

VIRGINIA FIRE SERVICES BOARD

August 14, 2010

A regular meeting of the Virginia Fire Services Board was held at the Hampton Convention Center in Hampton 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
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
Carl Garrison – Virginia State Forester

BOARD MEMBERS ABSENT

Kaye Brown – Virginia Municipal League
Bill Kyger – Association of Counties

AGENCY MEMBERS PRESENT

Billy Shelton	Don Hansen	Russ Chandler
Brook Pittinger	Dave Jolly	Andrew Brodie
Matthew Smith	Christine Lopilato	Erin Rice
Kenny Muhleman	Dennis Price	

GUESTS PRESENT

Billy Streett	Gary Yew	Doug Walker
Kurt Kight	Art Lipscomb	Ronnie Black

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 2010 meeting. With no changes to the minutes the June 5, 2010 meeting minutes were approved.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Unfinished Business:

- A. No Unfinished Business

New Business:

- A. Mid-Atlantic Conference & Symposium
- B. Approval of 2010 Governor's Fire Service Awards
- C. Government Reform Commission

PUBLIC COMMENTS

Ronnie Black, VSFA, welcomed the Board to the conference and thanked the Board for holding their meeting in conjunction with the annual conference. Mr. Black also invited the Board to hold their August 2011 meeting in conjunction with the 2011 VSFA conference and expo.

Art Lipscomb, VPF, discussed the 2010-2012 Budget Amendment for the Line of Duty Death Benefit (LODD) that shifts the cost of the LODD payment from the State's General Fund to the localities. The Professional Firefighters are seeking to have the budget amendment reversed. It was noted that there is an irrevocable clause contained in the budget amendment that requires the locality to either opt-in or opt-out of the 'fund' by July 1, 2011.

COMMENTS FROM THE VFSB CHAIR

Richard Burch thanked all the members for their hard work during the committee meetings yesterday.

COMMENTS FROM THE VDFP LIAISON VDFP Executive Director

The following report was provided by Billy Shelton:

- Commended Edwin Smith on his appointment and welcomed him to the Board.
- ATL for FY 10 is 96.1 % disbursed with only 30 jurisdictions pending.
- New 90/10% distribution formula for FY 11 ATL
- Pro-Board Registrations for last quarter were 4,798.
- VFIRS Report through 7-28-10:
 - Fires - **12,284** (4.4%); EMS - **184,946** (65.9%); Other Calls - **83,500** (29.7%)
 - Total Incidents - **280,730** (281K)
 - Aid Given (Mutual/Automatic) - **15,314**; Fire Exposures - **191**
 - Grand Total - **296,235** (296K)
 - Total Fire Dollar Loss - **\$123,960,530** (\$124 Million)

- Civilian Fire-Related Casualties - **257** (Injuries - 224, Deaths - 33)
- Fire Service Casualties (All Incident Types) - **181** (Injuries - 181, Deaths - 2)
- Top Three Causes with Residential Structure Fire Causes - Heating (21.1%), **Cooking (29.4%)**, Unknown (27.5%)
 - Please note that our web site carries the most current statistics.
 - Reaffirmed the importance of cause origin and determination to reduce the Unknown category.
- Three (3) mobile fire trainers have been awarded and delivery is expected in September, October, and December 2010, respectfully.
- The new Aircraft Rescue Fire Fighter simulator purchased through the Department of Aviation with Federal Stimulus Funds is progressing very well. Delivery is anticipated in late September 2010.
- FY 11 Budget will 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.
- The Virginia State Firefighters Assn. will formally recognize 71 Fire Officer IV graduates for the last fiscal year at the annual conference this week.
- All VDFP Training Managers were trained for the Local Assistance Support Team (LAST) on July 1, 2010. Unfortunately the Commonwealth lost two firefighters on July 26, 2010 and our training efforts in conjunction with the VFCA paid great dividends. Chief Dillion and Firefighter Altice will be forever remembered in the Commonwealth.
- The Agency contacted the Secretary of Public Safety's office regarding the travel restrictions for the VFSB meetings. The travel restrictions for the Agency and Board still apply and only two VFSB meetings may be held outside of the Richmond area until further notice.

