

VIRGINIA FIRE SERVICES BOARD

December 3, 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

Tom Moffett – Virginia Professional Firefighters Association

Edwin Smith – Virginia Fire Chiefs Association

Kenneth J. Brown – Virginia State Firefighter's Association

Bill Kyger – Association of Counties

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

Carl Garrison – Virginia State Forester

BOARD MEMBERS ABSENT

Kaye Brown – Virginia Municipal League

Joe Wilson – Industry (SARA Title III & OSHA)

Robert Scott – Insurance Industry Representative

AGENCY MEMBERS PRESENT

Billy Shelton

Dave Jolly

Erin Rice

Brook Pittinger

Christine Lopilato

Mark Buff

Matthew Smith

Russ Chandler

GUESTS PRESENT

Walt Bailey

Ed Rhodes

Mike Cox

Trish Bishop

J.C. Phillips

Bob Woods

Jeff Bailey

Rohm Brown

William Poston

Bill Jones

Dana Shrad

William Tucker

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Chair asked if there were any additions and/or corrections to the minutes from the October 2010 meeting. With no changes to the minutes the October 8, 2010 meeting minutes were approved.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Unfinished Business:

- A. NFPA 1006 Update

New Business:

- A. Line of Duty Act Presentation
- B. Schedule of Meetings for CY2011

PUBLIC COMMENTS

There were no public comments.

COMMENTS FROM THE VFSB CHAIR

Rick Burch would like to thank the members of the Board for their work and varied perspectives that they bring to the Board.

Michael Reilly reminded everyone of the date change for the National Fallen Firefighters Memorial Weekend, which will now be held on October 14th – 16th, 2011. He also requested that they make their stakeholders aware of the change.

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

The following report was provided by Billy Shelton:

- ATL for FY 10 is 99.7% expensed.

FY2010 ATL Allocation Potential Forfeitures are listed below:

FY2010 FORFEITURES		as of 11/19/2010	
2010	308	Belle Haven (Town)	8,000.00
2010	315	Boones Mill (Town)	8,000.00
2010	341	Clinchport (Town)	8,000.00
2010	346	Columbia (Town)	8,000.00
2010	385	Hillsboro (Town)	8,000.00
2010	395	Keller (Town)	8,000.00
2010	429	Parksley (Town)	8,000.00
2010	436	Pound (Town)	8,000.00

- ATL for FY 11 is 68.6% disbursed with 69 jurisdictions pending
- Pro-Board National registration were 1,302 for the last quarter
- Three (3) Mobile burn Buildings have been received and have satisfactorily met the acceptance tests. Detailed training is on-going as well as Standard Operating Procedures (SOPs) and Standard Operating Guidelines (SOGs) are being developed on the operation and care.
- The new MARFFTS has been received and is under-going acceptance tests.
- The Agency has submitted its 2%, 4%, and 6% budget reduction plan as mandated by Governor Mc Donnell.
- Division 7 has relocated to its new office in Fairfax on West Ox Road.
- Division 4 and the SFMO Marion Office have consolidated to effect savings.
- VFIRS Report: 11-29-2010
 - Fires 21,791 (4.37); EMS 328,625 (65.9%) Other Fire/emergency responses 148,542 (29.7%)
 - Total Fire Loss-\$190.9 million
 - Civilian fire injuries-427; Fire Service injuries-322
 - Fire related deaths -44
 - Top three causes of fires –Cooking (33%), Unknown (28%), Heating (15%)

REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

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

Staff provided an update on the Five Year Strategic Training Plan goals that have been accomplished. The Committee discussed the regional utilization of the Driving Simulator to enhance the delivery of the EVOC program. Additionally, 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 at Virginia Beach. Then VDFP Staff and the Training and Education Committee will meet in April to compile and review. By the June VFSB meeting, staff will present a proposed update to the Five Year Strategic Training Plan. At the conclusion of the meeting the Committee recessed and toured the Mobile Burn Building.

REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

The following motions were discussed at the Committee Meeting:

Topic: Upcoming Law Enforcement School at Fort A.P. Hill

Motion: Recognize the U.S. Army Base at Fort A.P. Hill for the continued support of the Law Enforcement Fire Marshal Academy

Discussion: Bobby Bailey discussed during his Board report, that due to a grant received by the Base for its support of outside entities. VDFP will be able to host the Fire Marshal Law Enforcement School at a greatly reduced cost to the local jurisdictions.

Vote: unanimous

Action: Motion Carries.

