

VIRGINIA FIRE SERVICES BOARD

Friday, February 23, 2018

A regular meeting of the Virginia Fire Services Board was held at the Virginia Beach Convention Center. Mr. Walter Bailey served as Chair.

BOARD MEMBERS PRESENT

Walter Bailey – Chair – Virginia State Firefighter's Association

David Layman – *Vice Chair* - Virginia Fire Chiefs Association

Brian McGraw - Virginia State Fire Marshal

H. Lee Day – Virginia Fire Services Council

Dennis D. Linaburg – Virginia Chapter of the International Association of Arson Investigators

Sean P. Farrell – Virginia Board of Housing & Community Development

Bettie Reeves-Nobles – General Public

Ernie Little – Fire Prevention Association

James D. Poindexter – Virginia Professional Firefighters Association

James A. Calvert – Industry (SARA Title III & OSHA) Representative

David C. Hankley – Virginia Municipal League

Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors

James Stokely – Insurance Industry

Stephanie Koren – Association of Counties

Rob Farrell – Virginia State Forester

BOARD MEMBERS ABSENT

AGENCY MEMBERS PRESENT

Brook Pittinger

Mohamed Abbamin

John Fugman

Michael T. Reilly

Brenda Scaife

Michael Parris

Theresa Hunter

Briant Atkins

GUESTS PRESENT

Jerome I. Williams
Mike Armstrong
John Fugman
Michael Parris
Ed Altizer
Chris Shaver
JD Orndorff
Dean Farmer
Brad Owens
Billy Chandler
Brian Litchy
Charles Singleton
Joseph A. Mullens
Chinaka Barbour
Kenneth Lat

Charles D. Haynes
Jenna E. Haynes
Billy Hanks
Jeff Flippo
Glenn Dean
Randall Johnson
Larry Gwaltney
Linda Hale
Richard W. Harris
Andrew Baxten
James H. Reid, Jr

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Public Comments

Consent Agenda

- A. Approval of the Minutes Of The Previous Meeting

Report from the VDFP Executive Director

Report from the VDFP Deputy Executive Director

Fire Education and Training

- A. Report From The VDFP Branch Chiefs
 - a. Chief Safety Officer
 - b. Chief of Training
- B. Report from the Training and Education Committee

- C. Unfinished Business
- D. New Business
 - i. Modular Training
 - ii. VDFP Training Related Accidents - Update
 - iii. Marine Firefighting for Land-Based Firefighters Program

Fire Prevention and Control Committee Business

- A. Report From The Department of Forestry
- B. Report From The State Fire Marshal
- C. Report From The Codes and Standards Subcommittee
- D. Unfinished Business
- E. New Business

Administration, Policy and Finance Committee Business

- A. Report from Administration, Policy and Finance Committee
- B. Report From The Live Structure Committee
 - a. Live Fire Training Structure Grants Policy- Updates
 - b. Extension Requests
 - c. Renovation Applications
 - d. 5 Year Inspection Concerns
- C. Grants and Finance Report from the VDFP Chief Administrative Officer
- D. Unfinished Business
- E. New Business
 - iv. **Review/Approve:**
 - a. Nelson County Fire and EMS Study
 - b. City of Bristol Fire and EMS Study
 - v. **Study Request:**
 - a. Cumberland County Fire and EMS Study Request
 - b. Town of Farmville Fire and EMS Study Request
 - vi. **Review/Approve:** VFIRS Applications *(FYI: Summary of VFIRS submission: 23 Fire Departments totaling \$16,100 in requests. Available funding for grant \$25,000)*

Comments from the Chairman, VFSB

Full Board Business

- A. Unfinished Business
- B. New Business

PUBLIC COMMENTS

Chairman Walter Bailey thanked the board members and attendees for their commitment to public safety.

New board members introduced themselves.

CONSENT AGENDA

Topic: Consent Agenda

Motion: To approve the Consent Agenda / Minutes.

Discussion: Motion to accept was made.

Vote: Unanimous

Action: Motion Carries

REPORT FROM THE VDFP EXECUTIVE DIRECTOR

Michael Reilly provided the following report;

Chief Reilly introduced himself. He cited the following areas per the Northam Administration's policy agendas for the fire services;

Three Goals of the Northam Administration as it relates to the fire services are as follows;

1. Reduce line of duty deaths
2. Reduce exposure to cancer and cancer presumption
3. Mental Health Awareness

Chief Reilly discussed the following areas regarding the 2018 Legislative Session;

2018 Session Outcomes

- **Success:**
 - [SB346 \(Peake\)](#): Successful in expanding the use of ATL funds for cancer prevention.
 - [SB884 \(Deeds\)](#): Successful in expanding non-hazardous training to juveniles.
 - [HB729 \(Head\)](#): Agency is working to accommodate the provisions of [HB729](#) regarding modular training program accessibility.
- **Unsuccessful:**
 - [SB352 \(Peake\)](#) and [SB642 \(McPike\)](#) - Unsuccessful in cancer presumption bills. The bills have been continued to the 2019 in Finance.
- **Legislative Bills of Concern:** [SB715 \(Chase\)](#) - conceal carry for Fire and EMS personnel. Chief Reilly indicated that this legislative pursuit has negative impact.

Major Concern: The adoption and promulgation of the Statewide Fire Prevention Code is currently managed by the Board of Housing and Community Development and its respective agency – Department of Housing and Community Development. VDFP continues to collaboratively work with the aforementioned entities to ensure the matter is addressed in a fair manner. Chief Reilly requested the stakeholders to provide a letter articulating their position on the SFPC adoption/promulgation in an effort to ensure the Administration is fully aware of their locality's concern.

REPORT FROM THE VDFP DEPUTY EXECUTIVE DIRECTOR

The following report was provided by Brook Pittinger;

Legislative Update:

- **Crossover Occurred** – 2/13/18
- **Last Day to Act on Amendment to Budget Bill** – is 2/28/18
- **Adjourn** – 3/10/18

The Agency continues to watch the following bills:

[HB 729](#) Virginia Fire Services Board; powers & duties, modular training program for volunteer firefighters.

- **What:** Directs the Virginia Fire Services Board to develop a modular training program for volunteer firefighters for adoption by local volunteer fire departments that shall include (i) Firefighter I and Firefighter II certification pursuant to standards developed by the National Fire Protection Association and (ii) an online training program.

- **Status:** 02/19/18 Senate: Referred to Finance
- **Impact:** The Agency will need an additional element to its current procurement of the LMS to allow online delivery of Firefighter I and II. Thus, VDFP will need the following:
 1. One additional full time employee (FTE) curriculum developer to develop and coordinate the modular training with salary, benefits and miscellaneous cost of **\$100,600.**
 2. Learning Management System (LMS) to deliver the on-line modular training for Firefighter I and Firefighter II will be \$22,500.00 annually with \$21,750 one-time cost for setting up.

Budget Amendment: The FY19/20 Budget amendments to the [FY18-FY20 Budget As Introduced](#) identified additional General Fund (GF) monies to support the execution of [HB729 - Modular Training Requirement](#) ([HB729 Impact Statement](#)). The amendment provides \$144,850 the first year and \$123,100 the second year from the Fire Programs Fund and one position to implement training programs as required by House Bill 729. The amendment provides \$144,850 the first year and \$123,100 the second year from the Fire Programs Fund and one position to implement training programs as required by House Bill 729

[HB 1163](#) Fire protection; applicant preemployment information with fire departments.

- **What:** The bill seeks to amend § [27-6.2](#) of the Code of Virginia related to applicant pre-employment information with fire departments. Applicants for employment with any fire department, having a local ordinance adopted in accordance with § [19.2-389](#), **may** be required to submit to fingerprinting and to provide personal descriptive information for background checks. Current law requires only Arlington County Fire Department to obtain such information. The measure makes the requirement mandatory instead of discretionary.
- **Status:** 02/22/18 Senate: Passed Senate (40-Y 0-N)

[HB1412](#) Mental health awareness training;

- **What:** Mental health awareness training; firefighters and emergency medical services personnel. Requires fire departments and emergency medical services agencies to develop curricula for mental health awareness training for their personnel. The bill provides that such personnel who receive the training shall receive appropriate continuing education credits.
- **Status:** 02/09/18 Senate: Referred to Committee on General Laws and Technology

- **Agency Efforts:** During the Fall of 2017, Department of Fire Programs delivered a train-the-trainer program for reducing mental health stigma amongst Virginia’s fire services through its seven division offices. VDFP utilized the National Fallen Firefighters Foundation’s Stress First Aid (SFA) through their State Advocate. The training was an 8 hour session which consisted of flexible set of tools used to care for stress reactions in firefighters and rescue personnel. SFA was specifically designed to support firefighters and rescue personnel. The goal of SFA is to restore health and readiness after a stress reaction. Students were able to gain continued education credits, similar to the intent of HB1412.

SB 346 Fire Programs Fund; cancer prevention.

- **What:** The legislation seeks to authorize funds in the Fire Programs Fund to be used for purposes of preventing the occurrence of cancer among firefighters “*which may include purchasing personal protective equipment, diesel exhaust [removal] systems, decontamination equipment, education for cancer prevention, and commercial extractor.*” The Agency presently provides access to support health and safety initiatives for fire service personnel in compliance with the NFPA Standards through the [Aid to Localities Entitlement](#) Program.
- **Status:** 02/20/18 House: Subcommittee recommends reporting (8-Y 0-N)

SB 347 Statewide cancer registry; information on firefighters.

- **What:** The legislation seeks to amend § [32.1-70](#) of the Code of Virginia related to health information supplied to the Commissioner. The bill’s intent is to authorize physicians to report on a patient diagnosed with cancer to the statewide cancer registry information related their work history as a firefighter per the patient's consent. To ensure a reasonable flexibility of this legislation, the only amendment approved was line 29 “*5. Collecting data to evaluate potential links between exposure to fire incidents and cancer incidence.*”
- **Status:** 02/22/18 House: Subcommittee recommends reporting with amendments (6-Y 0-N)

SB 670 Mental health awareness; training for firefighters and emergency medical services personnel.

- **What:** The legislation seeks to amend the Code of Virginia by adding sections numbered [9.1-203.1](#) and [32.1-111.5:1](#) related to *Firefighter mental health awareness training*. The bill provides that such personnel who receive the training shall receive appropriate continuing education credits.
- **Status:** 02/22/18 House: Subcommittee recommends reporting (6-Y 0-N)

- **Agency Efforts:** During the Fall of 2017, Department of Fire Programs delivered a train-the-trainer program for reducing mental health stigma amongst Virginia's fire services through its seven division offices. VDFP utilized the National Fallen Firefighters Foundation's Stress First Aid (SFA) through their State Advocate. The training was an 8 hour session which consisted of flexible set of tools used to care for stress reactions in firefighters and rescue personnel. SFA was specifically designed to support firefighters and rescue personnel. The goal of SFA is to restore health and readiness after a stress reaction. Students were able to gain continued education credits, similar to the intent of SB670.

SB715 Carrying a concealed handgun; firefighters and emergency medical services providers

- **What:** SB715 cites any fire department, volunteer fire department, emergency medical services agency, or volunteer emergency medical services agency that authorizes its employees or volunteers to carry a concealed handgun while engaged in the performance of their official duties **shall** develop a **written policy** regarding such authorizations and **best practices** in carrying a concealed handgun.
- **Status:** 02/22/18 House: Subcommittee recommends reporting with substitute (5-Y 0-N)

SB887 Child labor; volunteer fire companies.

- **What:** Removes the requirement that participation by certain minors in certain fire company activities requires local government authorization. The measure also provides that participation by such minors in nonhazardous activities of a volunteer fire company, including fire prevention efforts and training courses, are not prohibited. The measure directs the Virginia Fire Services Board to adopt a junior member policy that provides guidance to fire and rescue departments in developing and administering nonhazardous training courses and programs.
- **Status:** 02/22/18 Senate: Bill text as passed Senate and House (SB887ER)

Agency Project and Initiatives Update:

Task	Description	Completion Date
SFMO Database: Records Management System (RMS) - ImageTrend -	<p>Replaces SFMO database + Provides 1 Incident license to VDFP (for NFIRS).</p> <p>Provides the SFMO with cloud-based solution for inspections and reduces paper consumption, while increasing efficiency of inspections.</p>	7/1/2018
Training Learning Management System (LMS) - TBD - Replaces Fire Services Training Records System (FSTRS)	<p>DFP needs a cloud-hosted, vendor supported learning management system for to replace an obsolete RMS/LMS. The State uses the Knowledge Center (DHRM) as it Learning Management System (LMS).</p> <p>The new LMS will replace the out-dated FSTRS DB and allow for increased efficiency and a reduction in paperwork.</p>	7/1/2018
VDEM Reserve Positions	<p>DFP has identified the need to staff EOC-ESF's with skilled wage or contract employees. This effort is needed because DFP cannot appropriately sustain the staffing requirements at the EOC during long term activation events. Wage employees allow for greater usage of SME's at the local level and more well versed in IMS/EOC operations. This in turn allows for more effective regional coverage by DFP Division Chiefs (force multipliers).</p>	4/1/2018

<p>Staging of DFP Mobile Burn Props</p>	<p>DFP is currently working to identify 3 training locations (Central, Southwest and Northern VA regions) to stage the DFP Mobile Burn Props (Class B). It is the Agency's intent to have the mobile props used by the local training facilities and regional facilities. By staging the props strategically throughout the COV, the Agency hopes to increase prop usage, while reducing costs associated with moving the props (all 3 housed currently in Central VA).</p>	<p>5/1/2018</p>
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Remarks from the Office of Attorney General:

Cathie Hutchens, Office of Attorney General provided the below information to the Board;

- **Statutory:** The Virginia Fire Services Board (the Board) is established as a policy board within the meaning of [§ 2.2-2100](#) in the executive branch of state government.
- **Leadership:** Chairman and Vice Chair are the leaders and are elected in June.
- **Rules of Procedure:** Highly encourage board members to read your respective policy and procedure. Occasionally reviewing the Rules of Procedure for the Board will allow all members to be abreast of the parliamentary rules.
- **Meetings:** All your meetings are public meetings. Therefore, ensure email chains consisting of board members discussing board related issues are not utilized by any means. Lastly, closed meeting is optional in accordance to the sensitivity of an issue.
- **Email:** Electronic communication involving board members discussing board related topics is not

REPORT FROM RISK MANAGEMENT BRANCH REPORT

Chief Safety Officer Briant Atkins provided the following report:

- **Policy Development:** Development of safety policies and procedures within VDFP to include implementation of an Accident and Injury Reporting and Investigation program.
- **Burn Prevention Program:** Working on development of Firefighter Burn Prevention Program to be presented at VFCA this year. Jason Woods will be delivering this program, as well as a MD specializing in burns.

- **Firefighter Cancer Awareness:** Working on development of a comprehensive Firefighter Cancer Awareness and Reduction Program for presentation in Spring 2018
 - The intent of these two programs is to couple them and offer them in a TtT format so that they can be offered across the Commonwealth. These programs should help make significant improvements in the information out there and available in these specific subject areas out there.
- **NFPA 1403 Program:** VDFP's NFPA 1403 Program is currently being rebuilt. The intent is to begin placing cancer reduction/prevention strategies into all VDFP live fire training burns. We plan on having the program completed within 30 days and then have a live fire burn at a FF1 class to pilot the program on.
- RM Staff attended Lean Six Sigma Certification Course (Also Some T&O Staff, and 1 ADM).
- Accredited ISO Class presented by FDSOA in December attended by RM Staff (and some T&O Staff also).
- Working to better track metrics in Accident/Injury Reporting and mgmt. of complaints coming into the agency.

Statistical Data: FY2018

<u>VDFP Training Injuries:</u>	<u>Issue/Type:</u>
Since FY Beginning: 23	FY -Injury From Fall: 3
Since Month Began: 7	FY -Exhaustion/Over Exertion: 3
	FY- Struck By: 4
<u>Program:</u>	FY – Strains, Sprain, Pain: 8
FY-Firefighter Series: 14	FY – Burn: 1
FY – Mayday Operations: 5	FY – Other: 4
FY – HMO: 1	
FY- TRT: 2	<u>By Division:</u>
FY – VFMA: 1	FY Div. 1: 11 Month: 3
	FY Div. 2: 4 Month: 1
Month-Firefighter Series: 6	FY Div. 3: 1 Month: 0
Month – TRT: 1	FY Div. 5: 1 Month: 1
	FY Div. 7: 3 Month: 1

	FY Specialty: 3 (FMA:1 TRT:2) Month: 1
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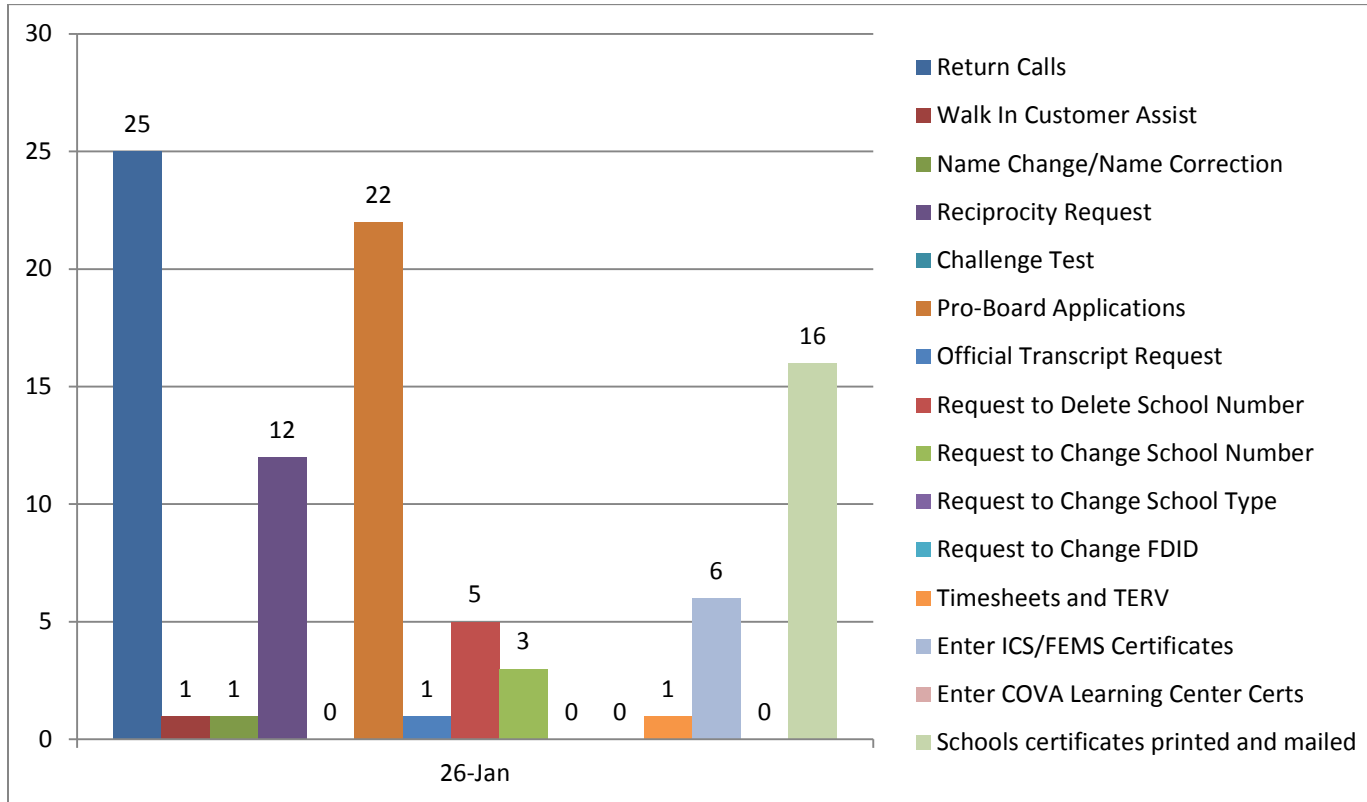
Line of Duty Death:

- **Nationally:** Firefighter LODDs reported nationally since Jan 1, 2018 is **6 deaths.**
- **Virginia:** Firefighter LODDs reported in Virginia since Jan 1, 2018: **0 deaths.**

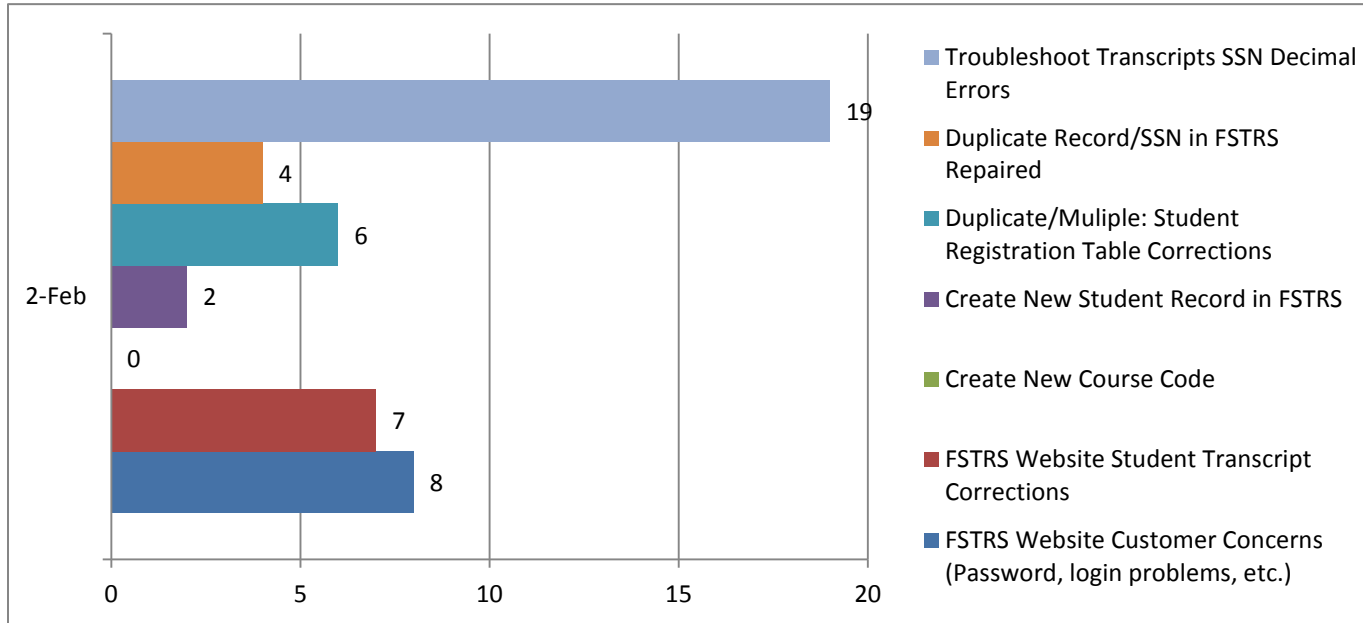
Complaints: Two Complaints closed out during the current Fiscal Year. One related to the delivery of a FF1 Training Program. The investigation recommended review of one of the instructors and was documented. No further action warranted at this time. A second related to testing material. The recommendation was to institute a review of all test banks currently in use. This issue was resolved.

Quality Assurance Division Update: In order to provide some overview of the workload of the Quality Assurance Division please find below a couple of charts that outline the daily type activities.

Routine Duties for Week January 26 – February 1, 2018



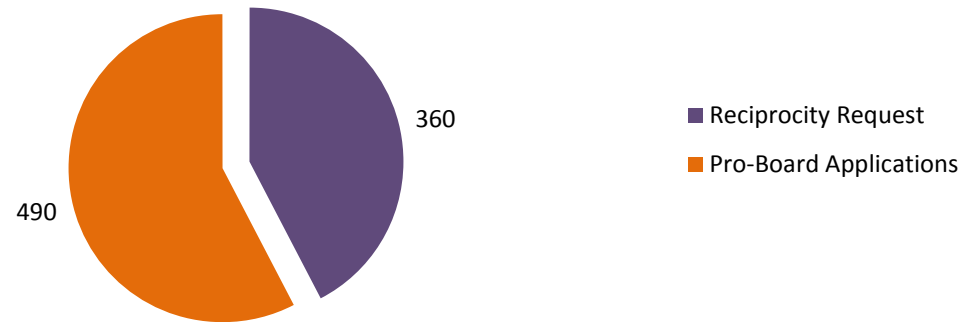
FSTRS Application Support – Week of January 26 – February 1, 2018



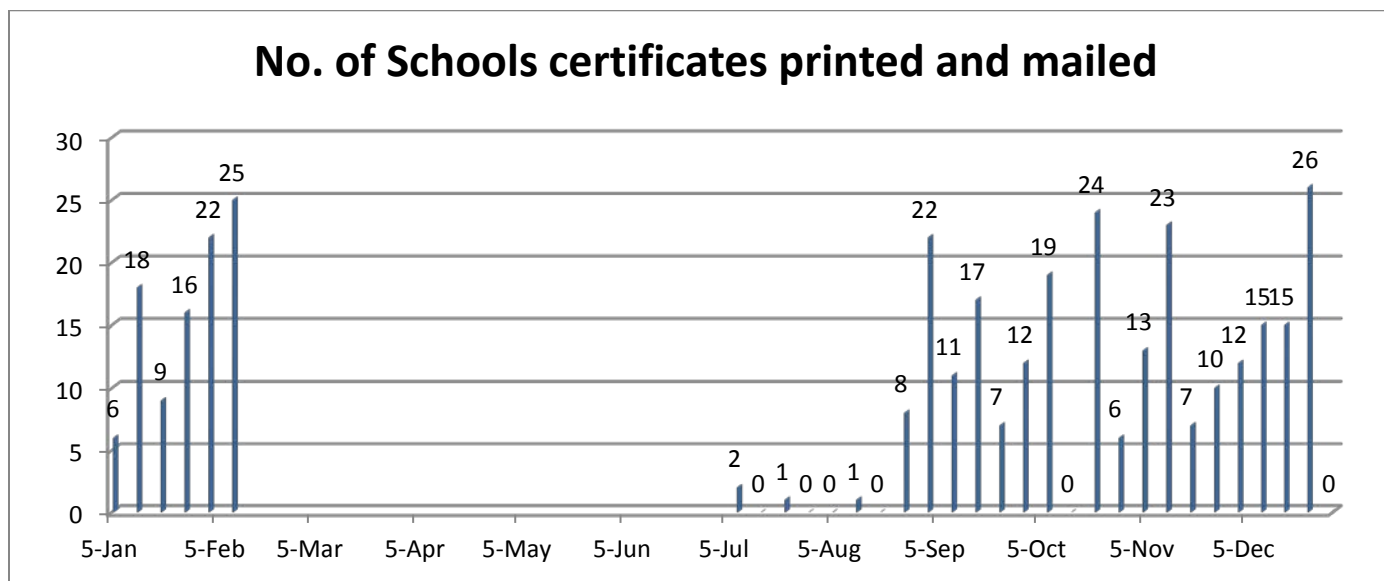
Please find below the number of certificates we have processed for students who wished to either get a Pro-Board registered certificate or have used their Pro-Board certificate for advance in their fire department during this fiscal year.

Pro-Board and Reciprocity Request

Pro-Board and Reciprocity Request FY-18



Schools that the QA Division validated certification for students during FY-18



The following items are being worked on by the QA Division staff:

- Finalize the Quality Assurance Program Plan and implement it throughout the Commonwealth
- Finalize the reissuance of certificates with IFSAC seals
- Continue to work on re-accreditation applications for IFSAC and Pro-Board
- Test analysis for all testing conducted in FY-17

FIRE EDUCATION AND TRAINING COMMITTEE BUSINESS
REPORT FROM THE VDFP OPERATIONS AND TRAINING/TECH SERVICES

Tim Hansbrough provided the following report:

Test Validation/ Review: VDFP has been working to re-validate and review the test bank questions for each of the certification programs. Currently, the following test banks have been reviewed:

- Fire Inspector Level I- (New Test Generated)
- Fire Inspector Level II- (New Test Generated)
- Driver Operator- Pumper (New Test Generated)
- Driver Operator- Aerial- (New Test Generated)
- EVOC- (New Test Generated)
- Instructor Level I
- Instructor Level II

Additionally, the Fire Officer Level I test bank was modified to only have questions that are referenced in the course documents being used for the program. A new test was generated to reflect these changes until a total test bank re-validation can be performed.

Adjunct Instructor Hiring Process: VDFP has completed the final step of the Part-Time “Adjunct” Instructor hiring process. New employee orientations have been completed for individuals selected to complete the hiring process. VDFP hired over 30 new Part-Time “Adjunct” Instructors to assist with the delivery of funded training programs throughout the Commonwealth.

18 Month Funded Training Schedule: VDFP has released the 18 month funded training program schedule. This will be a dynamic document that will be continuously updated as additional courses are approved for delivery. In addition to the funded training programs, the schedule also has a list of Train-the-Trainers that will be held throughout the Commonwealth. This new format should allow students an ability to plan for future training that they may be interested in. Students have the ability to plan over a 12-18 month time period versus waiting until 60 days prior to the course start date for it to be visible in FSTRS.

Process Improvement: Several VDFP employees recently participated in the Six Sigma Green Belt Program. Six Sigma is a systematic methodology that utilizes factual information and statistical analysis to measure and improve a company's operational performance, practices and systems by identifying and preventing defects in service-related processes in order to anticipate and exceed expectations of all stakeholders to accomplish effectiveness.

- **Benefit:** Employing Six Sigma tools increases performance and decreases process variation which leads to defect reduction, significant improvement in profits, waste reduction, employee morale and quality of product.

Division Updates: See below for updates across VDFP's seven division offices;

- **Division 1**

- **Schools (Summary):**

- **219** Class offerings in Division I for FY 2018 (as of 2/8/2018)
 - **Regional Schools/Large Events:**
 - Preparations are being made for the 2018 Caroline Regional School April 14 – 15, 2018.

- **Interests/Trends:**

- Division II Chief assumed duties as Interim Division I Chief on June 12, 2017
 - Division Chief attended Opioid Awareness Event Goochland High School
 - Division Chief facilitated the Fire Instructor I TTT at the Division I Office
 - Division Chief attended and visited various test sites in Division I
 - Division Chief facilitated the Stress First Aid TTT at the VDFP Headquarters
 - Division Chief attended Instructor In-Service at Henrico County
 - Division Chief attended the VFSB Training and Education Sub-Committee Meeting
 - Division Chief attended the Tri-city Regional School held in Dinwiddie County
 - Division Chief attended the CVAIMT held in Henrico County
 - Division Chief attended the Incident Safety Officer Class sponsored by the FDSOA held in Richmond
 - Division Chief attended the Chesterfield Fire Recruit Graduation
 - Division Chief facilitated the New Instructor Orientation for New Adjunct Instructors at the VDFP Headquarters

Other Items: Division Chief and Administrative Assistant attended the VDFP All Hands Meeting

- **Division 2**

- **Schools (Summary):**

- **205** Class offerings in Division II for FY 2018 (as of 2/8/2018)
 - **Regional Schools/Large Events:**
 - Preparations are being made for the 2018 Rockingham Regional School April 21 - 22, 2018.

- **Interests/Trends:**

- Division II Chief assumed duties as Interim Division I Chief on June 12, 2017
 - Division Chief attended Instructor In-Service at Madison County VFD
 - Division Chief attended and facilitated the Stress First Aid TTT at the Division II Office.
 - Division Chief attended Germanna Community College Fire Science Advisory Board Meeting
 - Division Chief attended TIMS TTT Update held in Chesterfield County
 - Division Chief the Division meeting held in Warren Co.
 - Division Chief participated as a panelist for the Division II Chief interviews
 - Division Chief attended 1403 Development Meeting held in Charlottesville

Other Items: Division Chief and Administrative Assistant attended the VDFP All Hands Meeting

Division 3:

- No Report Provided

Division 4

- **General Updates:**

- Working on the Haz-Mat Curriculum Development Committee. With meeting scheduled in March to validate the EXAM.
 - Working Fire Fighter Burn Injuries with Chief Atkins to include the Cancer initiative.
 - Assisting with multiple incidents Train accidents and Fire at Country View Inn.

- Working closely with the local leaders to address training concerns in the area. We are also helping to educate the localities about the Training Survey to build the 18 month training calendar.
- Division 4 Chief has been assigned to work with Jason Woods from DC Fire Department to provide classes on the Fire Fighter Burn Injuries and Cancer topics across the state meeting with Jason.

Division 5

- **General Updates:**

- Southampton County Regional School –planning process for 2018 school – planning meeting Feb 13
- MIRT Symposium planning for 2018 school
- Review 1005-2014 Marine FF Curriculum; updating the curriculum, ppt, skills sheets and administrative guides to new NFPA Standard
- VCOA mentoring, coaching, and paper
- New Division Chief Orientation development committee
- Site visits / QA of courses(multiple localities)
- upcoming NFA TTT; EVOC TTT; DPO TTT and DAO TTT
- VFCA booth
- Instructor for Fire Officer I course
- 1403 Development Committee
- Working with 30 students on FF I & II TtT homeworks

Division 6

- No Report Provided

Division 7

- **Schools Processed since 10/25/17:** 64
- **Special Projects:** New Adjunct Orientations (Fairfax, Roanoke, and Glen Allen)
- **Events:** Fairfax County Coat Drive on 10/27/17,
- **Accidents & Injuries:** 1 (knee)

- **Other:** Division Chief 2 Interviews on 1/19/18 and 2/2/18 in Glen Allen
- Instructed both a complete Officer I & II class in Fairfax starting in October-Jan 2018
- Attended Training & Education Committee Meeting on 11/28/17
- Lost Part-Time Administrative Assistant in December 2017
- **Training:**
 - 10/25/17-Instructor In-Service in Fairfax
 - 11/15-16/17-All-Hands Meeting in Glen Allen
 - 12/4-5/17-Incident Safety Officer in Richmond
 - 12/12/17-Toy Drive in Fairfax
 - 1/25-26/18-Health & Safety Officer class in Fairfax
- **Technical Rescue:** NFPA Standards 1006 and 1670 have been updated, so we have been diligently working to update our current program selections to be in-line with these updated NFPA Standards. As these programs roll out, some of the changes that are going to occur will be as follows:
 - **Progression Chart:** A new Progression Chart has been posted on the website, shows a linear movement of current course selections.
 - **Information Chart:** An additional information chart about programs that do not fall into the Progression Chart and the Course Prerequisites will be posted soon.
 - **Administrative Guides and Logistical Requirements:** We are currently working to update the Administrative Guides and Logistical Requirements for all of the core subjects as well as adding some new courses. This will be completed prior to 1 July 2018.
 - **Introduction to Technical Rescue:** The Introduction to Technical Rescue Module One and Module Two will stay in place with updates as the gateway to the Technical Rescue program (see Progression Chart).
 - **Hazardous Materials Operations:** Hazardous Materials Operations will no longer be a requirement for Technical Rescue until a student gets to Confined Space Rescue.
 - **Terminology:** The terminology for a Level 1 class will now be **Operations**. The terminology for a Level 2 class will now be **Technician**.
 - **Transcript:** There will be no required transition from current transcripts to the new program titles. A Level 1 class will equate to an Operations class and a Level 2 class will equate to a Technician class. We intend to basically dual-

list these courses for at least the first year: Operations (Level 1) Technician (Level 2). New programs that did not carry the current Level 1/Level 2 designation will only carry the new terminology of Operations/Technician.

- **Rope and Confined Space:** The Introduction courses as well as Rope and Confined Space will be completely in-line with the Standard by the end of the first quarter of 2018.
 - **Vehicle and Trench:** Vehicle and Trench will follow soon after, no later than 1 July 2018.
- **Water Rescue programs, Surface Water and Swift Water:** Both of the Water Rescue programs, Surface Water and Swift Water, are both combination programs. Operations and Technician levels (Level 1/Level 2) will both be achieved during these courses. Other future programs may also carry this combination structure.
- **Tower Rescue:** Tower Rescue pilots are 2/3s complete looking for full student delivery summer 2018
- **New Programs:** Several new programs are under-development : (Fiscal 2019)
 - Boat Operations
 - Large Animal
 - Lifting and Moving (the second SCT module)

Air Rescue Firefighting (ARFF): The ARFF program has conducted its annual meeting Thursday January 11, 2018 the training schedules for 2018 and 2019 were validated and a training schedule for 2020 was drafted. For FY 17, the ARFF Program conducted a total of 27 schools for 534 students. For the first half of FY 18, the ARFF Program has conducted 10 schools for 265 students. The 2018 spring schedules has 5 Aircraft Live Fire Training classes, 1 ARFF Certification classes, 5 Response to Aviation Accidents for First Responders classes being held in conjunction with regional schools, and will be supporting 1 Airport Emergency Drill. The ARFF Chief will be attending the Aircraft Rescue Fire Fighter Working Group/AAAE ARFF Leadership conference next month.

