

**VIRGINIA FIRE SERVICES BOARD**

**Friday, February 23, 2019**

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*

Keith Johnson, Virginia Fire Chiefs Association

Brian McGraw - Virginia State Fire Marshal

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

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

Andrew Friedman - Virginia Board of Housing & Community Development

**BOARD MEMBERS ABSENT**

H. Lee Day – Virginia Fire Services Council

Bettie Reeves-Nobles – General Public

**AGENCY MEMBERS PRESENT**

Brook Pittinger

Mohamed Abbamin

John Fugman

Michael T. Reilly

Brenda Scaife

Garrett Dyer

Theresa Hunter

Briant Atkins

Jeff Liebold

John Caussin

**GUESTS PRESENT**

John Miller	Chinaka A. Barbour	Dave Haynes
Aron Corwin	Merin Mani	Jenna Ruffin
Matthew Duckwitz	Ken Brown	Brad Owens
Patrick Meeks	Jeff Flippo	Jim Forgo
Larry Gwaltney	Jason Ferguson	Randall Johnson

**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
- C. Grants and Finance Report from the VDFP Chief Administrative Officer
- D. Unfinished Business
- E. New Business
  - a. **Review/Approve Fire and EMS Study:**
    - a. City of Chihowie Fire and EMS Study Report
    - b. Town of Wytheville Fire and EMS Study Request
  - b. **New Fire and EMS study**
    - a. Southampton County Fire and EMS Study Request

**Comments from the Chairman, VFSB**

**Full Board Business**

- A. Unfinished Business
- B. New Business
  - a. Rules and Procedure – edits (Code Subcommittee)

**PUBLIC COMMENTS**

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

Larry Gwaltney, Executive Director of Virginia State Firefighters Association (VSFA) extended an invitation to the upcoming 2019 VSFA Conference and Expo. He indicated that for the 2019 event, they are collaborating with Virginia Association-Volunteer Rescue Squad.

**CONSENT AGENDA**

**Topic: Consent Agenda**

**Motion:** To approve the Consent Agenda / Minutes.

**Discussion:** Motion to accept agenda and minutes.

**Vote:** Unanimous

**Action:** Motion Carries

### **REPORT FROM THE VDFP EXECUTIVE DIRECTOR**

Michael Reilly provided the following report;

**Update:** Director Reilly introduced new staff members; Chief John Caussin, Training and Operations along with Garrett Dyer, Chief of Fire Marshal Academy. He also added that the new IT Manager, Antonio Crew would be starting during the first week of March.

Director Reilly proceeded to provide the following legislative report; (\*\*status has been updated during the publishing of this document).

#### **Legislative Report**

**[HB 2093](#) Virginia Fire Services Board; changes membership.**

Status: 03/05/19 Governor: Approved by Governor-Chapter 208 (effective 7/1/19)

**[SB1411](#): Burn buildings; change in terminology.**

Status: 03/04/19 Governor: Governor's Action Deadline Midnight, March 26, 2019

**[SB1625](#): Statewide Fire Prevention Code; definition of permissible fireworks.**

Status: 03/04/19 Governor: Governor's Action Deadline Midnight, March 26, 2019

**[HB1966](#) Uniform Statewide Building Code; issuance of building permits.**

Status: 02/28/19 Governor: Governor's Action Deadline Midnight, March 26, 2019

**[HB1911](#) Duties of drivers of vehicles approaching stationary vehicles displaying certain warning lights.**

Status: 03/07/19 House: Bill text as passed House and Senate (HB1911ER)

**[SB1012](#) Firefighters and emergency medical services providers; carrying a concealed weapon.**

Status: 02/24/19 House: Left in Militia, Police and Public Safety

**[HB2762](#) Firefighting foam management; use of foam that contains PFAS chemicals.**

Status: 02/21/19 Governor: Governor's Action Deadline Midnight, March 26, 2019

**[HB 1804](#) Workers' compensation; presumption of compensability for certain diseases.**

Status: 02/27/19 Governor: Governor's Action Deadline Midnight, March 26, 2019

**[SB 1030](#) Workers' compensation; presumption of compensability for certain diseases.**

Status: 02/15/19 Governor: Acts of Assembly Chapter text (CHAP0026)

**Training and Operations**

**FY2019 Training Totals to date:**

1. **1,013** Schools Ended
2. **97** Cancelled/Postponed
3. **916** Schools Run to Date
4. **40** School Increase

**Cornerstone:** July 1, 2019 Launch Date

**Accreditation:** Pro-Board and IFSAC Accreditation

- All programs accredited

**NFPA 1031 Fire Inspector "Bridge" class:** The VFMA along with SME's and representatives from DHCD developed the course content and exam for the NFPA 1031 Fire Inspector "Bridge" class. The class was scheduled for the week of February 11-15, 2019 in Northern Virginia, with 14 students attending. Student and SME surveys will be evaluated and course adjustments made accordingly.

**Firefighter Cancer Awareness Program:** VDFP Submitted a proposal to have our program presented at Fire Rescue International next August in Atlanta and was accepted. We are extremely pleased our VDFP Program will be presented on a national level in this area of very vital concern for the fire service.

## REPORT FROM RISK MANAGEMENT BRANCH REPORT

Chief Safety Officer Briant Atkins provided the following report:

- **Firefighter Cancer Awareness Program:** VDFP Submitted a proposal to have our program presented at Fire Rescue International next August in Atlanta and was accepted. We are extremely pleased our VDFP Program will be presented on a national level in this area of very vital concern for the fire service.
- **NFPA 1403 Program:** Still piloting. We just finished a third offering in another part of the state. We have several more left and anticipate a finalized program by July 1 with Adjunct Instructors being able to deliver after some Train The Trainers starting in July to August timeframe (probably at VSFA). Through this program, we rollout the policy of Gross Fire ground Decontamination as a standard practice at all VDFP Live Burns. In establishing fire ground decontamination, we use a science based approach from research in this area. Any VDFP funded burns or burns conducted in burn buildings built or maintained with funds from The Virginia Fire Service Board are covered. We encourage any department to utilize fire ground decontamination after live fire training or after fire incidents so that they can lessen the likelihood of cancer from firefighting.
- **Quality Assurance Program:** We plan to roll out a comprehensive quality assurance program on March 1, 2019. The plan will work through a tiered approach.
  - The first phase will involve training a group of Adjuncts who will work for Quality Assurance doing classroom presentation reviews of VDFP Adjunct Instructors. These instructors would be those more senior and more experienced in instruction and program development. They would also be determined by recommendations from Training and Operations Staff. Each Division/Specialty was tasked with recommending three. These instructors will receive training in expectations and requirements for the program. They would evaluate the delivery of a given program and every instructor once within 24 calendar months. Documentation of each QA visit would be maintained in the QA Office. Any immediate issues would be addressed during the visit and others documented. The QA Division will report findings to The Training and Operations Branch for their action since adjuncts fall under their supervision.
  - The second phase would involve the Training Branch submitting schools to QA for evaluation based on the manner in which schools should be processed. A random selection of a specified number of programs would be submitted to QA for evaluation in Glen Allen.

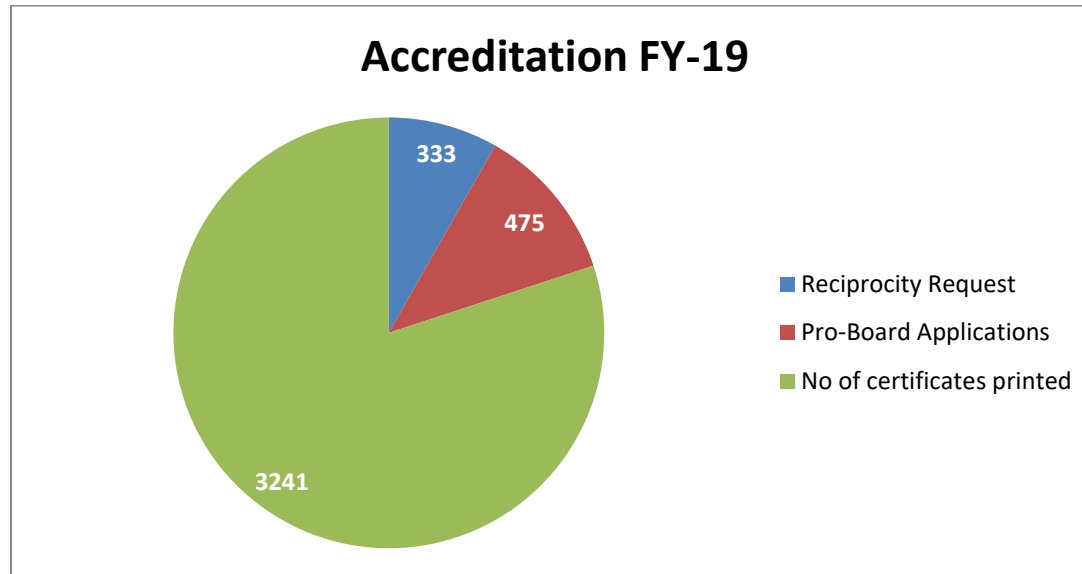
- Statistical Data:** Please see below for statistical data for the injuries documented in our training programs through February 8, 2019. Our numbers are running parallel to what they were last year at this time in numbers and type. The leading programs causing injury and the leading types remain unchanged and continue to be in the Firefighter Series Programs. Primarily Strains/Sprain type injuries lead with Exhaustion/overexertion type injuries right behind that.