Topic: Code and Standards Promulgation

Motion: In accordance with §27-97 of the Code of Virginia, the Virginia Fire Services Board (VFSB) supports the comments by the VFSB Codes and Standards Sub-Committee Chairman, Chief Dawson and State Fire Marshal Ed Altizer on petitions that have been received in regards to the 2009 Uniform Statewide Building Code (USBC) and the Statewide Fire Prevention Code (SFPC).

Discussion: The intent of this motion is to have a letter drafted from the VFSB Chairman to the BHCD in support of the petitions of the VFSB Codes and Standards Sub-Committee and the State Fire Marshal.

Vote: unanimous

Action: Motion Carries.

REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE

The following motions were made at the Committee Meeting:

Topic: Training Mini Grant Application Recommendations

Motion: Accept from Staff as submitted the FY2011 Training Mini Grants as recommendation.

Discussion:

The Director of Finance presented the recommended Training Mini Grants to the Committee as submitted. Mike Reilly and Brian Mullins commended staff and the committee on the hard work and subjectivity in developing the recommendation list, as it is not an easy task.

Vote: Unanimous

Action: Motion Carries.

Topic: Fire & EMS Study Update – Spotsylvania County

Motion: To approve the County of Spotsylvania’s Fire & EMS Study Report as submitted by the Study Team.

Discussion:

The study report was sent to each VFSB member for their review and approval. Once approved, the study will be provided to the County’s Fire Chief, County Administrator, Board of Supervisors and Fire & Rescue Organizations.

Tom Moffett and the Study Team will make the presentation to the Board of Supervisors on December 14th.

Vote: Unanimous

Action: Motion Carries.

Topic: Request for Fire and EMS Study – Augusta County

Motion: To accept the request for a Fire and EMS Study for the County of Augusta.

Discussion:

The County of Augusta has requested the Board conduct a Fire & EMS Study.

The following individuals will serve on the committee:

Mike Armstrong will serve as the Chair

Bill Kyger will serve as the Vice Chair

Matthew Smith – VDFP Liaison

Melvin Byrne – VDFP Liaison

Tim Estes – VDFP Liaison (shadowing to learn the process)

Michael Berg – OEMS Liaison

Rodger Moyers – DOF Liaison

Vote: unanimous

Action: Motion Carries.

UNFINISHED BUSINESS

Topic: NFPA 1006 Update

Motion: N/A

Discussion:

A number of stakeholders were represented at the meeting and expressed concerns over the changes to the Heavy Technical Rescue (HTR) program.

From the career aspect, many departments have recruit training academies scheduled and were not aware of the changes to program. As they teach HTR components in their academies, they would have to lengthen their academies by 32 hours and incur additional financial burdens. Additionally, from a career aspect, concerns were expressed that individuals would have to go backwards prior to going forwards in their training development. Representatives expressed a fear that personnel would lose certifications, that Regional HTR teams could be compromised due to lack of knowledge of the update and not having the Train the Trainer components.

From the volunteer aspect, available funds are decreasing and calls are increasing, thus reducing the ability of volunteers to hold and attend training. Representatives expressed concerns over the timeline of implementation, the prerequisites to advance in the HTR program, and having to drop certification but somehow continue receiving the training. They requested some flexibility be incorporated into the program so that volunteers can still progress in the program. Additionally, it was asked if the program changes would affect the Memorandum of Understanding (MOU) between VDFP and the Virginia Association of Volunteer Rescue Squads (VAVRS), who offers a vehicle extraction course.

Dave Jolly presented on changes to the National Fire Protection Association (NFPA) Standards 1006 and 1670 and the Heavy Technical Rescue program curriculum update. NFPA 1006 was promulgated in March 2008 and NFPA 1670 was promulgated in 2009. The agency has been issuing updates during the curriculum rewrite process and during meetings with instructors. In January or February of 2010 emails went out to all of the HTR instructors on being involved in the process.

At no point has the agency said that anyone is going to lose certifications. We are going to ask that people get the prerequisites before moving forward, but not the orientation piece. An example was given of a Firefighter having Confined Space I and wants to go to Confined Space II and doesn't have Rope I. The Firefighter would have to go back to Rope I first, not to Module 1 and 2 which are the Awareness and Operations courses. See **Enclosure 1** - HTR Progression Chart. Currently, firefighters are allowed to skip ProBoard Certification, Module 3, and still progress through the skill training levels, but will only receive a certificate of attendance.