Total Programs per FSTRS for the Fiscal Year 2018(Year to date)

	Fiscal Year Totals (as of 02/10/18				
	Total Schools	Courses	FY 2018	FY 2017	2017/2018
	Ended	Cancelled	Schools Run	Schools	Comparison

				Run		
Division 1	126	13	113	110	↑	3
Division 2	135	13	122	111	↑	11
Division 3	63	2	61	60	↑	1
Division 4	43	9	34	26	↑	8
Division 5	108	7	101	144	↓	-43
Division 6	68	5	63	67	↓	-4
Division 7	181	22	159	153	↑	6
Q/A	53	5	48	16	↑	32
Tech Rescue	132	5	127	121	↑	6
ARFF	16	2	14	15	↓	-1
VFMA	65	1	64	101	↓	-37
Totals	990	84	906	924	↓	-18

REPORT FROM TRAINING AND EDUCATION COMMITTEE

See below minutes from November 28, 2017

Topic: Test Bank Validation

Motions: VDFP written tests shall be selected from a validated test bank utilizing current specific course curriculum. All test banks shall be validated on annual basis by a work group of subject matter experts.

Topic Discussion: Committee members discussed test bank validation. The above recommendation was made.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Carcinogen Reduction Policy

Motion: VDFP to develop and implement policies, based on best practices, for decontamination of personnel and personal protective equipment after all training events when smoke producing combustible are used for training in any class funded by the VDFP, or any burn building funded by the VDFP.

Topic Discussion: James Poindexter recommended for the agency to include a carcinogen reduction policy to all live burn training. He cited to give the adjuncts a direction for proper carcinogen reduction of firefighters after a live fire training exercise.

Vote: Unanimous

Motion Action: Motion Carries

UNFINISHED BUSINESS

N/A

NEW BUSINESS

Topic: Modular Training

Motion: N/A

Topic Discussion: Board Members inquired about the modular training per HB729. Deputy Pittinger advised board members and audience that it is currently in the process of obtaining a software application (Learning Management System – LMS) focused on online learning delivery that can support a range of uses, acting as a platform for full online courses, as well as several hybrid forms, such as blended learning. Therefore, the Agency will be adding an additional element to its current procurement of the LMS to allow online delivery of Firefighter I and II. Thus, VDFP will need the following;

1. One additional full time employee (FTE) curriculum developer to develop and coordinate the modular training with salary, benefits and miscellaneous cost of **\$100,600.**
2. Learning Management System (LMS) to deliver the on-line modular training for Firefighter I and Firefighter II will be \$22,500.00 annually with \$21,750 one-time cost for setting up.

The FY19/20 Budget amendments to the [FY18-FY20 Budget As Introduced](#) identified additional General Fund (GF) monies to support the execution of [HB729 - Modular Training Requirement](#) ([HB729 Impact Statement](#)). The amendment provides \$144,850 the first year and \$123,100 the second year from the Fire Programs Fund and one position to implement training programs as required by House Bill 729

Vote: N/A

Motion Action: N/A

Topic: Training Related Accident

Motion: N/A

Topic Discussion: In addition to complying with the VDFP Safety program policies and procedures, training students are highly encouraged to immediately report all training injuries. Any training injuries that occur during all VDFP Schools and VDFP funded burn buildings should be reported using the online Training Injury Reporting located at <https://www.vafire.com/about-virginia-department-of-fire-programs/administration-branch/vdfp-accident-report-form/>. Agency uses the online tool to alert and trigger notifications to the VDFP Safety Officer and VDFP Senior Leaders. This rapid response tool allows immediate action from VDFP to all training safety incidents. Injuries to VDFP staff and training instructors are managed differently. As VDFP employees, please contact your VDFP Division Chief or VDFP Chief Safety Officer Briant K. Atkins 804.249.4173 or at briant.atkins@vdfp.virginia.gov

Vote: N/A

Motion Action: N/A

Topic: Training Related Accident

Motion: N/A

Topic Discussion: Doreen McAndrews, Division 5 Chief provided the below update;

- Division 5 Chief is the Program Manager for Marine Firefighting for Land-Based Firefighters Program.
- 3 Partners involve in the effort which include, the U.S. Coast Guard, Virginia Port Authority and VDFP.
- The 27th annual Marine Firefighter Symposium is scheduled for May 14-19, 2018 with final exercise on May 18.

- Invitation is open to anyone that is interested.
- In process of establishing work group of Subject Matter Experts to review curriculum and test review validation.
- International Fire Service Training Association (IFSTA) is working on the 3rd Edition of Marine FF for Land-Based FF, to be released at the end of 2018.

Vote: N/A

Motion Action: N/A

REPORT FROM THE DEPARTMENT OF FORESTRY

Rob Farrell, State Forester provided the following report;

Agency Leadership: Bettina Ring was appointed as Governor Northam's Secretary of Agriculture and Forestry. As a result, Rob Farrell, our agencies previous Deputy State Forester, was appointed as Virginia's new State Forester in January. Rob is a graduate of Virginia Tech and has worked for VDOF for 18 years, starting out as an area forester, and then holding the position of assistant director of forestland conservation before taking on the role of deputy state forester in 2012.

Virginia Dry Hydrant Program: Virginia's dry hydrant program encountered several contractor related delays that delayed the finish of the FY 2017 projects, as well as the start of the FY 2018 installations. (Contractor related problems: the main problem was a serious auto accident in which he was injured and totaled his equipment trailer and track hoe. At this point, all FY 2017 work has now been completed and the contractor is just getting started on the FY 2018 work, which is about 6 months later than normal. The contractor (Silver Creek incorporated) assures us that all of the FY 2018 projects will be completed ahead of the June 1, 2018 contractual deadline.

The VDOF is currently exploring the option of a 3 regionally-based contracts for FY 2019, rather than the single statewide contract system that we have used for the last 15+ years.. The goal is to try and establish at least one additional contractor to handle the annual workload. It is hoped that multiple contractors will provide a higher level of customer service as well as a level of redundancy in the event of a single contractor related problem. More details will be available on this by the June Fire Board meeting.

Volunteer Fire Assistance Grant Program (VFA): The DOF is now accepting applications for our Volunteer Fire Assistance grant program. The program is designed to provide 50% matching funds to assist with the purchase of wildland and structural PPE, equipment and training. The funds are specifically targeted to Virginia's more rural volunteer fire departments. Full details are available on the VDOF website. In 2017, 169 fire departments received more than \$221,000 through the VFA program.

Spring Wildfire Season: Virginia's official spring wildfire season officially began on February 15th. The agency is a little concerned about the early start to the spring season and ongoing rain deficits which have carried over from last fall, especially across the central parts of the state. The VDOF has already suppressed 52 wildfires which burned just over 260 acres since the beginning of 2018.

The agencies 4 pm prescribed burning exemption program received more than 130 requests for this spring, which plan to burn more than 18,000 acres. Exemptions are authorized under the Code of Virginia for burns which control exotic or invasive plant species, help to manage natural heritage resources, or for the improvement of wildlife habitat which cannot be completed at other times of the year.

Statewide Wildfire Training Academy: Scheduled for May 29 – June 02, 2018 at Longwood University. 11 wildfire suppression, fire behavior prescribed burning and incident management related courses are being offered. Registration closes in early April. A flat \$50 fee is charged for registration, which covers all meals, lodging and expenses for each student. Registration information is available from the VDOF website or directly at:

<https://www.regonline.com/builder/site/Default.aspx?EventID=1924731>

2018 Legislature:

HB844: – Burn Ban; definition of “orchard” or “vineyard” - Seeks to provide definitions for the terms orchard and vineyard in order to close a potential loophole in the code resulting from last year's legislation to provide an exemption from the 4 PM burn ban for fires to prevent damage to orchards and vineyards from frost and freezing temperatures. The definitions require a half-acre of contiguous orchard or vineyards grown for commercial purposes in order to qualify for the exception.

- **Status:** 02/07/18 Senate: Referred to Committee on Agriculture, Conservation and Natural Resources

REPORT FROM THE STATE FIRE MARSHAL'S OFFICE

State Fire Marshal Brian McGraw provided the following report:

Virginia Fire Incident Summary Data, 2013 - 2017:

	2013	2014	2015	2016	2017
Fires	29,776	30,455	28,337	28,771	23,443
Rescue and EMS	550,232	579,560	578,236	613,295	465,825
Other Calls	224,936	228,481	237,591	252,493	173,535
Aid Given	44,669	45,894	51,022	56,229	44,706
Exposure Fires	351	364	312	373	266
Grand Total	849,613	884,390	895,186	950,788	681,149
Total Fire Dollar Loss	\$225,013,781	\$243,898,781	\$248,502,363	\$239,642,184	\$177,704,536
Civilian Fire Injuries	406	432	350	365	301
Civilian Fire Deaths	72	77	59	80	50
Fire Service Injuries	178	151	151	157	134
Fire Service Deaths	0	0	0	0	0 ¹

Data as of January 23, 2018

¹ Note: There were two Fire Service Fatalities in Virginia during 2017; however these are not reflected in VFIRS:

1. Roger Dale Johns Eagle Rock Volunteer Fire and Rescue May 19, 2017
2. Joseph Paul Blinkhorn Brodnax Volunteer Fire Department October 3, 2017

2017 VFIRS Data Quick Facts

- Fire departments in Virginia responded to an average of **1,866** incidents per day in 2017.
- Rescue and EMS calls accounted for **70%** of the total incidents in Virginia in 2016; fires only made up **3%** of the calls.
- The total fire dollar loss associated with fires in Virginia in 2017 was nearly **\$177 million**.
- One civilian was killed or injured by fire in Virginia every **78 hours** in 2016.

The 2017 statistics are lower than past years. It is not known at this point whether this is due to data lag or a decrease in reporting. This data will be updated at the next Board meeting.

Fire Fatalities: As of February 13, 2018, there have been 12 civilian home fire fatalities in the Commonwealth of Virginia. See separate attachment for details.

CY2018 YTD Civilian Home Fire Fatalities

Date	Location	Gender	Age	Division	Cause
1/1/2018	Annandale (Fairfax County)	Male	94	7	
1/7/2018	Norfolk	Male	Unknown	5	
1/7/2018	Amherst County			6	
1/11/2018	Chatham (Pittsylvania County)	Female		6	
1/12/2018	Cumberland County				
1/16/2018	Spotsylvania County	Male	25	2	Electrical Malfunction
1/16/2018	Chesterfield County	Male	73	1	
1/20/2018	Norfolk	Male		5	
1/29/2018	Fair Oaks (Fairfax County)	Male	63	7	Smoking
1/29/2018	Bloxom (Accomack County)	Male	61	5	
1/30/2018	Campbell County	Male	50	4	
2/9/2018	Saltville (Smythe County)	Female		4	

In CY 2017, there were 57 civilian home fire fatalities in 46 incidents in the Commonwealth of Virginia. By comparison, there were 69 fatalities for CY2016, 60 fatalities for CY2015 and 74 fatalities for CY2014.

CY2017 Civilian Home Fire Fatalities

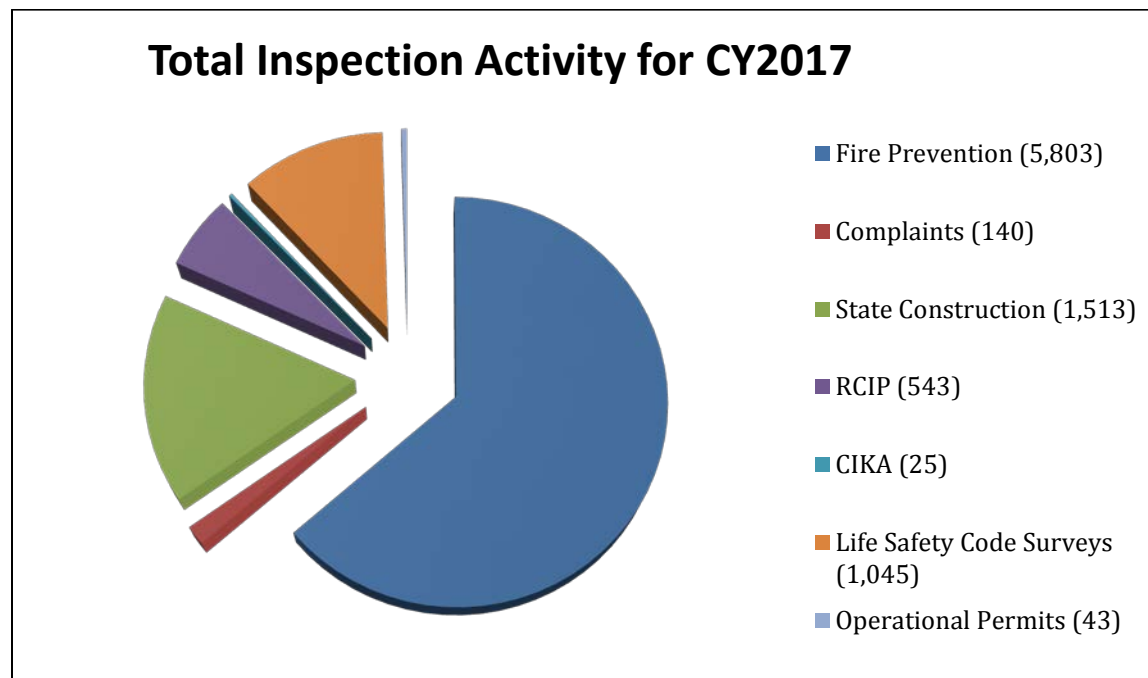
Date	Location	Gender	Age	Division	Cause
1/1/17	Hiltons (Scott County)	Male		SWRO	Other Heat

1/5/17	Poquoson	Male		TRO	
1/11/17	Glen Allen	Female	86	CRO	
1/11/17	Craig County			WRO	
1/15/17	Danville	Male		WRO	
1/17/17	Bedford	Female	4	WRO	Electrical Malfunction
1/21/17	Bedford County	Male	65	WRO	
1/24/17	Petersburg	Male		CRO	
2/4/17	Norfolk	Male		TRO	
2/4/17	Stephenson (Frederick County)	Male		NRO	
2/8/17	Highland Springs (Henrico County)	Female	53	CRO	
2/14/17	Conicville (Shenandoah County)	Male		NRO	
2/20/17	Lynchburg	Female		WRO	
2/21/17	Lorton (Fairfax County)	Male	5	NRO	Playing with heat source
3/5/17	Arlington County	Male Female	73 74	NRO	
3/18/17	Appalachia (Wise County)	Female		SWRO	
4/9/17	Virginia Beach	Female	34	TRO	
4/20/17	Richmond	Female		CRO	
4/24/17	Rockbridge County			WRO	
5/9/17	Lynch Station (Bedford County)	Female		WRO	
5/11/17	Nathalie (Halifax County)	Male	48	WRO	
5/14/17	Sussex County	Male		TRO	
5/18/17	Richlands	Female	64	SWRO	
5/21/17	Manassas	Female	104	NRO	

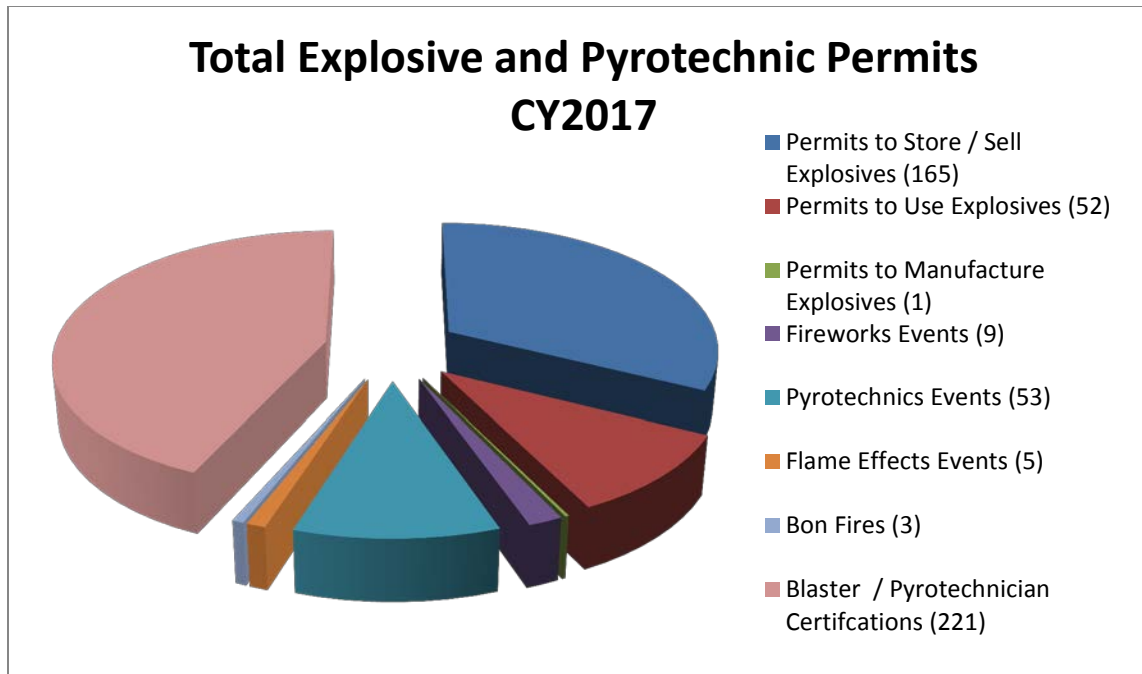
5/29/17	Grundy (Buchanan County)	Male	75	SWRO	
6/26/17	Nottoway County	Male		CRO	
7/3/17	Petersburg	Female	58	CRO	Smoking
7/5/17	Staunton	Male	67	WRO	
7/7/17	Henrico County	Male Male Female Female	25 7 2 1	CRO	Cooking
7/15/17	Chesapeake	Female Female Female	61 54 30	TRO	Lightning
7/15/17	Chase City (Mecklenburg County)	Female	65	CRO	
7/30/17	Woodbridge (Prince William)	Male	61	NRO	
8/8/17	Rustburg (Campbell County)	Male	53	WRO	
9/3/17	Appalachia (Wise County)			SWRO	
9/9/17	Max Meadows (Wythe County)	Female		SWRO	
10/24/17	Virginia Beach	Male	59	TRO	
11/8/17	Melfa (Accomack County)	Male	47	TRO	Cooking
11/22/17	Virginia Beach	Male	59	TRO	
11/24/17	Fort Chiswell	Male	69	SWRO	
11/30/17	Fort Hunt (Fairfax County)	Male	80	NRO	Other Heat
12/3/17	Orange	Male Female	61 80	NRO	
12/10/17	Lovettsville (Loudoun County)	Male	70	NRO	
12/13/17	Virginia Beach	Male	73	TRO	
12/18/17	Ruckersville (Greene County)	Male Female	26 21	NRO	

		Male	6		
12/29/17	Suffolk	Male	91	TRO	
12/30/17	Buchanan (Botetourt County)	Female		WRO	
		Male			
		Male			

Inspection Activity: The State Fire Marshal's Office completed 9,112 inspection activities during CY17 (12/29/16 – 12/27/17).



Explosive & Pyrotechnic Permits: The SFMO issued 218 explosives related permits during CY2017. Staff provided oversight of fireworks, pyrotechnics, flame effects or bonfires at 70 events on state property. A total of 221 Blaster and Pyrotechnician certifications were issued.



Code Development: SFMO Staff actively participated in the code adoption process in Virginia during 2017. The proposed regulations are currently in the Governor's office awaiting disposition. If approved by the Governor's office, the proposed regulations will be published for public comment. Review of the public comments will determine whether the regulations are enacted.

SFM McGraw is currently planning to attend the ICC Code Hearings in Columbus, Ohio, from April 16 – 25. This will be the initial committee actions on proposals for the 2021 editions of the ICC Codes. The final committee actions will take place at the ICC Annual Business Meeting and Code Hearings in RICHMOND, VIRGINIA, from October 20 – 31, 2018.

Reorganization: As of January 1, 2018, the State Fire Marshal's Office has realigned its personnel from five regions to seven divisions. Divisions 2, 5 and 7 fall under the Eastern Region. Divisions 3, 4 and 6 fall under the Western Region. Division 1 functions as a separate entity due to the number of seat of government buildings within the Richmond Metro area. This is a

work in progress as responsibilities for various areas are transitioned between staff and regions / divisions. This will help our staff to better align with the rest of VDFP as well as our counterparts in VDEM, VSP and other state agencies.

Virginia Fire Marshal Academy

Completed Schools

School	Location	Dates	Students
Fire Investigator 18-01	Lynchburg, VA	8/7 /17 – 9/1/17	24
38 th Basic Law Enforcement Academy	Blackstone / Fort Pickett	9/12/17 – 11/17/17	30
Fire Investigator 18-02	Virginia Beach	1/22/18 – 2/16/18	20
Fire Inspector 18-2	Prince William County	1/29/18 – 2/16/18	27

Future Schools

School	Location	Dates
Fire Inspector 18-03	Albemarle County	3/5/18 – 3/23/18
Fire Investigator 18-03	TBD	4/23/18 – 5/18/18
39 th Basic Law Enforcement Academy	Blackstone / Fort Pickett	9/10/18 – 11/16/18

REPORT FROM THE CODES AND STANDARDS SUBCOMMITTEE

No Meetings Held

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

ADMINISTRATION, POLICY AND FINANCE COMMITTEE BUSINESS REPORT FROM ADMINISTRATION, POLICY AND FINANCE COMMITTEE

No Meeting Held

REPORT FROM THE LIVE FIRE STRUCTURE COMMITTEE

Below are the minutes from the Live Fire Structure Committee held on Thursday, February 22, 2018:

Topic: Live Fire Training Structure Grants Policy - Updates

Motion: Motion to accept updated version of the Live Fire Training Structure Grant Policy.

Topic Discussion: Committee accepted the modifications provided by the Agency. See below;

Section O - PROCUREMENT

"It is the responsibility of the Localities to adhere to the Virginia Public Procurement Act (VPPA) when pursuing the solicitation process for New Construction, Renovation and Repair projects. The entire VPPA manual can be found on the Virginia Department of General Services web page."

Vote: Unanimous

Motion Action: Motion Carries

Topic: Extension Review - Blackstone Renovation Project

Motion: Motion to grant one year no cost extension for the Blackstone Renovation Project.

Topic Discussion: The locality has requested one year extension for their renovation.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Extension Review – New Construction Projects

Motion: Motion to grant one year no cost extension for Montgomery Co., Prince George Co., and City of Winchester.

Topic Discussion: Extension for; Montgomery Co., Prince George Co., and City of Winchester.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Renovation Application – City of Harrisonburg & Rockbridge County

Motion: N/A

Topic Discussion: City of Harrisonburg is requesting \$279,282.00 for a renovation project to construct a designated burn room to support training activities as referenced in the NFPA 1001 Standard. Committee Members discussed the difficulty to invest about \$280,000 for a “renovation” project. Chief Ian Bennett indicated that currently the locality is without a burn building therefore, training is not feasible.

Rockbridge County will be putting in a request shortly by March 7, 2018.

As a consequence of the high cost of renovation, the committee members discussed an opportunity to organize a workgroup/subcommittee tasked with the responsibility to evaluate renovation and repair application and its associated cost.

Chairwoman Reeves-Nobles indicated that there will be a follow-up meeting on this topic after the soon to be organized live structure workgroup meet with Harrisonburg and Rockbridge. Membership is as follows; the A/E Firm advising DFP (The Structure Group), VDFP staff, and two board members, Jeff Bailey and Lee Day. **Vote: N/A**

Vote: N/A

Motion Action: N/A

Topic: Appoint Live Structure Subcommittee/Workgroup

Motion: Motion to form a Live Structure Subcommittee to evaluate current renovation and repair applications.

Members include;

- **Board Members**, Jeff Bailey and Lee Day
- **A/E Firm**, The Structure Group
- **VDFP staff**

Vote: Unanimous

Motion Action: Motion Carries

Topic: Five Year Inspection Concerns

Motion: Motion to update the Live Structure Grant Policy for annual inspection, priority system and educational efforts by DFP and Board.

Topic Discussion: A discussion ensued on burn buildings across Virginia lacking compliance of five year and the annual inspections. The Committee sought to update the Live Structure Grant Policy to ensure annual inspection copies be forwarded to VDFP. Additionally, the updated policy will pursue to ensure the following are established;

Priority System to evaluate all burn buildings

Educational Piece to ensure financial responsibility for localities

Modify Policy – Evaluation Documentation to reflect one year

All inspection reports will be shared with Fire Services Board and the locality prior to all board or committee meetings.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Burn Building Evaluation

Motion: Motion to commission a live fire structure study conducted by The Structures Group to evaluate burn building locations within the State, use of the buildings, proximity to other burn buildings. Report to be completed by the April 2018 Board Meeting (TBA).

Topic Discussion: Chairman of VFSB, Walter Bailey cited that there is a need to evaluate all burn buildings in the Commonwealth to identify age, frequency of use, anticipated renovation timeline etc. The committee recommended organizing a study to address the aforementioned efforts.

Vote: Unanimous

Motion Action: Motion Carries

GRANTS AND FINANCE REPORT FROM THE VDFP CHIEF ADMINISTRATION OFFICER

1. FY2017 Burn Building Budget

a. Burn Buildings Cash Obligations/Availability as of February 14,2017

i. Cash on hand: \$1,751,512

ii. Unobligated: \$612,728

2. Aid to localities

a. As of February 23, 2018.

FY-2018 Fire Programs Fund Aid to Localities Payments					
Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1	9-22-17	125	38.7%	\$12,981,026	46.7%
2	12-15-17	67	20.7%	\$6,384,185	23.0%
3			0.0%		0.0%
4			0.0%		0.0%
5			0.0%		0.0%
Funds Released		192	59.4%	\$19,365,211	69.7%
Total Funds Not Released		131	40.6%	\$8,436,420	30.3%
AtL Total		323	100.0%	\$27,801,631	100.0%

b. FY2017 ATL Allocations as of February 14, 2017.

<u>FY-2017 Fire Programs Fund Aid to Localities Payments</u>				
Funds Released	321	99%	\$ 27,014,046.00	100%
Total Funds Not Released	2	1%	\$ 19,994.00	0%
AtL Total	323	1	\$ 27,034,040.00	100%

UNFINISHED BUSINESS

N/A

NEW BUSINESS

Topic: Review/Approve Fire and EMS Studies

Motion: To approve the Nelson County and City of Bristol Fire and EMS Study.

Discussion: The Full Board accepted the release of the Nelson County and City of Bristol Fire and EMS Study. Jeff Bailey and Lee Day will deliver the Nelson County Fire and EMS Study. Robby Dawson will present the City of Bristol Fire and EMS Study.

Vote: Unanimous

Action: Motion Carries

Topic: Approve New Fire and EMS Study Request

Motion: To approve the Cumberland County and Town of Farmville Fire and EMS Study. Both studies will be conducted jointly.

Discussion: The Full Board accepted the release of the Nelson County and City of Bristol Fire and EMS Study. Jeff Bailey and Lee Day will deliver the Nelson County Fire and EMS Study. Robby Dawson will present the City of Bristol Fire and EMS Study.

Vote: Unanimous

Action: Motion Carries

Topic: Review/Approve: VFIRS Applications

Motion: To accept and grant VFIRS applications totaling \$16,100. Excess funding will be redirected back to the burn

Discussion: The Full Board has approved the VFIRS applications of 23 Fire Departments totaling \$16,100. Excess funding will be redirected back to the burn building grant.

Vote: Unanimous

Action: Motion Carries

COMMENTS FROM THE CHAIRMAN

Chairman Bailey thanked everyone for their attendance. The Chairman acknowledged guests.

FULL BOARD BUSINESS

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

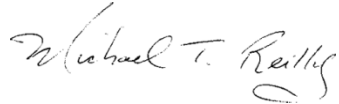
ADJOURNMENT

The Board adjourned at 12PM

Clerk of the Committee

Mohamed G. Abbamin

REVIEWED BY:

A handwritten signature in cursive script that reads "Michael T. Reilly".

February 23, 2018

Michael T. Reilly
Executive Director

Date

Virginia Fire Services Board

MOTION

Committee (check one): ☒ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date:

11/28/17

Motion made by:

☐ Committee or name:

JAMES POINDEXTER

Second (if required):

DAVID LAYMAN

Signature of presenter of motion:

[Signature]

MOTION TO:

The VA Dept of Fire Programs will develop And implement policies, based on best practices, for decontamination of personnel And personal protective equipment After All training events when smoke producing combustibles are used for training in Any class Funded by the VA Dept of Fire Programs, or Any burn building Funded by the VA Dept of Fire Programs. Burns where ~~Liquefied Petroleum Gas, And non-hazardous smoke generators are used~~ may be exempted.

Amended: (y/n)

Amended AS the Above strike thru shows. *[Signature]*

The Virginia Department of Fire Programs will develop and implement policies, based on best practices, for decontamination of personnel and personal protective equipment after all training events when smoke producing combustibles are used for training in any class funded by the Virginia Department of Fire Programs, or any burn building funded by the Virginia Department of Fire Programs. Burns where ~~Liquefied Petroleum Gas, and non hazardous smoke generators are used~~ may be exempted.

[Signature]
11-28-17

Motion Failed: _____

Abstentions: _____

Virginia Fire Services Board

MOTION



Committee (check one): ☒ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date:

11-28-7

Motion made by:

☒ Committee or name: David Layman

Second (if required):

X. [Signature]

Signature of presenter of motion:

[Signature]

MOTION TO:

VDFP WRITTEN TESTS SHALL BE SELECTED FROM
A VALIDATED TEST BANK UTILIZING CURRENT
SPECIFIC COURSE CURRICULUM. ALL TEST BANKS
SHALL BE VALIDATED ON ANNUAL BASIS BY
A WORK GROUP OF SUBJECT MATTER EXPERTS

Amended: (y/n)

Motion Carried: ☒

Vote: Unanimous: ☒

Majority: ☐

Motion Failed: ☐

Abstentions: ☐

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☒ Virginia Fire Services Board

Date: 2-23-18

Motion made by: ☐ Committee or name: Layman

Second (if required): Stokely

Signature of presenter of motion: [Signature]

MOTION TO: AND GRANT
ACCEPT AFFIRS APPLICATIONS TOTALING
\$16,100. All EXCESS FUNDING
TO BE REDIRECTED BACK TO BURN
BUILDING GRANT

Amended: (y/n)

Motion Carried: X

Vote: Unanimous: X

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 2/23/17

Motion made by: ☐ Committee or name: APPROVE JEH Lee Day

Second (if required): James Nelson

Signature of presenter of motion: [Signature]

MOTION TO:

Accept Nelson co & City of Bristol Fire P
EMS study

Amended: (y/n)

Motion Carried: _____	Vote: Unanimous: _____
Motion Failed: _____	Majority: _____
	Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 2/23/18

Motion made by: ☒ Committee or name: James Calhoun

Second (if required): Lee Day

Signature of presenter of motion: 

MOTION TO:

To accept Fire & EMS Shdg to
Cummins Co. & Town of Franklin

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Majority: _____

Motion Failed: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date:

2/20/18

Motion made by:

☒ Committee or name:

live fire structures

Second (if required):

David Hankley

Signature of presenter of motion:

Jeff Bailey J A Bailey

MOTION TO:

accept the Policy update to the
live structures Grant Policy

Amended: (y/n)

N

Motion Carried: ☒

Vote: Unanimous: 5-0

Majority: _____

Motion Failed: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 2/22/18

Motion made by: ☒ Committee or name: live structure.

Second (if required): Jeff Bailey

Signature of presenter of motion: _____

MOTION TO: To Grant Montgomery Co, Prince
George & Winchester a year
no cost time extension

New
Const.

Amended: (y/n)

Motion Carried: ✓

Vote: Unanimous: 5-0

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date:

2/22/18

Motion made by:

☒ Committee or name:

Fire Structures Lee Day

Second (if required):

Signature of presenter of motion:

MOTION TO:

Grant a year ~~NATPA~~ extension
to the town of Blackstone.

Amended: (y/n)

n

Motion Carried:

y

Vote: Unanimous:

5

Majority:

Motion Failed:

Abstentions:

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 2/22/18

Motion made by: ☐ Committee or name: Live fire Structures

Second (if required): Jeff Bailey

Signature of presenter of motion: David Hankley

MOTION TO: Grant Hammonsburg \$279,282
in accordance with their renovation
application

Amended: (y/n)

- Motion withdrawl pending evaluation
of Bunn Bldg budget constraints.

Motion Carried: ☒

Vote: Unanimous: ☒

Motion Failed: ☒

Majority: ☐

Abstentions: ☐

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date:

2/22/18

Motion made by:

☐ Committee or name:

Live Fire Structure.

Second (if required):

David Hankley.

Signature of presenter of motion:

Jeff Bailey

MOTION TO:

TO Appoint Live Structure Subcommittee
to evaluate current renovation &
repair application.

Members to include:

- 2 VFSB - Jeff Bailey & Lee Day
- A+E Firm
- DFD Staff.

Amended: (y/n)

Motion Carried: ☒

Vote: Unanimous:

5-0

Majority:

Motion Failed:

Abstentions:

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 2/22/18

Motion made by: ☐ Committee or name: Live Structure

Second (if required): David Hankley

Signature of presenter of motion: _____

MOTION TO: update
Approve the Live fire structures policy for:
- Annual inspections must a copy must be
submitted to fire programs;
- develop a priority system; and
- educational efforts by DRP + Board.

Amended: (y/n)

Motion Carried: ✓

Vote: Unanimous: 5-0

Majority: _____

Motion Failed: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 2/22/18

Motion made by: ☒ Committee or name: Live Fire Structure

Second (if required): _____

Signature of presenter of motion: _____

MOTION TO: to Commission a live fire

Structure study on

*Amendment
to have
rept. completed
by April instead
of June 2018*

- Bldg locations located w/ state.
- Use & Proximity

- Report to be completed by ^{the April} ~~June~~ 2018 meeting

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Majority: _____

Motion Failed: _____

Abstentions: _____

VIRGINIA FIRE SERVICES BOARD
Wednesday, April 25, 2018

A regular meeting of the Virginia Fire Services Board was held at the VDFP Headquarters in Glen Allen, VA. Mr. Walter Bailey served as Chair.

BOARD MEMBERS PRESENT

Walter Bailey – Chair – Virginia State Firefighter’s Association
David Layman – *Vice Chair* - Virginia Fire Chiefs Association
Brian McGraw - Virginia State Fire Marshal
H. Lee Day – Virginia Fire Services Council
Sean P. Farrell –Virginia Board of Housing & Community Development
Bettie Reeves-Nobles – General Public
Ernie Little – Fire Prevention Association
James A. Calvert – Industry (SARA Title III & OSHA) Representative
Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors
Stephanie Koren – Association of Counties
Rob Farrell – Virginia State Forester

BOARD MEMBERS ABSENT

Dennis D. Linaburg – Virginia Chapter of the International Association of Arson Investigators
James Stokely – Insurance Industry
David C. Hankley – Virginia Municipal League
James D. Poindexter – Virginia Professional Firefighters Association

AGENCY MEMBERS PRESENT

Brook Pittinger	Mohamed Abbamin	Dereck Baker
Theresa Hunter	Mike Reilly	Briant Atkins
John Fugman		

GUESTS PRESENT

Ronnie Coleman	Jerome Williams	Stephen Morris	Nathan Ramsey
Ian Bennett	Chinaka Barbour	Michael Matthews	Robin Peerce
Rodney Ferguson			

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Public Comments

Consent Agenda

- A. Approval of the Minutes Of The Previous Meeting

Report from the VDFP Executive Director

Report from the VDFP Deputy Executive Director

Fire Education and Training

- A. Report From The VDFP Branch Chiefs

- a. Chief Safety Officer
- b. Chief of Training
- B. Report from the Training and Education Committee
- C. Unfinished Business
- D. New Business

Fire Prevention and Control Committee Business

- A. Report From The Department of Forestry
- B. Report From The State Fire Marshal
- C. Report From The Codes and Standards Subcommittee
- D. Unfinished Business
- E. New Business

Administration, Policy and Finance Committee Business

- A. Report from Administration, Policy and Finance Committee
- B. Report From The Live Structure Committee
 - a. Review of Applications
 - i. City of Harrisonburg
 - ii. Rockbridge County
- C. Grants and Finance Report from the VDFP Chief Administrative Officer
- D. Unfinished Business
- E. New Business
 - i. TSG Presentation on Burn Building Locations
 - ii. **Study Request:**
 - a. Town of Wythville

Comments from the Chairman, VFSB

Full Board Business

- A. Unfinished Business
- B. New Business

PUBLIC COMMENTS

Chairman Walter Bailey thanked the board members and attendees for coming to Glen Allen for the board meeting.