**Statistical Data: (FY 19)**

<b><u>VDFP Training Injuries:</u></b>	FY -Injury From Fall: 3 <b>Month: 0</b>
Since FY Beginning: 24	FY -Exhaustion/Over Exertion: 5 <b>Month: 0</b>
Week: 0 <b>Since Month Began: 0</b>	FY- Struck By: 4 <b>Month: 0</b>
Live Fire Training: FY: 7 <b>Month: 0</b>	FY – Strains, Sprain, Pain: 7 <b>Month: 0</b>
	FY – Burn : 1 <b>Month: 0</b>
<b><u>Program :</u></b>	FY – Other: 4 <b>Month: 0</b>
FY-Firefighter Series: 15 <b>Month 0</b>	
FY – Mayday Operations: 2 <b>Month: 0</b>	<b><u>By Division:</u></b>
FY – HMO: 0 <b>Month: 0</b>	FY Div. 1: 3 <b>Month: 0</b>
FY- TRT: 6 <b>Month: 0</b>	FY Div. 2: 8 <b>Month: 0</b>
FY – VFMA: 0 <b>Month: 0</b>	FY Div. 3: 2 <b>Month: 0</b>
FY – DPO : 0 <b>Month: 0</b>	FY Div. 4: 1 <b>Month: 0</b>
FY – Marine: 0 <b>Month: 0</b>	FY Div. 5: 1 <b>Month: 0</b>
FY ARFF: 1 <b>Month: 0</b>	FY Div. 6: 2 <b>Month: 0</b>
	FY Div. 7: 0 <b>Month: 0</b>
	FY Specialty: 7 <b>Month: 0</b>
	(FMA: 0 TRT: 6 Marine: 0 ARFF: 1)



## Quality Assurance Division Report



- The agency has issued **170 IFSAC** sealed certificates to date during FY-19. These certificates are for Hazardous Materials Awareness or Fire Investigator. We are also able to issue IFSAC certification for Fire Inspector and Public Fire Life Safety Educator.

### **The QA Division staff are working on the following items:**

- The reaccreditation effort is underway for both IFSAC and Pro-Board. This will be completed by the end of CY-19.
- We have received the testing software and hardware and are working to validate all the test banks for the more than thirty levels of testing conducted for certification for the agency.
- By the end of next month more than 150 of the staff and part time instructors will have received structural protective clothing to use when conducting VDFP training requiring gear. In addition, another 50 employees will be fitted and provide gear in the near future. This was made possible by the AFG grant over the last three years.
- Lastly, the division is finalizing the roll out of the Quality Assurance Program (discussed earlier in report).

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

John Caussin provided the following report:

**February 2019: Training and Development Report:**

- Continue the discussions and development of MOUs with departments that have identified the capacity (instructors and logistics) to partner with VDFP to offer courses in-house.
- Entered into a MOU with Henrico Fire Department for the temporary loan of a Mobile Burn Trailer to assist expand capacity to accommodate overlapping and back to back recruit classes and other in-service training needs.
- Ongoing collaboration and support to the VDFP IT/Administrative team in preparation for the new Cornerstone Learning Management System (LMS). Proof of Concept meeting was held with VDFP leadership, Cornerstone project managers and regional representatives on February 13<sup>th</sup> in Glen Allen. Several definitive decisions were made and tasks assigned (historical data clean up and security roles) to keep the project moving forward.
- Completed the hiring process for the Curriculum Development Manager. Director's approval pending. Projected start date, April 1, 2019.
- Finalizing a focused training needs assessment survey to Virginia's fire service (fire chiefs and chief training officers). Results will be used to develop a 2-year training plan and course catalogue. Surveys returned and synthesized on or before July 1, 2019.

**Course Catalog:** Develop a course catalog for the Training and Operations Branch. Catalog will list all courses with scheduled offerings, course descriptions, registration information, and pre-requisites, add/drop policy, testing and retesting policy, grade policy, etc. Projected end date, October 1, 2019.

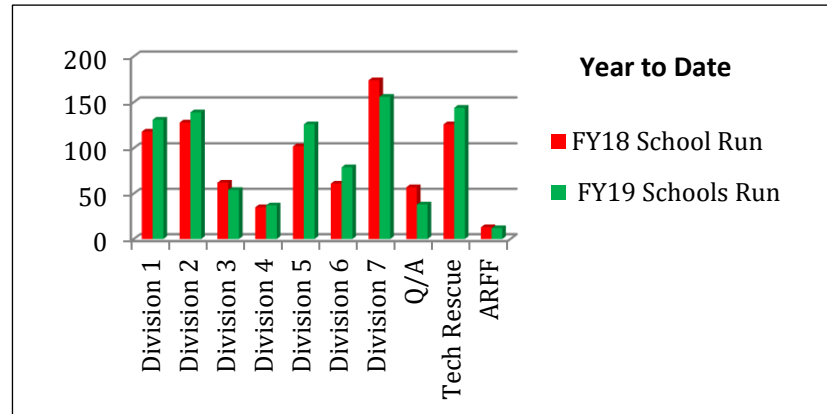
**Standard Format:** Implement standard format, numbering system, storage and organization of the policy, procedures, forms and manuals within the Training and Operations Branch. As updated and Director approved documents are completed, they will be posted in a revised Training and Operations area on the VDFP website.

**Annual Evaluation:** Develop annual evaluation for adjunct instructors within the Training and Operations Branch. Instructors will be evaluated based on Quality Assurance (QA) Division audits, Branch and Division Chief audits, Student evaluations, and Administrative job completion associated with the respective class (expense vouchers/school processing documents). This will be the basis for a future recognition program.

In collaboration with the Accreditation Manager, pursue ProBoard and IFSAC accreditation for all eligible courses offered by VDFP.

**FY2019 Training Totals to date:**

- 1,013** Schools Ended
- 97** Cancelled/Postponed
- 916** Schools Run to Date
- 40** School Increase  
Compared to FY 2018

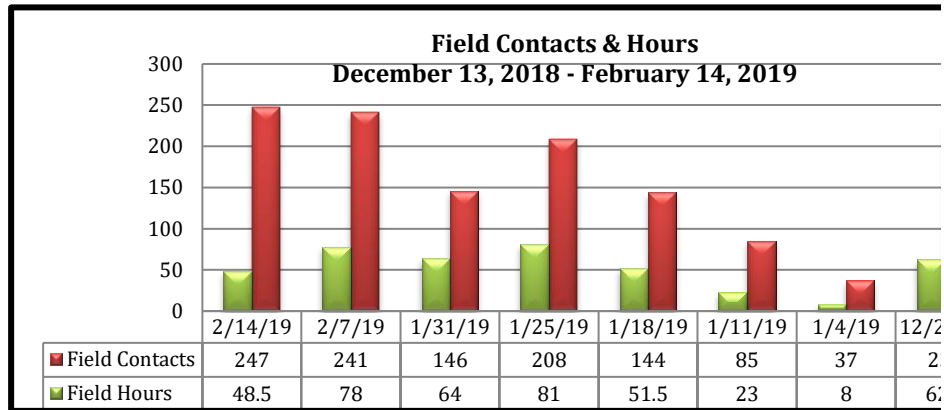


School Processing						
FY 19 - Fiscal Year Totals (as of 2/14/19)						
	Total Schools Ended	Cancelled/Postponed	FY19 Schools Run	FY18 School Run	2018/2019 Comparison	
Division 1	157	26	131	118	↑	13
Division 2	151	12	139	128	↑	11
Division 3	72	18	54	62	↓	-8
Division 4	39	2	37	35	↑	2
Division 5	129	3	126	102	↑	24
Division 6	94	15	79	61	↑	18
Division 7	167	11	156	174	↓	-18
Q/A	38	0	38	57	↓	-19
Tech Rescue	153	9	144	126	↑	18
ARFF	13	1	12	13	↓	-1

Totals	1013	97	916	876	↑	40
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## Division Updates

Division Chiefs completed **1,514** field hours and interacted with **462.5** contacts throughout the Commonwealth



### Division 1

- Planning has begun for the next Caroline Regional School in Caroline is scheduled for April 27-28, 2019.
- Planning has begun for the next Tri-City Regional School in Dinwiddie is scheduled for October 26-27, 2019.
- Working on the Firefighter Curriculum Modular delivery.
- Division I Adjunct Hiring Process is in its final stages.

### Division 2

- Instructor manual is being updated by Chief Liebold.
- Registration is open for the Rockingham Regional School scheduled for April 6-7, 2019 and April 13-14, 2019.

### Division 3

- Registration is open for the Albemarle Regional School scheduled for March 23-24, 2019.
- Registration is open for the 2019 VDOF Wildland Fire Academy scheduled for March 22-25, 2019 is underway.

#### **Division 4**

- Ongoing planning for office relocation to Marion. Exploring feasibility of with partner agencies (VSP, VDEM) at the Department of Behavioral Health & Developmental Services.
- Planning for the Wise Regional School scheduled for September 6-8, 2019 is underway.
- Working on the J&B Program Review.