REPORT FROM THE COMMITTEE ON FIRE EDUCATION AND TRAINING

There were no motions made at the Committee Meeting.

The following items were discussed.

The FY11 VFIRS Hardware Grant applications are due postmarked by August 31, 2010 and the FY11 Training Mini Grant applications are due postmarked by September 30, 2010.

Mike Armstrong reminded the committee members to review the ARFF and EVOC curriculum changes as they will be voted on at the October 2010 meeting.

REPORT FROM THE COMMITTEE ON FIRE PREVENTION AND CONTROL

The following motion was made and topics discussed at the Committee Meeting:

Topic: VFIRS Hardware Grant Ranking Criteria Changes

Motion: To accept the revised VFIRS Criteria Ranking Scale beginning in FY 2011 as presented by VDFP staff.

Discussion: None

Vote: Unanimous

The Agency provided the Board with a review of the modifications being recommended for the VFIRS Hardware grant program.

Action: Motion carries.

Robby Dawson discussed the Building and Fire Code updates made by the Board of Housing and Community Development.

Carl Garrison discussed the Department of Forestry Plan under the 2008 Farm Bill and the meeting with Southern Group of State Foresters. The Boy Scout Jamboree, which was held at Fort AP Hill, included a DOF exhibit that included fire suppression and prevention information and there were approximately 47,000 boy scouts that visited the DOF booth.

REPORT FROM THE COMMITTEE ON ADMINISTRATION, POLICY & FINANCE

The following motions were made at the Committee Meeting:

Topic: De-obligation of Montgomery County Burn Building Program

Motion: To de-obligate \$430,000 for Montgomery County Burn Building.

Discussion: None

Vote: unanimous

Action: Motion carries.

Topic: Enhanced Training Facilities Renovation & Repair Budget Development

Motion 1: To approve the Burn Building request for the Town of Wise.

Motion 2: To allocate \$150,000 for the new 5-year term of the A&E contract to begin April 2011.

Motion 3: To recommend funding for all projects that submitted a repair or renovation grant request at the July 8, 2010 BBSC meeting, up to the estimates provided by TSG adjusted for Virginia cities, ensuring estimates received by the Agency meet specifications, excluding the requests from Coeburn and Bristol so additional evaluations can be conducted on their requests; also excluding the Halifax cooling structure.

Discussion:

It was noted that in July, the subcommittee will have to develop their budget plan; examine the burn building grant program; and also determine what the subcommittee should do to address the deficiencies detailed in the Burn Building Audit Report – July 2010 Burn Building Subcommittee minutes.

Currently the Board's cash carry forward is \$2.6M, but the funding is obligated to burn building construction projects (Fauquier; Harrisonburg and Shenandoah); the mobile burn building procurement; the A&E contract for TSG; and renovation and repair projects. There is currently a reserve allotment of \$396,008 to be used for the current grant applications for renovations and repairs. The Board also has the \$975,000 burn building funding for FY11 that has not yet been obligated, and the anticipated de-obligation of the Montgomery County new construction project.

It was suggested by the subcommittee members that funding should be allocated for the mobile burn building pad project grant. The Agency was tasked by the Board to have TSG develop minimum specifications to accommodate the mobile burn building prop when the mobile burn building is utilized by a locality.

The following are budget recommendations to obligate a portion of the Board's \$1.4M un-obligated funds:

- \$430,000 – Town of Wise burn building; and
- \$150,000 – A&E Contract.

Vote 1: 12 – Yeas; 0 – Nays; (Tom Moffett – abstained)

Action 1: Motion carries.

Vote 2: unanimous

Action 2: Motion carries.

Vote 3: unanimous

Action 3: Motion carries.

Topic: Burn Building Policy Revisions

Motion: To accept the policy revisions to the Burn Building policy as of the July 8, 2010 burn building subcommittee meeting, including the definition development of “grant completion”.