CONSENT AGENDA

Topic: Consent Agenda

Motion: To approve the Consent Agenda / Minutes.

Discussion: Motion to accept was made.

Vote: Unanimous

Action: Motion Carries

REPORT FROM THE VDFP EXECUTIVE DIRECTOR

VDFP Executive Director, Michael Reilly provided the following report;

SPFC: Chief Reilly indicated that the Uniform Statewide Building Code (USBC) and Statewide Fire Prevention Code (SFPC) have been submitted for publication in the Virginia Registrar. The SFPC has a 60 day comment period (April 30, 2018 – June 29, 2018). The document will be effective on October 16, 2018.

According to Stakeholders, Chapters' 1-10 had a transparent discussion. However, Chapters 11-59 lacked similar open discussion with relevant stakeholders in the fire services. Therefore, Stakeholders sent a letter outlining their concerns. Chief Reilly cited that he is optimistic that the combination of the letter sent and the public opinion process will result in the SFPC document being reconsidered specifically within the Chapters 11-59. Lastly, Chief Reilly indicated that he met with the new Executive Director of DHCD, Erik C. Johnston - there is an opportunity for a more cohesiveness collaboration.

Mulch: Both houses rejected the Governor's amendments. However, the Virginia Constitution gives the Governor another option. The Governor may recommend one or more specific and severable amendments to a bill by returning it with his recommendation to the house in which it originated. The same procedures for considering his recommendation are applicable as stated in subsection (b) (iii) for bills returned with his recommendation. The Governor shall either sign or veto a bill returned to him from a reconvened session. **If the Governor vetoes the bill, the veto shall stand and the bill shall not become law.** If the Governor does not act on the bill within thirty days after the adjournment of the reconvened session, the bill shall become law without his signature.

The following bills have been signed by Governor Ralph Northam;

HB 729: Virginia Fire Services Board; powers & duties, modular training program for volunteer firefighters. Directs the Virginia Fire Services Board to develop a modular training program for volunteer firefighters for adoption by local volunteer fire departments that shall include (i) Firefighter I and Firefighter II certification pursuant to standards developed by the National Fire Protection Association and (ii) an online training program.

SB887: The bill removes the requirement that participation by certain minors in certain fire company activities requires local government authorization. The measure also provides that participation by such minors in nonhazardous activities of a volunteer fire company, including fire prevention efforts and training courses, are not prohibited. The measure directs the Virginia Fire Services Board to adopt a junior member policy that provides guidance to fire and rescue departments in developing and administering nonhazardous training courses and programs. The bill unanimously passed both chambers. It is recommended that the Governor sign this bill.

SB 347: The legislation sought to amend § [32.1-70](#) of the Code of Virginia related to health information supplied to the Commissioner. The bill's intent is to authorize physicians to report on a patient diagnosed with cancer to the statewide cancer registry information related their work history as a firefighter per the patient's consent. To ensure a reasonable flexibility of this legislation, the only amendment approved was line 29 "*5. Collecting data*

to evaluate potential links between exposure to fire incidents and cancer incidence.” Governor signed the bill.

REPORT FROM THE VDFP DEPUTY EXECUTIVE DIRECTOR

The following report was provided by Deputy Executive Director, Brook Pittinger;

DFP Activities:

- Dereck Baker (Division 7 Chief) will be serving as the Interim Director of Training.
- The Virginia Fire Marshal Academy (VFMA) Chief position is currently open and will remain open through close of business Friday, April 20, 2018. This is a full-time position, pay band 6, with a salary range of \$55,000 to \$90,000. Interested applicants should apply on-line at: <https://virginiajobs.peopleadmin.com/>.
- The Agency’s Executive Director attended the 2018 IFSAC conference April 11 – 13. The Agency is committed to exploring all opportunities surrounding third party accreditation to ensure the best application for Virginia’s Fire Services.

Community Risk Reduction (CRR) Update:

- To date, the Commonwealth has experienced 28 civilian fatalities. (see tracking spreadsheet).
- The Agency has been tracking each fatality and working to identify trends.
- The Agency is preparing a CRR Strategic Plan to address these fatalities.
- If you have any additional information on any of the civilian fatalities, please forward them to VDFP.

Legislative Update:

- The 2018 Reconvened Session started at 12:00 PM on Wednesday, April 18, 2018. There were no committee meetings and all of the Governor's actions (amendments/vetoes) are discussed on the House/Senate Floors.

The Agency continues to watch the following bills:

Governor Ralph Northam listened to the concerns of Virginia’s Fire Service and has sent down amendments for [HB1595](#) and [SB972](#). As enrolled, these bills would restrict local authority and prohibit the adoption of regulations to restrict existing combustible landscape cover materials.

AMENDMENTS: The Governor’s amendments would narrow the scope of the bill and the prohibition would no longer apply to structures with increased fire risk.

- The following structures will be exempted from these retrofit restrictions:
 - Residential care facility operated by any state agency;
 - Assisted living facilities;
 - Student residence facilities owned or operated by a public institution of higher education;
 - Buildings containing one or more dwelling units;

- Hotel or motel regularly used or intended to be used to provide overnight sleeping accommodations for one or more persons; or
- Rooming house regularly used to provide overnight sleeping accommodations.

WHY: These amendments address the critical fire and life safety concerns expressed by Virginia's fire service during the 2018 General Assembly Session.

- Mulch is an inexpensive landscape material; however, it is highly combustible at the same time.
- As you can attest, fire departments across Virginia have experienced significant fires in recent years caused by improperly discarded smoking materials igniting combustible ground cover (mulch) that in turn ignited the combustible siding on buildings.
- According to the Virginia Fire Incident Reporting System, 835 total mulch fires occurred during 2016 and 2017.
- As a result, localities have the opportunity to exercise its authority outlined in §27-97 to adopt a nationally accepted standard to protect structures and citizens from fires involving outside combustible material.
- Aligning with that principle, the Governor's amendments would allow localities to continue adopting local regulations that provide a higher-level fire protection in residential structures.

Fire Inspector (1031) Update:

- The Albemarle Fire Inspector I&II course has concluded with positive feedback from the students.
- This class was delivered using the Diamantes book and test bank.
- **Pro Board Eligibility:**
 - It should be noted that the Diamantes test bank has not been approved through our Pro Board accreditation. The Agency has initiated this process, but it routinely takes between 60 to 90 days for approval.
 - Students needing immediate Pro Board certification can take the "old" Inspector I&II test, which is Pro Board approved, but draws questions from outside of the Diamantes test bank.
 - The Agency is also requesting Pro Board provide retroactive certification for those caught in this gap.

2018 Fallen Firefighter Memorial Service Update:

- The Commonwealth will be honoring 4 fallen heroes at this year's Virginia Fallen Firefighter Memorial Service. This year's service will honor:
 - Roger Dale Johns from the Eagle Rock Volunteer Fire & Rescue Department in Botetourt County;
 - Kevin Frye from the City of Manassas Fire Department;
 - Willard Meiggs from the City of Chesapeake Fire Department; and

- Darrell Hamlett from the City of Lynchburg Fire Department.
- This year's memorial service will take place on Saturday, June 2nd at the Richmond International Raceway complex and I encourage each of you to attend this fitting service as the fire services community and the Commonwealth pays our final respects.

Safety Update:

- **Policy Development:** Development of safety policies and procedures within VDFP to include implementation of an Accident and Injury Reporting and Investigation program.
- **Burn Prevention Program:** Working on development of Firefighter Burn Prevention Program was presented at VFCA (February 2018). Jason Woods delivered this program, as well as an MD specializing in burns.
- **Firefighter Cancer Awareness:** Working on development of a comprehensive Firefighter Cancer Awareness and Reduction Program for presentation in Spring 2018
 - The intent of these two programs is to couple them and offer them in a TtT format so that they can be offered across the Commonwealth. These programs should help make significant improvements in the information out there and available in these specific subject areas out there.
- **NFPA 1403 Program:** VDFP's NFPA 1403 Program is currently being rebuilt. The intent is to begin placing cancer reduction/prevention strategies into all VDFP live fire training burns. We plan on having the program completed within 30 days and then have a live fire burn at a FF1 class to pilot the program on.
- DFP Staff attended Lean Six Sigma Certification Course
- Accredited ISO Class presented by FDSOA in December 2017 attended by DFP training staff.
- Working to better track metrics in Accident/Injury Reporting and mgmt. of complaints coming into the agency.
- **Line of Duty Death:**
 - **Nationally:** Firefighter LODDs reported nationally since Jan 1, 2018 is **6 deaths.**
 - **Virginia:** Firefighter LODDs reported in Virginia since Jan 1, 2018: **0 deaths.**

REPORT FROM RISK MANAGEMENT BRANCH REPORT

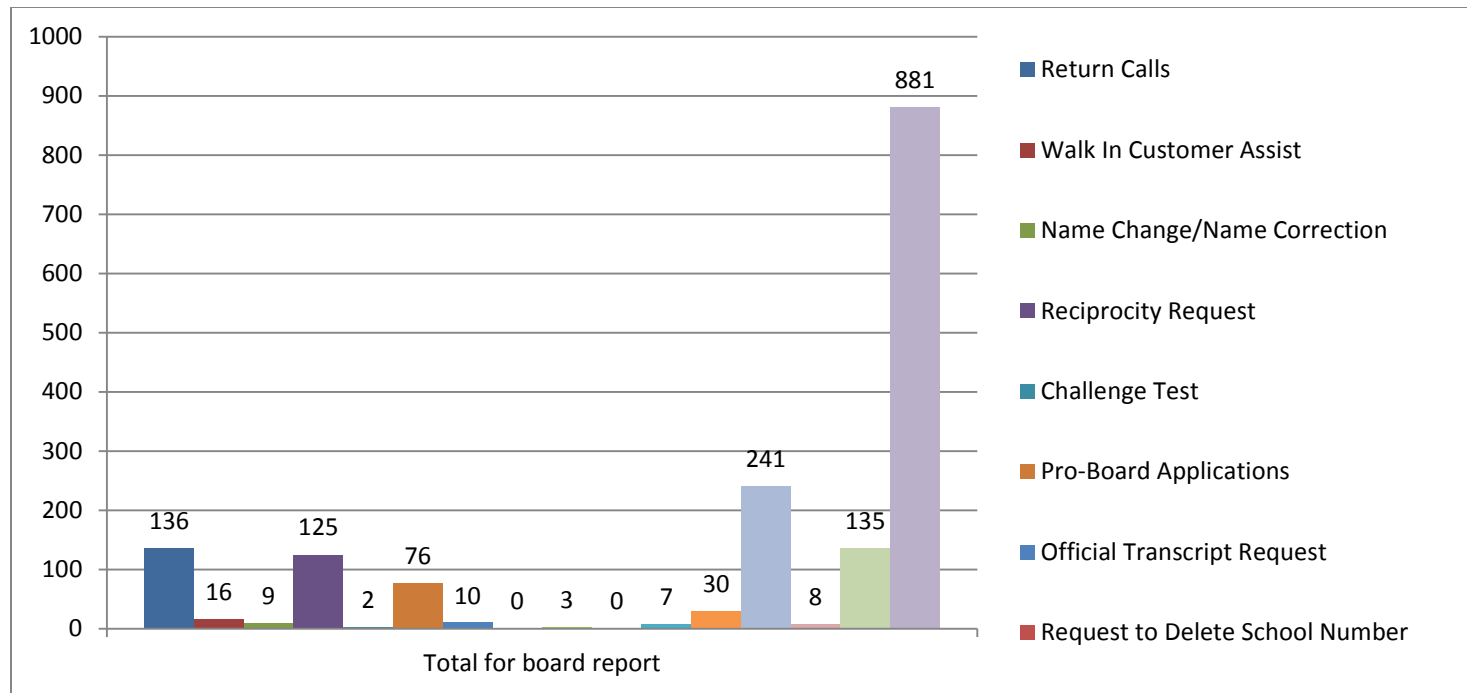
Chief Safety Officer Briant Atkins provided the following report:

- **NFPA 1403 Program:** VDFP's NFPA 1403 Program is currently being rebuilt. The intent is to begin placing cancer reduction/prevention strategies into all VDFP live fire training burns. We plan on having the program completed in the next couple months. We have been and will continue observing several upcoming burns across the state to get an idea of what practices are right now.
- **NFA Leadership in Supervision TTT:** The Chief Safety Officer was one of two VDFP staff who attended the state rollout of the new NFA Leadership in Supervision program. We will be working with the Operations Branch to begin a rollout of this program across the state.

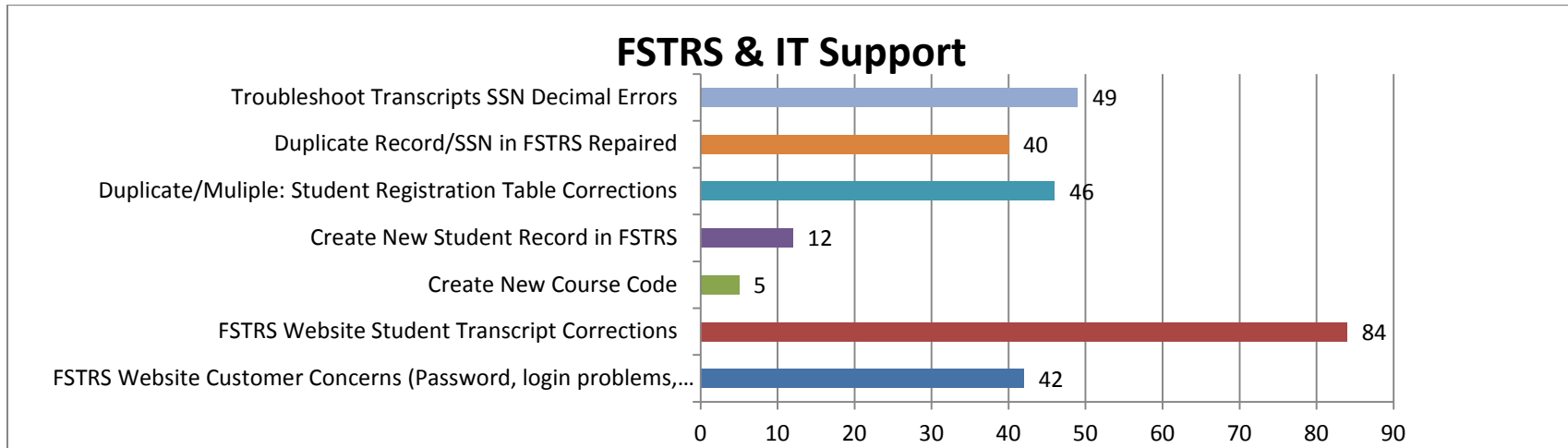
Complaints: Two Complaints closed out during the current Fiscal Year. One related to the delivery of a FF1 Training Program. The investigation recommended review of one of the instructors and was documented. No further action warranted at this time. A second related to testing material. The recommendation was to institute a review of all test banks currently in use. This issue was resolved.

Quality Assurance Division Update: Please see below the work completed by the QA Division staff since the last Fire Board meeting in February.

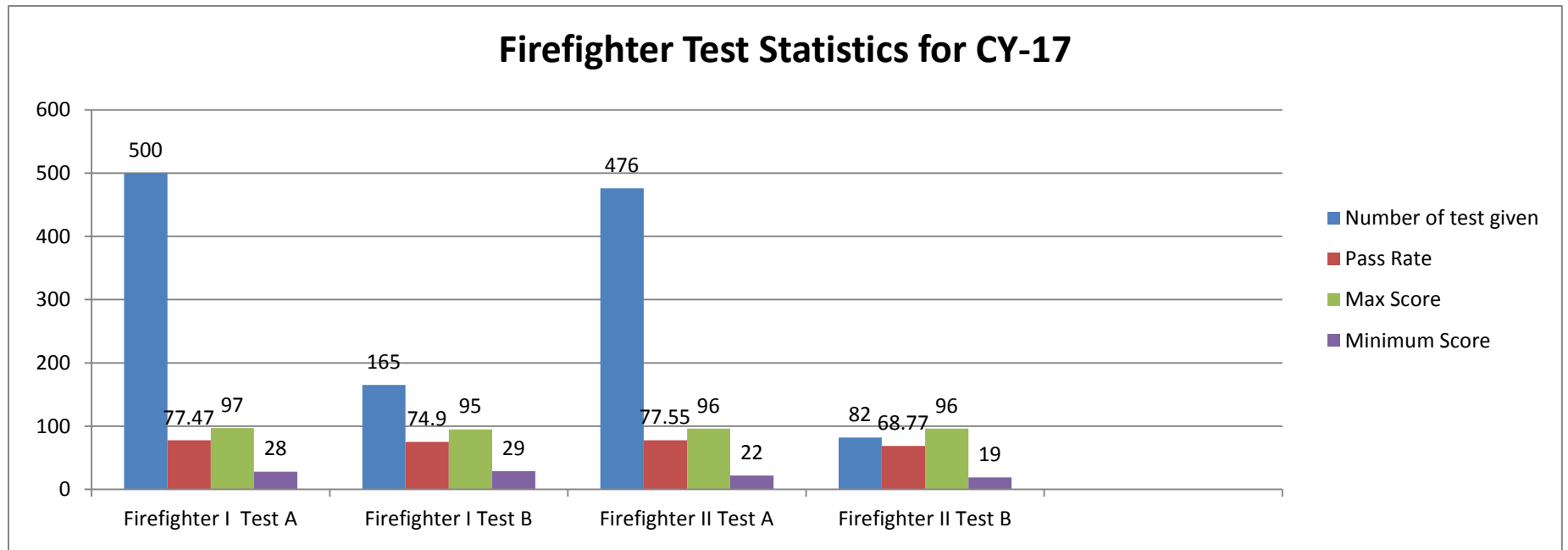
Routine Duties for February 23 – April 19, 2018



FSTRS Application Support –February 23 April 19, 2018



Please find below the information regarding the test statistics for Firefighter testing for Calendar Year 2017

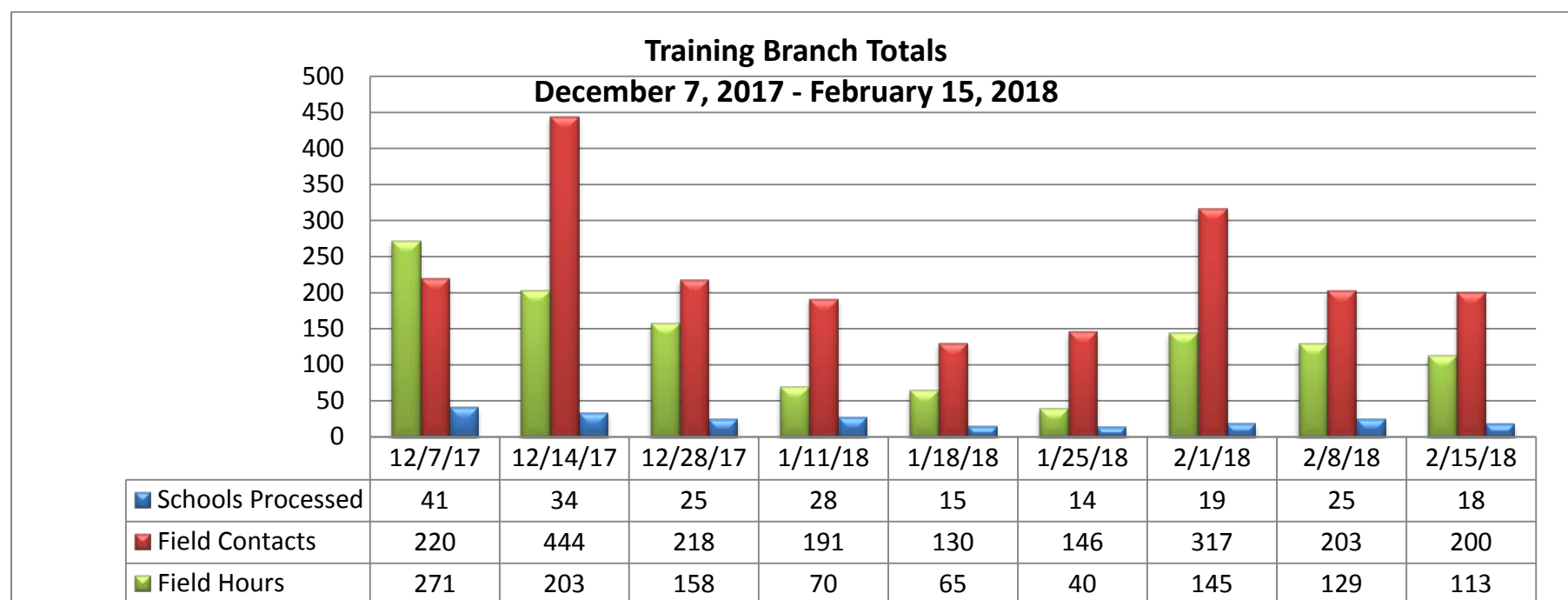


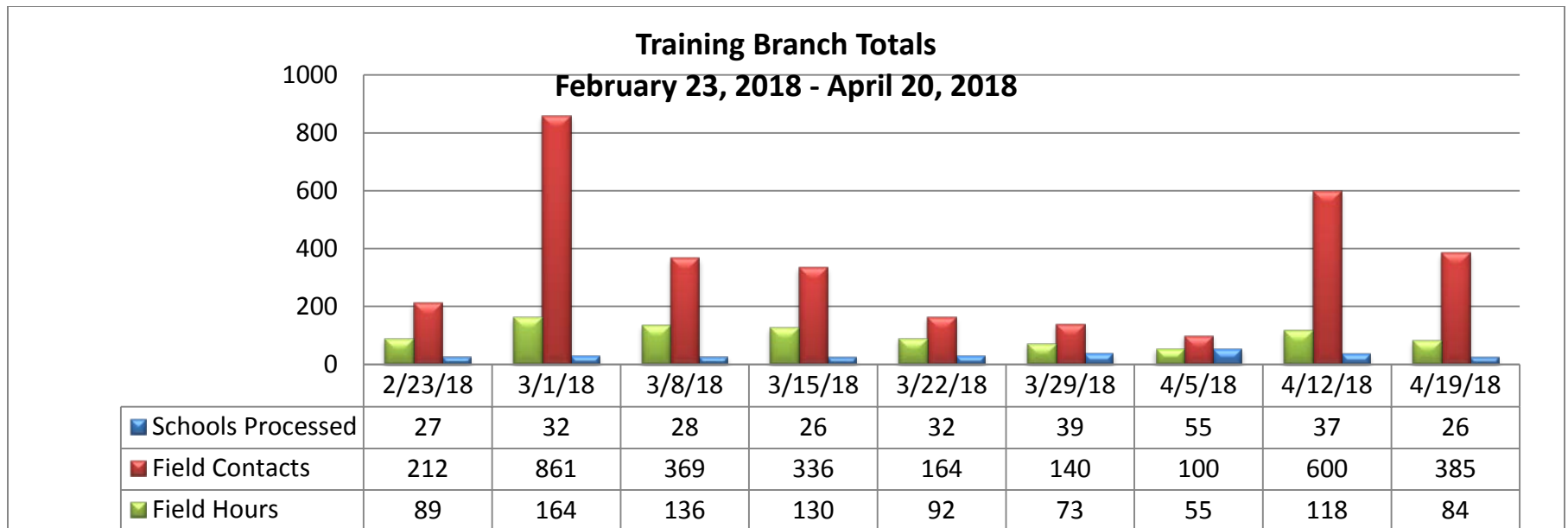
FIRE EDUCATION AND TRAINING COMMITTEE BUSINESS **REPORT FROM THE VDFP OPERATIONS AND TRAINING/TECH SERVICES**

Dereck Baker provided the following report:

Schools:

- **Processed Schools:** 521 schools processed.
- **Field Contacts:** 5,236 Field Contacts
- **Field Hours:** 2,135 Field Hours
- **FY18 Schools Run:** 1642 (from 7/1/17 to 4/20/18)





Test Validation/ Review

- VDFP has been working to re-validate and review the test bank questions for each of the certification programs. Currently, the following test banks will be reviewed:
 - Fire Officer I
 - Fire Officer II

Adjunct Instructor Hiring Process Round 2

- VDFP will open up the hiring process for adjuncts based on Division needs. Each Division Chief has been tasked with sending requested needs (Officer, Instructor, etc) to the Training & Operations Chief. Interested parties will be able to apply online, but the final list of applicants will be vetted for what the needs are in each Division.

Calendar Year 18 Funded Training Schedule

- VDFP has continued to deliver funded training that is scheduled in the 18-month calendar. TtT's also up to July 2018.
- Will be planning additional TtT's for the beginning of FY 19 schedule.

MOU Update

- VDFP is in process of signing off on MOU for Fairfax County.

Division Updates

Division 1

- Caroline Regional School April 14 – 15, 2018. 160 students attended

Division 2

- Rockingham Regional School April 21 - 22, 2018.-120 students
- Jeff Liebold selected as Division Chief

Division 3

- Albemarle County Regional School March 24-25, 2018-160 students
- Several TtT's were postponed due to low enrollment.
- Division Chief on Light-Duty

Division 4

- Haz-Mat Curriculum Development Committee met to update NFPA 472. Test has not been validated yet for NFPA 1072.
- Wise Regional School being planned.
- Cancer Program development with Chief Atkins and Steve Weissman

Division 5

- Division Chief on Short-term disability
- AARF Chief working part-time in Division 5
- Stakeholder Meeting on April 24, 2018

Division 6

- Progression/Flow Chart developed for the NFPA 1002 standard for Emergency Vehicle Operations, Driver Pump Operator, and Driver Aerial Operator.
- Commentary Driving July 1.
- Bedford Burn Building review. Damaged building due to Movie that was made.
- Several updates and TtT's in several Divisions.

Division 7

- NFA TtT scheduled for May 1.
- Propane Awareness, Propane Emergencies & Instructor I & II TtT's postponed due to low enrollment or pre-test.
- NFA Leadership in Supervision class completed in Fairfax.

Technical Rescue:

- First student delivery of the Swift Water Operations and Technician course in Richmond. Currently three sites have been identified and utilized within the Commonwealth due to site consistency. Great Falls (Fairfax), Pony Pasture (Richmond), McCoy Falls (Blacksburg). Other sites may be reviewed on a case by case basis.
- Phase 1 of the training prop improvements at VPSTC has been started. Confined Space is Phase 1.
- Phase 2 is scheduled to commence in June. Trench is Phase 2.
- All of the materials and labor for the VPSTC technical rescue props have been donated.
- New Water rescue trailer has been put in service.
- New Trench trailer has been put in service.
- Updated ITR program is being delivered.
- Updated Rope Operations (level 1) program is being delivered with very good reviews.
- Updated Rope Technician (level 2) being delivered next month.
- New techniques and technology are the main updates in the Rope programs.
- Two - Tower rescue pilots have been conducted with the third scheduled for the early summer of 2018. Full program delivery by Fall 2018.
- Several State sponsored Regional schools have been conducted including Rockingham, Caroline, Roanoke and a Spring Rescue Week at VPSTC. Over 300 students served representing over 40 jurisdictions.

ARFF:

- AARF has conducted an NFPA 1003-15 certification class in Norfolk with 20 students.
- Airport Firefighters from Norfolk, Newport News, Coastal Carolina Regional Airport, and Greenville participated in Aircraft Live Fire Training conducted at Norfolk International Airport.
- Response to Aviation Accidents for First Responders was conducted at the Albemarle Regional School and the Caroline Regional School.
- AARF Chief working with the Coastal Carolina Regional Airport, Pitt-Greenville Regional Airport, and the Wicomico Regional Airport to come to Commonwealth for Live Fire Training.
- AARF has conducted 3 Live Fire classes, 2 Response to Aviation Accidents for First Responders, and 1 AARF certification class.

REPORT FROM TRAINING AND EDUCATION COMMITTEE
UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

REPORT FROM THE DEPARTMENT OF FORESTRY

Rob Farrell, State Forester provided the following report;

Virginia Dry Hydrant Program: The program contractor looks to be on track to finish up all of the FY'18 installations by June 1, 2018, which will put us in a good position as we head into FY'19. FY 2019 is a year in which the VDOF needs to rebid the installation and repair contract. Typically, we bid this contract with a clause that allows it use in annual increments, for up to four years. One change for FY '19 is that we put the bid out as three separate regionally-based contracts. A single contractor can bid on any or all three of the regional contracts, but our hope is that we can establish at least one new contractor resource to help ensure a little more contractor depth in the program. The bid closes early next month. Finally, the application period for new dry hydrant requests for FY '19 closed on March 31. Based on the current contractor pricing, we received more applications than can be funded (51), however our final funding number will not be decided until we know the results of our contract prices for FY'19.

All of the final details and hydrant numbers for FY '19 will be reported at the next Fire Services Board meeting.

Spring Wildfire Season: VDOF wildfire numbers for the spring wildfire season have been below average so far this year, thanks to several rounds of well-timed precipitation. For 2018 to date, the VDOF has suppressed 494 wildfires which have burned 3926 acres and damaged 10 homes and 42 other structures. The good news is that agency suppression efforts, in conjunction with the local fire service, is directly credited with protecting 804 home and other structures on these fires, with a total value of over 38 million dollars. The most significant event of the year ended up being the high wind event that Virginia experienced during the first weekend in March. Over the four day period of March 2 – 5, 2018, the VDOF suppressed 159 wildfires which burned 1342 acres, which accounts for about a third of all the activity that we have seen since the first of the year.

The following weekend Pulaski County received 17" of snow and VDOF local staff responded with a bulldozer and chainsaw crew to clear roads of fallen trees.

Texas and Oklahoma: VDOF has deployed 14 firefighters and two brush trucks to Texas and Oklahoma. In addition, our safety officer was specifically requested by Oklahoma to assist in the incident investigation for the wildfire related death of a local volunteer firefighter. VDOF is one of the only southern forestry agencies to have a nationally qualified Type 1 Safety Officers.

Statewide Wildfire Training Academy: Virginia's 18th annual statewide wildfire training academy is just around the corner. This year's training event will again be based from the campus of Longwood University in Farmville. Registration has now closed and all classes are full. A total of 287 students will be taking the 10 different classes offered this year. (The classes this year include; basic wildland fire fighting, fireline chainsaw use, wildfire crew boss, fire operations in the Wildland Urban Interface, pumps and water handling, a federal dispatching course, a couple of incident command classes, prescribed fire planning and an instructor training course.)

2018 Legislature

House Bill 844 – Burn Ban; definition of "orchard" or "vineyard". This provides definitions for the terms orchard and vineyard in order to close a potential loophole in the code resulting from last year's legislation to provide an exemption from the 4 PM burn ban for fires to prevent damage to orchards and vineyards from frost and freezing temperatures. The definitions require a half-acre of contiguous orchard or vineyards grown for commercial purposes in order to qualify for the exception.

- PASSED and SIGNED by the Governor. Effective July 1, 2018.

REPORT FROM THE STATE FIRE MARSHAL'S OFFICE

State Fire Marshal Brian McGraw provided the following report:

Virginia Fire Incident Summary Data, 2013 - 2018:

	2013	2014	2015	2016	2017	2018 ²
Fires	29,793	30,492	28,368	28,790	24,757	2,248
Rescue and EMS	550,278	579,626	578,301	613,339	465,960	26,368
Other Calls	225,024	228,481	237,672	252,552	173,535	11,956
Exposure Fires	351	364	312	373	297	38
Grand Total	805,095	838,662	844,341	894,681	712,266	40,752
Total Fire Dollar Loss	\$225,013,781	\$244,197,431	\$248,794,063	\$239,669,309	\$192,071,659	\$23,541,430
Civilian Fire Injuries	406	432	350	365	325	24
Civilian Fire Deaths	72	77	59	80	59	10
Fire Service Injuries	178	189	151	157	137	10

Fire Service Deaths	0	0	0	0	0 ¹	0
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Data as of April 18, 2018

¹ Note: There were two Fire Service Fatalities in Virginia during 2017; however these are not reflected in VFIRS:

Roger Dale Johns **Eagle Rock Volunteer Fire and Rescue** **May 19, 2017**

Joseph Paul Blinkhorn **Brodnax Volunteer Fire Department** **October 3, 2017**

The 2017 statistics are lower than past years. It is not known at this point whether this is due to data lag or a decrease in reporting. We will continue to update the data and provide future reports to the Board.

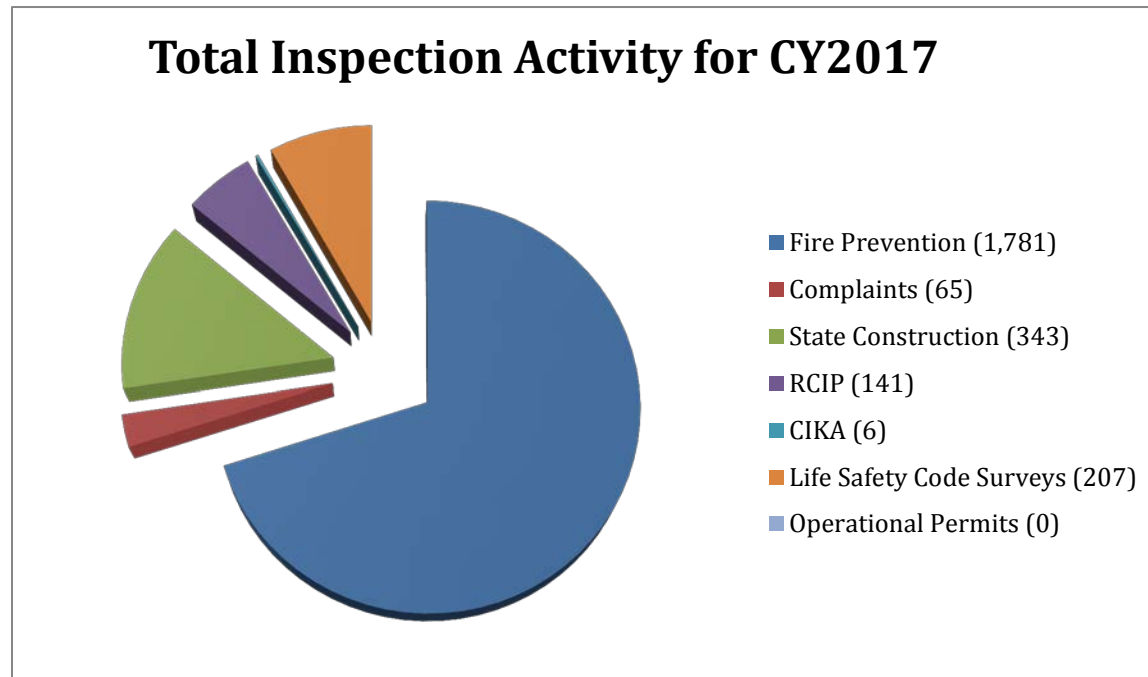
Fire Fatalities: As of April 22, 2018, there have been 30 civilian home fire fatalities in the Commonwealth of Virginia.