#### **Division 5**

- Effective May 1, 2019, the division office is relocating to 1919 Commerce Drive, Hampton, Virginia.
- Working on the new training program initiative for Electrical Emergencies.
- Review/Revising of the 1005-2014 Marine Fire Fighting Curriculum is underway.
- Planning has begun for the Marine Fire Fighting Symposium.

#### **Division 6**

- Effective July 1, 2019, the division office will be relocating to Brammer Village, 3011 Peters Creek Road, Roanoke, Virginia.

#### **Division 7**

- Planning for the Northern Virginia Regional School scheduled in Fairfax for October 19-20, 2019 is underway.

#### **Heavy Technical Rescue**

- The Wilderness Search & Rescue (1006) Program is beginning to take shape.
- Round 3 of Tech Rescue gear sizing is underway.
- Registration is now open for the Virginia Beach Rescue Week scheduled for March 11-18, 2019.
- Registration is now open for the Roanoke Rescue Week scheduled for March 25-31, 2019.
- Planning has begun for Spring Rescue Week in April.
- Planning has begun for Rescue Challenge in May.

#### **ARFF**

- The Aircraft Live Fire Training scheduled for March 11-15, 2019 will be at the Charlottesville/Albemarle Airport.
- The Aircraft Live Fire Training & Drill scheduled for March 25-29, 2019 will be at the Richmond International Airport.
- The Aircraft Live Fire Training scheduled for April 8-10, 2019 will be at the Norfolk International Airport.
- The Aircraft Rescue Fire Fighting Training scheduled for April 8-13, 2019 will be at the Norfolk International Airport.

## **REPORT FROM TRAINING AND EDUCATION COMMITTEE**

### **Topic: Train-the-Trainer Pre-Test**

**Motions:** Accept the VDFP Train-the-Trainer Pre-test policy inclusive of all requirements with the addition of the textbook that is required be the textbook (manual) that will be used for the class/program that the person is going to be instructing.

**Topic Discussion:** Training and Education Committee Chair, Dr. Jimmy Calvert proposed the following;

- **Train-the-Trainer Pre-Test** – There seems to still be some confusion from stakeholders in regards to the train-the-trainer passing score (scores between instructor vs. regular student). The current language the stakeholders are aware of is as follows; pass with a minimum score of 75%, student will be eligible for a re-test after waiting a minimum of ten (10) calendar days from the date of re-test notification. If a student does not successfully score a minimum of 75% on the second attempt, the student will have to wait for another Train-the-Trainer for Re-testing. Dr. Calvert expressed that there seems to be a focus on the ability of a Trainer to **take a test** and not so much on their ability to **deliver** the content.
  - Dr. Calvert indicated that he has researched different programs. The National Fire Academy (NFA)-specific Standard Operating Procedures Series 500 - Instructor Recruitment/Training/Evaluation/Retention was the most relevant program to our discussion. NFA seems to focus more on the instructor observation process to assess and maintain the quality of instruction and delivery (NFA SOP 500.3, September 2018).

**Background:** The issue was discussed at length during the summer of 2018. The intent was to ensure an instructor's competency is beyond satisfactory so students are getting the best return on investment. At that time, there was a consensus that sought the following; "VDFP to effectively communicate to stakeholders that programs for non-instructors require 70% passing while Instructor Train-the-Trainer – Pre-Tests require 75%." In regards to VDFP ensuring the public was aware of this, it added the wording above to relevant administrative guidelines.

**Caussin:** Chief John Caussin, Training and Operations Chief indicated that the Agency could fix some of the anxiety by ensuring the public is aware of the expectation. More importantly, the Agency will be integrating a Learning Management System (LMS). The LMS will enable VDFP to access performance matrix which will exhibit both an instructor's ability to teach and the passing rate for students.

**Vote:** Unanimous

**Motion Action:** Motion Carries

**Topic: VDFP Instructor Class Graduates**

**Motions:** N/A

**Topic Discussion:** VDFP Instructor Class Graduates Dr. Calvert inquired about the following; if there was a method to produce the number of VDFP Instructor Class graduates for the same period (2017 & 2018). Additionally, he inquired about the pass/fail rate of the Instructor Students related to their inability to successfully pass the presentation part of the class requirement.

**Caussin:** Caussin indicated that Dave Jolly, Quality Assurance Chief, Briant Atkins, Chief Safety Officer and himself collaborated to find the pass/fail rate. However, based on their assessment - the data is not where it needs to be.

**Pittinger:** Deputy Brook Pittinger cited that Agency would soon have a Learning Management System (LMS), which will help resolve all obstacles currently faced by DFP. Deputy Pittinger added that the LMS has user access, which enables everyone relevant to access data, including a board member. Director Mike Reilly further indicated that this is the first cloud-based system in the Commonwealth. The amount of data that will be stored and is accessible will be instrumental.

**Vote:** N/A

**Motion Action:** N/A

**Topic: NFA Attendance**

**Motion:** N/A

**Topic Discussion:** Dr. Calvert inquired about the amount of Virginia residents that attended the most recent National Fire Academy (NFA) State Weekend. According to Dr. Calvert, during the opening session of the last NFA State Weekend - Tennessee Department of Fire Programs announced that they would not be participating in the future. This decision

was a surprise to the Tennessee Attendees and some of the NFA staff present. Dr. Calvert asked what the DFP and VFSB can do to ensure NFA attendance grows. Participation from Virginia is valuable.

**Caussin:** Caussin indicated that based on DFP records; there were about 60 attendees from Virginia. He added that there is value to collaborating with states close to Virginia.

**Calvert:** Dr. Calvert recommended for fire programs to take an active role in NFA.

**Reilly:** Chief Reilly added that he believes the Agency's participation is beneficial.

**Lastly, Dr. Calvert** brought up NDPC, a Department of Homeland Security/FEMA training that VDFP should pursue. NDPC is sponsored through the DHS/FEMA National Preparedness Directorate. Calvert advised that NDPC is the principle means through which the Directorate identifies, develops, tests, and delivers training to state and local emergency responders.

**Vote:** N/A

**Motion Action:** N/A

#### **Topic: Computer Program Update**

**Motion:** N/A

**Topic Discussion:** Dr. Calvert inquired about the status of the computer program. Deputy Pittinger advised committee members that VDFP just hired a new IT Manager who is already working to ensure the records management and learning management system are effectively implemented.

**Vote:** N/A

**Motion Action:** N/A

#### **Topic: Live Fire Training Certification Class Update/transition from the 1403 Compliance Officer curriculum**

**Motion:** N/A



**Topic Discussion:** According to Dr. Calvert, based on his collective observations – he hypothesized that there was a causal relationship between the live fire facility heat related damages and the lack of NFPA 1403 Compliance Oversight. The lack of NFPA 1403 compliance results in increased damages. Dr. Calver further indicated that he is unclear if the lack of oversight is due to incompetence, or absence of the required NFPA 1403 Compliance by VDFP. He believes there should be a negative correlation between strict compliance with the NFPA 1403 requirements and heat damage to the live fire facilities. Dr. Calvert indicated that the issue is important due to the increased cost of live burn facility heat related damage/repairs that could be related to noncompliance with a training issue.

**Atkins:** Chief Safety Officer, Briant Atkins advised that the previous version of NFPA 1403 was 8 hours while the new version is 16 hours. Atkins indicated that the new version’s biggest change is the use of gross soap and water, decontamination, with the use of wipes, at the completion of live fire training evolutions (NFPA 1403) to meet the cancer reduction initiative. In addition, changes in the standard year will be reflected in this program as well as information on the use of acquired structures or use of those by Virginia fire departments even though VDFP does not sanction the use of acquired structures for its training programs.

**Reilly:** Director Reilly cited that the board has been gracious and flexible in providing repair funding – even though the damage is obviously something that could have been prevented if there was an NFPA 1403 compliance in place.

**Vote:** N/A

**Motion Action:** N/A

### **Topic: Firefighter I Curriculum**

**Motion:** N/A

**Topic Discussion:** Dr. Calvert inquired about the pass rates for the modular Firefighter I program and Fire Officer Exams. He would like to get passing rate broken down between volunteer and career departments along with the pass rates for HazMat Ops. Agency staff indicated that similar to the instructor class graduate data, the data is not where it needs to be.

**Vote:** N/A

**Motion Action:** N/A

**Topic: Fire Officer Exams Update**

**Motion:** N/A

**Topic Discussion:** Dr. Calvert inquired about the Fire Officer Exams – he was advised that DFP has already completed the work.

**Vote:** N/A

**Motion Action:** N/A

**Topic: Fire Department Rosters**

**Motion:** N/A

**Topic Discussion:** Dr. Calvert inquired about the status of the Commonwealth's Fire Department submissions of current rosters. This information could shed a light on the number of trained firefighters in the commonwealth. The agency advised, the work is complete.

VDFP advised that the new LMS/RMS will allow an ability to isolate demographics. It will prevent from “double dipping” as in an individual being reported as a career in one locality while the other locality reports same individual as volunteer.

Committee Member, Mr. Poindexter inquired about if there is a way to divide registered career relative to volunteers etc. DFP advised such pursuit is feasible and would only require a unique query.