Discussion:

The Burn Building policy is being revised based on the comments received during the BBSC workgroup meeting held in June 2010. Included in the policy revisions are the following items:

1. Two Meetings with VDFP;
2. Conference Call with VDFP & TSG; and
3. Inspection Criteria – annual requirement.

It was recommended that a definition of ‘complete’ is included in the burn building policy to cover the difference between ‘partially complete’ and ‘final completion’.

The Board has tasked VDFP to work with TSG to develop the definitions for:

- Substantially complete – all paperwork received; and
- Final completion – division chief has completed the inspection.

It was noted that what is currently defined in the policy is the time specified to complete the grant, which is located in the Term of the Grant (Section J) portion of the policy. The terms for grant completion will be added to the definitions portion of the policy.

Vote: unanimous

Action: Motion carries.

Topic: Shenandoah County Project Deadline

Motion: To approve a retro-active no cost time extension from June 30, 2010 to August 31, 2010 to Shenandoah County.

Discussion:

As of July 31, 2010 the Agency received the AIA certification of completion for the Shenandoah County burn building. The Agency has completed its inspection and all noted deficiencies were brought into compliance.

Vote: unanimous

Action: Motion carries.

Topic: Burn Building Applications

Motion 1: To accept the estimated allowance costs prepared by TSG, in TSG No: VA05256 dated July 2, 2010, and adjusted for Virginia cities.

Motion 2: To prioritize the new construction burn building request, in the event funding becomes available, as follows: 1) Town of Wise; 2) Accomack County; 3) Town of Chilhowie and 4) to not fund the City of Harrisonburg's new construction request.

Discussion:

1. Town of Chilhowie – new construction request
2. Accomack County – new construction request
3. Town of Wise – new construction request
4. City of Harrisonburg – new construction & renovation
 - a. The renovation request for the existing building is to acquire a pitched roof, vertical ventilation, and a 15 foot concrete apron (i.e. pad) around the outside of the building. The County would prefer to not install the 15 foot pad around the outside of the building since they can only access 1 side with apparatus and would prefer to keep their current gravel base. The County is requesting the 15 foot pad to ensure their building does not lose training capabilities through the VFSB and VDFP requirements.
5. Goochland County – renovation
 - a. The repair request is for a forcible entry simulator prop and a sprinkler system simulator prop.
6. City of Newport News – repair
 - a. The repair request is for on-site forcible entry training capabilities.
7. Buckingham County – repair
 - a. The repair request is for an on-site forcible entry training capabilities
8. Franklin County – repair
 - a. The repair request is for on-site forcible entry training capabilities.
9. Halifax County – renovation

- a. The renovation request is for on-site forcible entry training capabilities. The County is also seeking funding for on-site rehab and staging capabilities through the construction of a shelter site.
- 10. Northumberland County – renovation
 - a. The request is for sprinkler simulator prop and forcible entry prop.
- 11. City of Bristol – renovation
 - a. The renovation request is for an additional burn room on the second story. The burn room will have a propane burn prop.
- 12. Henrico County – repair
 - a. The renovation request is for on-site forcible entry training capabilities.
- 13. Spotsylvania County – renovation with A&E
 - a. The renovation request is for the 15 foot concrete apron around the burn building.
- 14. Town of Coeburn – renovation
 - a. The repair request is for 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.
- 15. City of Franklin – renovation
 - a. The renovation request is for the 15 foot concrete apron around the burn building and a forcible entry simulator.
- 16. City of Galax – renovation with A&E
 - a. The renovation request is for a pitched roof and vertical ventilation simulator.
- 17. City of Emporium – renovation & repair
 - a. The request is for sprinkler simulator prop; forcible entry prop; and the concrete apron around the building.

The Chairman asked that the BBSC to determine a plan for the deployment of the Mobile Burn Buildings. The Board discussed the differences in stationary and mobile burn buildings. Ed Smith requested a copy of the Map of Burn Buildings in Virginia.

The Board discussed the process of funding priority and whether to keep the current system of funding by application submission or continue with the new process of prioritization.

Vote 1: unanimous

Action 1: Motion carries.

Vote 2: 12 – Yeas; 0 – Nays; (Tom Moffett – abstained)

Action 2: Motion carries.