CY2018 YTD Civilian Home Fire Fatalities

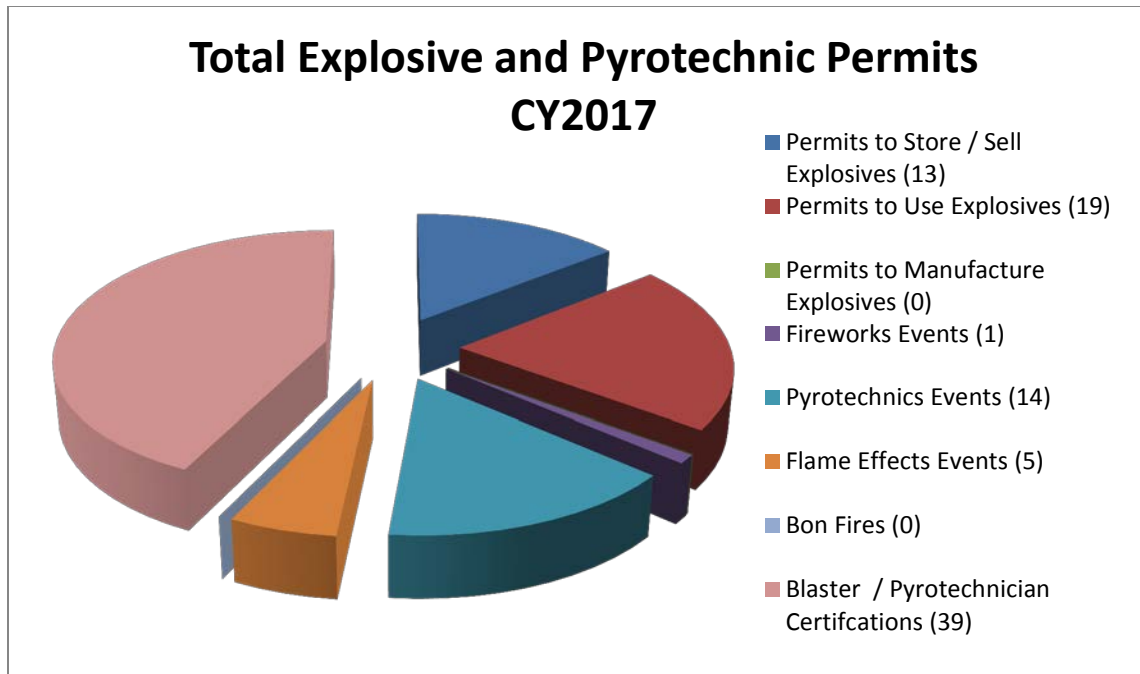
Date	Location	Gender	Age	Division	Cause
1/1/2018	Annandale (Fairfax County)	Male	94	7	
1/7/2018	Norfolk	Male	Unknown	5	
1/7/2018	Amherst County	Male	73	3	
1/11/2018	Chatham (Pittsylvania County)	Female	68	6	Smoking Materials
1/12/2018	Cumberland County			3	
1/16/2018	Spotsylvania County	Male	25	2	Electrical Malfunction
1/16/2018	Chesterfield County	Male	73	1	Smoking Materials
1/20/2018	Norfolk	Male		5	
1/29/2018	Fair Oaks (Fairfax County)	Male	64	7	Smoking Materials
1/29/2018	Bloxom (Accomack County)	Male	61	5	
1/30/2018	Campbell County	Male	60	4	Heating
1/31/2018	Suffolk	Male	36	5	IUO Flammable Liquids
2/7/2018	Spotsylvania County	Female	37	2	Electrical
2/9/2018	Saltville (Smythe County)	Female	90	4	
2/23/2018	Ashland	Male	68	1	

2/23/2018	Victoria	Male	70		
3/1/2018	Chesterfield County	Male		1	
3/2/2018	Henrico County	Male		1	Heating
3/6/2018	Gloucester	Female	82	5	
3/7/2018	Marion	Female	72	4	
3/15/2018	Fairfax City	Female	35	7	
3/21/2018	Hampton	Female	85	5	Smoking Materials
3/29/2018	Clifton Forge (Allegheny)	Male	66	6	Kitchen Fire
3/30/2018	Fairfax County	Male		7	Smoking Materials
4/1/2018	Hampton	Female	85	5	
4/5/2018	Portsmouth	Female	72	5	
4/5/2018	Chesterfield	Male		1	
4/7/2018	Danville	Male		6	Smoking Materials
4/11/2018	Dryden (Lee County)			4	
4/13/2018	Franklin County	Male	70	6	
4/17/2018	Norfolk	Female	61	5	Homicide

Inspection Activity: The State Fire Marshal's Office completed 2,543 inspection activities during 1Q18 (12/28/17 – 4/4/18).



Explosive & Pyrotechnic Permits: The SFMO issued 32 explosives related permits during 1Q18 (12/28/17 to 4/4/18). Staff provided oversight of fireworks, pyrotechnics, flame effects or bonfires at 20 events on state property. A total of 39 Blaster and Pyrotechnician certifications were issued.



Code Development: SFM McGraw is participated in the ICC Code Action Hearings in Columbus, Ohio, from April 16 through 23. This was the first phase of the code change process during which code officials, equipment and product manufacturers, industry representatives and other interested parties have the opportunity to debate more than 1,100 proposed changes to the International Building Code, International Fire Code, International Mechanical Code, International Plumbing Code, International Fuel Gas Code, International Residential Code, the International Property Maintenance Code and the International Wildland Urban Interface Code. The hearings continue through Monday, April 23. Once the hearings are completed, there will be a public comment period, followed by Public Comment Hearings in Richmond from October 24 through 31.

Virginia Fire Marshal Academy

Completed Schools

School	Location	Dates	Students
Fire Inspector 18-03	Albemarle County	3/5/18 – 3/23/18	28

Future Schools

School	Location	Dates
Fire Investigator 18-03	Spotsylvania County	4/23/18 – 5/18/18
Fire Investigator 18-04	Roanoke	7/9/18 – 8/3/18
39 th Basic Law Enforcement Academy	Blackstone / Fort Pickett	9/10/18 – 11/16/18

REPORT FROM THE CODES AND STANDARDS SUBCOMMITTEE

No Meetings Held

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

ADMINISTRATION, POLICY AND FINANCE COMMITTEE BUSINESS REPORT FROM ADMINISTRATION, POLICY AND FINANCE COMMITTEE

No Meeting Held

REPORT FROM THE LIVE FIRE STRUCTURE COMMITTEE

Below are the minutes from the Live Fire Structure Committee held on Wednesday, April 25, 2018:

Topic: Report from the Live Structure Workgroup

Motion: N/A

Topic Discussion: Jeff Bailey delivered the following update on the Workgroup's meeting held on March 22, 2018.

On Thursday, March 22, 2018, Grants and Budget Manager, Theresa Hunter and Policy Manager, Mohamed Abbamin along with Virginia Fire Services Board Members, Jeff Bailey and Lee Day travelled to City of Harrisonburg in an effort to find a solution to Harrisonburg and Rockbridge's renovation applications.

City of Harrisonburg: Chief Ian Bennet spoke on behalf of Harrisonburg. He indicated that after thorough evaluation of the options for their burn facility, they would like to pursue the construction of a new building as opposed to renovating the current structure. Chief Bennet also added that although the building is located in a "flood zone" there has never been a flood of more than a few feet. Moreover, he added that the locality has obtained a "FEMA Waiver" which should exhibit to DFP there is in fact no foreseen probability of flooding.

Mike Matthews, DFP's A/E Firm representative emphasized the importance of securing a local A/E Firm for the design of the new structure since the entity would be familiar with the locality. Mr. Matthews also brought up concerns related to the warranty of the facility becoming null following a "flood."

Both Jeff Bailey and Lee Day support City of Harrisonburg's pursuit for a new construction. The locality will provide DFP Grants and Budget Manager a new application.

Rockbridge County: Chief Nathan Ramsey spoke on behalf of the Rockbridge County. At this time, their application seeks to construct two rooms next to structure in place. Mike Matthews, DFP's A/E Firm suggested that the locality research the economically feasible option of utilizing the current "skeleton" (outside walls) and construct on top of it. The locality will solicit quotes and compare the two options. Fire Board members are also in support of this option.

Both localities have submitted their updated applications in April 2018.

Vote: N/A

Motion Action: N/A

Topic: Budget Report

Motion: N/A

Topic Discussion: Theresa Hunter, Budget and Grants Manager provided the following update related to the Live Structure Budget (Burn Building Budget).

FY2017 Burn Building Budget

- a. Burn Buildings Cash Obligations/Availability as of April 23, 2018
 - i. **Cash on hand:** \$2,666,362
 - ii. **Unobligated:** \$609,938

Proposed New Project:

- **Harrisonburg New Building** - \$480,000
- **Rockbridge Renovation** - \$468,364

FY19 Additional Cost

- **Remaining 5 year inspections** (based on estimated \$9,500)
- **TSG Attendance for Board Meeting** - \$5,000
- **Misc. A/E Request not part of 5 year** – \$15,000
- **Total:** \$140,000
- **Grand Total:** \$1,088,364.00

Available Balance: \$610,074.00

- **FY19 Annual Allocation (July 1):** \$975,000.00
- **Minus New Projects and Additional Cost:** *(\$1,088,364.00)*
- **Available in FY19 for New Projects:** \$496,710.00

Vote: N/A

Motion Action: N/A

Topic: Review of Applications – City of Harrisonburg

Motion: Motion to award City of Harrisonburg for \$480,000 for their burn building application using FY18 burn building funding.

Topic Discussion: Committee approved the requested figure.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Review of Applications – Rockbridge County

Motion: Motion to award Rockbridge County for \$445, 204 for burn building renovation using the FY19 burn building funding.

Topic Discussion: The committee discussed the total request per the locality's application in the amount of \$468,364 being over the amount allowed by the burn building policy amount of \$450,000. Rockbridge's application includes \$23,160 for A/E costs. The committee decided to award Rockbridge \$445,204 which is the total amount of construction cost *only*.

Note: The committee recommended for Rockbridge County to work with VDFP staff to ensure the \$23,160 of A/E costs is covering [the Live Structure Grant](#) item F (page 3).

Vote: Unanimous

Motion Action: Motion Carries

GRANTS AND FINANCE REPORT FROM THE VDFP CHIEF ADMINISTRATION OFFICER

2. FY2017 Burn Building Budget

a. Burn Buildings Cash Obligations/Availability as April 23, 2018

i. **Cash on hand:** \$2,666,362

ii. **Unobligated:** \$609,938

3. Aid to localities

a. As of April 23, 2018

FY-2018 Fire Programs Fund Aid to Localities Payments

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds	Date Trans.
1	9-22-17	125	38.7%	\$12,981,026	46.7%	9-22-17
2	12-15-17	67	20.7%	\$6,384,185	23.0%	12-15-17
3	3-23-18	43	13.3%	\$2,924,112	10.5%	3-23-18
4			0.0%		0.0%	
5			0.0%		0.0%	

Funds Released	235	72.8%	\$22,289,323	80.2%
Total Funds Not Released	88	27.2%	\$5,512,308	19.8%
AtL Total	323	100.0%	\$27,801,631	100.0%

UNFINISHED BUSINESS

N/A

NEW BUSINESS

Topic: Burn Building Prop Audit

Motion: N/A

Discussion: The Structure Group provided a presentation on current burn buildings (live structure facilities) across the Commonwealth.

Task: Evaluate the location, compliance, and status of each burn building prop within the Commonwealth of Virginia to aid VDFP in determining the most appropriate allocation of future Grant Funding.

Product: TSG delivered an audit report which includes evaluation of fifty six (56) burn building props.

Findings:

1. Total number of localities/jurisdictions with burn buildings or proposed burn buildings: **59**
2. **(7)** localities with **NO** information are as follows; Allegheny County, Essex County, Fort Lee, City of Portsmouth, Quantico, Tazewell County and Town of Washington.
3. **(52)** localities **WITH** information are as follows
4. Of the (52) localities with information **(4)** localities have **two (2) burn building props:**
 - Chesterfield County (Both burn building propos for Chesterfield County are part of the VDFP Grant Program).
 - Fairfax County
 - Roanoke County
 - Town of Wise.
5. **(56)** burn building props with information
6. Of the (56) burn building props with information, **(8)** are currently **NOT** part of the VDFP Grant Program:
 - Chase City
 - Town of Coeburn
 - Fairfax County (Class “B” Fuel)
 - City of Hopewell
 - Loudon County
 - Roanoke (Class “A” Fuel)

- City of Winchester
 - Town of Wise (Cold Building)
7. **(48)** Burn Building props, either **existing** or **proposed** are currently part of the VDFP Grant Program.
8. Of the (48) burn building props with information currently part of the VDFP Grant Program **(4)** have been **approved for design**:
- New Kent County
 - Montgomery County
 - Prince George County
 - City of Winchester
9. **(44)** Existing burn building props currently part of VDFP, which **are to be reviewed for this cycle**.
10. Of the (44) existing burn building props currently part of the VDFP Grant Program, **(3) have completed construction** and will have their first (5) year structural review this cycle:
- Town of Farmville
 - Mecklenburg County
 - City of Richlands
11. Therefore, **(41)** burn building props currently part of VDFP **were reviewed for historical documentation**
12. **Conclusion:** Poor record keeping
13. **Needs:** Need a policy or oversight on compliance of up keeping – the five year inspection is not sufficient.

Administration, Policy and Finance Committee will set up a meeting to accommodate the above conclusion/needs.

Enclosure 1

Vote: N/A

Action: N/A

Topic: New Fire and EMS Study Request

Motion: To respectfully decline the Town of Wytheville's request for Fire and EMS Study until further information can be provided.

Discussion: Town of Wytheville was included in the Wythe County's Fire and EMS Study held between - June 2 - 4, 2013. Part of the study included meeting with the Town of Wytheville's "sole" fire department - Wytheville Fire Department located at 185 W. Spring Street, Wytheville, VA. Study team met with Dean Widener (Safety Officer) and Ronnie King (Chief) on June 3, 2013. Chairman Bailey will reach out to the Town Manager of Town of Wytheville.

Vote: Unanimous

Action: Motion Carries

COMMENTS FROM THE CHAIRMAN

Chairman Bailey thanked everyone for their attendance. The Chairman acknowledged guests.

FULL BOARD BUSINESS

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

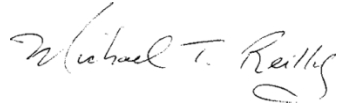
ADJOURNMENT

The Board adjourned at 2:30PM

Clerk of the Committee

Mohamed G. Abbamin

REVIEWED BY:



April 25, 2018

Michael T. Reilly
Executive Director

Date

Enclosures:

1. TSG Burn Building Audit/Location Presentation

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date:

4/25/18

Motion made by:

☐ Committee or name:

JEFF BAILEY

Second (if required):

LEE DAY

Signature of presenter of motion:

J. H. Bailey

MOTION TO:

Approve Construction of New BURN
Building for City of HARRISONBURG
utilizing FY 18 FUNDS

TOTAL COST \$480,000.00

Amended: (y/n)

Motion Carried: ☒

Vote: Unanimous: ☒

Motion Failed: ☐

Majority: ☐

Abstentions: ☐

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 4/25/18

Motion made by: ☐ Committee or name: David Layman

Second (if required): LEE DAI

Signature of presenter of motion: [Signature]

MOTION TO:

Decline the Fire & EMS Study
for Town of Wytheville Until Further
INFORMATION CAN BE OBTAINED

Amended: (y/n)

Motion Carried: <u>✓</u>	Vote: Unanimous: <u>✓</u>
Motion Failed: _____	Majority: _____
	Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 25 APRIL 2018

Motion made by: ☒ Committee or name: J. Bailey

Second (if required): JEFF BAILEY

Signature of presenter of motion: [Signature]

MOTION TO:

APPROVE CONSTRUCTION OF RENOVATION &
UPGRADE OF EXISTING BURN BUILDING FOR
ROCK BRIDGE COUNTY UTILIZING FY 19 FUNDS
#445,204.⁰⁰ FOR CONSTRUCTION COST.

Amended: (y/n)

Motion Carried: <u>✓</u>	Vote: Unanimous: <u>✓</u>
Motion Failed: _____	Majority: _____
	Abstentions: _____



**Summary of the
Burn Building Prop Audit
for the
April 25, 2018**

Full Fire Services Board Meeting



Burn Building Prop Audit

TASK:

Evaluate the location, compliance, and status of each burn building prop within the Commonwealth of Virginia to aid VDFP in determining the most appropriate allocation of future Grant Funding





Burn Building Prop Audit

DATA:

This information has been gathered across 94 five (5) year structural reviews conducted by our office since 2005.

Thirty (30) from 2005–2007

Forty (40) from 20012–2013

Twenty–four (24) so far since 2016

The Commonwealth of Virginia Burn Building Prop Audit report issued on April 16, 2018 includes a Summary of Burn Building Prop Information page for fifty–six (56) burn building props within the Commonwealth which TSG has information from.





Burn Building Prop Audit

Summary of Burn Building Prop Information

As of April 16, 2018

Locality:

Spotsylvania County

Physical Address of Burn Building Prop: 12901 Trench Hill Lane, Fredericksburg, VA 22407
 VDFP Division: 2, Northern Virginia
 Participating in Grant Program: Yes
 Size: 2,219 square feet (burn building prop), 1,500 square feet (training tower)
 Construction Style: Similar to VDFP Prototype 2
 Year of Construction: 2007
 Fuel Type: Class "A" and "B"
 Auxiliary Training Structures: N/A
 Fire Fighter I, Fire Fighter II Compliant: Yes
 TSG Five (5) Year Structural Review Dates: N/A / February 22, 2013 / March 23, 2017



Summary of Locality Usage		
Year	Number of Live Fire Training Days	Usage Matrix Logs (Y/N)
2008	Not Provided	N/A
2009	Not Provided	N/A
2010	Not Provided	N/A
2011	24	N
2012	4	N
2013	4	N
2014	16	N
2015	3	N
2016	13	N
2017	Not Provided	N/A
2017	Not Provided	N/A
2018	*	*

Summary of Structural Surveys	
Name of Reviewer	Licensed P.E. (Y/N)
Not Provided	N/A
Not Provided	N/A
CEO Structural Eng	Y
CEO Structural Eng	Y
CEO Structural Eng	Y
TSG for VDFP	Y
Not Provided	N/A
EL&M	Y
Not Provided	N/A
EL&M	Y
TSG for VDFP	Y
*	*

Summary of TMS Information	
TMS Calibration Performed (Y/N)	TMS Data (Y/N)
N	N
N	N
Y**	N
N	Y
N	Y
Y	Y
Y	Y
Y	Y
N	Y
N	N
N	N
*	*

* Documents for 2018 will be collected and reviewed as part of the next five (5) year review cycle.

** Temperatures are monitored by the thermocouple sensors integrated into the Class "B" props, which are maintained annually by the manufacturer.



Burn Building Prop Audit

**Total number of localities/jurisdictions with
burn buildings or proposed burn buildings: 59**

(7) Localities with NO information:

- Allegheny County
- Essex County
- Fort Lee
- City of Portsmouth
- Quantico
- Tazewell County
- Town of Washington

(52) Localities with information





Burn Building Prop Audit

Of the (52) localities with information, (4) localities have two (2) burn building props:

- Chesterfield County
- Fairfax County
- Roanoke County
- Town of Wise

Both burn building props for Chesterfield County are part of the VDFP Grant Program

(56) burn building props with information





Burn Building Prop Audit

Of the (56) burn building props with information, (8) are currently not part of the VDFP Grant Program:

- Chase City
- Loudoun County
- Town of Coeburn
- Roanoke (Class "A" Fuel)
- Fairfax County (Class "B" Fuel)
- City of Winchester
- City of Hopewell
- Town of Wise (Cold Building)

(48) burn building props, either existing or proposed, are currently part of the VDFP Grant Program





Burn Building Prop Audit

Of the (48) burn building props with information currently part of the VDFP Grant Program, (4) have been approved for design:

- New Kent County
- Montgomery County
- Prince George County
- City of Winchester

(44) existing burn building props currently part of VDFP, which are to be reviewed for this cycle





Burn Building Prop Audit

Of the (44) existing burn building props currently part of the VDFP Grant Program, (3) have completed construction and will have their first (5) year structural review this cycle:

- Town of Farmville
- Mecklenburg County
- City of Richlands

Therefore, (41) burn building props currently part of VDFP were reviewed for historical documentation





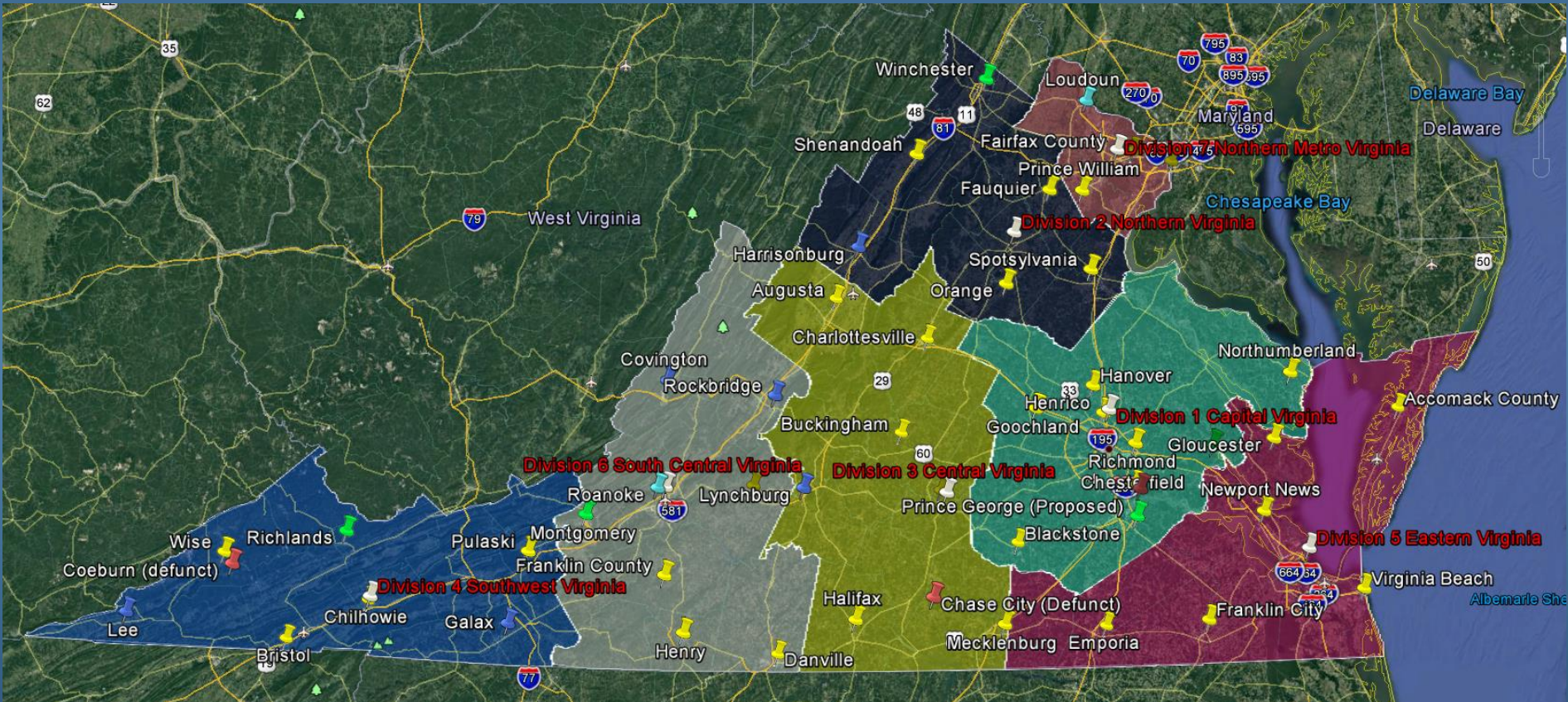
Burn Building Prop Audit

Summary of Number of Burn Building Props

# of localities/jurisdictions	59		
# of localities w/ no information	7	59-7=	52
# of localities w/ (2) burn building props	4	52+4=	56
# of burn building props no longer part of VDFP Grant Program	8	56-8=	48
# of currently proposed burn building props	4	48-4=	44
# of completed burn building props that will have their first (5) year structural review this cycle	3	44-3=	41
# of burn building props currently part of VDFP were reviewed for historical information			41