**Vote:** N/A

**Motion Action:** N/A

**Topic: Spreadsheet**

**Motion:** N/A

**Topic Discussion:** Updates pending.

**Vote:** N/A

**Motion Action:** N/A

## **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:** Virginia's Dry Hydrant program for FY 2019 includes 31 new installs and 21 repairs. Work is well underway and is expected to be completed ahead of the June 01, 2019 deadline. In support of the dry hydrant program, the VDOP has now imported the agencies GIS of all dry hydrants across the Commonwealth into the agencies First Response dispatching program. As such, VDOP county responders now have access to map-based dry hydrant locations, right on their agency smart phones, to facilitate local fire suppression operations.

**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 rural volunteer fire departments. Full details are available on the VDOP website. In 2018, 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 15. The exceptionally wet weather helped to make this past fall's wildfire activity the lowest on record in terms of number of wildfires, with VDOF records going back to 1914. The ongoing wet weather, and continued prediction for more of the same into the early summer, looks like it will keep things in our favor, from a wildfire standpoint, for at least the first half of the year.

The agencies 4 pm prescribed burning exemption program received more than 110 requests for this spring, which plan to burn more than 14,000 acres across the Commonwealth. 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.

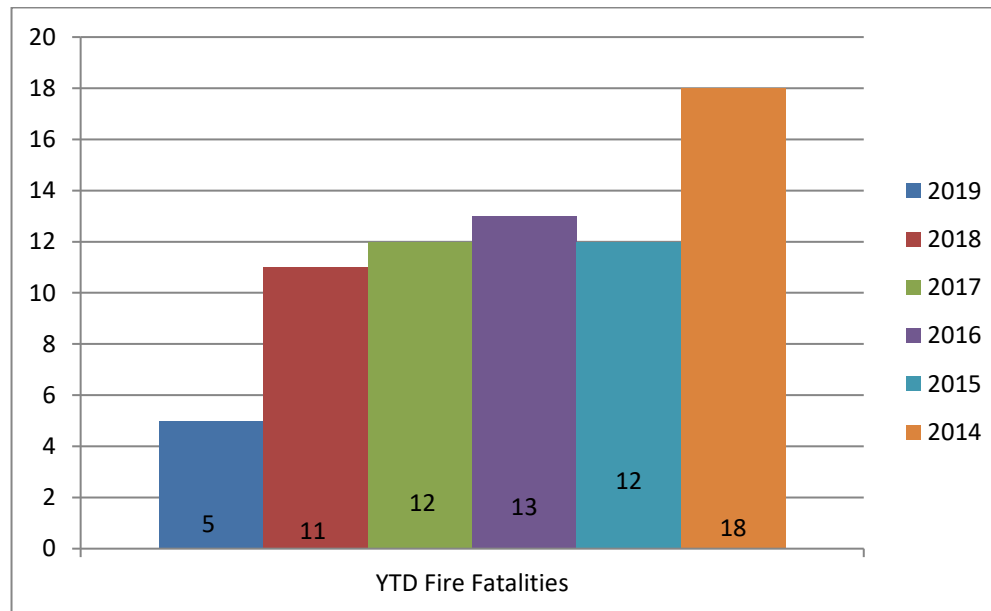
**Statewide Wildfire Training Academy:** May 22 – May 25, 2019 at Longwood University. 11-wildfire suppression, fire behavior prescribed burning and incident management related courses are being offered. Registration closes in early April. A flat \$50 fee is charged for registration, which covers all meals, lodging and expenses for each student. Registration information is available from the VDOF website or directly at:  
<https://www.regonline.com/2019virginiainteragencywildlandfireacademy>

## REPORT FROM THE STATE FIRE MARSHAL'S OFFICE

State Fire Marshal Brian McGraw provided the following report:

**2019 YTD Residential Civilian Fire Fatalities: 5** – as of February 15, 2019

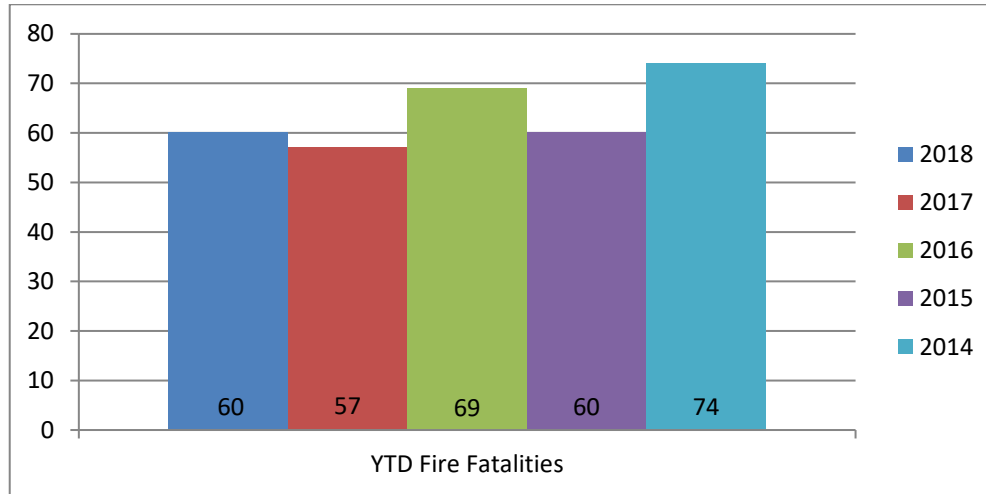
There have been 5 civilian fire fatalities in 4 residential fire incidents in the Commonwealth of Virginia as of February 13, 2019. There has been one (1) multiple-fatality incidents.



**2018 Residential Civilian Fire Fatalities: 60**

There were 60 civilian fire fatalities in 55 residential fire incidents in the Commonwealth of Virginia in Calendar 2018. There were four (4) multiple-fatality incidents. By comparison, there were 57 fatalities for CY2017, 69 fatalities for CY2016 and 60 fatalities for CY2015, and 74 fatalities. Analysis of available data indicates that the average age of the victims is **66.8 years**

**old.** The leading cause of these fires involves smoking materials. Many of the victims had mobility issues that prevent timely evacuation.



Virginia ranks 16<sup>th</sup> in the nation based on the number of civilian fire deaths. Cells shaded in **BLUE** in the table below indicate states with higher numbers of civilian fire deaths than Virginia. Virginia ranks 30<sup>th</sup> in the nation based on the number of deaths per 100,000 population (rate). Cells shaded in **GREEN** in the table below indicate states with higher rates of fire deaths than Virginia. [Fatality numbers are based on the US Fire Administration’s “Civilian Fire Fatalities in the News” website (<https://apps.usfa.fema.gov/civilian-fatalities/incident/reportMap>). Rates are based on population estimates as of July 1, 2018, from the US Census Bureau (<https://www.census.gov/quickfacts/fact/table/US/PST045218>).]

### Nationwide Comparison, January 1 through December 31, 2018

STATE	#	RATE	STATE	#	RATE	STATE	#	RATE
Alabama	44	0.90	Kentucky	53	1.19	North Dakota	1	0.13
Alaska	9	1.22	Louisiana	65	1.39	Ohio	108	0.92
Arizona	19	0.26	Maine	17	1.27	Oklahoma	56	1.42
Arkansas	32	1.06	Maryland	54	0.89	Oregon	25	0.60
California	108	0.27	Massachusetts	36	0.52	Pennsylvania	131	1.02
Colorado	27	0.47	Michigan	114	1.14	Rhode Island	5	0.47
Connecticut	10	0.28	Minnesota	24	0.43	South Carolina	79	1.55
Delaware	10	1.03	Mississippi	55	1.84	South Dakota	7	0.79

District of Columbia	3	0.43	Missouri	67	1.09	Tennessee	72	1.06
Florida	81	0.38	Montana	14	1.32	Texas	139	0.48
Georgia	83	0.79	Nebraska	10	0.52	Utah	14	0.44
Hawaii	7	0.49	Nevada	15	0.49	Vermont	9	1.44
Idaho	12	0.68	New Hampshire	10	0.74	Virginia	60	0.70
Illinois	106	0.83	New Jersey	51	0.57	Washington	47	0.62
Indiana	75	1.12	New Mexico	4	0.19	West Virginia	36	1.99
Iowa	24	0.76	New York	142	0.73	Wisconsin	37	0.64
Kansas	38	1.31	North Carolina	88	0.85	Wyoming	8	1.38