Topic: VFSB Life Time Achievement Award Criteria

Motion: To establish a Fire Service Board award known as the “Lifetime Achievement Award,” to be awarded at the discretion of the Virginia Fire Service Board.

Discussion:

The committee was given a copy of the Life Time Achievement Award Criteria.

It was noted that the Life Time Achievement Award would not be in conflict with the Governor’s Fire Service Awards.

It was noted by the Agency that the Life Time Achievement Award will be advertised through VDFP’s various social marketing mediums.

Mike Reilly distributed an Award nomination for Dave Diamantes – Enclosure 1. The Board will review the Award nomination and the Committee on Administration, Policy and Finance will discuss the nomination at the October Committee meeting.

Vote: unanimous

Action: Motion carries.

Topic: Request for Fire & EMS Study – City of Manassas

Motion: To accept the request for a Fire & EMS Study for the City of Manassas.

Discussion:

The City of Manassas has requested the Board conduct a Fire & EMS Study.

The Board Chair remarked about the possible overload of studies

The following individuals will serve on the committee:

Ken Brown will serve as the Chair

Brian Mullins will serves as the Vice Chair

Matthew Smith – VDFP Liaison

Tom Berry – VDFP Liaison

Ken Pullen – OEMS Liaison

Vote: unanimous

Action: Motion carries.

Topic: Request for Fire & EMS Study – County of Middlesex

Motion: To accept the request for a Fire & EMS Study for the County of Middlesex.

Discussion:

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

The following individuals will serve on the committee:

Rick Burch will serve as the Chair

Ed Smith and Pete Talley will serve as the Vice Chair

Matthew Smith – VDFP Liaison

Melvin Byrne – VDFP Liaison

Wayne Berry – OEMS Liaison

Pete Talley, a Retired Battalion Chief from Henrico County, who helped start the Hanover County Volunteer system, will provide additional support to the Study Committee if needed.

Vote: unanimous

Action: Motion carries.

Topic: Mid-Atlantic Conference and Symposium

Motion: To approve and provide funding up to \$915 for one Virginia Fire Services Board Member to attend the Mid-Atlantic Conference & Symposium.

Discussion:

The Mid-Atlantic Fire Service Association Conference & Symposium is being held in Hartford, Conn. beginning September 9, 2010. Mr. Ken Brown will attend on behalf of the Board.

Vote: unanimous

Action: Motion carries.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Topic: Mid-Atlantic Conference & Symposium

Motion: NA.

Discussion:

This topic was covered under the Administration, Policy & Finance Committee.

Vote: NA

Action: NA

Topic: Approval of 2010 Governor's Fire Service Awards

Motion: To approve the 2010 Governor's Fire Service Awards.

Discussion:

The agency will handle the promotion of the Awards.

Vote: unanimous

Action: Motion carries

Topic: Government Reform Commission

Motion: To support the concept of moving the Office of Emergency Medical Services from the Secretary of Health and Human Services to the Secretary of Public Safety.

Discussion:

The Board was asked to review the idea of moving the Office of Emergency Medical Services (OEMS) from under the Department of Health, which is under the Secretary of Health & Human Services to the Secretary of Public Safety. The stakeholder groups were asked to determine if this move would be advantageous.

The question was raised whether the \$4 for life funding would transfer with OEMS if they were moved. It was also asked if the Director of OEMS's position would be transformed into a Governor's Appointed Position.

It is believed that this topic will not be discussed by the Reform Commission until 2011.

It was noted that having to respond to two secretariats when dealing with regulatory oversight often creates problems for the localities.

The Agency will provide the Board with a letter of their support to send to the Secretary of Public Safety. The Board's letter will focus on the coordination of response calls by local fire & EMS organizations.

Vote: 12 – Yeas; 0 – Nays; (Ed Altizer – abstained)

Action: Motion carries

ADJOURNMENT

The Committee adjourned at 10:51 am

Clerk of the Committee
Matthew C. Smith

REVIEWED BY:



W. G. Shelton, Jr.
Executive Director

August 16, 2010

Date

Enclosures:

1. Nomination for the VFSB Lifetime Achievement Award for Dave Diamantes