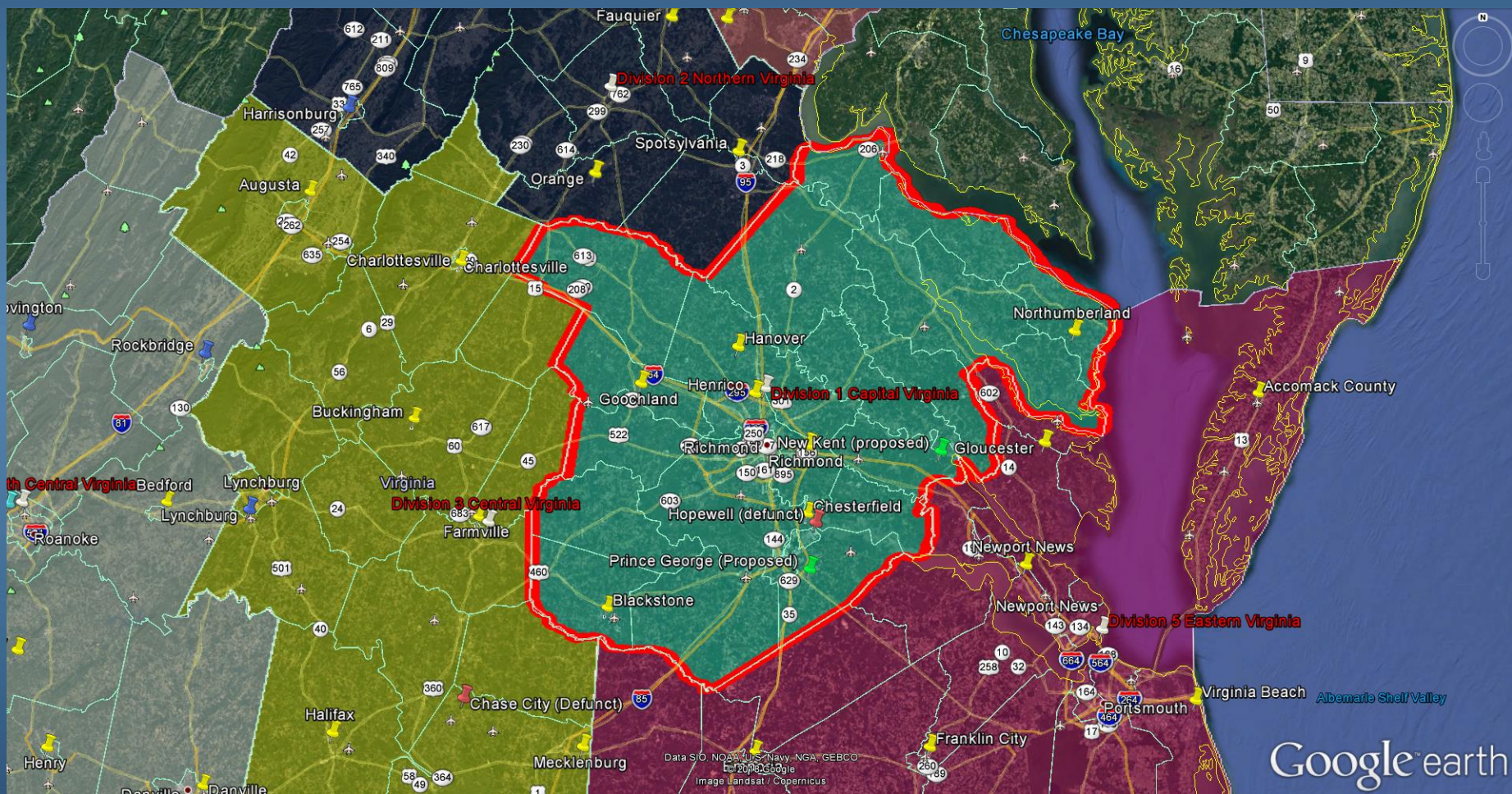


Burn Building location within (7) VDFP Divisions





Division 1– Capital Virginia

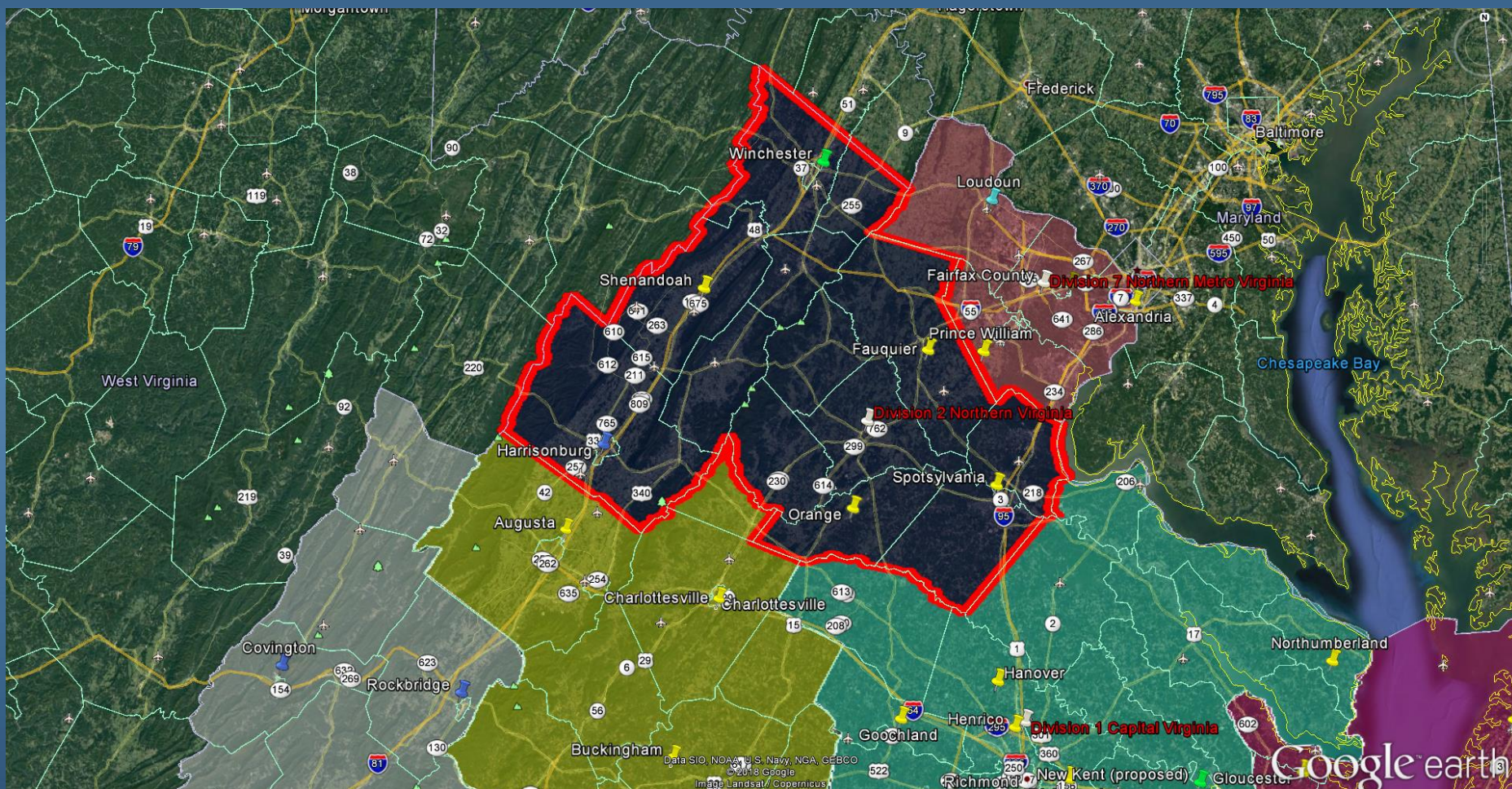


Actual Number of Burn Buildings: 11
Current VDFP Funded Burn Buildings: 8





Division 2– Northern Virginia

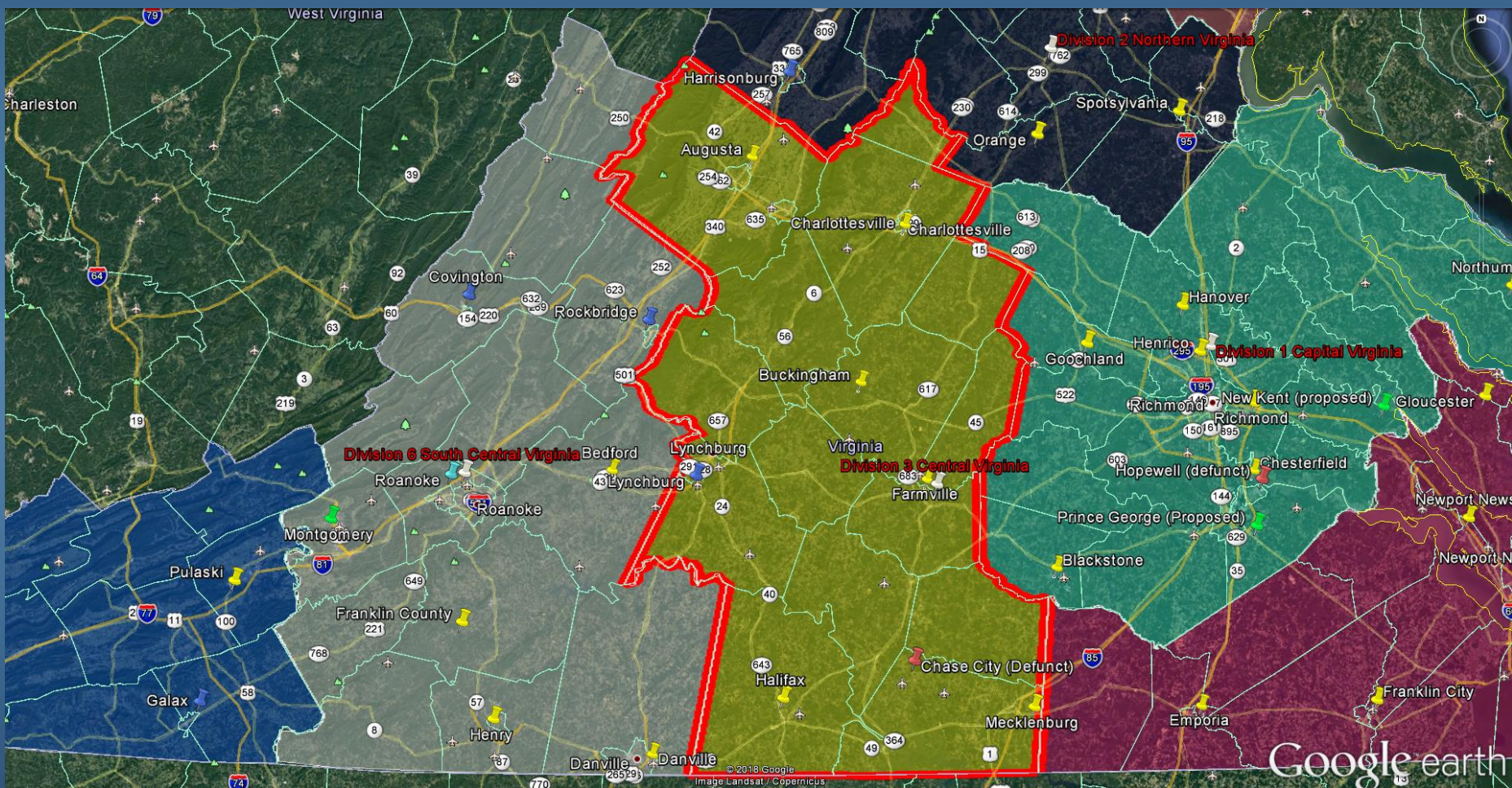


Actual Number of Burn Buildings: 7
Current VDFP Funded Burn Buildings: 6





Division 3– Central Virginia

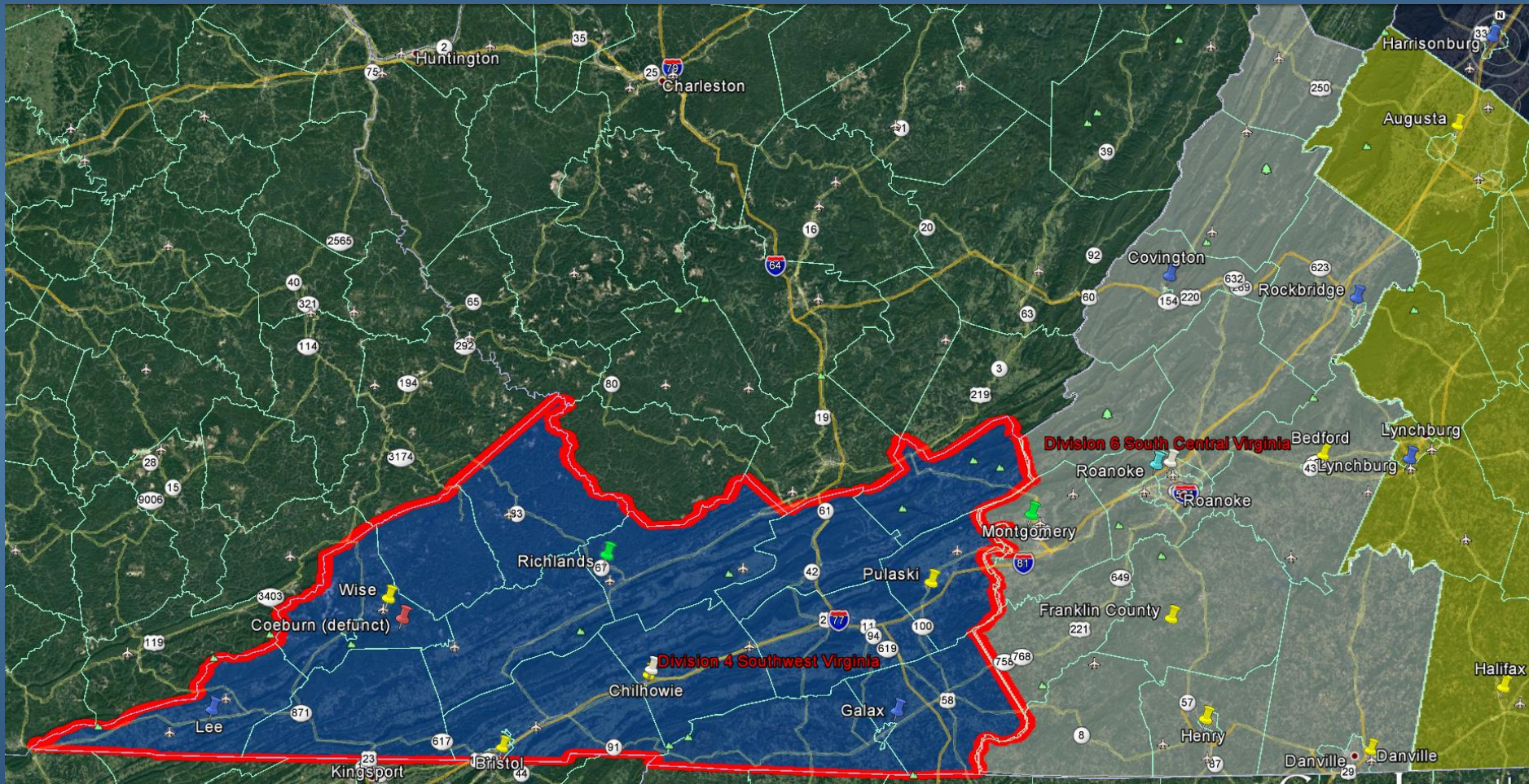


Actual Number of Burn Buildings: 8
Current VDFP Funded Burn Buildings: 7





Division 4– Southwest Virginia

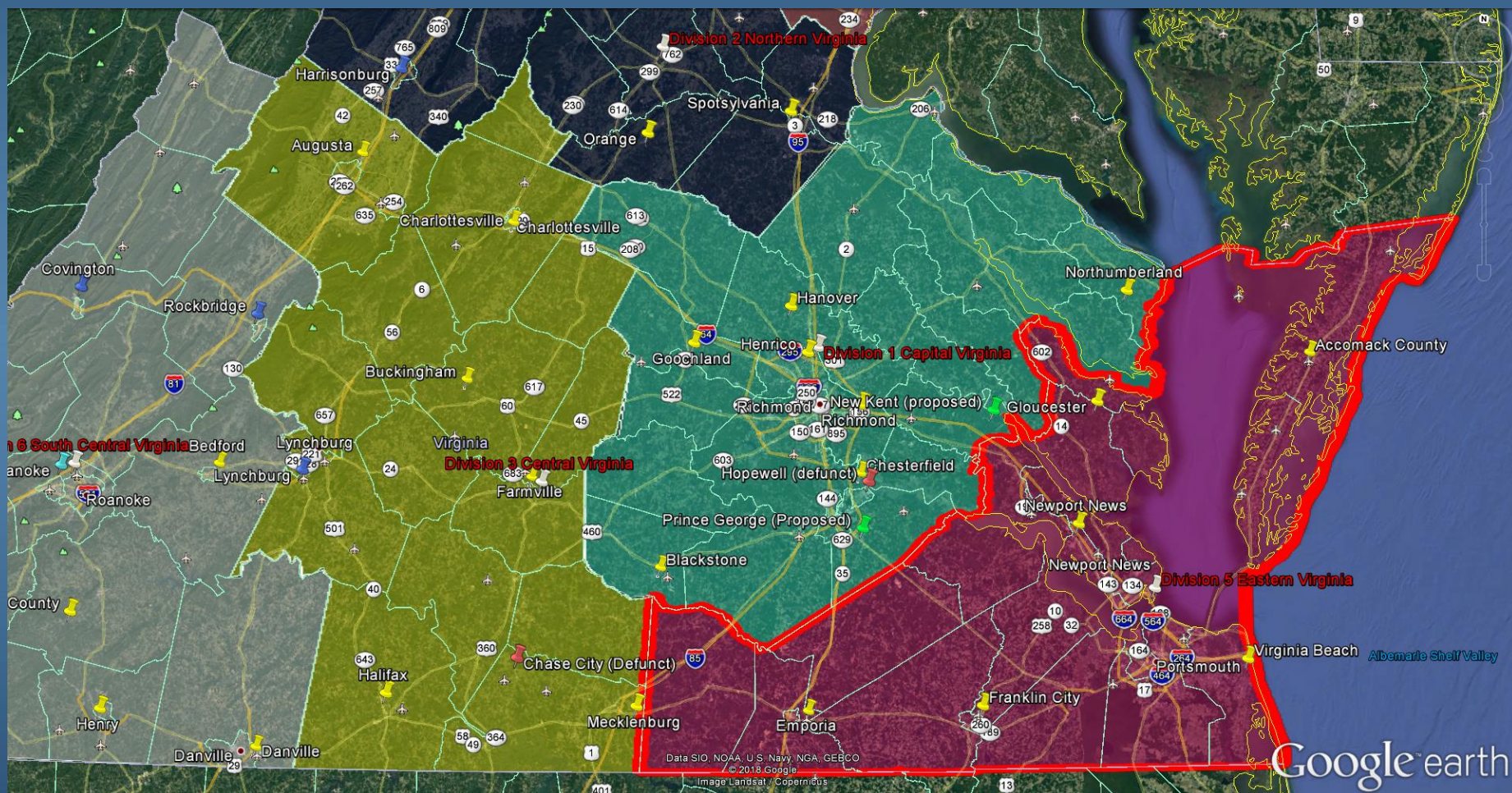


Actual Number of Burn Buildings: 9
Current VDFP Funded Burn Buildings: 6





Division 5– Eastern Virginia

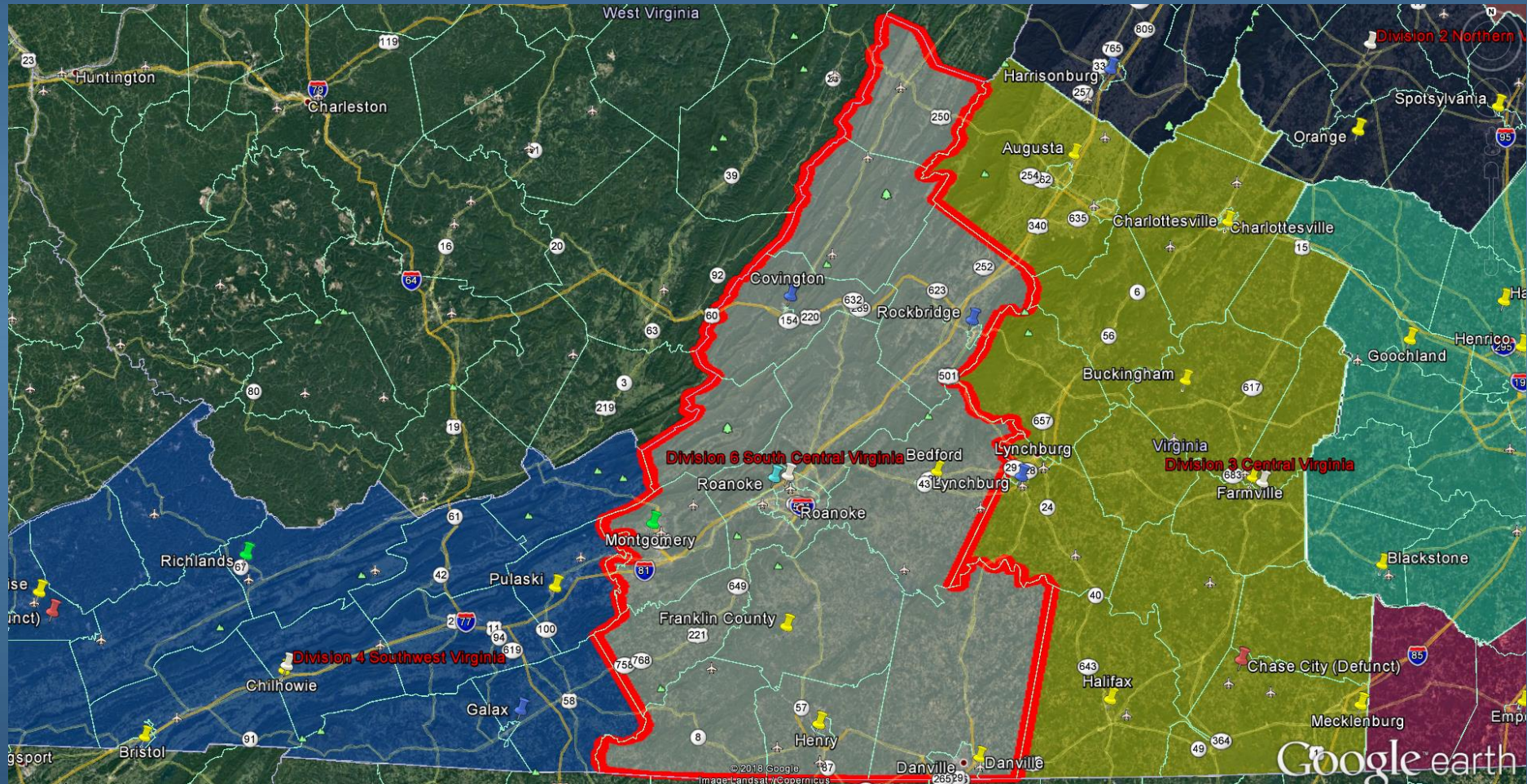


Actual Number of Burn Buildings: 6
Current VDFP Funded Burn Buildings: 6





Division 6– South Central Virginia



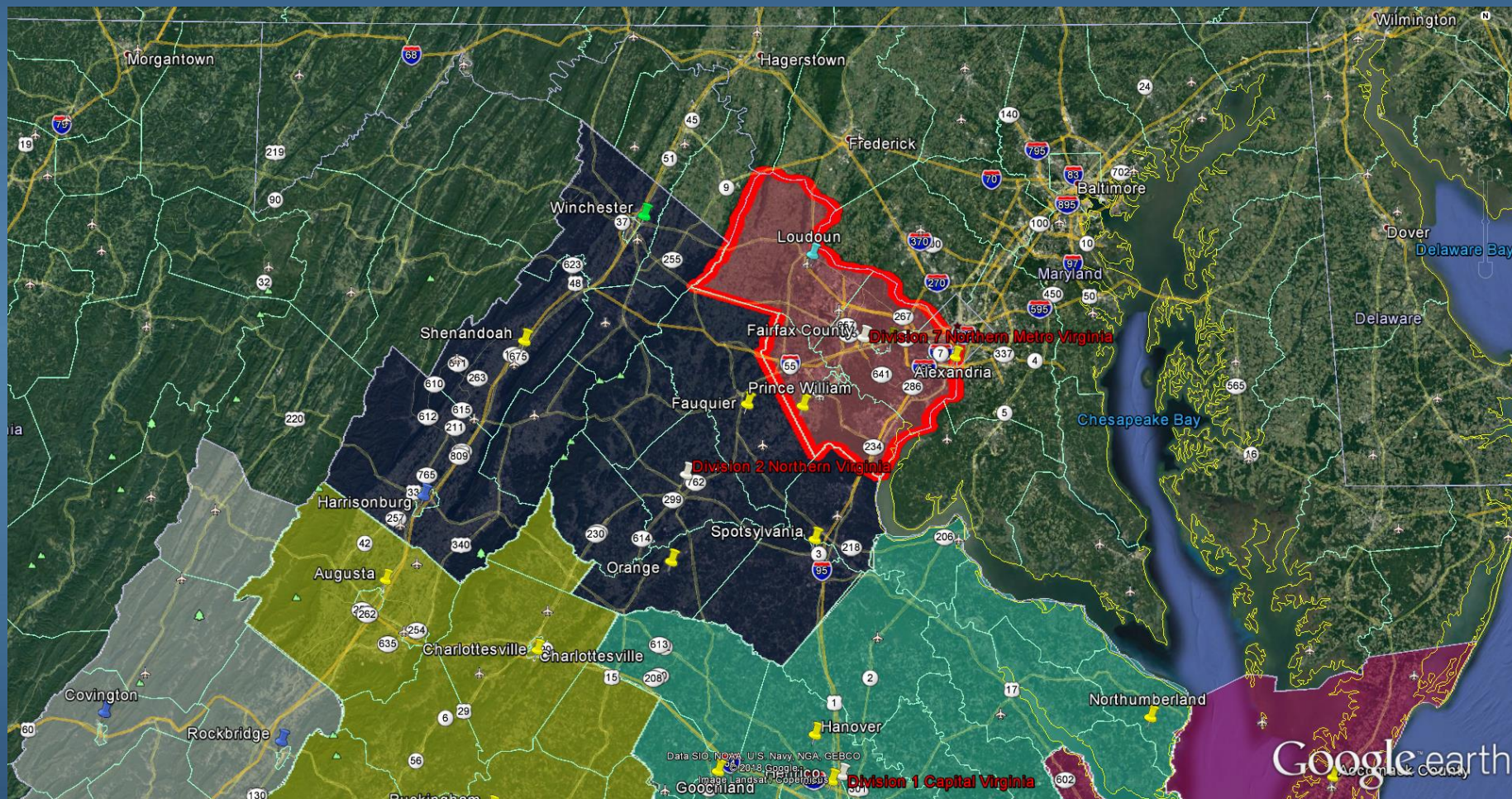
Actual Number of Burn Buildings: 9

Current VDFP Funded Burn Buildings: 8





Division 7– Northern Metro Virginia



Actual Number of Burn Buildings: 6

Current VDFP Funded Burn Buildings: 4





Burn Building Prop Audit

VDFP Grant Program/NFPA 1403 Requirements:

- Usage Information
 - Usage Matrix
 - Room number, duration, maximum sustained and spike temperatures
 - TMS logs
- Annual Inspections
- TMS Calibrations



Burn Building Prop Audit

- *Usage Information*
 - *Usage Matrix*
 - *Room number, duration, maximum sustained and spike temperatures*

# of annual usage matrix	0	1	2	3	4	5
# of localities	34	0	2	3	0	2



Burn Building Prop Audit

Date:	
Live Fire Evolution Number:	
Burn Room Utilized:	
Time In:	
Time Out:	
Sustained Temperature:	
Spike Temperature:	

Sample Usage Matrix Log





Burn Building Prop Audit

Rotation

February 20th, 2016
All Evolutions by Squad

Fire Attack	Search & Rescue	RIT	Rehab	Start	Stop
1	1		2,3,4	0913	0956
2	2		3,4,1	1021	1033
3	3		4,1,2	1053	1107
4	4		1,2,3	1124	1137
Break For lunch					
1	1		2,3,4	1155	1210
2	2		3,4,1	1310	1322
3	3		4,1,2	1334	1349
4	4		1,2,3	1358	1409

Times for Evolutions

	Fire Attack Time in/ Time out	Search & Rescue Time in/ Time out
Evolution 1	0947/0954	0947/0955
Evolution 2	1024/1032	1024/1032
Evolution 3	1056/1106	1056/1106
Evolution 4	1127/1136	1127/1136
Evolution 5	1158/1209	1158/1209
Evolution 6	1313/1322	1313/1321
Evolution 7	1337/1348	1337/1348
Evolution 8	1359/1408	1359/1408

Temperature Monitoring

Startup	Temp 42.9°F	Time 0845	
	Beginning temp/ time	Mid temp/time	End temp/time
Evolution 1	115°F 0943	270°F 0948	110°F 0956
Evolution 2	98 1018	630 1026	390 1033
Evolution 3	210 1053	401 1100	250 1107
Evolution 4	153 1124	513 1129	141 1138
Evolution 5	650 1158	350 1204	168 1210
Evolution 6	343 1310	600 1319	245 1323
Evolution 7	133 1334	560 1340	207 1349
Evolution 8	180 1358	569 1403	270 1409
End	Temp 102°F	Time 1600	

Sample Usage Matrix Log currently in use at
Gloucester County





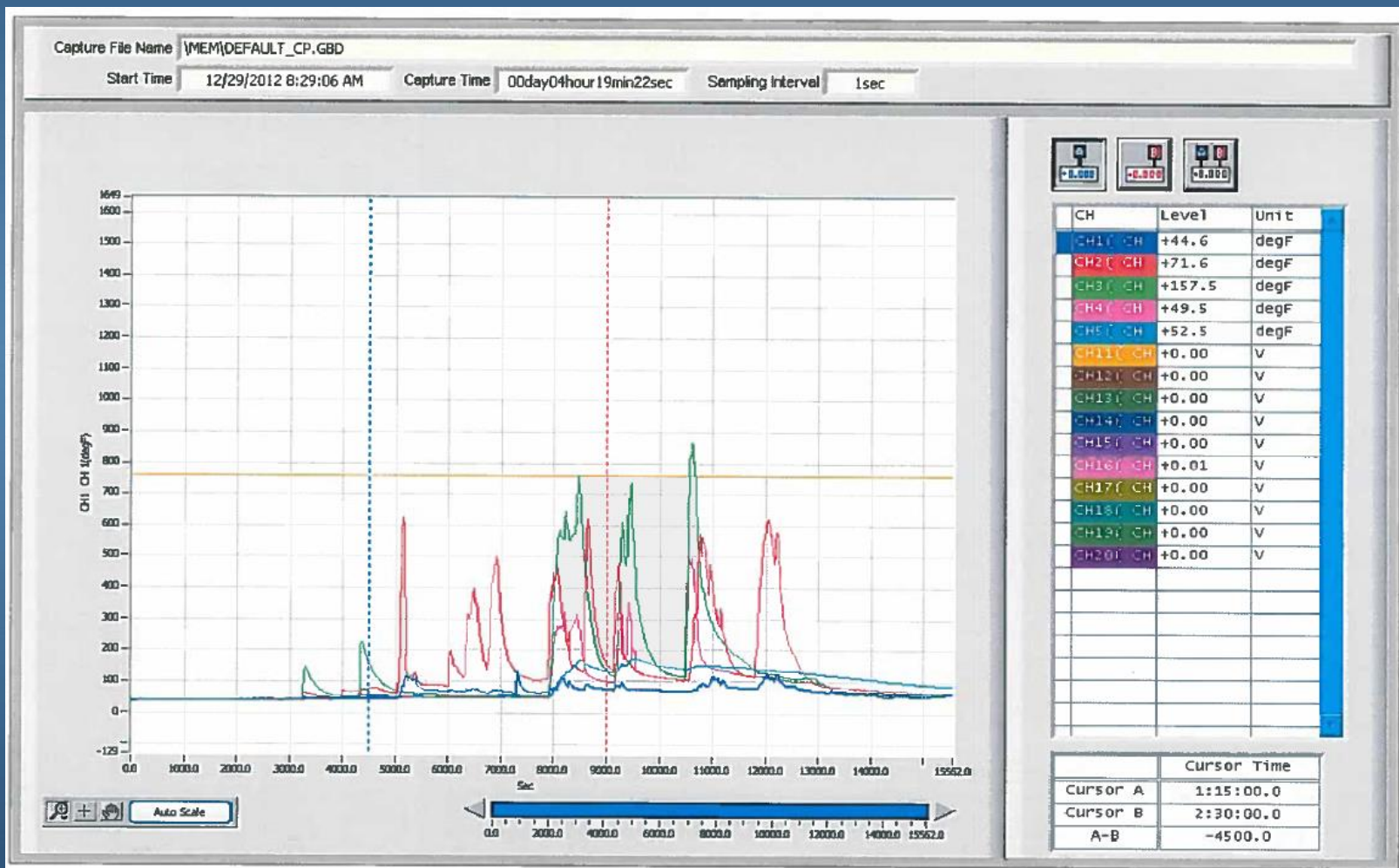
Burn Building Prop Audit

- *Usage Information*
 - *TMS logs*

# of annual TMS logs	0	1	2	3	4	5	6
# of localities	27	0	1	5	6	1	1



Burn Building Prop Audit



AVERs FF1 Burns

Sample TMS Log received from Gloucester County





Burn Building Prop Audit

- *Annual Inspections*

Per 2012 Edition of NFPA 1403:

6.2.6.1 “If visible structural defects are found, such as cracks, rust, spalls, or warps in structural floors, columns, beams, walls, or metal panels, the building owner shall have a follow-up evaluation conducted by a licensed professional engineer with live fire training structure experience and expertise, or by another competent professional as determined by the building owner or AHJ.”

7.2.5.1 “If visible structural defects are found, such as cracks, rust, spalls, or warps in structural floors, columns, beams, walls, or metal panels, the building owner shall have a **follow-up evaluation conducted by a licensed professional engineer** with live fire training structure experience and expertise or by another competent professional as determined by the AHJ.”

# of annual inspections	0	1	2	3	4	5	6	7	8	9
# of localities	17	6	4	5	3	1	2	0	1	2





Burn Building Prop Audit

- *TMS Calibrations*

# of annual TMS calibrations	0	1	2	3	4
# of localities	25	7	4	3	2



Burn Building Prop Audit

0 localities have all usage documentation

3 localities (shown below) have the most documentation:

	Fauquier (2011-2013)*	Spotsylvania (2008-2017)	Harrisonburg (2005-2017)
# of years of data	4	11	14
# of years with a usage matrix	3	0	5
# of years with TMS logs	4	6	0
# of years with annual inspections	4 (one of which was performed by TSG as the five (5) year review)	7 (two of which were performed by TSG as the five (5) year review)	11 (three of which were performed by TSG as the five (5) year review)
# of years with TMS calibration	0	4	3
* Data has not been collected as part of the current five (5) year structural review cycle			

28 localities have limited usage documentation

10 localities have NO usage documentation at all





Burn Building Prop Audit

VDFP Minimum Area Requirements		
Areas	Prototype 1	Prototype 2
First Floor		
Area	987 sf	1,100 sf
Number of Rooms	5	4
Burn Rooms	1 @ 144 sf	1 @ 144 sf
Number of Windows	3	5
Number of Doors	4	4
Second Floor		
Area	744 sf	781 sf
Number of Rooms	3	4
Burn Rooms	1 @ 144 sf	1 @ 144 sf
Number of Windows	2	4
Number of Doors	3	2
Total		
Area	1,730 sf	1,881 sf
Number of Rooms	8	8
Burn Rooms	2 @ 288 sf	2 @ 288 sf
Number of Windows	5	9
Number of Doors	7	6
Lower Roof Area	306 sf	318 sf
Upper Sloped Roof Area	1,190 sf	436 sf





Burn Building Prop Audit

“Summary of Burn Building Prop Grant Program”

Architectural Requirements:

- Overall Size
- Number of burn and non-burn rooms
- Number of window and doors
- Number of roof surfaces
- 15’-0” cast-in-place concrete apron slab



Burn Building Prop Audit

Architectural Non-Compliance:

- Covington, Galax, and Lynchburg Need:
 - Sloped roof chop-out training
- Lee Needs:
 - Additional story
 - Sloped and flat roof surface
 - Interior and exterior stairs
 - (2) training rooms
 - (1) exterior and interior door
 - (3) windows
 - Concrete apron slab
- Rockbridge Needs:
 - Additional story
 - Sloped and flat roof surface
 - Exterior stairs
 - (1) exterior window and door
 - (4) training rooms
 - Concrete apron slab





Burn Building Prop Audit

Travel Requirements:

As set forth by VDFP, in an effort to limit travel requirements, trainees should only be required to travel up to 60 minutes and 60 miles to complete Fire Fighter I and Fire Fighter II training.





Burn Building Prop Audit

Travel Distance/Time					
	VDFP Division	Construction Date	Location of Next Closest Locality	Travel Distance to adjacent burn prop	Travel time to adjacent burn prop
Covington	6	1983	Rockbridge	50	54
			Roanoke	60	72
Galax	4	1988	Pulaski	35	41
			Chilhowie	69	73
			Henry	72	88
Lee	4	1988	Wise	50	62
			Bristol	66	83
Lynchburg	3	1989/2005	Bedford	19	24
			Farmville	51	53
			Rockbridge	42	63
Rockbridge	6	1985	Covington	50	54
			Augusta	43	42
			Roanoke	52	50



Burn Building Prop Audit

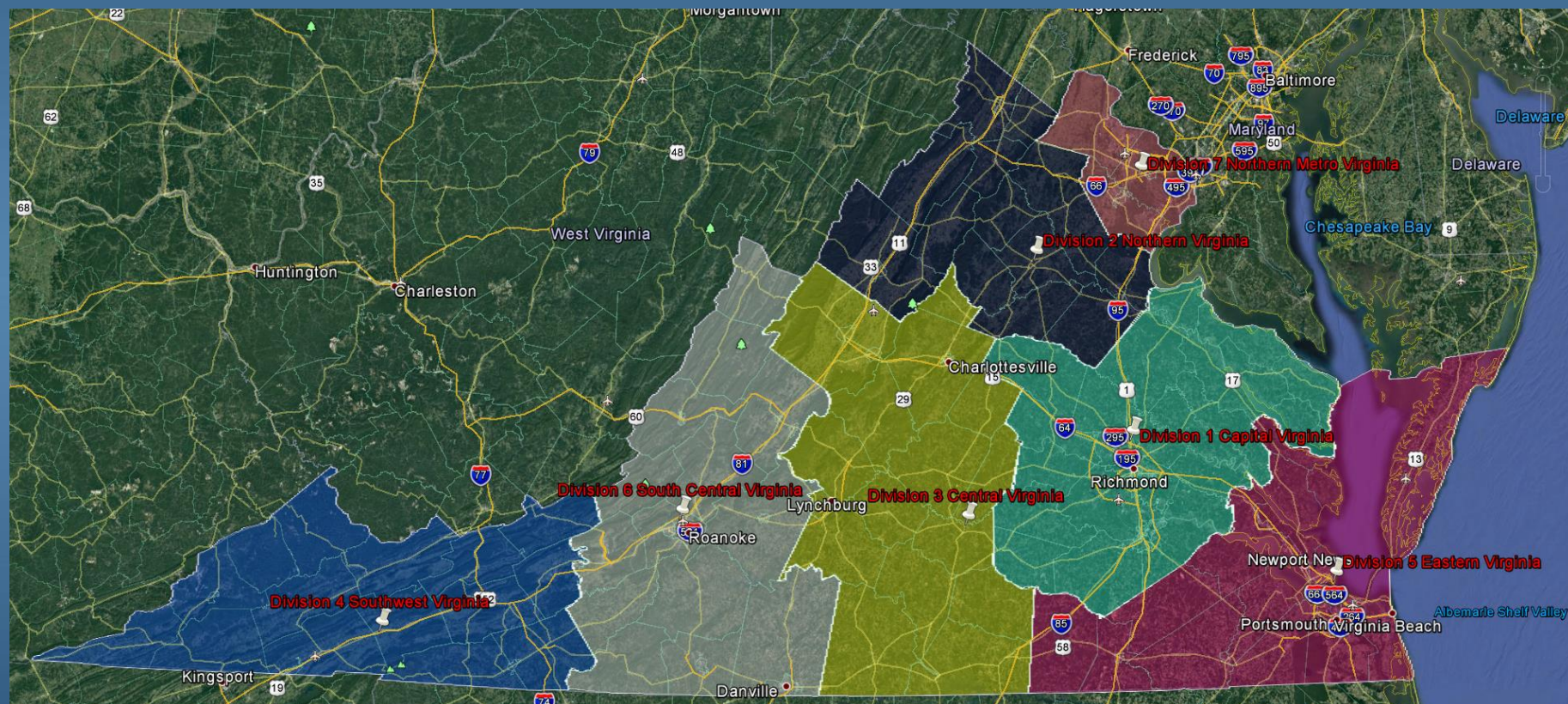
CONCLUSIONS:

- Record keeping and annual inspections performed by the localities are minimal and sporadic at best
- Division 4 and Division 6 currently exhibit the highest need for architecturally-compliant burn building props
- The VDFP travel restrictions can be maintained throughout the Commonwealth so long as modifications are made to the following burn building props:
 - Covington, Galax, Lee, Lynchburg, and Rockbridge





Discussions



“The Virginia Department of Fire Programs will be nationally recognized as the leader in enhancing the quality of fire and emergency services.” –VDFP Vision Statement



VIRGINIA FIRE SERVICES BOARD
Friday, June 1, 2018

A regular meeting of the Virginia Fire Services Board was held at the VDFP Headquarters in Glen Allen, VA. Mr. Walter Bailey served as Chair.

BOARD MEMBERS PRESENT

Walter Bailey – Chair – Virginia State Firefighter’s Association
David Layman – *Vice Chair* - Virginia Fire Chiefs Association
Brian McGraw - Virginia State Fire Marshal
H. Lee Day – Virginia Fire Services Council
Sean P. Farrell –Virginia Board of Housing & Community Development
Bettie Reeves-Nobles – General Public
Ernie Little – Fire Prevention Association
James A. Calvert – Industry (SARA Title III & OSHA) Representative
Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors
Stephanie Koren – Association of Counties
Dennis D. Linaburg – Virginia Chapter of the International Association of Arson Investigators
David C. Hankley – Virginia Municipal League
James D. Poindexter – Virginia Professional Firefighters Association

BOARD MEMBERS ABSENT

Rob Farrell – Virginia State Forester
James Stokely – Insurance Industry

AGENCY MEMBERS PRESENT

Brook Pittinger	Mohamed Abbamin	Dereck Baker
Theresa Hunter	Mike Reilly	Briant Atkins
John Fugman		

GUESTS PRESENT

Larry Gwaltney	Dean Farmer	Patrick Meeks	Robby Dawson
Linda Hale	Robin Pearce		

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Public Comments

Consent Agenda

A. Approval of the Minutes Of The Previous Meeting

Report from the VDFP Executive Director

Report from the VDFP Deputy Executive Director

Fire Education and Training

- A. Report From The VDFP Branch Chiefs
 - a. Chief Safety Officer
 - b. Chief of Training
- B. Report from the Training and Education Committee
 - a. 1031 SME Group Feedback Presentation
 - b. Train-the-Trainer Process (*Pre-test, Choice of Manual, Time Period if you fail*)
 - c. Fire Attack Series reference modular Firefighter I/II, FF I/II on-line
 - d. Quality Assurance of Training Programs
 - e. Update on Training & Education Committee Action Plan
 - f. Fire Marshall CEU Issue at Fire/Rescue Conference in Virginia Beach
 - g. VFMA Continuing Education Requirements
- C. Unfinished Business
- D. New Business

Fire Prevention and Control Committee Business

- A. Report From The Department of Forestry
- B. Report From The State Fire Marshal
- C. Report From The Codes and Standards Subcommittee
 - a. SFPC Petition Letter
 - b. ICC Cycle - Valet Trash (Item F182-187) Recommendation
- D. Unfinished Business
- E. New Business

Administration, Policy and Finance Committee Business

- A. Report from Administration, Policy and Finance Committee
- B. Report From The Live Structure Committee
 - a. Review/Approve – updated Live Fire Structure Grant Policy
 - b. Accept Aid to Localities Policy Update per Amendments to [38.2-401](#). Fire Programs Fund. *** [SB346 \(Peake\)](#)
- C. Grants and Finance Report from the VDFP Chief Administrative Officer
- D. Unfinished Business
- E. New Business
 - a. Fall Board Meeting Location (November 2018)
 - b. Nominees for Election/Etc.
 - c. Lifetime Achievement Award

Comments from the Chairman, VFSB

Full Board Business

- A. Unfinished Business
- B. New Business

PUBLIC COMMENTS

Chairman Walter Bailey thanked the board members and attendees for coming to Glen Allen for the board meeting.

George Hollingsworth presented former VFSB Member, Robert Dawson a recognition award for his commitment.

Larry Gwaltney, the new Executive Director of Virginia State Firefighters Association spoke about the upcoming VSFA Conference and Expo in Hampton, VA scheduled for August 2018.

CONSENT AGENDA

Topic: Consent Agenda

Motion: To approve the Consent Agenda / Minutes.

Discussion: Motion to accept was made.

Vote: Unanimous

Action: Motion Carries

REPORT FROM THE VDFP EXECUTIVE DIRECTOR

VDFP Executive Director, Michael Reilly provided the following report;

Discussed his attendance of the following conferences;

iWomen – Chief Reilly attended the International Association of Women in Fire & Emergency Service conference. iWomen is an “organization of women and for women — but not for women alone. Male fire chiefs, union presidents, EEO officers and others seeking to make the fire service a professional place where women and men work together harmoniously are finding iWomen a valued source of information and counsel.”

Mental Health Bill: Chief Reilly attended Governor Ralph Northam’s signing of the Firefighter Mental Health Awareness Bill on Tuesday, May 15 in Charlottesville, VA. The bill will help firefighters deal with mental illness issues they may experience as a result of their job. This new bill will make requires localities across the state have to offer mental health training and awareness for new and current firefighters on a yearly basis.

Fire Marshal Chief Academy: Chief Reilly indicated the agency has thus far selected two final candidates for round two of interviews. Additional updates forthcoming.

REPORT FROM THE VDFP DEPUTY EXECUTIVE DIRECTOR

The following report was provided by Deputy Executive Director, Brook Pittinger;

Mental Health: Agency is working on publishing a list of programs that provide access to mental health awareness to stakeholders by July 1, 2018.

Modular Training: Modular Training per HB729 from the 2018 Legislative Session has an enactment clause which extends the delivery of the Modular Training to January 2019. The Agency is authorized to hire a curriculum development position post July 1 – beginning of FY19.

LMS/RMS: The Agency is renegotiating with terms for the LMS/RMS with the vendor.

Fallen Firefighter Memorial: The Fallen Firefighter Memorial Service is scheduled for Saturday, June 2, 2018 at 12pm. Board Members are encouraged to attend.

REPORT FROM RISK MANAGEMENT BRANCH REPORT

Chief Safety Officer Briant Atkins provided the following report:

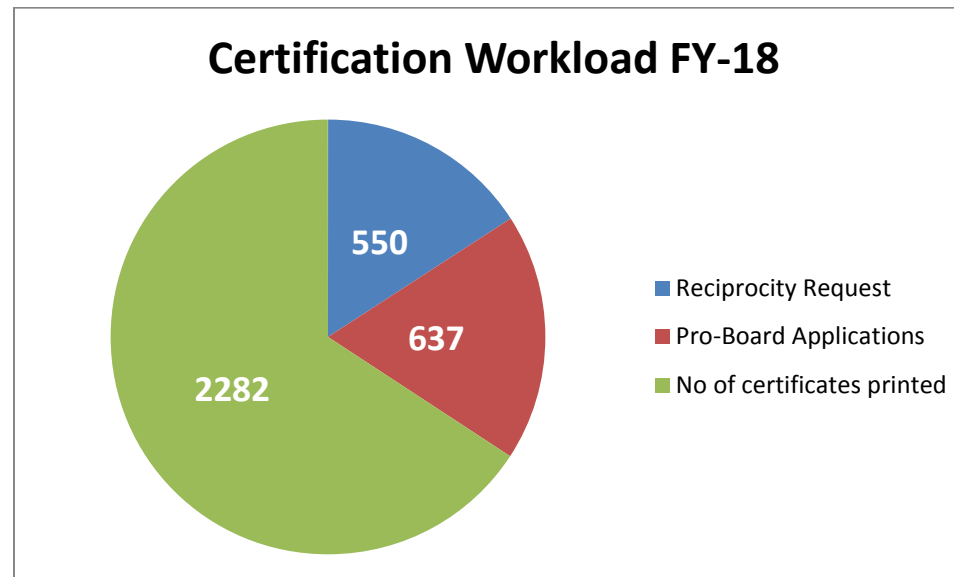
- **Burn Prevention Program and Firefighter Cancer Awareness:** No changes since last meeting. Scheduling for delivery at several conferences and regional schools after 7/1/2018. Will run in all 7 Divisions
- **NFPA 1403 Program:** VDFP's NFPA 1403 Program is currently being rebuilt. We will be using the Jones and Bartlett Live Fire Training Curriculum with some modifications. We should be finalizing this at the June Division Chief's Meetings with classes to be start being offered after 7/1/2018. I plan on getting a checklist developed where 1403 officers are at least taking a look at the burn building before and after and noting any deficiencies so that deficiencies can be brought to the attention of the jurisdiction.
- **New QA Policy:** Has been approved and we will be moving forward with implementation. This should address issues that might occur within our training programs. The new QA program will begin with FY 19
- **Other Safety Initiatives:** Working on several other safety related initiatives within the agency.
- **Mental Health Awareness Training:** Looking to communicate/coordinate resources out there to meet new legislation for Fire Departments. Organizing a list of NFFF Stress First Aid Instructors that were trained in each Division. Have had some discussions with other State Agencies (OEMS and DBHDS) to see what they are offering.
- **Statistical Data:** Please see below the statistical data for the injuries documented as part of the training program delivery.