**Incident Type Summary, Virginia, 2013-2017**

Incident Type	2014	2015	2016	2017	2018*
Fires	23,442	21,703	22,282	21,408	13,117
	2.95%	2.73%	2.65%	2.68%	2.61%
Rescue & EMS	560,947	556,445	590,132	562,743	352,285
	70.69%	70.04%	70.15%	70.44%	70.13%
Pressure Ruptures, Explosion, Overheat	1,534	1,481	1,516	1,277	1,049
	0.19%	0.19%	0.18%	0.16%	0.21%
Hazardous Condition Calls	27,008	28,447	30,609	27,062	19,543
	3.40%	3.58%	3.64%	3.39%	3.89%
Service Calls	51,066	53,764	55,647	53,412	33,012
	6.44%	6.77%	6.61%	6.69%	6.57%
Good Intent Calls	71,026	71,071	77,331	73,951	46,326
	8.95%	8.95%	9.19%	9.26%	9.22%
Severe Weather / National Disaster Calls	668	870	1,363	637	1,047
	0.08%	0.11%	0.16%	0.08%	0.21%
Special Incident Calls	2,567	3,186	5,420	4,506	2,278
	0.32%	0.40%	0.64%	0.56%	0.45%
Unknown Incident Type	6	0	0	20	12
	0.00%	0.00%	0.00%	0.00%	0.00%
False Calls	55,300	57,493	56,930	53,931	33,666
	6.97%	7.24%	6.77%	6.75%	6.70%
<b>TOTAL CALLS</b>	<b>793,654</b>	<b>794,461</b>	<b>841,230</b>	<b>798,947</b>	<b>502,335</b>
Total Fire Loss	\$244,162,431	\$248,753,063	\$239,966,959	\$219,951,142	\$160,794,793
Total Dollar Loss	\$354,364,354	\$263,814,499	\$252,120,880	\$221,682,766	\$166,078,273
Civilian Fire Related Injuries	432	350	365	362	253

Civilian Fire Related Deaths	77	59	80	63	37
Fire Service Fire Related Injuries	207	170	174	165	86
Fire Service Fire Related Deaths	0	0	1	1	0

\*2018 Data as of February 13, 2019

At this time, it is **not clear** whether the 2018 data reflects a reduction in incidents, a reduction in participation, or are a result of “data lag”. SFMO will continue to monitor and provide an updated report at the June VFSB meeting.

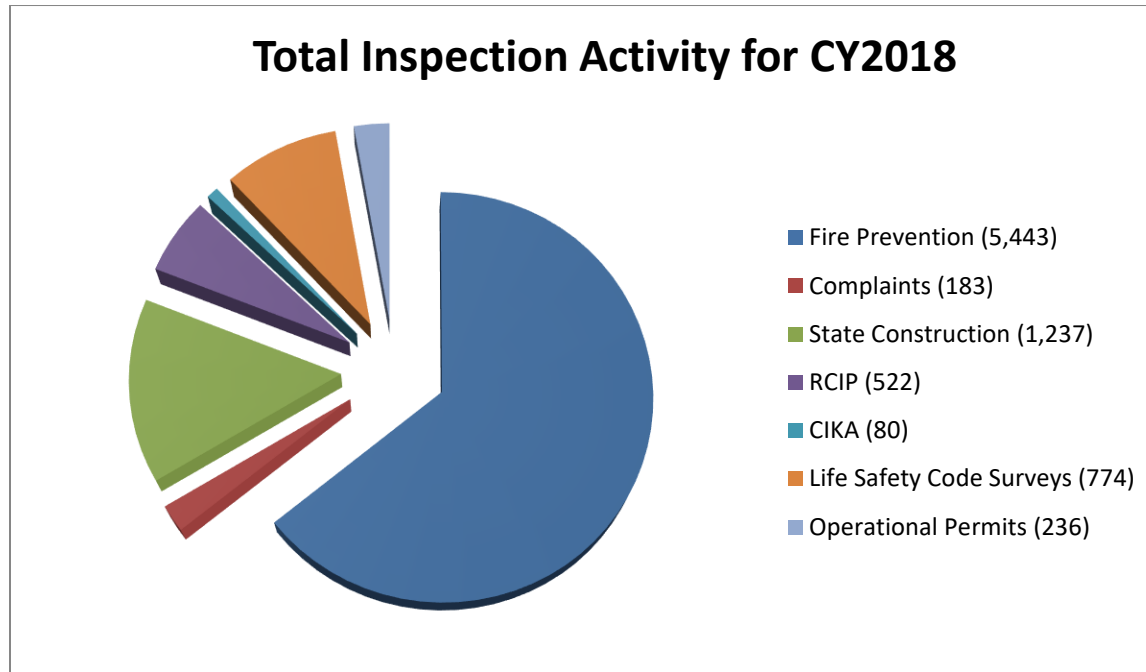
### **Legislation**

**SB1625** updates the definition of “permissible fireworks” in COV §27-95. The current definition was introduced in 2002 and lists classes or types of fireworks that are considered “permissible”. Several of the classes listed are no longer in use in the fireworks industry. The proposed definition, which was developed with input from the fireworks industry, utilizes performance criteria based on the operation / function of the fireworks. The proposed definition does not change what fireworks are considered permissible.

**New Definition:** "Permissible fireworks" means any fountains that do not emit sparks or other burning effects to a distance greater than five meters (16.4 feet); wheels that do not emit a flame radius greater than one meter (39 inches); crackling devices and flashers or strobes that do not emit sparks or other burning effects to a distance greater than two meters (78.74 inches); and sparkling devices or other fireworks devices that (i) do not explode or produce a report, (ii) do not travel horizontally or vertically under their own power, (iii) do not emit or function as a projectile, (iv) do not produce a continuous flame longer than 20 inches, (v) are not capable of being reloaded, and (vi) if designed to be ignited by a fuse, have a fuse that is protected to resist side ignition and a burning time of not less than four seconds and not more than eight seconds.

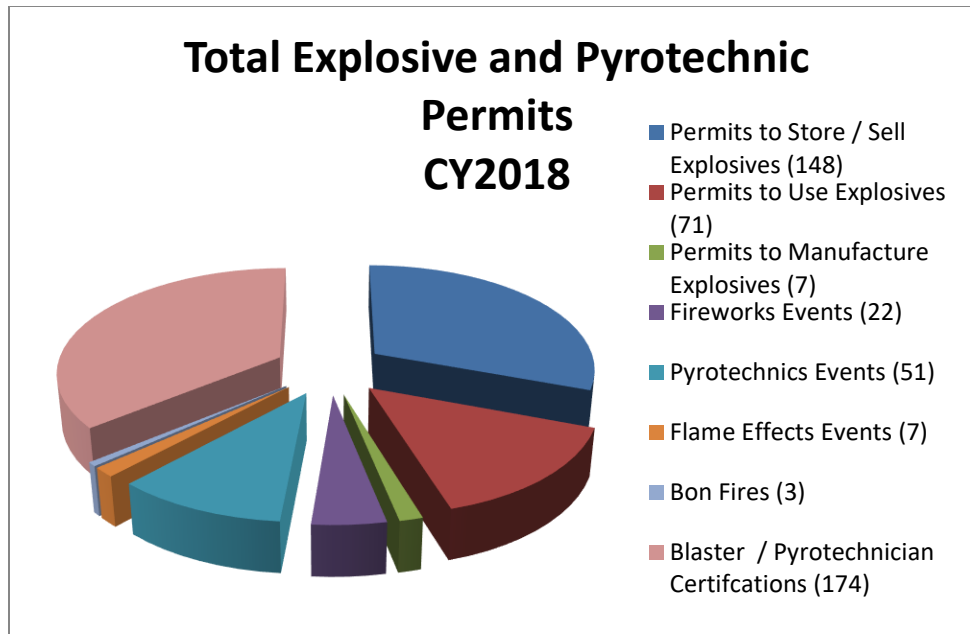


**CY2019 Inspection Activity:** The State Fire Marshal’s Office completed 8,475 inspection activities during CY18 (12/28/17 – 1/2/19).



**Explosive & Pyrotechnic Permits:**

The SFMO issued 226 explosives related permits during CY2018. Staff provided oversight of fireworks, pyrotechnics, flame effects or bonfires at 80 events on state property. 51 of the Pyrotechnics events also included the use of flame effects. A total of 174 Blaster and Pyrotechnician certifications were issued.



### REPORT FROM THE CODES AND STANDARDS SUBCOMMITTEE

**Topic:** Direction from Fire Prevention and Control Committee

**Motion:** N/A

**Topic Discussion:** Chair of Fire Prevention and Control Committee, Ernie Little advised the members of the functions of the Code Subcommittee – see below;

**Section 7.3.1 The Codes and Standards Subcommittee.** The Chairman of the Virginia Fire Services Board shall appoint a Chair to the Codes and Standards Subcommittee. The Subcommittee shall consist of at least **six** other members, including the following: the Fire Prevention and Control Committee Chair (as currently appointed); the Board member representing Virginia Fire Prevention Association; the Virginia State Fire Marshal **or designee**; the Virginia Fire Marshal Academy Chief **or designee**; and two members-at-large, to be appointed by the Chairman of the Board. The Subcommittee shall be responsible for assisting the Fire Prevention and Control Committee with the review and analysis of the Statewide Fire Prevention Code, pursuant to [§27-97 of the Code](#). Meetings of this subcommittee shall be in months where no regular or annual meeting of the Board is being held.

Content in red are modification that will be considered at the full board meeting on Friday, February 22, 2019.

**Vote:** N/A

**Motion Action:** N/A

### **NEW BUSINESS**

**Topic:** Selection of vice-chairman

**Motion:** Motion to select Mike Perdue as the Vice Chair.

**Topic Discussion:** The group voted for Mike Perdue as the vice-chair of the code subcommittee.

**Vote:** 7/8 – Mike Perdue

**Motion Action:** Motion Carries

**Topic:** Review of 2018 Virginia Code Development Process

**Motion:** N/A

**Topic Discussion:** Code Subcommittee Members reviewed areas of concern within the 2018 Virginia Code Development Process. Based on the discussion, the group pursued to divide content on the plan in an effort to provide a concise feedback and concerns. Additional updates forthcoming.

