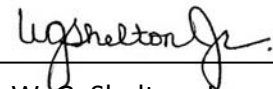
**Action:** Motion Carries, the Board certified the closure of the Closed Meeting

**ADJOURNMENT**

The Board adjourned at 11:34 a.m.

Clerk of the Committee  
Matthew C. Smith

**REVIEWED BY:**



W. G. Shelton, Jr.  
Executive Director

August 19, 2011

Date

Enclosures:

1. Line of Duty Act Presentation
2. VSFA – Certification vs Recertification Response Letter

APPROVED