Statistical Data: (May)

<u>VDFP Training Injuries:</u>	FY –Injury From Fall: 5 Month: 0
Since FY Beginning: 54	FY -Exhaustion/Over Exertion: 6 Month: 4
Week: 4 Since Month Began: 10	FY- Struck By: 10 Month: 1
Live Fire Training: FY: 18 Month: 6	FY – Strains, Sprain, Pain: 23 Month: 3
	FY – Burn : 4 Month: 1
<u>Program :</u>	FY – Other: 6 Month: 1
FY-Firefighter Series: 33	
FY – Mayday Operations: 13	<u>By Division:</u>

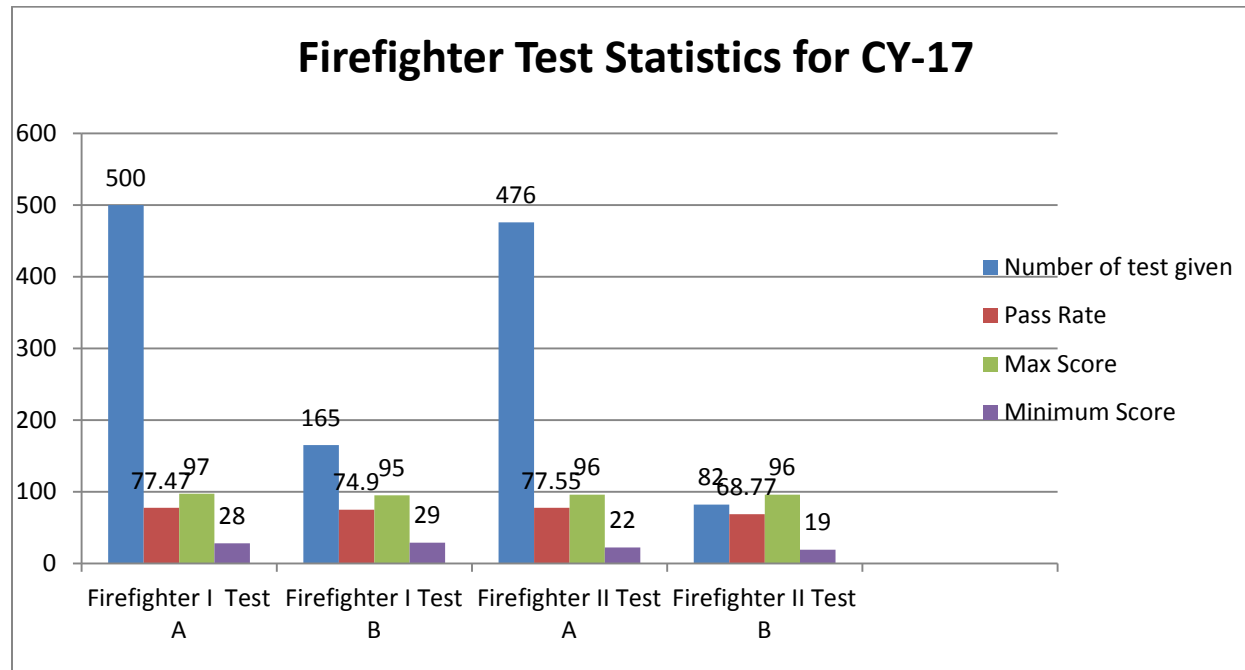
FY – HMO: 1	FY Div. 1: 14 Month: 0
FY- TRT: 2	FY Div. 2: 8 Month: 1
FY – VFMA: 1	FY Div. 3: 6 Month: 1
FY – DPO : 1	FY Div. 4: 3 Month: 1
FY – Marine - 3	FY Div. 5: 8 Month: 1
	FY Div. 6: 2 Month: 2
Month – DPO: 1	FY Div. 7: 7 Month: 1
Month-Firefighter Series: 5	FY Specialty: 6 Month: 3
Mayday Firefighter Down: 1	(FMA:1 TRT:2 Marine:3)
Marine FF School : 3	

Quality Assurance Division Report:



- The division has received 108 requests for reciprocity since January 1, 2018. Of the number of request we have only denied 7 applications. The certifications that have been presented were originally issued by eleven (11) different accredited organizations.
- The division has finished re-issuing 492 certificates which now have IFSAC seals for those programs that were completed since 2014 that are part of the agencies IFSAC accreditation.

Please find below the information regarding the test statistics for Firefighter testing for Calendar Year 2017



The following items are being worked on by the QA Division staff:

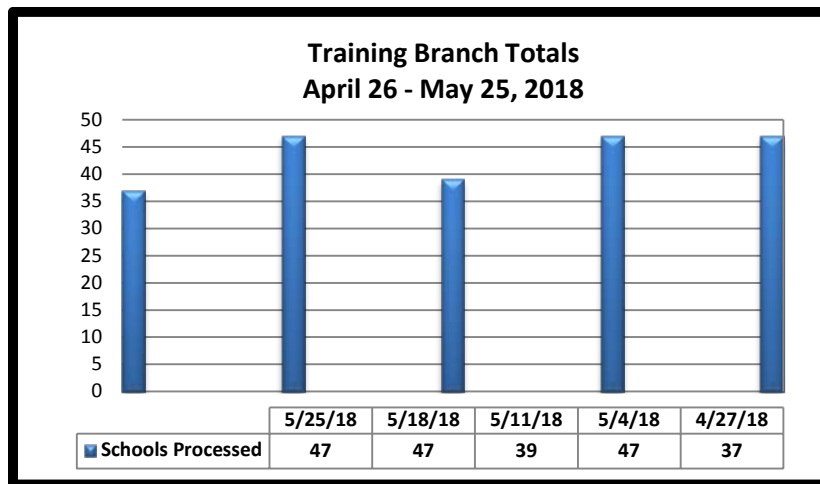
- The Quality Assurance Program Plan has been finalized and will be implemented on July 1, 2018.
- Have submitted an application for change in methodology for the Fire Inspector I/II program. This request will be reviewed and discussed at the July 2018 meeting of Pro-Board.
- Continue to work on re-accreditation applications for IFSAC and Pro-Board.

- Test analysis for all testing conducted in FY-17

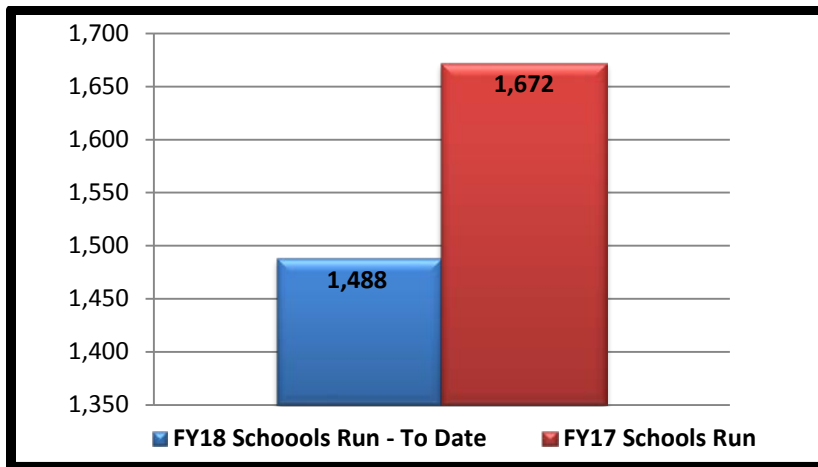
**FIRE EDUCATION AND TRAINING COMMITTEE BUSINESS
REPORT FROM THE VDFP OPERATIONS AND TRAINING/TECH SERVICES**

Dereck Baker provided the following report:

Schools: 217 Schools Processed



1,488 FY18 Schools Run (from 7/1/17 to 5/25/18)



Adjunct Instructor Hiring Process - Round II

- Approval Granted: VDFP will open up the hiring process for adjuncts based on Division needs. Each Division Chief has been tasked with sending requested needs (Officer, Instructor, etc.) to the Training & Operations Chief. Folks will be able to apply online, but the final list of applicants will be vetted for what the needs are in each Division.

Calendar Year 18 Funded Training Schedule

- VDFP has continued to deliver funded training that is scheduled in the 18-month calendar as well as T-t-T's up until July 2018. Will be planning additional T-t-T's for the beginning of the FY19 Schedule. We are in the process of re-scheduling postponed T-t-T's throughout the state.

Important Dates

- June 2, 2018
 - 21st Annual Virginia Falling Firefighters & EMS Memorial Service – Richmond International Raceway Complex's Main Exhibition Hall, 600 E. Laburnum Avenue, Richmond, VA 23222

- **June 19, 2018**
 - Training & Operations Branch Meeting – Division VII Office, 4975 Alliance Drive, Fairfax, VA 22030
 - Stakeholder Input Meeting at 6 p.m. – Fairfax County Fire & Rescue Academy, 4600 West Ox Road, Fairfax, VA 22030
- **June 20, 2018**
 - Training & Operations Branch Meeting – Division VII Office, 4975 Alliance Drive, Fairfax, VA 22030
- **August 15, 2018**
 - Stakeholder Input Meeting at 6 p.m. – VDFP Division IV Office, 1169 East Lee Highway, Chilhowie, VA 24319
- **October 24, 2018**
 - Stakeholder Input Meeting at 6 p.m. – VDFP Division III Office, 124 N. South Street, Farmville, VA 23901
- **December 5, 2018**
 - Stakeholder Input Meeting at 6 p.m. – Richmond Area

MOU Update

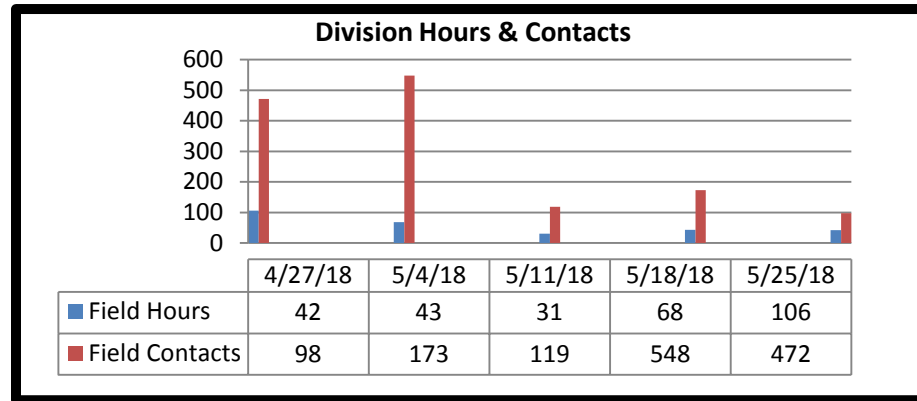
- No pending MOU's

Test Validation/ Review

- VDFP has been working to re-validate and review the test bank questions for each of the certification programs. Currently, the agency is attempting to purchase a new test bank.
 - Fire Officer I
 - Fire Officer II

Division Updates

Division Chiefs completed **290** field hours and interacted with **1,410** contacts throughout the Commonwealth.



Division I

- Henrico Recruit Graduation (May 4,2018)

Division II

- None reported

Division III

- Continuing work with Jonathan Wright from Lynchburg to work out the details on their Training MOU
- Conducting interviews to fill the Administrative Specialist position for the Division Office.
- Central VA FF Association Meeting at 1700 on May 31, 2018
- Division Chief still on light-duty

Division IV

- Wise Regional School Planning Meeting (April 30, 2018)

Division V

- Division Chief still on short-term disability
- AARF Chief working part-time in Division V Office

Division VI

- Commentary Driving Change on July 1, 2018
- Southwest VA Fire Fighting Conference at Sheraton Roanoke Hotel Conference Center (June 15 & 16, 2018)

Division VII

- Training & Education Committee Meeting in Glen Allen (May 31, 2018)
- I-Women's Conference in Fairfax (June 23, 2018)

Heavy Technical Rescue (HTR)

- None reported

Virginia Aircraft Rescue Fire Fighting (ARFF)

- None reported

REPORT FROM TRAINING AND EDUCATION COMMITTEE

Topic: 1031 SME Group Feedback Presentation

Motions: N/A

Topic Discussion: The Subject Matter Expert (SME) Group provided the following update;

- SME group conducted several meetings since establishment working on:
 - Correlation of existing class to current JPR's – completed

- Review of test bank utilized prior to March 2018 class
- Reduced program length from 4 weeks to 3 weeks after program review, Dropped Jones & Bartlett textbook
- July 2017 Hampton & Feb 2018 Prince William evaluation reviews indicated need to change test bank
- Implemented Fire prevention Inspection & Code Enforcement test bank for march 2018 Albemarle Class
- Student feedback from this class indicated fair assessment of class material
- Test Score ranges from low score of 70 and high score of 94 – median score of 87.85
- Pending new test bank for Pro Board and IFSAC certification
- Reviewed the Knowledge, Skills, and Abilities necessary to complete the Fire Inspector job and made amendments as they apply specifically to Virginia
- Developed 13 Objectives for new Inspector Bridge/Re-Entry course
- Course outline, course development, test bank & Instructor Guides well underway with a January 2019 target date of completion

Vote: N/A

Motion Action: N/A

Topic: Train-the-Trainer Process (*Pre-test, Choice of Manual, Time Period if you fail*)

Motions: N/A

Topic Discussion: There was a discussion on the need for pre-test/post-test for train the trainer (TtT). Presently, following the pre-test qualification process, the trainee must shadow a lead instructor for 16 hours. Agency reviews the class evaluation while also ensuring the instructors are evaluated by division chiefs through quality assurance.

Board members indicated that the established process for the delivery of TtT to enable a locality to meet their training needs does not evaluate the effectiveness of the instructor delivering the training. Chief Derek Baker indicated that the agency is reviewing the process to ensure relevant improvements are made.

Executive Director, Michael Reilly – Chief Reilly cited that the Agency wants to ensure the test administrators are fully qualified to teach their respective subjects. Therefore, VDFP is working on finding methods to ensure the quality of training delivered is superior.

Request: Chair of T/E Committee Jeff Bailey requested an update to be delivered by the August Full Board Meeting in Hampton.

Vote: N/A

Motion Action: N/A

Topic: Modular Firefighter I/II, FF I/II on-line

Motion: N/A

Topic Discussion: There was a discussion on Modular Training per HB729 from the 2018 Legislative Session. Executive Director, Michael Reilly indicated that the enactment clause extends the delivery of the Modular Training to January 2019. The Agency is authorized to hire a curriculum development post July 1 – beginning of FY19.

Division Chief, John Fugman indicated that the Agency does not have modular capability at this time. Testing process needs a review and further discussion. Testing at every module requires, written and practical test. The Agency is in the process of developing the modular program.

Vote: N/A

Motion Action: N/A

Topic: Quality Assurance of Training Programs

Motion: N/A

Topic Discussion: Chair, Jeff Bailey cited an incident that resulted in the negligence of instructor manuals. It appeared that the instructor was not delivering content appropriately. Jeff Bailey is curious to see if such incidents are occurring across the Commonwealth. Historically, VDFP utilized the most senior adjuncts to deliver quality assurance of training programs such as unannounced evaluation.

Complaint Processing – Risk management reviews all complaints that come in. Most common ones are local instructors not following the designed programs.

Vote: N/A

Motion Action: N/A

Topic: Update on Training & Education Committee Action Plan

Motion: N/A

Topic Discussion: Jeff Bailey cited that he is interested in following-up with the action plan previously developed by the former administration. He is more specifically interested in Hazmat.

Navigating 2: Jeff Bailey brought up the Navigating 2 tool presently used by instructors. According to Navigate 2 it transforms how students learn and instructors teach by bringing together authoritative and interactive content aligned to course objectives, with student practice activities and assessments, study planning and remediation, and powerful reporting tools that provide access to actionable data. Mr. Bailey feels that instructors need training on this tool.

Vote: N/A

Motion Action: N/A

Topic: Pro-Board Presentation

Motion: N/A

Topic Discussion: Frederick Piechota from Pro-Board provided a presentation which cited the following;

What: Pro Board establishes an internationally recognized means of acknowledging professional achievement in the fire service and related fields. The accreditation certifies uniform members of public fire departments, both career and volunteer. Other organizations with fire protection interests may also be considered for participation. Accreditation is generally provided at the State or Local level to the empowered certifying authority of that jurisdiction.

Accreditation: Pro Board accredits organizations that use the National Fire Protection Association's (NFPA's) professional qualification standards. The accreditation process begins with the submission of an application, including a detailed self-study document, by the organization seeking accreditation. The application package is then reviewed by the members of the Committee on Accreditation (COA) for completeness and compliance with

the accreditation criteria of the Pro Board. The next step is a site visit by a team of COA members, usually two, who perform an extensive on-site review of the organization's testing and certification processes. The site visit team prepares a report and presents it to the COA. The COA decides if accreditation is granted.

Certification: An entity that is accredited by the Pro Board makes certification available to its members. Members are then eligible to be entered into the Pro Board's certification registry and receive a certificate from the accredited entity, or apply for a certificate from the Pro Board, affirming that they were certified by a Pro Board accredited entity and that they are entered in the Pro Board's certification registry.

Benefits: Pro Board encourages reciprocity among certifying entities. This helps assure that Pro Board certification will be recognized by the department as the members seek advancement, and by other departments should they seek to transfer within the fire service. Entities that achieve Pro Board accreditation are recognized as having met the rigors of review by an independent organization. This third party independent review is the best way to assure candidates and governance bodies that the entity's program meets the national standards.

VDFP: VDFP is accredited for 28 levels. It is presently up for re-accreditations. VDFP has delegated agencies across the Commonwealth to ensure training is delivered under the umbrella of VDFP.

Board Concern: Board Members are concerned about the use of funds to award "pro-board" seal for individuals taking training in the Commonwealth. Dave Layman cited that at the August 2014 Board Meeting in Hampton, the Board made a decision to offer pro-board training without covering the expense (cost) for the seal. Therefore, Board Members advised VDFP Agency it did not perceive reverting to post 2014 to be an effective use of funding.

Vote: N/A

Motion Action: N/A

Topic: Fire Marshal CEU Issue at Fire/Rescue Conference in Virginia Beach

Motion: N/A

Topic Discussion: The determination of continuing education credit was based on information originally submitted by the course presenter and the existing VFMA continuing education policy. After conclusion of the class, the presenter submitted additional documentation regarding course content. That information, along with interviews of several

students in the class, enabled us to award continuing education in a more favorable manner that allowed fire inspectors to earn all 16 required hours. Our after action review revealed communication gaps that we have taken steps to eliminate in the future, including having a more active role with the conference planning committee.

Vote: N/A

Motion Action: N/A

Topic: VFMA Continuing Education Requirements

Motion: N/A

Topic Discussion: Based on discussions from several meetings and issues identified through practice, revised continuing education policies have been drafted for both Fire Inspector and Fire Investigator. These draft policies are currently being reviewed by staff and allied agencies. Board members indicated that it will postpone discussion of the details until the August meeting. Drafts will be provided to Committee members prior to that meeting.

Vote: N/A

Motion Action: N/A

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

REPORT FROM THE DEPARTMENT OF FORESTRY

No New Report

REPORT FROM THE STATE FIRE MARSHAL'S OFFICE

State Fire Marshal Brian McGraw provided the following report:

Fire Fatalities: As of May 26, 2018, there have been **39** civilian home fire fatalities in the Commonwealth of Virginia. Analysis of available data indicates that the median age of the victims is **70 years old**. The leading cause of these fires involves smoking materials. Many of the victims had mobility issues that prevent timely evacuation. A press release highlighting the increase in civilian fire fatalities and providing prevention tips has been prepared and issued (copy attached). We will continue to collect and analyze data and work with our local partners to identify programs and strategies for reducing these numbers.

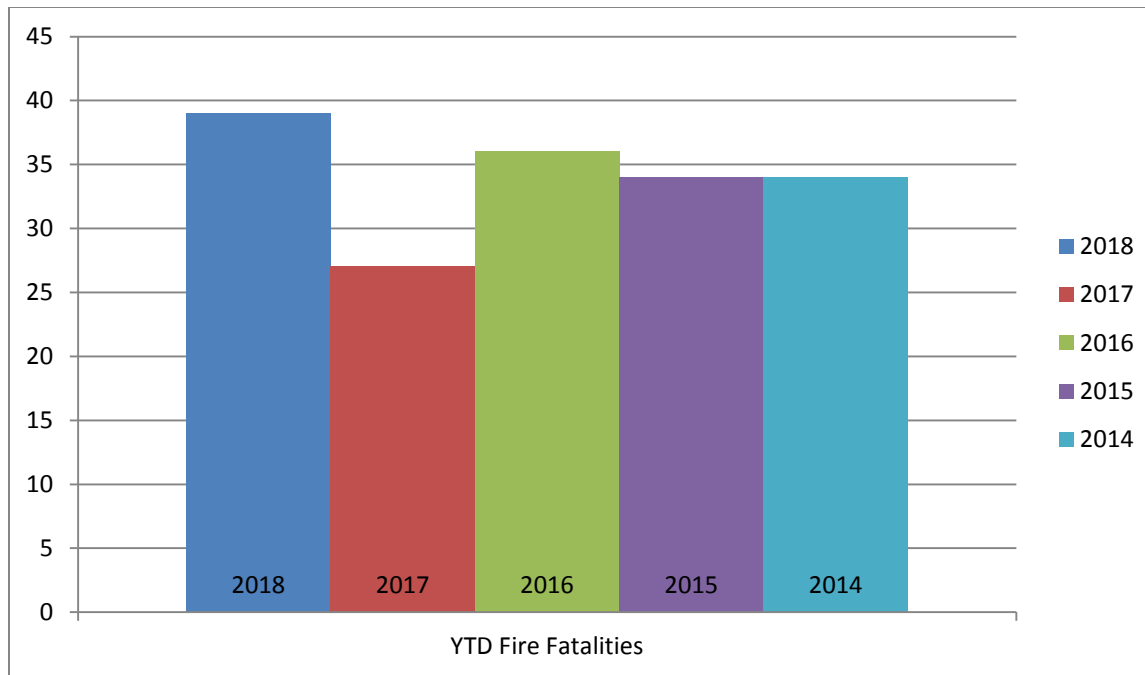
CY2018 YTD Civilian Home Fire Fatalities

Date	Location	Gender	Age	Division	Cause
1/1/2018	Annandale (Fairfax County)	Male	94	7	Undetermined
1/7/2018	Norfolk	Male	67	5	Portable Heating
1/7/2018	Amherst County	Male	73	3	
1/11/2018	Chatham (Pittsylvania County)	Female	68	6	IDSM
1/12/2018	Cumberland County			3	
1/16/2018	Spotsylvania County	Male	25	2	Space Heater
1/16/2018	Chesterfield County	Male	73	1	IDSM
1/20/2018	Norfolk	Male		5	
1/29/2018	Fair Oaks (Fairfax County)	Male	64	7	IDSM
1/29/2018	Bloxom (Accomack County)	Male	61	5	
1/30/2018	Campbell County	Male	60	4	Heating
1/31/2018	Suffolk	Male	36	5	IUO Flammable Liquids
2/7/2018	Spotsylvania County	Female	37	2	Electrical
2/9/2018	Saltville (Smythe County)	Female	90	4	
2/13/2018	Dinwiddie	Female	88	1	Smoking
2/23/2018	Ashland	Male	68	1	
2/23/2018	Victoria	Male	70		
3/1/2018	Chesterfield County	Male		1	
3/2/2018	Henrico County	Male		1	Heating

Date	Location	Gender	Age	Division	Cause
3/6/2018	Gloucester	Female	82	5	
3/7/2018	Marion	Female	72	4	
3/15/2018	Fairfax City	Female	35	7	Under Investigation
3/21/2018	Hampton	Female	85	5	Candles
3/28/2019	Colonial Heights	Male	80	1	IUO Flammable Liquids
3/29/2018	Clifton Forge (Allegheny)	Male	66	6	Kitchen Fire
3/30/2018	Fairfax County	Male	79	7	Smoking in bed
4/1/2018	Hampton	Female	85	5	Undetermined
4/5/2018	Portsmouth	Female	72	5	ELEC – Extension Cord
4/5/2018	Chesterfield	Male		1	IDSM
4/7/2018	Danville	Male		6	IDSM
4/11/2018	Dryden (Lee County)			4	
4/13/2018	Franklin County	Male	70	6	Undetermined
4/17/2018	Norfolk	Female	61	5	Arson / Homicide
5/1/2018	Orange County	Male	80	2	Under Investigation
5/3/2018	Clintwood (Dickenson County)				
5/4/2018	Brodnax (Brunswick County)	Female	84	1	
5/22/2018	Fairfax County	Male	63	7	
		Female	61		
		Female	56		

IDSM = Improperly Discarded Smoking Materials

Comparison of Civilian Fire Fatalities, Year to Date as of May 26

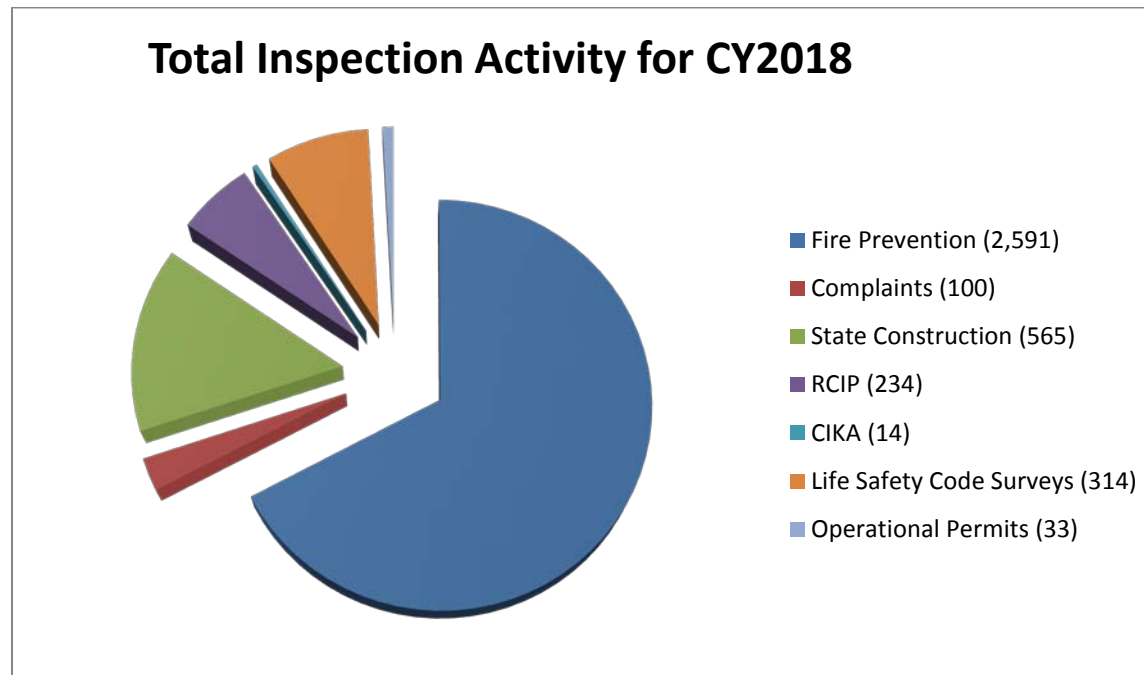


USFA Civilian Fire Fatalities in the News, January 1 through May 26, 2018

Alabama	26	Kentucky	21	North Dakota	1
Alaska	4	Louisiana	36	Ohio	46
Arizona	9	Maine	10	Oklahoma	39
Arkansas	12	Maryland	33	Oregon	4
California	51	Massachusetts	19	Pennsylvania	75
Colorado	7	Michigan	52	Rhode Island	5
Connecticut	7	Minnesota	17	South Carolina	41
Delaware	7	Mississippi	29	South Dakota	1
District of Columbia	1	Missouri	38	Tennessee	54
Florida	41	Montana	7	Texas	65
Georgia	41	Nebraska	5	Utah	6

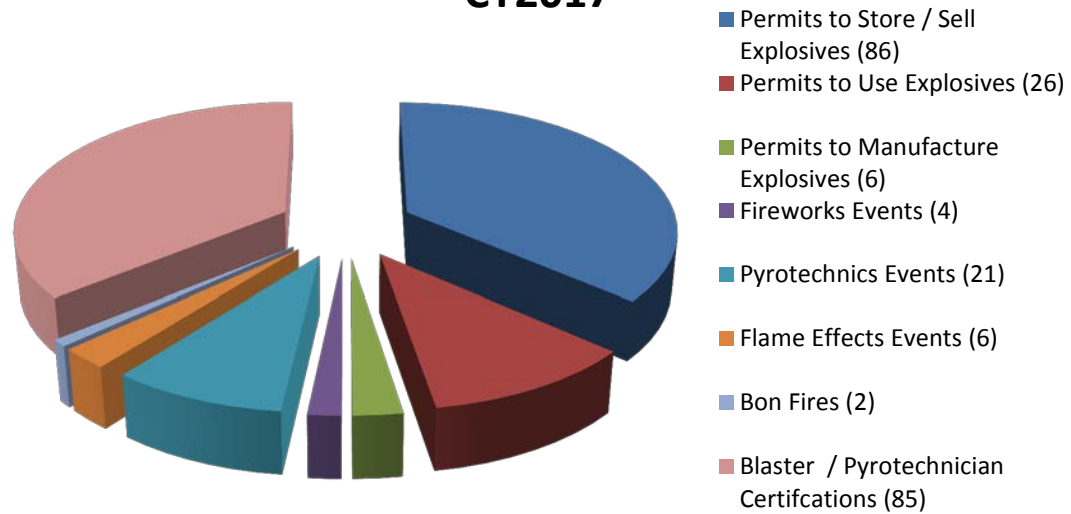
Hawaii	3	Nevada	8	Vermont	5
Idaho	5	New Hampshire	6	Virginia	39
Illinois	64	New Jersey	31	Washington	23
Indiana	42	New Mexico	3	West Virginia	17
Iowa	17	New York	74	Wisconsin	26
Kansas	18	North Carolina	50	Wyoming	2

Inspection Activity: The State Fire Marshal's Office completed 2,543 inspection activities YTD18 (12/28/17 – 5/23/18).



Explosive & Pyrotechnic Permits: The SFMO issued 118 explosives related permits between 12/28/17 and 5/23/18). Staff provided oversight of fireworks, pyrotechnics, flame effects or bonfires at 33 events on state property. A total of 85 Blaster and Pyrotechnician certifications were issued.

Total Explosive and Pyrotechnic Permits CY2017



School Security Issues: The Speaker of the House of Delegates has appointed a Select Committee on School Safety to “review comprehensively state and local policies relating to school security and protection”. During their first meeting on April 26, 2018, three subcommittees were created: Infrastructure and Security Subcommittee, Prevention and Response Protocol Subcommittee, and Student Behavior and Intervention Subcommittee. Executive Director Reilly and SFM McGraw met with Delegate Landes, a Member of the Committee, on April 26 to express concerns regarding the potential adverse impact of security measures on fire and life safety. We encouraged the Delegate to include the fire service in the discussions and offered the services of the State Fire Marshal’s Office as subject matter experts.

Information on the Select Committee on School Safety can be found at <https://www.schoolsafety.virginia.gov>. The next meeting of the Committee is scheduled for 11:00 AM on Wednesday, July 11, at Meadowbrook High School, 4901 Cogbill Road, North Chesterfield, VA 23234.

SFM McGraw issued a letter to School Officials (copy attached) reviewing the history of school fires with large losses of life and the code requirements regarding supplemental locking devices. The letter reminds school officials to include the appropriate fire official (local or state) in discussions with school staff, law enforcement personnel and other interested parties to develop appropriate solutions.

Virginia Fire Marshal Academy

Completed Schools

School	Location	Dates	Students
Fire Investigator 18-03	Spotsylvania County	4/23/18 – 5/18/18	11

Future Schools

School	Location	Dates
Fire Investigator 18-04	Roanoke	7/9/18 – 8/3/18
39 th Basic Law Enforcement Academy	Blackstone / Fort Pickett	9/10/18 – 11/16/18

REPORT FROM THE CODES AND STANDARDS SUBCOMMITTEE

Topic: SFPC Petition Letter

Motion: Provide a draft letter on behalf of VFSB expressing concerns with the context of the proposed 2015 SFPC.

Amendment: Provide a letter for review by the VFSB expressing concerns with the context of the proposed 2015 SFPC.

Topic Discussion: The Subcommittee discussed issues pertaining to the proposed 2015 SFPC. Following the discussion, the subcommittee decided to draft a letter citing concerns of the proposed SFPC. The letter is intended to note the direction provided in the Code of Virginia 27-97 as well as the voting position of the VFSB representative on the joint BHCD/VFSB Committee. Virginia Fire Prevention Association's letter was referenced as a starting point.

VFPA Letter: The signed petition with regards to the upcoming 2015 adoption process of the Statewide Fire Prevention Code was sent to DHCD/BHCD by the Virginia Fire Prevention Association. Petition seeks to re-evaluate the re-write code changes to the proposed 2015 Statewide Fire Prevention Code. The letter indicates that majority of Chapters 1-10 were consensus based updates. However, Chapters 11-69 lacked consensus. The letter further cites that no one has seen the blended version of the SFPC that was approved by BHCD prior to the April 30, 2018 printing of the Virginia Register.

○ **VFPA Concerns:**

- **Chapters 11-69** – lacked consensus.
- **Changes** – there are more than 80 changes in the final regulation that were not publicly presented and/or vetted by the workgroup.
- **Access** – the final regulation were not available to the fire services board representatives until the final stage which in effect weakened transparency.
- **Below are some of the non-consensus areas;**
 - **Removal of 403.1, 403.2 and 403.2.1** - occupancies, uses and outdoor location – evacuation
 - **603.3.3 Underground storage of fuel oil.** Re-written version removes the NFPA 31 reference. It replaces it with “in accordance with the applicable building code.”
 - **901.5.1 – Occupancy** – removes the regulation which dictates the unlawful occupancy of any portion of a building/structure until the required fire detection; alarm and suppression systems have been tested and approved.

- **Change Section 2306.7.5** by removing the specific length (18 feet) along with the operation and maintenance in its place the content cites “Dispenser hose. Dispenser hoses shall be maintained in accordance with the applicable building code.

The Code Subcommittee will draft a similar comprehensive letter. The letter will be presented at the Fire Prevention and Control Committee on Thursday, May 31 @ 3pm.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Review the current code change proposals for the ICC cycle – draft letter of concern regarding safe firefighting (Items G75-18, G-80 and G-84).

Motion: Express concerns about proposed tall-wood building code changes currently open to public comment in the ICC Group A Code Change Session. Items of concern include, ensuring adequate time for safe firefighting operations, whether testing adequately addresses the proposed height and area limits, and does the testing address exposure and wind drive. Limit comments to G75-18, G-80 and G-84).

Topic Discussion: Review the current code change proposals for the ICC cycle – draft letter of concern regarding safe firefighting (Items G75-18, G-80 and G-84).

Discussion: The Subcommittee discussed the current code change proposals for the ICC cycle in an effort to determine whether it should draft any public comments to submit on behalf of the VFSB. Based on the discussion the subcommittee sought to express concerns about proposed tall-wood building code changes currently open to public comment in the ICC Group A Code Change Session.

According to the members, the items of concern are as follows; ensuring adequate time for safe firefighting operations, testing adequately to address proposed height and area limits, and to evaluate if the testing addresses exposure and wind drive. The subcommittee concluded to limit comments to G75-18, G-80 and G-84.

Vote: Majority

Opposition – James Stokely and Sean Farrell

Motion Action: Motion Carries

Topic: ICC Cycle - Valet Trash (Item F182-187) Recommendation

Motion: Draft recommendation to the Fire Prevention and Control Committee indicating opposition to item F182-18 Valet Trash as currently proposed in the ICC Group A based on egress concerns, sprinkler impacts along with effects it poses for firefighter safety, and arson concerns.

Topic Discussion: The Subcommittee discussed the Valet Trash concern. Valet Trash allows residents to place their trash outside their doorstep for trash retrieval.

Vote: Unanimous

Motion Action: Motion Carries

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

**ADMINISTRATION, POLICY AND FINANCE COMMITTEE BUSINESS
REPORT FROM ADMINISTRATION, POLICY AND FINANCE COMMITTEE**

Topic: Aid to Localities Policy Update per Amendments to [38.2-401](#). Fire Programs Fund.

Motion: Motion to present the modified Aid to Localities Policy Grant Policy Document.

Topic Discussion: Task: [SB346 \(Peake\)](#)

Add C9 *“providing training and education and purchasing products, including personal protective equipment, diesel exhaust removal systems, decontamination equipment, and commercial extractors, that are designed to reduce the incidence of cancer among firefighters.”*

Vote: Unanimous

Motion Action: Motion Carries

Topic: Live Fire Structure Grant Policy Review/Edits

Motion: Motion to present the modified Regional Fire Services Training Grant Policy Document with workgroup approval.

Topic Discussion:

1. Inspection Compliance

Workgroup: The APF Committee will organize a workgroup consisting of at maximum two board members and VDFP staff.

TASK: Update Live Structure Grant Policy in an effort to meet the following;

- Establish - Quantitative Scoring Criteria
- Enhance Inspection/Funding Request Process
- Establish Reasonable Documentation Requirements

2. Prototype Design (Hughes and Associates Presentation)

- **Purpose:** Discuss features of existing prototype scope.