**Vote:** N/A

**Motion Action:** N/A

**Topic:** Assignment of chapter coordinators for review of 2015 VSFPC Amendments from Chapters 11-80.

**Motion:** N/A

**Topic Discuss:** The following chapter coordinator assignments were made to help breakup the workload. The goal is to have recommendations and be prepared to discuss Chapters 20-37 at our upcoming February 28<sup>th</sup> meeting.

Chapter 20 – Linda Hale	Chapter 29 – Andrew Milliken
Chapter 21 – Steve Sites	Chapter 30 – Andrew Milliken
Chapter 22 – Perry Weller	Chapter 31 – Linda Hale
Chapter 23 – State FM McGraw	Chapter 32 – Maurice Wilson
Chapter 24 – Mike Perdue	Chapter 33 – Steve Sites
Chapter 25 – Ernie Little	Chapter 34 – George Fitzgerald
Chapter 26 – Perry Weller	Chapter 35 – Steve Sites
Chapter 27 – State FM McGraw	Chapter 36 – Kris Bridges
Chapter 28 – Linda Hale	Chapter 37 – Ernie Little

**Vote:** N/A

**Motion Action:** N/A

**Topic:** Scheduling of next meetings (February, March, April and May)

**Motion:** N/A

**Topic Discussion:** Next code subcommittee meeting will be February 28, 2019 and March 28, 2019.

**Vote:** N/A

**Motion Action:** N/A

#### **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 21, 2019;

**Topic: Live Structure Committee Policy – addition**

**Motion:** Any locality that does not participate in year five burn building inspection provided by VDFP or fails to provide an inspection report from an approved, licensed engineering firm will not receive and be eligible to receive VDFP funds. This will result in the loss of NFPA1403 certification, rendering the building unusable for VDFP Training.

**Topic Discussion:** The discussion revolved around the Live Structure Policy and the lack of clarity on the consequences involving non-participation in the five-year mandatory inspection (comprehensive audit).

- **Issue:** If localities opt out of the five-year plan as provided by DFP and are unable to provide a comparable inspection, should they still receive funding for renovation etc?
- **Current Language:** The current language cites; “Funding decisions will be based on available funding, inspection compliance and circumstances surrounding a specific request.” Additionally, the current policy further adds that as “general practice request will be placed into one of three categories: Compliant, Semi-Compliant, Non-Compliant.”

Agency staff will update the policy to explicitly articulate the consequences of failing to conduct the fifth year inspection or providing a comparable inspection.

**Vote:** Unanimous

**Motion Action:** Motion Carries

**Topic: Extensions – Rockbridge County**

**Motion:** Motion to grant Rockbridge County no cost one-year extension.

**Topic Discussion:** County of Rockbridge requested an extension. Committee granted it.

**Vote:** Unanimous

**Motion Action:** Motion Carries

## **Enclosure 1**

### **Topic: Extensions – Prince George County**

**Motion:** Motion to grant Prince George County a no cost one-year extension.

**Topic Discussion:** Prince George County would like an additional one-year extension. Committee granted it.

**Vote:** Unanimous

**Motion Action:** Motion Carries

## **Enclosure 2**

### **Topic: Change of Prototype**

**Motion:** N/A

**Topic Discussion:** County of Fluvanna representatives requested to pursue a change in their Prototype 2 Class B to Prototype 2 Class A). The committee members agreed additional information was needed, specifically from an A/E firm which can be evaluated by the Agency's A/E Firm (The Structure Group).

**Reilly:** Director Reilly recommends asking the locality to submit its plans to VDFP so that the A/E firm can review it. The locality will submit the information and seek an extension at the June board meeting.

**Vote:** N/A

**Motion Action:** N/A

## **Enclosure 3**

### **Topic: Project Manual Updates**

**Motion:** Accept the recommendations provided by TSG in regards to enhancing the Project Manual.

**Topic Discussion:** Modify the Program Criteria section of the Summary of Burn Building Prop Grant Program within the VDFP Project Manual. Additional items were to be added so the proposed burn props can be specified to be constructed as an “or” based on the VDFP Program Criteria.

At the conclusion of the meeting at The Structure Group on Wednesday, October 24, 2018 - TSG were tasked to provide a list of items that needed to be included in the “Program Criteria” section within the Summary of Burn Building Prop Grant Program in the VDFP Project Manual. These additional items were to be added so the proposed burn props can be specified to be constructed as an **“or”** based on the VDFP Program Criteria. Moreover, change the reference from “outline/performance specifications” to the title of the referenced section, “Program Criteria.” See below details from TSG’s recommendation;

Based on the review of the VDFP Project Manual and the sample VDFP Prototype drawings, TSG feels the following items should be added to the list:

40. Exterior rollover thermal protection along the jambs and headers of window and door openings leading into burn rooms.
41. Interior thermal protection along the underside of the ceiling above burn rooms.
42. Interior thermal protection along the vertical surfaces of burn rooms.
43. Interior rollover thermal protection along the jambs and headers of interior door openings leading into burn rooms.
44. Interior thermal protection along the floor surface throughout burn rooms.
45. Temperature monitoring devices in each burn room.
46. Temperature monitoring devices integrated into a central data recorder to record maximum spike and sustained temperatures during each live fire training evolution.
47. Minimum flat and sloped roofs used for training, floors, and stairs designed with a minimum 100psf live load.
48. Minimum lateral loads, including wind, seismic, and flood loads, designed in accordance with site-specific criteria.

**Vote:** Unanimous



**Motion Action:** Motion Carries

**Enclosure 4** – TSG Project Manual Updates

**Topic: Review of NFPA 1403 Compliance during Training or Training Site**

**Motion:** N/A

**Topic Discussion:** Committee recommends forming a workgroup that will review NFPA 1403 compliance during training or on training site.

**Vote:** N/A

**Motion Action:** N/A

**GRANTS AND FINANCE REPORT FROM THE VDFP CHIEF ADMINISTRATION OFFICER**

**1. FY2019 Live Structure Budget**

- a. Live Structure Obligations/Availability as of January 31, 2019.
  - i. **Cash on hand:** \$ 3,277,218
  - ii. **Unobligated:** \$ 412,407

**2. Aid to localities**

- a. As of January 31, 2019.

**FY-2019 Fire Programs Fund Aid to Localities Payments**

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1	9-21-18	147	45.5%	\$14,567,405	50.7%
2	12-12-18	41	12.7%	\$4,474,459	15.6%
3			0.0%		0.0%
4			0.0%		0.0%
5			0.0%		0.0%
Funds Released		188	58.2%	\$19,041,864	66.3%
Total Funds Not Released		135	41.8%	\$9,686,427	33.7%
AtL Total		323	100.0%	\$28,728,291	100.0%

## UNFINISHED BUSINESS

N/A

## NEW BUSINESS

**Topic: Approve the release of Fire and EMS Study Reports.**

**Motion:** To release the Fire and EMS study for Chilhowie and Wytheville.

**Discussion:** The Full Board accepted the release of the Town of Chilhowie and Town of Wytheville Study.

**Vote:** Unanimous

**Action:** Motion Carries

**Topic: Review/Approve: VFIRS Applications**

**Motion:** Approve current VFIRS applications for funding.

**Discussion:** The Full Board has approved the VFIRS applications.

**Vote:** Unanimous

**Action:** Motion Carries

**Enclosure 5 – VFIRS Grant Recommendations**

**Topic: New Fire and EMS Study**

**Motion:** To approve Southampton County Fire and EMS Study.

**Topic Discussion** Board approved the study for Southampton. Chairman Bailey requested board members to advise him if there is an interest to serve on the site visit etc.

**Vote:** Unanimous

**Action:** Motion Carries

**Enclosure 6 – Study Request Letter**

**COMMENTS FROM THE CHAIRMAN**

Erin Rice, Deputy Director of Government Relations with the Virginia Professional Firefighters Association delivered the following update;

As you know, the legislation concerning worker’s compensation for firefighters SB 1030 (Cosgrove) / HB 1804 (Hugo) adds cancers of the colon, brain, or testes to the existing list of conditions currently presumed to be an occupational disease when developed by firefighters and certain public employees and therefore covered by the Virginia Workers’ Compensation Act.

On a 22-0 vote the House Appropriations Committee reported both pieces of legislation with enactment clauses stipulating that, the requirements of the legislation shall not become effective unless reenacted by the 2020 session of the General Assembly, and that such legislation will consider any research, findings, and recommendations of the JLARC study.

**FULL BOARD BUSINESS**

## UNFINISHED BUSINESS

N/A

## NEW BUSINESS

### **Topic: Administrative Code Update**

**Motion:** Repeal chapters 20, 30, and 40 of the Virginia Administrative Code.

**Topic Discussion:** Deputy Pittinger requested the board to consider a motion to repeal chapters 20 30 and 40 to make in an effort to make it more relevant and adaptable as time passes.

**Vote:** Unanimous

**Action:** Motion Carries

### **Topic: Rules and Procedure – Edits (Code Subcommittee)**

**Motion:** Give DFP the discretion to update policies of the board should legislation be passed effective 7.1.2019.

**Topic Discussion:** During the 2019 General Assembly Session, HB2093 – bill that restructures the fire services board passed. The intent of the bill was to replace the State Fire Marshal with a local fire marshal. Additionally, the intent further sought to replace the Virginia Chapter of International Society of Fire Services Instructors – the entity no longer has a Virginia chapter.