Billy Shelton emphasized that the Commonwealth of Virginia is a Dillon Rule state; there is no mandate in the Commonwealth to have these certification that is a local decision. However, if you want the certification level, there will be additional hours associated, because VDFP and the VFSB have accepted the ProBoard Accreditation process and the NFPA consensus standards.

Billy Shelton reemphasized that all Professional Qualification (ProQual) Standards are updated every five years, and then we have two years to update our curriculums to meet the ProQual Standards. We are not going to revoke anyone's certifications, once you're nationally certified you are certified. Additionally, there will be no degradation of the MOU with VAVRS, as the VAVRS program has been an attendance program. This is an evolutionary process, the agency has 24 certification programs, and thus it is none stop.

Representatives also requested that they be allowed to hold vehicle extraction classes in the upcoming year without the prerequisites and not certification. Agency staff expressed the desire to work with our localities to continue to provide the training. Additionally, there was discussion on the need to develop a non-certification class for the HTR courses, similar to the Fire Officer I and Company Leader Courses.

The curriculum for Module 1 of the Heavy Technical Rescue program is available and consists of the awareness components of each four areas, an introduction on how to request State resources and Chapter 5 components of NFPA 1670. The curriculum for Module 2 of the Heavy Technical Rescue program is available and consists of the old Rope 1 minus the pickoff or rappelling component. The agency will be holding two HTR Module 1 trainings at the Virginia Fire Chiefs Association Conference in February.

Chairman Burch reminded everyone that as Board members, we represent different organizations, we need to do our due diligence to communicate information to the groups that we represent and then on an as needed basis conduct additional information meetings with stakeholders.

Vote: N/A

Action: N/A

NEW BUSINESS

Topic: Line of Duty Act Presentation, Enclosure 1

Motion: N/A

Discussion:

Patricia “Trish” Bishop from the Virginia Retirement System (VRS) delivered a presentation on the changes in Line of Duty Act Fund legislation, including a discussion of the Fund’s structure, timeline for implementation, and costs. In addition, Ms. Bishop answered questions from members of the Board. At this point in time, VRS is still working with the plan’s actuary to estimate the cost of coverage, develop a contribution rate, and provide a schedule for payments.

The Line of Duty Act Trust Fund will be accounted for separately, but for investment purposes it will be pooled with the other VRS Trust Fund monies the investment rate of return for the LODA Fund will be the same as VRS’. An enrollment period will begin in spring 2011, but VRS plans to provide localities with informational materials in February. Localities will be enrolled in the Fund unless they elect to opt out of the Fund. For those participating in the Fund, billing will begin in Fiscal Year (FY) 2012.

Currently, the plan actuary is developing contribution rates using a “pay-as-you-go” and a fully funded actuarial model. VRS is planning to start its billing using the “pay-as-you-go” model and then transition to a fully funded actuarial model over the course of 5 years.

The VRS Board is meeting on December 16th to review and approve the Line of Duty Act Fund rates. At that time, rates will be disclosed. However, VRS staff anticipates that localities will be charged 25% of the full rate for covered volunteers. Localities that opt out of participating in the Fund will be responsible for self-funding the Line of Duty Act benefits on either a pay-as-you-go or a fully funded actuarial basis. If your locality opts out of the program, your locality will be responsible for any existing and pending Line of Duty Act claims which include death and disability benefits.

In the future, when more data is available, VRS may consider migrating to a model similar to a risk management approach, where rates are calculated based on the individual locality’s claims experience. Eligibility and coverage issues are still being discussed and determined. One thing to keep in mind, career personnel from one jurisdiction that volunteer in another jurisdiction will count as two covered lives. However, the volunteer rate will likely be 25% of the full-time rate.

Vote: N/A

Action: N/A

Topic: Schedule of Meetings for Calendar Year (CY) 2011, Enclosure 2

Motion: Accept the schedule for the Virginia Fire Services Board and Sub-Committee meetings as presented for Calendar Year (CY) 2011.

Discussion:

Staff provided a draft schedule based on the previous years meetings and obligated dates. Also, sub-committee meetings are subject to change based on the availability of members.

Vote: unanimous

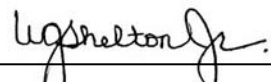
Action: Motion carries

ADJOURNMENT

The Committee adjourned at 12:06 pm

Clerk of the Committee
Matthew C. Smith

REVIEWED BY:



W. G. Shelton, Jr.
Executive Director

December 3, 2010
Date

Enclosures:

1. HTR Progression Chart
2. Line of Duty Act Presentation
3. VFSB Schedule of Meetings for CY2011