Hughes and Associates Presentation

Prototype II – Class A (pre-engineered)

- Prototype II – Class A (pre-engineered) facility is within the grant budget. The design is standard, no change is recommended.

Prototype I (Concrete/Masonry)

- Prototype I (Concrete/Masonry) design does have some features that Hughes and Associates perceives as an “overdesign”
 - **What:** The Prototype I design is a structural skeleton of reinforced concrete, beams, floor slabs and roof slabs.
 - i. The interior and exterior concrete masonry walls are non-load bearing and are general thought of as a “*sacrificial*.”
 1. The point of the design is that the more expensive thermal liners are used *minimally*, only where needed to protect true load bearing structural elements.
 2. The interior and exterior concrete masonry is a non-structural and only defines the specific spaces that make up each room, they are not protected and are viewed as maintenance items that need to be repaired/replaced periodically as they receive damage from the heat applied to them through fire training.
 3. **Cost:** Current design requires that these sacrificial walls be lined with the thermal liners which cost about \$65 per square foot to protect what is essentially designed to be replaced.
 - **Baseline:** Possible changes require establishing an independent base line to compare.
 - i. Example: Paraclete, Inc. a professional construction cost estimating firm was retained to estimate the construction cost for the Prototype prior to making any revisions and then for each revision item to be discussed.
 1. **Estimate:** The firm produces an estimate of about \$832,775. See Enclosure 2 for details.
 2. **Purpose:** The full cost estimate of \$911,711 and reducing it by contingency amount shown of \$78,936, as the contingency would be held by the owner and not included in the bid.
 3. **Comparison:** Per the last bid with Montgomery County of \$802,000. The numbers above are in line with the real-world escalation of costs since the project was bid.
 - **Changes** – items discussed during the August 2017 meeting is applicable again.
 - i. **Modifications:**
 1. Delete thermal liners on the inside of the building. The savings will be **\$102,654.**
 2. Delete the thermal liners that line the structural column located in the center of the first floor. The column although structural, is not located in a burn room and

therefore protecting it with thermal liners provides no benefit. Savings will be about \$4,317.

3. Overdesign exists with the thermal liners is providing lining on walls and around windows on the exterior of the building that are not located at burn rooms along with the thermal liners on the exterior of sacrificial cmu walls. Keep the liners above burn rooms' windows at the concrete structural slab above. Removing these thermal liners would save \$6,648.
4. Remove intermediate landing on the concrete stairs outside of room 101 and additional room on the upper level, room 204. Omitting intermediate stair landing will save about \$8,830.
5. Delete room 204 will save \$45,797.

- **Total Savings Identified:** \$168,246

Conclusion: The typical structures with 6-12 burn rooms should be \$10,000 for overall maintenance every three years.

The current grant cap is not sufficient to cover the full cost of the prototype, regardless of the above changes. Therefore, either the funding cap must be adjusted or the local municipality will need to participate in the project funding at a higher level.

3. New Modular Prototype

- [Live Fire Structure Policy Section I item 3](#) *"Grant recipients will be provided with one electronic set of construction drawings and the project manual for...."*
- [Lives Fire Structure Policy Section P](#) - VDFP does not currently provide guidelines for the construction of modular steel "connex" style burn building props.

Vote: Unanimous

Motion Action: Motion Carries

Enclosure 1 – Hughes and Associates Report

REPORT FROM THE LIVE FIRE STRUCTURE COMMITTEE

No Meetings Held

GRANTS AND FINANCE REPORT FROM THE VDFP CHIEF ADMINISTRATION OFFICER

1. FY2018 Burn Building Budget

a. Burn Buildings Cash Obligations/Availability as May 29, 2018

i. **Cash on hand:** \$2,634,557

ii. **Unobligated:** \$130,074

2. Aid to localities

a. As of May 29, 2018

FY-2018 Fire Programs Fund Aid to Localities Payments

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1	9-22-17	125	38.7%	\$12,981,026	46.7%
2	12-15-17	67	20.7%	\$6,384,185	23.0%
3	3-23-18	43	13.3%	\$2,924,112	10.5%
4			0.0%		0.0%
5			0.0%		0.0%

Funds Released	235	72.8%	\$22,289,323	80.2%
Total Funds Not Released	88	27.2%	\$5,512,308	19.8%
AtL Total	323	100.0%	\$27,801,631	100.0%

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

COMMENTS FROM THE CHAIRMAN

Chairman Bailey thanked everyone for their attendance. The Chairman acknowledged guests.

FULL BOARD BUSINESS

UNFINISHED BUSINESS

N/A

NEW BUSINESS

Topic: Full Board Location (November 2018)

Motion: N/A

Discussion: No discussion.

Vote: N/A

Motion Action: N/A

Topic: Nominees for Election/Etc.

Motion: N/A

Discussion: Nomination committee recommended; Walter Bailey for Chairman and Dave Layman for Vice Chairman.

Board Chair, Walter Bailey requested Board Members to advise him in advance of the committees they are interested in serving as chair.

Vote: N/A

Motion Action: N/A

Topic: Lifetime Achievement Award

Motion: N/A

Discussion: The board went into a closed session meeting pursuant to section 2.2 3711(a)(11) of the code of Virginia for discussion or consideration of honorary degrees or special awards. See below for text;

CHAIRMAN: THE NEXT ITEM ON THE AGENDA IS A CLOSED MEETING. BEFORE I ASK FOR A MOTION, I REMIND MY FELLOW MEMBERS THAT GOING IN TO A CLOSED MEETING IS OPTIONAL. I HAVE BEEN ADVISED THAT WHILE THE PLANNED DISCUSSIONS ARE PROPERLY THE SUBJECT OF A CLOSED MEETING DISCUSSION; MEMBERS ARE FREE TO ASK THAT THE DISCUSSIONS BE HELD IN THE OPEN MEETING. WITH THAT SAID, DO I HAVE A MOTION TO GO INTO CLOSED MEETING.

BOARD MEMBER: MR. CHAIRMAN, I MOVE THAT THE BOARD GO INTO CLOSED MEETING PURSUANT TO **SECTION 2.2-3711(A)(11)** OF THE CODE OF VIRGINIA FOR DISCUSSION OR CONSIDERATION OF HONORARY DEGREES OR SPECIAL AWARDS.

MOTION BY: Dave Layman

SECOND BY: Jeff Bailey

VOTE: Unanimous

OVER

CHAIRMAN: THE BOARD HAS COMPLETED DISCUSSIONS IN CLOSED MEETING, MAY I HAVE THE MOTION:

BOARD MEMBER: 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.

MOTION BY: Dave Layman

SECOND BY: Jeff Bailey

ROLL CALL VOTE: AYES: Majority

NAYS: 0

CHAIRMAN: THANK YOU. BEFORE WE PROCEED, LET ME REMIND MY FELLOW MEMBERS THAT THEY ARE FREE TO ASK ANY QUESTIONS IN OPEN MEETING THAT THEY ASKED IN CLOSED MEETING.

Vote: N/A

Motion Action: N/A

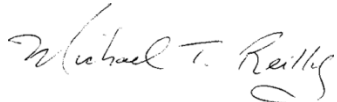
ADJOURNMENT

The Board adjourned at 2:30PM

Clerk of the Committee

Mohamed G. Abbamin

REVIEWED BY:



Michael T. Reilly
Executive Director

June 1 2018

Date

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☒ Administration & Policy ☐ Virginia Fire Services Board

Date: 5/31/18

Motion made by: ☐ Committee or name: ERNIE LITTLE

Second (if required): JEFF BAILEY

Signature of presenter of motion: Ernie Little

MOTION TO:

ACCEPT. PROPOSED CHANGES TO AID TO LOCALITIES
POLICY TO UPDATE EXISTING POLICY TO ENCOMPASS
SB 346. (ADDED C9)

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☒ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 31 MAY 2018

Motion made by: ☐ Committee or name: BRIAN M'GRAW

Second (if required): ERNIE LITTLE

Signature of presenter of motion: Brian McGraw

MOTION TO:

Accept the motion of the Codes & Standards
Sub-Committee to draft a letter on behalf of
the VFSS expressing concerns with the content
of the proposed 2015 SFPC

Amended: (y/n) (n)

Motion Carried: ✓

Vote: Unanimous: ✓

Motion Failed:

Majority:

Abstentions:

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☒ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 5/29/18

Motion made by: ☐ Committee or name: Steve Sites

Second (if required): Perry Weller

Signature of presenter of motion: [Signature]

MOTION TO:

Provide draft letter to the Fire Services Board Fire Prevention and Control Committee highlighting technical concerns and problems with the ~~2015~~ proposed 2015 Virginia Statewide Fire Prevention Code. This document is to be structured based on the letter drafted by VFPA. It is also intended to note the direction provided in Code of Virginia 27-97 as well as the voting position of the Fire Services Board representatives on the joint BMCD/FSB committee

Amended: (y/n) (n)

Motion Carried: ✓

Vote: Unanimous: ✓

Motion Failed:

Majority: ✓

Abstentions: ✗

Sean Farrell was opposed

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☒ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 31 MAY 2018

Motion made by: ☐ Committee or name: BRIAN MCGRAW

Second (if required): ERNEST LITTLE

Signature of presenter of motion: B. McGraw

MOTION TO:

Accept the motion of the Codes and Standards
Sub-Committee to recommend submission of a
public comment to the ICC Group A process
in opposition to Proposal F182-18, Vulet
Trash

Amended: (y/n)

Motion Carried: ✓

Vote: Unanimous: ✓

Motion Failed:

Majority:

Abstentions:

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☒ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 31 MAY 2018

Motion made by: ☐ Committee or name: BRIAN MCGRAW



Second (if required): ERNIE LITTLE

Signature of presenter of motion: 

MOTION TO:

Accept the motion of the Codes & Standards
Sub-Committee to recommend submission of public
comments expressing concern regarding ~~that~~
Tall Wood Building proposals G75-18, G80-18, and
G84-18. These proposals specifically address the
allowable height, allowable number of stories, and
allowable floor area.

Amended: (y/n) (y)

Motion Carried: <u></u>	Vote: Unanimous: <u></u>
Motion Failed: _____	Majority: _____
	Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☒ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 5/29/18

Motion made by: ☐ Committee or name: Mo Wilson

Second (if required): Mike Perdue

Signature of presenter of motion: (Teleconference)

MOTION TO:

Express concerns about proposed Tall-Wood Building code changes
currently open to public comment in the ICC Group A code
change session. Items of concern include ensuring adequate
time for safe fire fighting operation, whether testing so far
adequately addresses the proposed height & area limits, and does
the testing address exposure and wind drive.

Amended: (y/n)

Limit this comment to G75-18, G80, G84.

Motion Carried: ✓

Vote: Unanimous: ✓

Motion Failed:

Majority:

Abstentions: ① Sean Farrell

Virginia Fire Services Board

MOTION

Committee (check one): ☒ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 5/29/18

Motion made by: ☒ Committee or name: Steve Sites

Second (if required): Perry Walker

Signature of presenter of motion: [Signature]

MOTION TO:

Draft recommendation to the Fire Prevention & Control Committee
indicating opposition to item F182-18 Valet Trash as currently
proposed in the ICC Group A code change proposals open for
public comment. This recommendation Opposition to this proposal
is based on items including egress concerns, sprinkler impacts,
effect on firefighter safety, arson concerns.

Amended: (y/n) (n)

Motion Carried: ✓

Vote: Unanimous: ✓

Motion Failed:

Majority:

Abstentions:



May 22, 2018

Mr. Kyle Flanders, Policy and Legislative Director
Department of Housing and Community Development

Director Flanders,

On behalf of the Virginia Fire Prevention Association, its membership and the Commonwealth Fire Service Community, please accept this signed petition with regards to the upcoming 2015 adoption process of the Statewide Fire Prevention Code.

We are petitioning to re-evaluate the re-write code changes to the proposed 2015 Statewide Fire Prevention Code. We acknowledge that the majority of Chapters 1-10 were consensus based updates. Areas in which non-consensus was not reached the DHCD staff versions were added, which changes the means and implementation of this process. But this is not true of Chapters 11-69, and no consensus process with the Fire Service Board's Codes and Standards Committee occurred due to time constraints.

No person, including the BHCD, was able to see what the blended version of the SFPC that was "approved" by BHCD prior to April 30, 2018 when the regulations were printed in the Va. Register. Concern for process

- Chapters 1-10 were mostly consensus based changes, but where there was not consensus the DHCD staff version was recorded, and that is problematic.
- (N) Language inclusions are historically an appendix notation, and this language then removes operational and maintenance language into an appendix that is not enforceable. It also is in conflict with a current NFPA practice of using the "N" notation to identify new code sections.
- Chapters 11-69 should also be a consensus process but were not.
- There are more than 80 changes in the Final regulations which were not presented to, or vetted in the workgroup process. These changes occurred in the later chapters of the SFPC which were glossed over in the last meeting of the workgroups in 2016. There was no further review of the DHCD proposal after those meetings.

- The Final Regulations were not available to the Fire Services Board representatives until the last possible minute which prevented a full and careful evaluation of the proposal. This was in spite of the Final Regulations being presented to the building officials group for review two weeks prior to it being provide to the fire service or Fire Services Board members.

As examples of the issues presented by the non-consensus document being injected, as well as not updating Chapters 11-69 through a consensus process, here are but a few of the issues noted:

- In addition to all of **403.1 “General”** being removed so was **403.2 and 403.2.1** (In addition to the requirements of Section 401, occupancies, uses and outdoor locations shall comply with the emergency preparedness requirements set forth in Sections 403.2 through 403.12.3.3). Where a fire safety and evacuation plan is required by Sections 403.2 through 403.11.4, evacuation drills shall be in accordance with Section 405 and employee training shall be in accordance with Section 406. This was not discussed, and came as a great surprise. This is code that is currently used in many venues, to include outdoor venues. This elimination weakens the fire code.
- **603.3.3 Underground storage of fuel oil.** What the code currently states is that “the storage of fuel oil in underground storage tanks shall comply with NFPA 31.” The proposed code is re-written and the NFPA 31 reference is removed and replaced with “in accordance with the applicable building code.” This change removes an operational reference standard – NFPA 31 – which includes operating regulations such as mixing oil based fuels with gasoline (NFPA 31 4.6.1).
- **901.5.1 Occupancy** currently indicates that, “It shall be unlawful to occupy any portion of a building or structure until the required fire detection, alarm and suppression systems have been tested and *approved*.” This entire code section was deleted. This was a non-consensus code section. It makes it unlawful to occupy a portion of a building without a certificate of occupancy. It allows a fire official to require the evacuation of a building in conjunction with 1001.3 Overcrowding or 110.4 Unsafe Structure. DHCD staff stated that a fire official might try to give a certificate of occupancy instead of the building official as the rationale for removal.
- **2306.7.5 Dispenser hose** currently indicates that, “Dispenser hoses shall be not more than 18 feet in length unless otherwise *approved*. Dispenser hoses shall be *listed* and *approved*. When not in use, hoses shall be reeled, racked or otherwise protected from damage.” The section was changed to remove the specific length as well as the operation and maintenance of the hose, in lieu of “Dispenser hoses shall be maintained in accordance with the applicable building code.” Nowhere in the applicable building code does it indicate when a hose is not in use it shall be reeled, racked or otherwise protected from damage. This is a dispenser of class I and II flammable liquids that still has product in the hose. This is another example of a weakening of the SFPC fire and life safety standards.

Again, these are but a sampling of the problems that the current proposed SFPC would create, and is not an exclusive list of detrimental impacts.

We hope the Board reassesses the entirety of what has been approved as non-consensus in chapters 3-10 and Chapters 11-69 because of the numerous issues that exist of which we have only highlighted a few..

We also believe that when the final regulations are adopted that a delayed implementation should be enacted, as even the consensus document highlights changes that are robust. And additional time is required to educate the enforcement officers as well as the citizens and constituents we serve.

Again, we thank you and the Board for the opportunity to provide comment and we sign this petition in opposition of this process moving forward.

Signed,

Clairine Hall Montgomery
Signed Title (optional) Locality Residing

Jeremy Little WINCHESTER
Signed Title (optional) Locality Residing

James H. Purcellville Va.
Signed Title (optional) Locality Residing

Ernest Little MANASSAS
Signed Title (optional) Locality Residing

Todd H. Pelaski VA
Signed Title (optional) Locality Residing

Wm. H. Rudington CO.
Signed Title (optional) Locality Residing

Will T. Hill AUGUSTA CO
Signed Title (optional) Locality Residing

Roy L. St. John
Signed Title (optional) Locality Residing

JE Boush Camden Heights
Signed Title (optional) Locality Residing

George H. Fiedler Warren County
Signed Title (optional) Locality Residing

Quinn T. Perry Metz
Signed Title (optional) Locality Residing

Mark H. Fire Official Salem
Signed Title (optional) Locality Residing

Paul D. [Signature] PROS VFA PRES.
Signed Title (optional) Locality Residing

GL 71-744 Deputy Fire Marshal Albemarle
Signed Title (optional) Locality Residing

Ronald [Signature]
Signed Title (optional) Locality Residing

Michael [Signature] Fire Marshal MWAA
Signed Title (optional) Locality Residing

[Signature] [Signature]
Signed Title (optional) Locality Residing

[Signature] OSHA out Reach VA
Instructor Consultant
Signed Title (optional) Locality Residing

[Signature] STATION VA
Signed Title (optional) Locality Residing

CD [Signature] FM Powhatan VA
Signed Title (optional) Locality Residing

[Signature] Norfolk Va.
Signed Title (optional) Locality Residing

[Signature] FM CUMBERLAND VA
Signed Title (optional) Locality Residing

[Signature] Norfolk VA
Signed Title (optional) Locality Residing

Matthew R. Robinson Orange
Signed Title (optional) Locality Residing

[Signature] Henrico, VA
Signed Title (optional) Locality Residing

[Signature] FM Caroline
Signed Title (optional) Locality Residing

[Signature] Caroline, VA
Signed Title (optional) Locality Residing

THE [Signature] FM Spotsylvania
Signed Title (optional) Locality Residing

[Signature] Henrico, VA
Signed Title (optional) Locality Residing

[Signature] MECKLENBURG
Signed Title (optional) Locality Residing

C. Eugene Will Emporia Va
Signed Title (optional) Locality Residing

[Signature] Augusta County
Signed Title (optional) Locality Residing

[Signature] Northampton County, VA

[Signature] VA Beach

Signed

Title (optional)

Locality Residing

Signed

Title (optional)

Locality Residing

Ronald J. Page ^{DEPUTY} FIRE MARSHAL ^{CITY OF} CHESAPEAKE
Signed Title (optional) Locality Residing

Linda D. Dinger Inspector ^{Fairfax County} FMO
Signed Title (optional) Locality Residing

John M. Munch ^{Deputy} STAFFORD VA.
Signed Title (optional) Locality Residing

Jelicia Baur ^{Fairfax}
Signed Title (optional) Locality Residing

L. N. N. ^{Fire} Marsh / ^{Chesapeake}
Signed Title (optional) Locality Residing

Nita Alexander ^{Fairfax}
Signed Title (optional) Locality Residing

Al. Thompson ^{Fire} Marshal ^{UVA}
Signed Title (optional) Locality Residing

R. F. Thel ^{Independent} Frederick City
Signed Title (optional) Locality Residing

M. B. B. ^{Fire} Inspector ^{UVA}
Signed Title (optional) Locality Residing

A. A. ^{Arlington County}
Signed Title (optional) Locality Residing

W. W. ^{Fire} Inspector ^{Abundant Unit, Fire Rescue, Gloucester County VA}
Signed Title (optional) Locality Residing

M. W. ^{City of Winchester}
Signed Title (optional) Locality Residing

John H. ^{Fire Inspector} ^{City of Harrison}
Signed Title (optional) Locality Residing

R. R. ^{Smith County}
Signed Title (optional) Locality Residing

Robert H. ^{Fire Chief} ^{City of Harrison}
Signed Title (optional) Locality Residing

R. R. ^{Deputy Fire Marshal} ^{City of Chesapeake}
Signed Title (optional) Locality Residing

R. M. ^{Volunteer Chief} ^{City of Harrison}
Signed Title (optional) Locality Residing

W. R. ^{Fire Inspector} ^{City of Chesapeake}
Signed Title (optional) Locality Residing

Brad Berry ^{Fire Inspector} ^{City of Chesapeake}
Signed Title (optional) Locality Residing

Philip Sullivan ^{Fire Marshal} ^{Spotsylvania County}
Signed Title (optional) Locality Residing

Signed Title (optional) Locality Residing

[Signature] Fire Inspector Chesapeake

Signed Title (optional) Locality Residing

[Signature] Lt. Chesapeake

Signed Title (optional) Locality Residing

[Signature] Deputy Fire Marshal Chesapeake

Signed Title (optional) Locality Residing

Wayne R. Wallace Fire Inspector Norfolk

Signed Title (optional) Locality Residing

[Signature] FIRE INSPECTOR VA 204

Signed Title (optional) Locality Residing

[Signature] - Chesapeake

Signed Title (optional) Locality Residing

A.P. Bantz Lt. Norfolk

Signed Title (optional) Locality Residing

M.A. Nefi FIRE CITY OF INVESTIGATION ALEXANDRIA

Signed Title (optional) Locality Residing

[Signature] Fire Inspector City of Fairfax

Signed Title (optional) Locality Residing

[Signature] Fire Inspector City of Fairfax

Signed Title (optional) Locality Residing

Eric R. Bay Fire Inspector Prince William

Signed Title (optional) Locality Residing

[Signature] Fire Inspector Fairfax County

Signed Title (optional) Locality Residing

[Signature] Fire Technician Fairfax City

Signed Title (optional) Locality Residing

[Signature] ASSISTANT FIRE MARSHAL INSPECTOR FAIRFAX COUNTY

Signed Title (optional) Locality Residing

[Signature] Asst. Chief City of Manassas Park

Signed Title (optional) Locality Residing

[Signature] Fire Marshal City of Manassas Park

Signed Title (optional) Locality Residing

[Signature] Fire Marshal Loudoun

Signed Title (optional) Locality Residing

[Signature] Fire Marshal Arlington

Signed Title (optional) Locality Residing

[Signature] Fire Inspector Hampton

Signed Title (optional) Locality Residing

[Signature] FIRE INSPECTOR Hampton

Signed Title (optional) Locality Residing

Robert Johnson Fire Inspector College of
William & Mary
Williamsburg, VA

Signed Title (optional) Locality Residing

Paul P. S. S. Suffolk, VA

Signed Title (optional) Locality Residing

Greg R. Kuepp College of
William & Mary

Signed Title (optional) Locality Residing

Kurt B. Chesapeake, Va

Signed Title (optional) Locality Residing

Alan B. City of Williamsburg

Signed Title (optional) Locality Residing

Chriswell Ches, VA

Signed Title (optional) Locality Residing

Joanna King James City
County

Signed Title (optional) Locality Residing

Charles King V.A. Beach, VA

Signed Title (optional) Locality Residing

Allyson Virginia Beach

Signed Title (optional) Locality Residing

Robert Donaldson Waverly, VA

Signed Title (optional) Locality Residing

Brian Robertson JAMES CITY
COUNTY

Signed Title (optional) Locality Residing

Matthew D. TAYLOR COUNTY

Signed Title (optional) Locality Residing

Chris Russell Chesapeake

Signed Title (optional) Locality Residing

David King George, VA

Signed Title (optional) Locality Residing

Jan A. P. Norfolk

Signed Title (optional) Locality Residing

David King George, VA

Signed Title (optional) Locality Residing

Maria L. Chesapeake

Signed Title (optional) Locality Residing

Harold Myers King George, VA

Signed Title (optional) Locality Residing

Chriswell Chesapeake

Signed Title (optional) Locality Residing

King George, VA

Signed Title (optional) Locality Residing

Harold W. Gerson Fire Protection Plans Examiner
Chesapeake

Signed Title (optional) Locality Residing

Chesapeake
Deputy Fire Marshal

Signed Title (optional) Locality Residing

CODE OFFICIAL

Signed Title (optional) Locality Residing

Asst. Fire Marshal Loudoun Co.

Signed Title (optional) Locality Residing

HFD

Signed Title (optional) Locality Residing

Signed Title (optional) Locality Residing

Charles C. ACFD

Signed Title (optional) Locality Residing

Signed Title (optional) Locality Residing

CFD

Signed Title (optional) Locality Residing

Signed Title (optional) Locality Residing

Chesapeake VA.
Fire Inspector

Signed Title (optional) Locality Residing

Signed Title (optional) Locality Residing

ARLINGTON VA
FIRE Inspector

Signed Title (optional) Locality Residing

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VBFD VIRGINIA BEACH

Signed Title (optional) Locality Residing

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VA.
BEACH

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CHESAPEAKE

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Locality Residing

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Title (optional)

Locality Residing

You will find that 106 individuals have signed this petition.

Respectively submitted this 22nd date of May, 2018.



Linda M. Hale
Legislative and Code Development Committee
Virginia Fire Prevention Association

VIRGINIA FIRE SERVICES BOARD
Friday, August 3, 2018

A regular meeting of the Virginia Fire Services Board was held at the VDFP Headquarters in Glen Allen, VA. Mr. Walter Bailey served as Chair.

BOARD MEMBERS PRESENT

Walter Bailey – Chair – Virginia State Firefighter’s Association
Brian McGraw - Virginia State Fire Marshal
H. Lee Day – Virginia Fire Services Council
Sean P. Farrell –Virginia Board of Housing & Community Development
Ernie Little – Fire Prevention Association
James A. Calvert – Industry (SARA Title III & OSHA) Representative
Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors
Stephanie Koren – Association of Counties
David C. Hankley – Virginia Municipal League
James D. Poindexter – Virginia Professional Firefighters Association
Rob Farrell – Virginia State Forester
James Stokely – Insurance Industry
Keith Johnson –Virginia Fire Chiefs Association

BOARD MEMBERS ABSENT

Bettie Reeves-Nobles – General Public
Dennis D. Linaburg – Virginia Chapter of the International Association of Arson Investigators

AGENCY MEMBERS PRESENT

Brook Pittinger	Mohamed Abbamin	Dereck Baker
John Fugman	Mike Reilly	Briant Atkins
Brenda Scaife	Heather Smolka	David Jolly

GUESTS PRESENT

Larry Gwaltney	Richard Harris	James Eicholtz	Charles Haynes
Charlie Singleton	Ronnie Hex	Chris Eudailey	Jeff Flippo
Mark Mills	Darrel Hodges	Dean Farmer	Mike Moles
John Kirby			Steve Ayers

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Public Comments

Consent Agenda

- A. Approval of the Minutes Of The Previous Meeting

Report from the VDFP Executive Director

Report from the VDFP Deputy Executive Director

Fire Education and Training

- A. Report From The VDFP Branch Chiefs
 - a. Chief Safety Officer
 - b. Chief of Training
- B. Report from the Training and Education Committee
 - a. Train-the-Trainer Process
 - b. Modular FF I & II
 - c. Officer I & II Exams
- C. Unfinished Business
- D. New Business

Fire Prevention and Control Committee Business

- A. Report From The Department of Forestry
- B. Report From The State Fire Marshal
- C. Report From The Codes and Standards Subcommittee
- D. Unfinished Business
- E. New Business

Administration, Policy and Finance Committee Business

- A. Report from Administration, Policy and Finance Committee
 - a. Review/Approve – updated Live Fire Structure Grant Policy
- B. Report From The Live Structure Committee
- C. Grants and Finance Report from the VDFP Chief Administrative Officer
- D. Unfinished Business
- E. New Business
 - a. Extension Request

Comments from the Chairman, VFSB

Full Board Business

- A. Unfinished Business
 - a. Fire and EMS Study Release (Cumberland County and Town of Farmville)
- B. New Business
 - a. Town of Chilhowie Fire and EMS Study Request
 - b. Funding Discussion: FY19 New Burn Building Request – Scott Co.
 - c. Vice Chair and Committee Assignment Announcements
 - d. Fall Board Meeting Location (November 2018)
 - e. Presentation of Lifetime Achievement Award

PUBLIC COMMENTS

Chairman Walter Bailey thanked the board members and guests for their attendance. Chairman Bailey introduced the new board member, Keith Johnson – representing Virginia Fire Chiefs Association.

Jeff Flippo welcomed everyone for their attendance. Mr. Flippo thanked VDFP leadership with their continuous support.

CONSENT AGENDA

Topic: Consent Agenda

Motion: To approve the Consent Agenda / Minutes.

Discussion: Motion to accept was made.

Vote: Unanimous

Action: Motion Carries

REPORT FROM THE VDFP EXECUTIVE DIRECTOR

VDFP Executive Director, Michael Reilly provided the following report;

New Training Programs: There are many courses scheduled over the next few months that have been placed on the website.

- Leadership in Supervision
- 1403 Live Fire Training (old compliance officer)

Firefighter I & II Modular: The new Firefighter I & II Modular programs have been completed and will be ready to be delivered shortly.

HazMat Awareness & Operations: The HazMat Awareness & Operations will be available shortly as we await the new test banks.

NFA Courses: VDFP will be delivering several NFA courses over the next few weeks. Three of these courses will be at the Northern Virginia (NOVA) Regional School on October 20-21. These courses are:

Incident Command for Hi-Rise Structures

- Exercising Leadership Ethically
- Incident Safety Officer

REPORT FROM THE VDFP DEPUTY EXECUTIVE DIRECTOR

The following report was provided by Deputy Executive Director, Brook Pittinger;

- **1031 & 1033 Pro Board** – All questions have been answered and Pro Board is holding a special conference call on 8/15/2018 for final discussions.
- **Legislative Development** – The Agency will be presenting several legislative and budget developments to the SPSHS office for 2019. More information to follow (once approved).
- **Legislative Follow-up:**
 - Mental Health Training – resource sheet on DFP’s website and sent out through Constant Contact.
 - Modular Training – working towards January 2019 enactment.
- **Office Locations:**
 - Glen Allen – office consolidation – one side of the building. Construction to begin in October 2018.
- **Hiring Updates:**
 - Chief of Training
 - VFMA
 - Deputy SFM (retirement 9.1.2018)
 - Fusion Center Analyst
 - Curriculum Developer
- **Cornerstone** – On track for January 2019 implementation
- **ImageTrend** – Updating contract terms – implementation March 2019

REPORT FROM RISK MANAGEMENT BRANCH REPORT

Chief Safety Officer Briant Atkins provided the following report:

- **Burn Prevention Program and Firefighter Cancer Awareness:** Will be delivered 8/1 at this conference as training session. Scheduling for delivery at several conferences and regional schools after 7/1/2018. Will run in all 7 Divisions
- **NFPA 1403 Program:** Program pilot running this week for conference training.
- **Mental Health Awareness Training:** Looking to communicate/coordinate resources out there to meet new legislation for Fire Departments. Organizing a list of NFFF Stress First Aid Instructors that were trained in each Division. Have had some discussions with other State Agencies (OEMS and DBHDS) to see what they are offering.

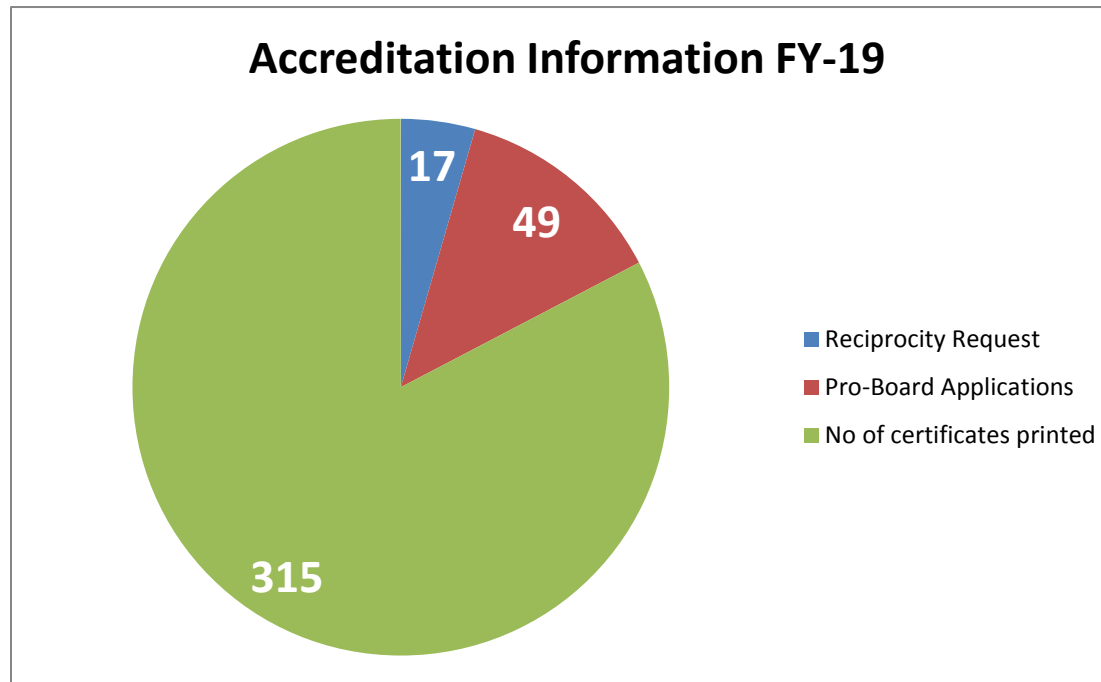
- **Statistical Data:** Please see below for statistical data for the injuries documented in our training programs delivered in FY18.

<u>VDFP Training Injuries:</u>	FY –Injury From Fall: 6 Month: 2
Since FY Beginning: 59	FY -Exhaustion/Over Exertion: 8 Month: 2
Week: 0 Since Month Began: 5	FY- Struck By: 10 Month: 0
Live Fire Training: FY: 19 Month: 3	FY – Strains, Sprain, Pain: 25 Month: 1
	FY – Burn : 4 Month: 0
<u>Program :</u>	FY – Other: 6 Month: 0
FY-Firefighter Series: 36 Month 3	
FY – Mayday Operations: 14 Month: 1	<u>By Division:</u>
FY – HMO: 1	FY Div. 1: 15 Month: 1
FY- TRT: 2	FY Div. 2: 9 Month: 1
FY – VFMA: 1	FY Div. 3: 7 Month: 1
FY – DPO : 1	FY Div. 4: 3 Month: 0
FY – Marine: 3	FY Div. 5: 9 Month: 1
FY ARFF: 1 Month: 1	FY Div. 6: 2 Month: 0
	FY Div. 7: 7 Month: 0
	FY Specialty: 7 Month: 1
	(FMA:1 TRT:2 Marine:3 ARFF:1)

- The department experienced 59 injuries during FY2018.
- 1862 schools were administered department wide in FY2018. 25,821 students attended those classes.
- There was an average of 1 injury every 32 schools administered.
- .23% of all students experienced an injury.
- The Firefighter I & II and Mayday classes accounted for 85% of all injuries.
- 32% of all injuries occurred during live fire training.
- The two divisions where the most training injuries occurred were in Divisions 1 and 5, with 27% and 19% of the injuries respectively.

- The average age of those injured was 28 years old.
- The average BMI of those injured was 30.6.
- The most common types of injuries were strains, sprains and pain, which accounted for 42% of all injuries.
- Injuries were split almost evenly between career and volunteer students 47% and 53% respectively.

Quality Assurance Division Report:



Key Points:

- The agency has received a follow-up request to the application for change for the Fire Inspector I/II program testing. We are working to answer those questions for their follow up at their meeting being scheduled for August 15, 2018
- The QA Division kicked off the QA Program on July 1, 2018. Over the month of July we were able to conduct site visits to six schools in four divisions. These site visits have been very beneficial to be able to collect feedback from locality staff, instructors and students. Please see below a picture from one of the visits.