**Vote:** Unanimous

**Action:** Motion Carries

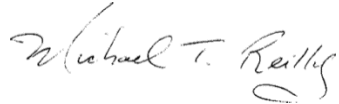
## ADJOURNMENT

The Board adjourned at 12PM

Clerk of the Committee

Mohamed G. Abbamin

**REVIEWED BY:**



February 22, 2019

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Michael T. Reilly  
Executive Director

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Date

**Enclosures:**

- Enclosure 1 – Extensions – Rockbridge County
- Enclosure 2 – Extensions – Prince George County
- Enclosure 3 – Fluvanna - Change of Prototype
- Enclosure 4 – TSG Project Manual Updates
- Enclosure 5 – VFIRS Grant Recommendations
- Enclosure 6 – Study Request Letter – Southampton



**County of Rockbridge**  
*Office of Fire-Rescue & Emergency Management*  
100 Baner Buena Vista, Virginia 24450  
Office: (540) 572-4213

September 16, 2018

Virginia Department Fire Programs  
1005 Technology Drive  
Glenn Allen Virginia, 23059

RE: Burn Building Grant

Dear Grants and Budget Manager,

Rockbridge County Fire-Rescue applied for and was approved for a grant totaling \$445,204 to renovate the existing burn building located at 11 Vista Links Drive Buena Vista. Once approved, a maintenance agreement had to be drafted and approved between the Rockbridge County Board of Supervisors and the Buena Vista City Council outlining the owner versus grantee responsibilities. This process took up the first quarter of the grant cycle. The maintenance agreement has been approved by both jurisdictions, originals of the signed Department of Fire Programs grant agreements have been mailed to your office for final signatures. Due to the time frame of the renovation grant cycle, Rockbridge County Fire-Rescue would like to ask for a no cost one-year extension on the approved renovation project. We appreciate the consideration you will give to our jurisdiction.

Respectfully,

Nathan Ramsey  
Fire-Rescue Chief  
Rockbridge County



Training

**Prince George Fire and EMS**  
P. O. BOX 68, 6602 COURTS DRIVE  
PRINCE GEORGE, VIRGINIA 23875  
(804) 722-8614 FAX (804) 733-2769

January 24, 2019

Theresa Hunter  
Budget and Grants Manager  
Virginia Department of Fire Programs  
1005 Technology Park Drive  
Glen Allen, VA 23059

Ms. Hunter:

On behalf of Director Owens, I am requesting a one year no cost extension to our Burn Building Grant process. We were informed by your office that several items needed to be fixed in our information that went out during our recent bid process. We will be working with you as well as the engineer firm to insure that those corrections are made, so that we can re-advertise in the near future. I would like to thank you and the board for your patience and understanding as we work through this process.

Respectfully,

Donald "Ray" Blake III

## FY19 VFIRS Grant

### Fire Departments Recommended for VFIRS Hardware Grant, FY2019

FIPS	Locality	FDID	Fire Department	Amount	
1	001	Accomac County	001-08	Tasley Volunteer Company	700
2	027	Buchanan County	02705	Big Fork Fire Dept]	700
3	027	Buchanan County	02704	Council Fire Dept	700
4	027	Buchanan County	02701	Grundy Fire Dept	700
5	027	Buchanan County	02709	Hermon Fire Dept	700
6	027	Buchanan County	02706	Knox Creek Fire Dept	700
7	027	Buchanan County	02702	Oakwood Fire Dept	700
8	027	Buchanan County	02701	Patterson Fire Dept	700
9	027	Buchanan County	02707	Russell Prater Fire Dept	700
10	027	Buchanan County	02708	Slate Creek Fire Dept	700
11	027	Buchanan County	02703	Whitewood Fire Dept	700
12	101	King William	10101	King William Volunteer Fire Dept	700
13	143	Pittsylvania County	14313	Brosville VFD/Rescue	700
14	143	Pittsylvania County	14315	Blairs Fire & Rescue	700
15	143	Pittsylvania County	14317	Dry Fork VFD	700
16	143	Pittsylvania County	14319	Kentuck VFD	700
17	143	Pittsylvania County	14305	Turnstall Fire & Rescue	700
18	157	Rappahannock County	15705	Castleton Com. Volunteer Fire Dept	700
19	157	Rappahannock County	15702	Sperryville Volunteer Fire Dept Inc	700
20	157	Rappahannock County	15706	Chester Gap Volunteer Fire Dept	700
21	157	Rappahannock County	15704	Flint Hill Fire Company	700
22	157	Rappahannock County	15701	Washington Volunteer Fire Company	700
23	157	Rappahannock County	15703	Amisville Fire and Rescue Co.	700
24	185	Tazewell County	18509	Bishop Volunteer Fire Dept	700
25	185	Tazewell County	18512	Clearfork Volunteer Fire Dept	700
26	185	Tazewell County	18515	Bandy Volunteer Fire Dept	700
27	185	Tazewell County	18501	Abbs Valley Volunteer Fire Dept	700
28	185	Tazewell County	18513	Dicks Creek Amonate, Dryfork VFD	700
29	318	Boydton	11701	Boydton Volunteer Fire Dept	700
30	340	Clifton Forge	56000	Clifton Forge Fire Dept	700
31	431	Pembroke	7160	Pembroke Volunteer Fire Dept	700
32	660	Harrisonburg	66000	Harrisonburg Fire Dept	700
33	735	Poquoson	73500	City of Poquoson Fire/Rescue	700
34	820	Waynesboro	82000	Waynesboro Fire Dept	700
35	840	Winchester	84000	Winchester Fire and Rescue	700

**24,500.00**

### Locality Amounts Summary for VFIRS Hardware Grant, FY2019

FIPS	Locality	Amount Recommended
001	Accomac County	\$700
027	Buchanan County	\$7,000
101	King William	\$700
143	Pittsylvania County	\$3,500
157	Rappahannock County	\$4,200
185	Tazewell County	\$3,500
318	Boydton	\$700
340	Clifton Forge	\$700
431	Pembroke	\$700
660	Harrisonburg	\$700
735	Poquoson	\$700
820	Waynesboro	\$700
840	Winchester	\$700

**Total      \$24,500**





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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

132 Main Street  
P.O. Box 540  
Palmyra, VA 22963  
(434) 591-1910  
Fax (434) 591-1911  
[www.fluvannacounty.org](http://www.fluvannacounty.org)

November 2, 2018

Virginia Department of Fire Programs

Attn: Burn Building Grant Administration

Dear Ms. Theresa Hunter;

This letter is to request a change to our grant application for a fire training burn building.

The Fluvanna County grant application for the construction of a fire training burn building indicated a Prototype II, Class B fueled building. This letter is to request a change to a Prototype II, Class A fueled building.

I appreciate your assistance with this request and if you require more information please get back in contact.

Respectfully,

Benjamin Powell  
Project Manager

CC: Steve Nichols, Fluvanna County Administrator

John Lye, Fluvanna County Fire and Rescue President

Date: Wed, Oct 31, 2018 at 3:49 PM

Hey Teresa,

At the conclusion of our meeting at TSG on Wednesday, October 24<sup>th</sup>, 2018, we were to provide you a list of items that needed to be included in the "Program Criteria" section of the Summary of Burn Building Prop Grant Program within the VDFP Project Manual. These additional items were to be added so the proposed burn props can be specified to be constructed as an "or" based on the VDFP Program Criteria. Please also change the reference from "outline/performance specifications" to the title of the referenced section, "Program Criteria".

Based on our review of the VDFP Project Manual and the sample VDFP Prototype drawings, we feel the following items should be added to the list:

40. Exterior rollover thermal protection along the jambs and headers of window and door openings leading into burn rooms.

41. Interior thermal protection along the underside of the ceiling above burn rooms.

42. Interior thermal protection along the vertical surfaces of burn rooms.

43. Interior rollover thermal protection along the jambs and headers of interior door openings leading into burn rooms.

44. Interior thermal protection along the floor surface throughout burn rooms.

45. Temperature monitoring devices in each burn room.

46. Temperature monitoring devices integrated into a central data recorder to record maximum spike and sustained temperatures during each live fire training evolution.

47. Minimum flat and sloped roofs used for training, floors, and stairs designed with a minimum 100psf live load.

48. Minimum lateral loads, including wind, seismic, and flood loads, designed in accordance with site specific criteria.

Let us know if you have any further questions or concerns.

Thanks,

**Michael A. Matthews, PE**  
**President / CEO**

**The Structures Group, Inc.**

1200 Old Colony Ln. - Williamsburg, VA 23185  
(757)220-0465 - [www.TheStructuresGroup.com](http://www.TheStructuresGroup.com)

## FY19 VFIRS Grant

### Fire Departments Recommended for VFIRS Hardware Grant, FY2019

FIPS	Locality	FDID	Fire Department	Amount	
1	001	Accomac County	001-08	Tasley Volunteer Company	700
2	027	Buchanan County	02705	Big Fork Fire Dept]	700
3	027	Buchanan County	02704	Council Fire Dept	700
4	027	Buchanan County	02701	Grundy Fire Dept	700
5	027	Buchanan County	02709	Hermon Fire Dept	700
6	027	Buchanan County	02706	Knox Creek Fire Dept	700
7	027	Buchanan County	02702	Oakwood Fire Dept	700
8	027	Buchanan County	02701	Patterson Fire Dept	700
9	027	Buchanan County	02707	Russell Prater Fire Dept	700
10	027	Buchanan County	02708	Slate Creek Fire Dept	700
11	027	Buchanan County	02703	Whitewood Fire Dept	700
12	101	King William	10101	King William Volunteer Fire Dept	700
13	143	Pittsylvania County	14313	Brosville VFD/Rescue	700
14	143	Pittsylvania County	14315	Blairs Fire & Rescue	700
15	143	Pittsylvania County	14317	Dry Fork VFD	700
16	143	Pittsylvania County	14319	Kentuck VFD	700
17	143	Pittsylvania County	14305	Turnstall Fire & Rescue	700
18	157	Rappahannock County	15705	Castleton Com. Volunteer Fire Dept	700
19	157	Rappahannock County	15702	Sperryville Volunteer Fire Dept Inc	700
20	157	Rappahannock County	15706	Chester Gap Volunteer Fire Dept	700
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26	185	Tazewell County	18515	Bandy Volunteer Fire Dept	700
27	185	Tazewell County	18501	Abbs Valley Volunteer Fire Dept	700
28	185	Tazewell County	18513	Dicks Creek Amonate, Dryfork VFD	700
29	318	Boydton	11701	Boydton Volunteer Fire Dept	700
30	340	Clifton Forge	56000	Clifton Forge Fire Dept	700
31	431	Pembroke	7160	Pembroke Volunteer Fire Dept	700
32	660	Harrisonburg	66000	Harrisonburg Fire Dept	700
33	735	Poquoson	73500	City of Poquoson Fire/Rescue	700
34	820	Waynesboro	82000	Waynesboro Fire Dept	700
35	840	Winchester	84000	Winchester Fire and Rescue	700

**24,500.00**

### Locality Amounts Summary for VFIRS Hardware Grant, FY2019

FIPS	Locality	Amount Recommended
001	Accomac County	\$700
027	Buchanan County	\$7,000
101	King William	\$700
143	Pittsylvania County	\$3,500
157	Rappahannock County	\$4,200
185	Tazewell County	\$3,500
318	Boydton	\$700
340	Clifton Forge	\$700
431	Pembroke	\$700
660	Harrisonburg	\$700
735	Poquoson	\$700
820	Waynesboro	\$700
840	Winchester	\$700

**Total      \$24,500**

# SOUTHAMPTON COUNTY

26022 Administration Center Drive  
P. O. Box 400  
Courtland, Virginia 23837



757-653-3015  
Fax: 757-653-0227

February 4, 2019

Mr. Mohamed G. Abbamin, MPA  
Policy Manager  
Virginia Department of Fire Programs  
1005 Technology Park Drive  
Glen Allen, VA 23059

RE: Request for Study of Southampton County Fire/EMS System

Dear Mr. Abbamin:

In accordance with § 9.1-203.4, *Code of Virginia*, I am respectfully requesting the Virginia Fire Services Board (VFSB) to conduct a study of the Southampton County Fire/EMS System in order to provide us with an objective view of our current system, including strengths and weaknesses, along with specific recommendations of how we might improve service delivery.

More specifically, we are requesting you to consider inclusion of the following concentrations in the scope of the study:

- 1) Organization;
- 2) Budget and Administration;
- 3) Delivery of Services – Staffing and Volunteer Recruitment/Retention;
- 4) Fleet Equipment/Apparatus;
- 5) Training; and
- 6) Communications.

Thank you in advance for presenting this request to the VFSB for consideration at their next meeting on February 22, 2019. As we discussed by telephone, I will follow-up with an official resolution from the Board of Supervisors after their next meeting on February 25.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Michael W. Johnson".

Michael W. Johnson  
County Administrator

Department of Fire Programs

FEB 07 2019

Administration

# Virginia Fire Services Board

## MOTION

Committee (check one):  Fire Education & Training  Fire Prevention & Control <sup>SubCommittee</sup>  
 Finance  Administration & Policy  Virginia Fire Services Board

Date: 1/22/19

Motion made by:  Committee or name: Fire Codes & Standards Subcommittee

Second (if required): \_\_\_\_\_

Signature of presenter of motion: \_\_\_\_\_

### MOTION TO:

Appoint Mike Purdue as Vice-Chairman

Amended: (y/n) (y)

Motion Carried: <input checked="" type="checkbox"/>	Vote: Unanimous: _____
Motion Failed: _____	Majority: <input checked="" type="checkbox"/> 7 to 4
	Abstentions: _____

# Virginia Fire Services Board

## MOTION

11

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

Date:

2/21/19

Motion made by:

Committee or name: Jeffrey Bailey

Second (if required):

DAVID HAWKLEY

Signature of presenter of motion:

J. H. Bailey

MOTION TO:

ACCEPT the VDFP TRAIN - the TRAINER  
Pretest Policy inclusive of ALL  
Requirements with the Addition of the textbook  
that is Required Be the textbook (MANUAL)  
that will Be used FOR the CLASS/PROGRAM  
that the person is going to Be instructing

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: 02/22/2019

Motion made by:  Committee or name: James Alan Calvert

Second (if required): \_\_\_\_\_

Signature of presenter of motion: James Alan Calvert

MOTION TO:

To add the "No Cost" provision to the  
burn building time extension requests.

Amended: (y/n)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion Carried: <input checked="" type="checkbox"/>	Vote: Unanimous: <input checked="" type="checkbox"/>
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: 02/22/2019

Motion made by:  Committee or name: James Alan Calvert

Second (if required): \_\_\_\_\_

Signature of presenter of motion: James Alan Calvert

MOTION TO:

Approve both Fire and EMS Studies as presented.

Amended: (y/n)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion Carried: <input checked="" type="checkbox"/>	Vote: Unanimous: <input checked="" type="checkbox"/>
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: 2/21/19 Live Structure Committee

Motion made by:  Committee or name: David Hankley

Second (if required): James Stockley

Signature of presenter of motion: 

MOTION TO:

Any locality that does not participate in the year  
5 burn building inspection provided by VDFP OR  
PROVIDE AN AN INSPECTION REPORT from an  
Approved, Licensed Engineering firm, will NOT  
RECEIVE AND ARE NOT ELIGIBLE TO RECEIVE  
VDEA FUNDS. This will result in loss of 1403  
certification rendering the building UNUSABLE  
for VDEA TRAINING.

Amended: (y/n) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion Carried: <input checked="" type="checkbox"/>	Vote: Unanimous: <input checked="" type="checkbox"/>
Motion Failed: _____	Majority: _____
	Abstentions: _____

# Virginia Fire Services Board

L5

## MOTION

①

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

Date: 2/21/19 Live Structure Fire

Motion made by:  Committee or name: Davis Hankley

Second (if required): Stephanie Korman

Signature of presenter of motion: [Signature]

MOTION TO:  
Amend to READ AS PRESENTED by  
TSG Rep.

Amended: (y/n)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion Carried: <input checked="" type="checkbox"/>	Vote: Unanimous: <input checked="" type="checkbox"/>
Motion Failed: _____	Majority: _____
	Abstentions: _____

# Virginia Fire Services Board

M

## MOTION

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

Date: 2/21/19 Live structure fire

Motion made by:  Committee or name: David Henkey

Second (if required): Stephan Kone

Signature of presenter of motion: \_\_\_\_\_

### MOTION TO:

Extend both Prince George & Rockbridge Counties

Burn Bully Construction - No Cost

Amended: (y/n)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion Carried: <input checked="" type="checkbox"/>	Vote: Unanimous: <input checked="" type="checkbox"/>
Motion Failed: <input type="checkbox"/>	Majority: <input type="checkbox"/>
	Abstentions: <input type="checkbox"/>

# Virginia Fire Services Board

## MOTION

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

Date: 2/22/19

Motion made by:  Committee or name: JAMES SPILKEY VIRGINIA FIRE SERVICES BOARD

Second (if required): JAMES POINDEXTER

Signature of presenter of motion: 

### MOTION TO:

APPROVE ALL CURRENT VFIRS  
APPLICATIONS FOR FUNDING

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: 2/22/19

Motion made by:  Committee or name: Jeffrey Bailey

Second (if required): Ernie Little

Signature of presenter of motion: JH Bailey

MOTION TO:  
CONDUCT Fire AND EMS Study  
FOR Southampton County

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: 2/22/19

Motion made by:  Committee or name: James Poindexter

Second (if required): James Stokely

Signature of presenter of motion: Jan Paul

### MOTION TO:

Give DFP TO update policies of the board  
should legislation be passed. effective 7-1-19

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: 2/22/19

Motion made by:  Committee or name: ERNIE LITTLE

Second (if required): James Poindexter

Signature of presenter of motion: Ernie Little

MOTION TO:

REPEAL CHAPTERS 20, 30, AND 40 OF THE  
VIRGINIA ADMINISTRATIVE CODE.

Amended: (y/n)

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