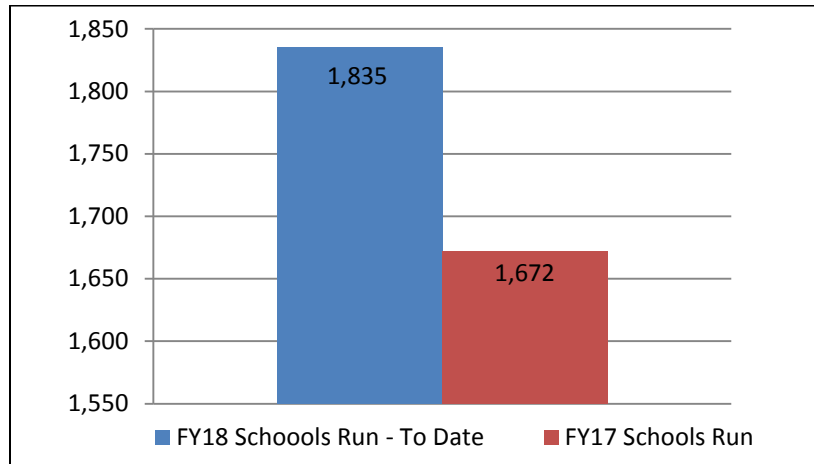


- The agency has approved the purchase of new software and hardware for development of testing instruments for our certification programs. The QA Division will be leading the project to train the staff and implement the equipment in each of the Division Offices over the next sixty days.
- We have distributed all but approximately 7 sets of the Structural Protective Clothing to the staff and instructors from the 1st AFG award. The second round PPE has been ordered from the vendor and should arrive in October for distribution

**FIRE EDUCATION AND TRAINING COMMITTEE BUSINESS
REPORT FROM THE VDFP OPERATIONS AND TRAINING/TECH SERVICES**

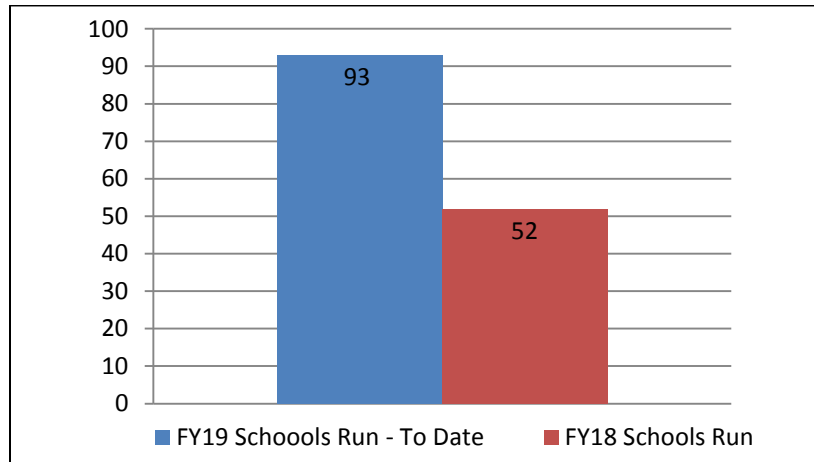
Dereck Baker provided the following report: **FY18 Closeout**

- **1,835 Schools Run**



FY19

- 93 FY19 Schools Run (from 7/1/18 to 7/25/18)



Adjunct Instructor Hiring Process - Round II

- Closed on July 20, 2018. Instructors will be hired based on Division needs.

Calendar Year 18 Funded Training Schedule

- Will be adding additional T-t-T's for the beginning of the FY19 Schedule. We are in the process of re-scheduling postponed T-t-T's throughout the state. FY19 TtT schedule coming out shortly.

Program Completion Timeline

- All programs will be completed by students within 90 days after the program ends. Extenuating Circumstances will be decided on a case-by-case basis (sickness, long-term disability, etc). This was initiated by several students who took courses years ago and because instructors are telling the students that they could submit as long as it's the same standard year. Other students are for nonacceptable reasons, are turning in homework years after the program has ended. Language in our policies and guidelines will prevent this from occurring.

Pre-Test Changes

- Minimum score needed is 75%. 10 days after failure a student can retest.

- Officer I & II to correspond with Jones & Bartlett Fire Officer
- *****The Agency will provide an appropriate language related to pass rate changes. The agency is considering 70 percent certification rate and 75 percent for pre-test.

Stakeholder Meeting Dates

- **August 15, 2018**
 - Stakeholder Input Meeting at 6 p.m. – VDFP Division IV Office, 1169 East Lee Highway, Chilhowie, VA 24319
- **October 24, 2018**
 - Stakeholder Input Meeting at 6 p.m. – VDFP Division III Office, 124 N. South Street, Farmville, VA 23901
- **December 5, 2018**
 - Stakeholder Input Meeting at 6 p.m. – Richmond Area

MOU Update

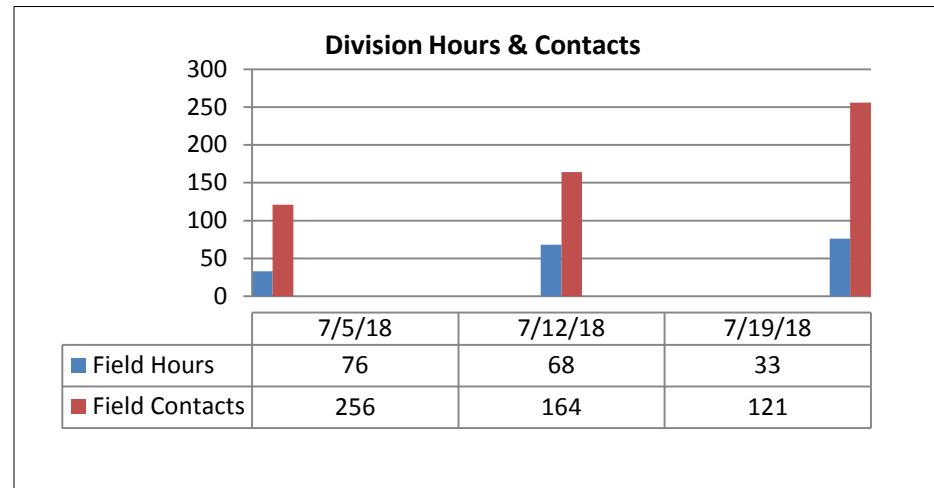
- No pending MOU's

Test Validation/ Review

- The following tests have been updated:
 - FF I & II Modular
 - Fire Instructor I & II
 - Fire Officer I & II
 - Fire Officer I & II
 - Fire Officer I & II TtT

Division Updates

Division Chiefs completed **177** field hours and interacted with **541** contacts throughout the Commonwealth.



Division I

- Our Administrative Assistant has completed her core agency training including FSTRS and is processing schools.
- Preparing budget and delivering programs for the FY 2019.
- Working on the Modular Delivery Program for FF I.
- Review of Division I Adjunct Instructors and TTTs completed.
- Fire Fighter I/II TTT (x2) have been conducted in the Division. DPO TTT scheduled in August 2018.
- Fire Officer IV class is being held at the VDFP Headquarters in Glen Allen, began July 19, 2018.
- Preparing for the Tri-City Regional School in Dinwiddie, VA on October 19 – 21, 2018.
- Preparing for the 25th Annual Caroline Regional School in April 2019.
- Assisted Chief Baker in using and creating tests using LXR test Bank system.
- Assigned to Curriculum Developer/Vendor recommendation committee for selection criteria.
- Multiple NFA programs being delivered in Division I:
 - NFA: Introduction to Unified Command for All Hazards – October 9 – 10, 2018 – VPSTC
 - NFA: Leadership in Supervision: Creating Environments for Professional Growth – Nov 5 – 6, 2018 – Richmond

- NFA: Leadership in Supervision: Perspectives in Thinking – Nov 7 – 8, 2018 – Richmond FTC
- NFA: Leadership in Supervision: Frameworks to Success – Nov 9 – 10, 2018 – Richmond FTC

Division II

- Division 2 has completed training for 207 schools in FY 18
- We currently have a Written Testing and Skill Evaluator Class - Thursday August 16, 1:00 pm – 5:00 pm – School 421-19028, 6:30 pm – 10:30 pm – School 421-19029. In addition we are funding a LP Gas Emergencies TtT School # 421 19043 for division 2 on Friday August 24, 6:30 – 10:30 pm and Saturday August 25, 8:00 am – 4:30 pm. This will allow instructors to be able to teach the updated 16 hour LPG class.
- Division 2 stakeholders will be meeting August 16, to start planning for next year's Rockingham Regional School.

Division III

- N/A

Division IV

- N/A

Division V

- Assisted Camp Fury helping introduce young girls into fire service as potential career opportunity.
- Marine school processing is being finalized.

Division VI

- N/A

Division VII

- NOVA Regional School scheduled for October 20-21 in Fairfax
- Assisted with IT items with iwomens conference in Tysons Corner in May
- Fairfax High School Program Graduation

Heavy Technical Rescue (HTR)

- N/A

Virginia Aircraft Rescue Fire Fighting (ARFF)

- The Aircraft Rescue Fire Fighting (ARFF) Program completed its FY 18 training schedule, which included twelve Aircraft Live Fire Training schools with four hundred and seventy seven ARFF personnel from Virginia, Maryland, North Carolina, New Jersey, and Delaware attending, three Aircraft Rescue Fire Firefighter certification classes with fifty three personnel attending, and seven Response to Aviation Accidents for First Responders with ninety nine firefighters attending. The ARFF trainers are currently undergoing their annual state inspection and then their semiannual preventative maintenance.
- The ARFF FY 2019 training schedule which begins September 1 at Roanoke/Blacksburg Regional Airport and concludes November 18 at Wallops Island has fifteen classes currently scheduled with three classes tentatively scheduled.

REPORT FROM TRAINING AND EDUCATION COMMITTEE

Topic: Train the Trainer

Motions: N/A

Topic Discussion: Jeff Bailey indicated that there is inconsistency with VDFP's administrative guidelines related to testing;

Issue – stakeholders are receiving different feedback for the passing rate on train-the-trainer (Instructor) and regular DFP courses. For example, instructors need 80% to pass while non-instructor students require 70%.

Solution: The Agency must actively distinguish Train-the-Trainer and normal training courses' passing rate to ensure stakeholders understands the difference.

Organize: It is recommended for the Agency to bring forward a recommendation for the language to be used in administrative guidelines regarding the required passing rate. VDFP will deliver content at the next full board meeting in November.

End Goal: VDFP will communicate to stakeholders and also bring the following language at the next board meeting – "All programs for non-instructors require 70% passing while Instructor Train-the-Trainer - PreTests require 75%."

Vote: N/A

Motion Action: N/A

Topic: Modular FF I and II Delivery

Motions: N/A

Topic Discussion: John Fugman, Division Chief provided the following update

	IFSTA	Jones & Bartlett	ISFTA	Jones & Bartlett
	Traditional Delivery	Traditional Delivery	Blended Learning	Blended Learning
- Firefighter I Module I	41 hours	35 hours	25 hours	21 hours
- Firefighter I Module II	54 hours	56 hours	35 hours	38 hours
- Firefighter I Module III	57 hours	52 hours	43 hours	38 hours
- Firefighter I Module IV	27 hours	33 hours	18 hours	22 hours

Vote: N/A

Motion Action: N/A

Topic: Officer I and II Exams

Motion: N/A

Topic Discussion: The new Officer I & II TtT will be available Aug 10, 2018. It will correspond with Jones & Bartlett.

Vote: N/A

Motion Action: N/A

UNFINISHED BUSINESS

N/A

NEW BUSINESS

Topic: [Chapter 20](#) - Regulations Establishing Certification Standards for Fire Inspectors

Motion: Accept the proposed changes presented regarding chapter 20.

Topic Discussion: Makes the administrative code appear to be a “reference” to ensure it is a living document.

6VAC20-20-20. Compulsory Minimum Training Standards for Inspectors

The State of Virginia, through the Department of Fire Programs has adopted to use NFPA 1031 to serve as the applicable Compulsory Minimum Training Standards for Inspectors.

Vote: Unanimous

Motion Action: Motion Carries

Topic: [Chapter 30](#) -Regulations Establishing the Certification Standards for Fire Investigators

Motion: Accept the proposed changes presented regarding chapter 30.

Topic Discussion: Makes the administrative code appear to be a “reference” to ensure it is a living document.

6VAC20-20-20. Compulsory Minimum Training Standards for Fire Investigators

The State of Virginia, through the Department of Fire Programs has adopted to use NFPA 1033 to serve as the applicable Compulsory Minimum Training Standards for Investigator.

Vote: Unanimous

Motion Action: Motion Carries

REPORT FROM THE DEPARTMENT OF FORESTRY

State Forestry, Rob Farrell provided the following report;

Virginia Dry Hydrant Program: Our agency re-bid the contract for the dry hydrant program for FY 2019, separating the effort into three individual contracts that mirror the VDOF's three regional boundaries. The goal of the split offering was to try and solicit additional vendors, who might be interested in the work, as well as to try and maintain program contact on a more regional basis, rather than coordinating it as a single statewide effort. Although a total of three different vendors submitted bids for the work, Silver Creek, Inc remained Virginia's only dry hydrant contractor, capturing all three of the regionally based contracts.

For FY 2018: 27 New Hydrant Installations and 9 Repairs were completed under the program.

For FY 2019: 25 New Installations are planned, along with 7 Repairs to existing program hydrants.

Western US Wildfire Support: The VDOF has deployed a total of 8 Type 6 engines – split over three different deployments, along with a total of 41 personnel so far this summer to the states of Texas, Oklahoma, Colorado, Utah and California to support the western fire season. Agency personnel have filled roles in everything from on the line fire fighters to incident management team personnel. Out of state deployments provide excellent training opportunities for our personnel and all of the agencies expenses related to these deployments are completely reimbursed by the receiving state.

Agency Strategic Plan: The VDOF has just completed a new agency strategic plan. The process was a fairly intensive effort that sought input from all of our agency partners and cooperators, including the key groups that make-up Virginia's fire services.

Goal number one remains protecting the Commonwealth from wildfire and other natural emergencies. Strategies include continuing to support rural volunteer fire departments with grants and other programs.

VICC Ribbon Cutting Ceremony: The Virginia Interagency Coordination Center (VICC) has completed its relocation from Roanoke and is now operating out of the VDOF's agency headquarters in Charlottesville. The VIC center coordinates Virginia's local, state and federal resources in support of national level responses to emergency incidents around the country, as well as handling the dispatch function for the National Forests in Virginia. The centers close coordination with the VDOF is an excellent model for the rest of the country. A ribbon cutting ceremony/celebration for the new state of the art center is planned for August 28th in Charlottesville.

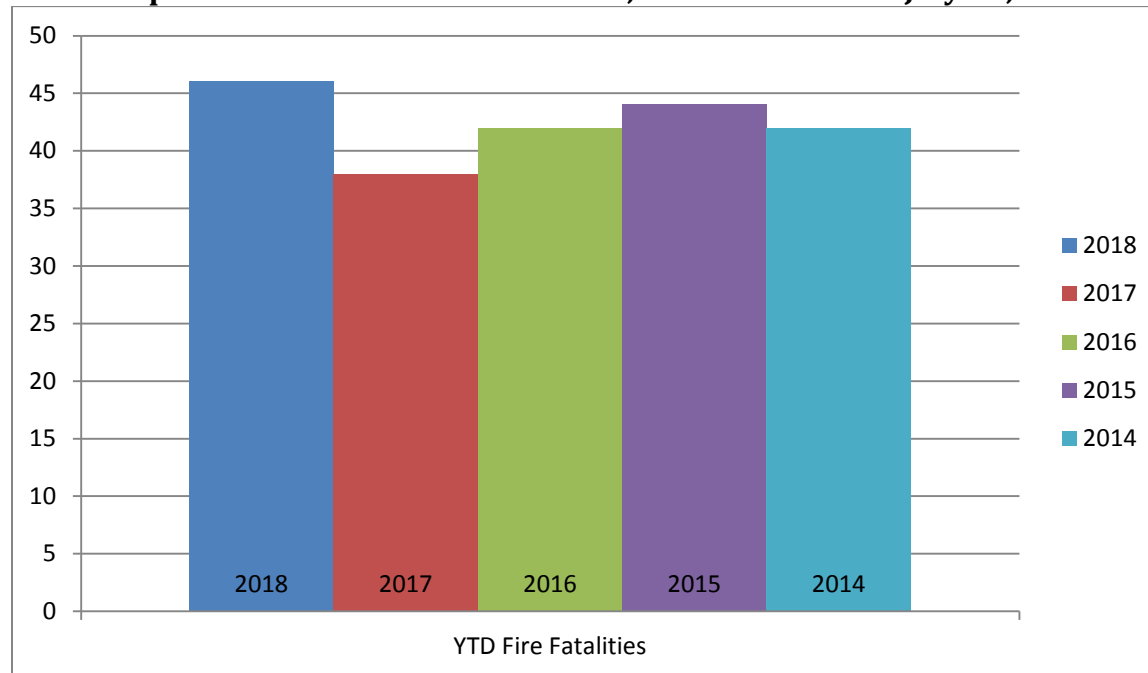
Federal Excess Property Program Review: The VDOF hosted a U. S. Forest Service program review of the agencies Federal Excess Property program in May 2018. The Federal Excess Property program provides excess firefighting vehicles and equipment to rural fire departments across the Commonwealth to increase the capabilities of the state's fire service. The program review helps to ensure that program standards and property accountability is maintained in the program. The VDOF was ultimately commended for our handling of the program in Virginia and was encouraged to seek opportunities for expansion.

REPORT FROM THE STATE FIRE MARSHAL'S OFFICE

State Fire Marshal Brian McGraw provided the following report:

Fire Fatalities: As of July 29, 2018, there have been **46** civilian home fire fatalities in the Commonwealth of Virginia. Analysis of available data indicates that the median age of the victims is **69 years old**. The leading cause of these fires involves smoking materials. Many of the victims had mobility issues that prevent timely evacuation.

Comparison of Civilian Fire Fatalities, Year to Date as of July 29, 2018



CY2018 YTD Civilian Home Fire Fatalities

Date	Location	Gender	Age	Division	Cause
1/1/2018	Annandale (Fairfax County)	Male	94	7	Undetermined
1/7/2018	Norfolk	Male	67	5	Portable Heating
1/7/2018	Amherst County	Male	73	3	
1/11/2018	Chatham (Pittsylvania County)	Female	68	6	IDSM
1/12/2018	Cumberland County			3	
1/16/2018	Spotsylvania County	Male	25	2	Space Heater
1/16/2018	Chesterfield County	Male	73	1	IDSM
1/20/2018	Norfolk	Male		5	
1/29/2018	Fair Oaks (Fairfax County)	Male	64	7	IDSM
1/29/2018	Bloxom (Accomack County)	Male	61	5	
1/30/2018	Campbell County	Male	60	4	Heating
1/31/2018	Suffolk	Male	36	5	IUO Flammable Liquids
2/7/2018	Spotsylvania County	Female	37	2	Electrical
2/9/2018	Saltville (Smythe County)	Female	90	4	
2/13/2018	Dinwiddie	Female	88	1	Smoking
2/23/2018	Ashland	Male	68	1	
2/23/2018	Victoria	Male	70		
3/1/2018	Chesterfield County	Male		1	
3/2/2018	Henrico County	Male		1	Heating
3/6/2018	Gloucester	Female	82	5	
3/7/2018	Marion	Female	72	4	
3/15/2018	Fairfax City	Female	35	7	Under Investigation
3/21/2018	Hampton	Female	85	5	Candles
3/28/2019	Colonial Heights	Male	80	1	IUO Flammable Liquids
3/29/2018	Clifton Forge (Allegheny)	Male	66	6	Kitchen Fire
3/30/2018	Fairfax County	Male	79	7	Smoking in bed
4/1/2018	Hampton	Female	85	5	Undetermined
4/5/2018	Portsmouth	Female	72	5	ELEC – Extension Cord
4/5/2018	Chesterfield	Male		1	IDSM
4/7/2018	Danville	Male		6	IDSM

Date	Location	Gender	Age	Division	Cause
4/11/2018	Dryden (Lee County)			4	
4/13/2018	Franklin County	Male	70	6	Undetermined
4/17/2018	Norfolk	Female	61	5	Arson / Homicide
5/1/2018	Orange County	Male	80	2	Under Investigation
5/3/2018	Clintwood (Dickenson County)				
5/4/2018	Brodnax (Brunswick County)	Female	84	1	
5/22/2018	Fairfax County	Male Female Female	63 61 56	7	
5/27/2018	Campbell County	Male	36	6	Cooking
6/3/2018	Spotsylvania County	Female	80	2	
6/13/2018	Portsmouth	Female Male	71 24	5	Electrical -frayed extension cord
6/27/2018	Big Stone Gap	Male	60	4	
6/28/2018	Hopewell	Male	70s	1	
7/5/2018	Danville	Female	87	6	

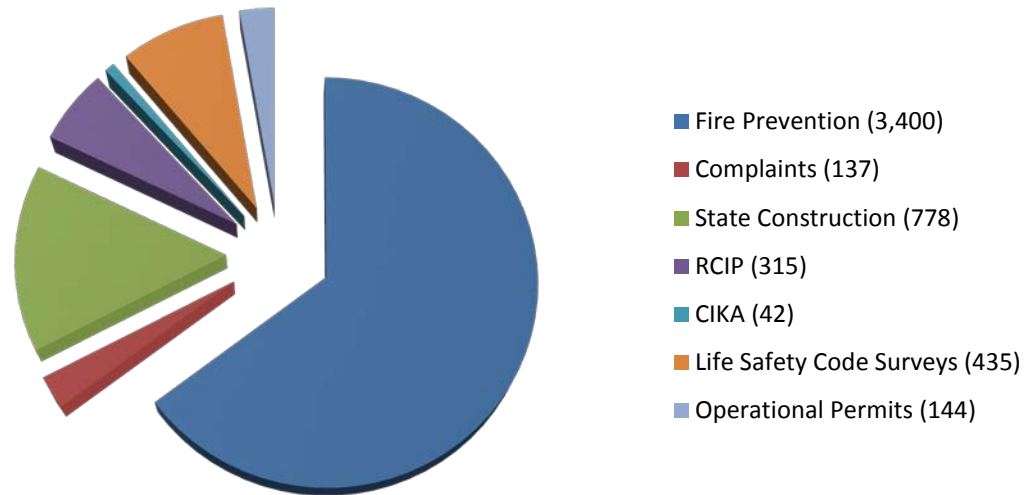
IDSM = Improperly Discarded Smoking Materials

USFA Civilian Fire Fatalities in the News, January 1 through July 29, 2018
Virginia Ranks 14th

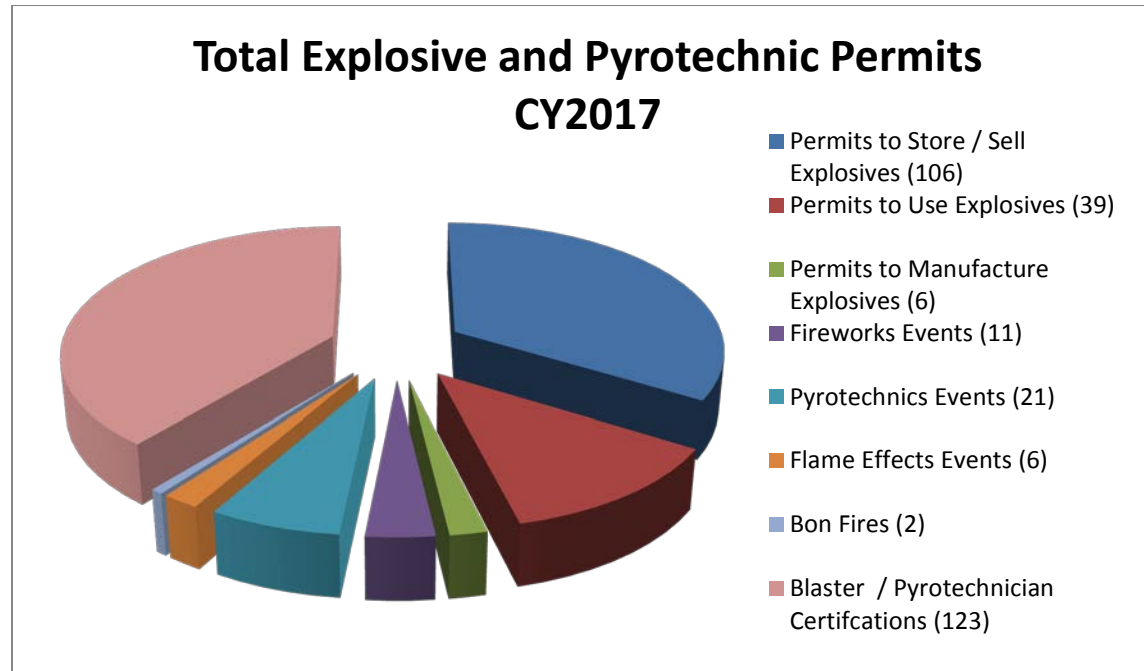
Alabama	32	Kentucky	28	North Dakota	1
Alaska	4	Louisiana	42	Ohio	61
Arizona	12	Maine	12	Oklahoma	45
Arkansas	17	Maryland	37	Oregon	10
California	66	Massachusetts	21	Pennsylvania	92
Colorado	13	Michigan	66	Rhode Island	5
Connecticut	7	Minnesota	20	South Carolina	43
Delaware	8	Mississippi	39	South Dakota	2
District of Columbia	1	Missouri	46	Tennessee	57
Florida	55	Montana	8	Texas	88
Georgia	54	Nebraska	6	Utah	7
Hawaii	3	Nevada	10	Vermont	5
Idaho	5	New Hampshire	7	Virginia	46
Illinois	76	New Jersey	40	Washington	33
Indiana	49	New Mexico	4	West Virginia	24
Iowa	18	New York	94	Wisconsin	28
Kansas	24	North Carolina	60	Wyoming	2

Inspection Activity: The State Fire Marshal's Office completed 5,107 inspection activities YTD18 (12/28/17 – 7/25/18).

Total Inspection Activity for CY2018



Explosive & Pyrotechnic Permits: The SFMO issued 151 explosives related permits between 12/28/17 and 7/25/18). Staff provided oversight of fireworks, pyrotechnics, flame effects or bonfires at 39 events on state property. A total of 123 Blaster and Pyrotechnician certifications were issued.



School Security Issues: We continue to monitor the activities of the House Select Committee on School Safety and provide input when afforded the opportunity. The full Committee and sub-committees will hold a series of public meetings and hearings before issuing their final recommendations in early December. Information on the Select Committee on School Safety can be found at <https://www.schoolsafety.virginia.gov>.

Agritourism Stakeholders Workgroup: The Virginia Cooperative Extension is conducting a study, at the request of Senator Fran Ruff, Chair of the Senate General Laws Committee, to review the existing code exemptions for “farm structures”. This is a result of three bills introduced in the 2018 General Assembly Session (HB714, HB1224 and SB784) that pertained to agritourism and the agricultural exemptions for structures. Loudoun County Chief Fire Marshal Linda Hale is the lone fire service participant in the workgroup.

Virginia Fire Marshal Academy

Schools in Session

School	Location	Dates	Students
Fire Investigator 19-01	Roanoke	7/9/18 – 8/3/18	12

Future Schools

School	Location	Dates
Fire Inspector 19-01	Roanoke	CANCELLED LACK OF ENROLLMENT
39 th Basic Law Enforcement Academy	Blackstone / Fort Pickett	9/10/18 – 11/16/18
Fire Inspector 19-02	Richmond Area (Div. 1)	9/24/18 – 10/12/18

REPORT FROM THE CODES AND STANDARDS SUBCOMMITTEE

No Meeting Held.

UNFINISHED BUSINESS

N/A

NEW BUSINESS

N/A

ADMINISTRATION, POLICY AND FINANCE COMMITTEE BUSINESS REPORT FROM ADMINISTRATION, POLICY AND FINANCE COMMITTEE

Topic: Review/Approve – updated Live Fire Structure Grant Policy

Motion: Motion to approve the modified Live Structure Policy.

Topic Discussion: Motion to accept the modified Live Structure Policy.

Vote: Unanimous

Motion Action: Motion Carries

REPORT FROM THE LIVE FIRE STRUCTURE COMMITTEE

No Meetings Held

GRANTS AND FINANCE REPORT FROM THE VDFP CHIEF ADMINISTRATION OFFICER

1. **FY2019 Live Structural Budget**
 - a. **Carried forward Balance from FY18**
 - i. \$2,573,125
 - b. **FY19 Annual Appropriation**
 - i. \$975,000
 - c. **VFIRS Carryover**
 - i. \$8,900
 - d. **Total FY 19 Funding**
 - i. \$3,557,025
2. **Live Structure Cash Obligations/Availability July 1, 2018**
 - i. **Cash on hand:** \$3,557,025
 - ii. **Unobligated:** \$443,770
3. **Aid to localities**
 - a. As of July 24, 2018

FY-2018 Fire Programs Fund Aid to Localities Payments

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1	9-22-17	125	38.7%	\$12,981,026	46.7%
2	12-15-17	67	20.7%	\$6,384,185	23.0%
3	3-23-18	43	13.3%	\$2,924,112	10.5%
4	6-30-18	84	26.0%	\$5,472,308	19.7%
5			0.0%		0.0%

Funds Released	319	98.8%	\$27,761,631	99.9%
Total Funds Not Released	4	1.2%	\$40,000	0.1%
AtL Total	323	100.0%	\$27,801,631	100.0%

Pending Payment

- Hillsboro (Town)

FY18 Forfeitures

- Haymarket (Town)
- Saint Charles (Town)
- Dendron (Town)

FY-2019 Fire Programs Fund Aid to Localities Payments

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1			0.0%	0.0%	0.0%
2			0.0%	0.0%	0.0%
3			0.0%	0.0%	0.0%
4			0.0%	0.0%	0.0%
5			0.0%	0.0%	0.0%

Funds Released	0	98.8%	\$0	0%
Total Funds Not Released	323	100.0%	\$28,728,291	100.0%
ATL Total	323	100.0%	\$28,728,291	100.0%

UNFINISHED BUSINESS

N/A

NEW BUSINESS

Topic: Extension Request – Fluvanna

Motion: To accept Fluvanna County's extension request.

Topic Discussion: The board delivered one year extension.

Vote: Unanimous

Motion Action: Motion Carries

COMMENTS FROM THE CHAIRMAN

Chairman Bailey thanked everyone for their attendance. The Chairman acknowledged guests.

FULL BOARD BUSINESS

UNFINISHED BUSINESS

Topic: Town of Farmville Fire and EMS Studies

Motion: To release Town of Farmville Fire and EMS Study contingent on the locality's technical edits.

Topic Discussion: The Board has voted to release the Town of Farmville Fire and EMS Study, contingent on the locality's technical edits. The locality will receive the final copy at the end of August. The presentation will be delivered around September 2018.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Cumberland County Fire and EMS Studies

Motion: To release Cumberland Fire and EMS Study contingent on the locality's technical edits.

Topic Discussion: The Board has voted to release the Cumberland Fire and EMS Study, contingent on the locality's technical edits. The locality will receive the final copy at the end of August. The presentation will be delivered around September 2018.

Vote: Unanimous

Motion Action: Motion Carries

NEW BUSINESS

Topic: Town of Chilhowie Fire and EMS Study

Motion: To accept Town of Chilhowie's request for a Fire and EMS Study.

Topic Discussion: The Board will deliver a modified version of the Fire and EMS Study for the Town of Chilhowie in conjunction with the Town of Wytheville.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Funding Discussion: FY19 New Burn Building Request – Scott County

Motion: To respectfully deny due Scott County's request for Burn Building funding due to lack of funding.

Topic Discussion: The Board denied Scott County's request for a burn building funding due to funding shortage. The locality is encouraged to apply again during the next cycle.

Vote: Unanimous

Motion Action: Motion Carries

Topic: Board Chair, Vice Chair and Committee Assignment Announcements

Motion: Motion to accept vice chair and committee assignments.

Discussion: See below;

Full Board Chair, Walter Bailey

Vice Chair, Jeff Bailey

Training and Education Committee: Dr. James Calvert, Chair of the Training and Education Committee. Dr. Calvert is the current BWXT, Corporate Environmental Health & Safety (EHS) Audit Programs Manager and the Corporate OSHA Adjudicator. He has served as an Adjunct Professor for over twenty years teaching Principles of Industrial Safety and various Fire Science classes. Dr. Calvert brings a great deal of academia experience to the Training and Education Committee.

Live Structure Committee: Lee Day, Chair of the Live Structure Committee. Chief Day brings over thirty five years of live fire training. As an NFPA 1403 Compliant Officer, Chief Day regularly oversees live burns in many of the burn buildings in the Commonwealth. Lastly, Chief Day was instrumental in assisting with the design of burn buildings in Lynchburg and Bedford Counties.

Additional Membership Assignments Include;

Training and Education Committee

- Jim Calvert, Chair
- Jeff Bailey
- Lee Day
- James Poindexter, Jr.
- Walter Bailey
- James Stokely

Live Structure Committee

- Lee Day, Chair
- Jim Calvert

- James Stokely
- David Hankley
- Stephanie Koren
- Sean Farrell
- Bettie Reeves-Nobles

Administration, Policy and Finance

- Jeff Bailey, Vice Chair
- Lee Day
- Jim Calvert
- Ernie Little
- David Hankley
- Walter Bailey

Fire Prevention and Control

- Ernie Little, Chair
- Dennis Linaburg
- Brian McGraw
- Sean Farrell
- Keith Johnson
- Rob Farrell

Code Subcommittee (*one new member*)

- Keith Johnson

Vote: Unanimous

Motion Action: Motion Carries

Topic: Full Board Location (November 2018)

Motion: N/A

Discussion: Board will meet in the Town of Farmville.

Vote: N/A

Motion Action: N/A

Topic: Presentation of Lifetime Achievement Award

Motion: N/A

Discussion: Presented to Dickie Harris

Vote: N/A

Motion Action: N/A

Topic: Chilhowie Fire and EMS Study

Motion: Accept Chilhowie Fire and EMS Study

Discussion: The board will deliver a modified study for Chilhowie.

Vote: N/A

Motion Action: N/A

Topic: Lifetime Achievement Award

Motion: N/A

Discussion: The Board presented the Lifetime Achievement Award to Richard “Dickie” Harris.

Vote: N/A

Motion Action: N/A

ADJOURNMENT

The Board adjourned at 11:45am.

Clerk of the Committee

Mohamed G. Abbamin

**REVIEWED BY:
APPROVED**

Michael T. Reilly
Executive Director

August 3, 2018

Date

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 08/03/2018

Motion made by: ☐ Committee or name: James Alan Calvert

Second (if required): Jim Stokely

Signature of presenter of motion: James Alan Calvert

MOTION TO:

Nominate Mr. Jeff Bailey as the Vice Chairman
of the Virginia Fire Service Board.

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: August 3, 2018

Motion made by: ☐ Committee or name: JAMES STOKELY

Second (if required): LEE DAY

Signature of presenter of motion: _____

MOTION TO:

DENY REQUEST BY SCOTT COUNTY, VA
TO FUND A BURN BUILDING DUE
TO LACK OF FUNDS 18-19.

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

CHILHOWIE

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 8/3/18

Motion made by: ☐ Committee or name: David Hankley

Second (if required): _____

Signature of presenter of motion: [Signature]

MOTION TO:

CONDUCT TOWN OF CHILHOWIE FIRE & EMS
STUDY

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☒ Virginia Fire Services Board

Date:

03 AUGUST, 2018

Motion made by:

☐ Committee or name:

LEE DAY

Second (if required):

KEITH JOHNSON

Signature of presenter of motion:

[Signature]

MOTION TO:

MOTION TO EXTEND REQUEST BY FLUVANNA
COUNTY ON BURN BUILDING CONSTRUCTION

Amended: (y/n)

Motion Carried: ☒

Vote: Unanimous: ☒

Motion Failed: ☐

Majority: ☐

Abstentions: ☐

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☒ Virginia Fire Services Board

Date: 8/3/18

Motion made by: ☐ Committee or name: ERNIE LITTLE

Second (if required): _____

Signature of presenter of motion: Ernie Little

MOTION TO:

ACCEPT STAFF RECOMMENDATIONS TO ADMINISTRATIVE
CODE REGARDING CHAPTERS 20 AND 30 (FIRE INSPECTOR/
FIRE INVESTIGATOR) UPDATE.

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☒ Administration & Policy ☐ Virginia Fire Services Board

Date: 8/2/18

Motion made by: ☐ Committee or name: ERNIE LITTLE

Second (if required): DAVID HANKLEY

Signature of presenter of motion: Ernie Little

MOTION TO:

ACCEPT THE PROPOSED CHANGES PRESENTED REGARDING
THE LIVE STRUCTURE POLICY.

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

FARMVILLE

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 8/3/18

Motion made by: ☐ Committee or name: James Alan Calvert

Second (if required): _____

Signature of presenter of motion: James Alan Calvert

MOTION TO:

To release TOWN OF FARMVILLE FIRE EMS STUDY
contingent on locality's technical review.

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____

Virginia Fire Services Board

MOTION

(CUMBERLAND)

Committee (check one): ☐ Fire Education & Training ☐ Fire Prevention & Control
☐ Finance ☐ Administration & Policy ☐ Virginia Fire Services Board

Date: 8/3/18

Motion made by: ☐ Committee or name: J. H. Bailey

Second (if required): James Stokely

Signature of presenter of motion: J. H. Bailey

MOTION TO:

1. Release Cumberland Co. Fire & EMS
study contingent on locality's technical review.

Amended: (y/n)

Motion Carried: _____

Vote: Unanimous: _____

Motion Failed: _____

Majority: _____

Abstentions: _____