

## **VIRGINIA FIRE SERVICES BOARD**

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Full Board Meeting  
Friday, February 21, 2020  
Virginia Beach Convention Center  
10:00am

A regular meeting of the Virginia Fire Services Board was held on February 21st, 2020 at the Virginia Beach Convention Center in Virginia Beach, VA at 10:00 am. Board Chair, Walter Bailey facilitated this meeting and the Board had a constituted Quorum.

### **Board MEMBERS PRESENT**

David Collins Hankley	Harry L. Day
James Alan Calvert	Rick Gregory
James Moore Stokely	Jerome Williams
Bettie Reeves-Nobles	Keith H Johnson
Walter T Bailey	Robert Farrell
Ernest H Little	James Davis Poindexter
Scott Garber	

### **COMMITTEE MEMBERS ABSENT**

Dennis Linaburg  
Stephanie L Koren

### **GUESTS PRESENT**

William Garrett	Scott Winston
Larry Gwaltney	Chris Shaver
Ken Brown	Larry Logan
Brian Spicer	Brad Owens
Randall Johnson	Linda Hale
David Hutcheson	Jeff Flippo
Adam Amburgery	Billy Chandler
Mike Moles	Blane Johnson
Ted Adams	

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### **AGENCY MEMBERS PRESENT**

Travis Rickman	Brook Pittinger
Mike Reilly	Brenda Scaife
Theresa Hunter	Bill MacKay
Amanda Kennedy	Jeff Liebold
Briant Atkins	Vanessa Copeland
Doreen McAndrews	Karen Busch

### **CHANGES IN THE AGENDA**

N/A

### **PUBLIC COMMENTS**

Comments were made by the President of the State Volunteer Firefighter Association to express for their support for the modular training programs that will help support the training of our volunteer departments. They also stood to support the change in the ATL minimums and believe that the change would benefit the smaller localities and bring much needed support to some of the smaller jurisdictions.

### **CONSENT AGENDA**

Previous minutes motioned for approval by Ernie Little and seconded by Keith Johnson, unanimous agreement from the committee to approve the previous meeting minutes.

### **AGENCY REPORTS**

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**Chief Safety Officer Report**

Risk Management Branch Report

- Firefighter Cancer Awareness: Deliveries still ongoing. Have them coming up at Albemarle Regional Fire School and at Navy Fire Service Safety Conference in April.
- Live Fire Training: Still attending Live Fire Training across the Commonwealth. Checking on compliance with NFPA 1403 and our policies by our staff. Live Fire Training Policy to be released 2/28. In final review. OSB use will be prohibited based upon more and more data indicating it poses significant exposure issues to firefighters.

**1403 -18 Training Update:**

**1,168 Live Fire Instructors/1403 Compliance Officers.**

**262 Current Live Fire Instructors/1403 Compliance Officers with standard year "2018"**

**Total 1403 Instructors current by Division:**

**Division 1- 60 Compliance Officers**

**Division 2- 32 Compliance Officers**

**Division 3- 10 Compliance Officers**

**Division 4- 32 Compliance Officers**

**Division 5- 25 Compliance Officers**

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**Division 6- 24 Compliance Officers**

**Division 7- 79 Compliance Officers**

- **Statistical Data:** Please see below for statistical data for the injuries documented in our training programs.
- **Quality Assurance Program Update:** See Quality Assurance Branch Report
- **Accreditation:** See Quality Assurance Branch Report Below

**VDFP Current Fiscal Year 2020 Training Injury Stats**

	<b>FY 18</b>	<b>FY 19</b>	<b>FY 20 thru 2/14</b>
<b>Total Injuries</b>	59	57	49
<b>Leading Type of Injury</b>	Strains, Sprains, and Pain	Strains, Sprains, and Pain	Strains, Sprains, and Pain
<b>Most injuries by Division</b>	Division 1	Division 2	Division 2
<b>Percentage of Injuries during Live Fire</b>	46%	26%	10%
<b>Most injuries by Class</b>	FF Series	FF Series	FF Series
<b>Average Age of Injured</b>	28	30	26.5

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<b>Average BMI of Injured</b>	<b>30.6%</b>	<b>28.5%</b>	<b>29.7%</b>
<b>Percentage of Injuries-Career</b>	<b>47%</b>	<b>56%</b>	<b>38%</b>
<b>Percentage of Injuries-Volunteer</b>	<b>53%</b>	<b>44%</b>	<b>62%</b>

	<b>FY19 Thru 2/14</b>	<b>FY 20 thru 2/14</b>	<b>+/- % Change</b>
<b>Total Injuries</b>	<b>26</b>	<b>49</b>	<b>88%</b>
<b>Leading Type of Injury</b>	<b>Strains, Sprains, and Pain</b>	<b>Strains, Sprains, and Pain</b>	<b>N/A</b>
<b>Most injuries by Division</b>	<b>Division 2/TRT</b>	<b>Division 2</b>	<b>N/A</b>
<b>Percentage of Injuries during Live Fire</b>	<b>27%</b>	<b>10%</b>	<b>-17%</b>
<b>Most injuries by Class</b>	<b>FF Series</b>	<b>FF Series</b>	<b>N/A</b>
<b>Average Age of Injured</b>	<b>27.8</b>	<b>26.5</b>	<b>-4.6%</b>
<b>Average BMI of Injured</b>	<b>27.8%</b>	<b>29.7%</b>	<b>1.9%</b>
<b>Percentage of Injuries-Career</b>	<b>50%</b>	<b>38%</b>	<b>-12%</b>
<b>Percentage of Injuries-Volunteer</b>	<b>50%</b>	<b>62%</b>	<b>12%</b>

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<b>Statistical Data: (FY 20 through February 14 2020)</b>	
<b><u>VDFP Training Injuries:</u></b>	<b>MO -Injury From Fall: 0 FY Total: 5</b>
<b>Since FY Beginning: 49</b>	<b>MO -Exhaustion/Over Exertion: 1 FY Total: 10</b>
<b>Week: 4 Months Total: 4</b>	<b>MO- Struck By: 0 FY Total: 6</b>
<b>Live Fire Training: Week: 1 FY Total: 5</b>	<b>MO - Strains, Sprain, Pain: 2 FY Total: 23</b>
	<b>MO - Burn : 1 FY Total: 2</b>
<b><u>Program :</u></b>	<b>MO - Other: 0 FY Total: 3</b>
<b>MO-Firefighter Series: 4 FY Total: 29</b>	
<b>MO - Mayday Operations: 0 FY Total: 3</b>	<b><u>By Division:</u></b>
<b>MO - HMO: 0 FY Total: 2</b>	<b>MO Div. 1: 0 FY Total: 1</b>
<b>MO- TRT: 0 FY Total: 14</b>	<b>MO Div. 2: 2 FY Total: 27</b>
<b>MO - VFMA: 0 FY Total: 1</b>	<b>MO Div. 3: 0 FY Total: 2</b>
<b>MO - DPO : 0 FY Total 0</b>	<b>MO Div. 4: 0 FY Total: 0</b>
<b>MO - Marine: 0 FY Total: 0</b>	<b>MO Div. 5: 0 FY Total: 0</b>

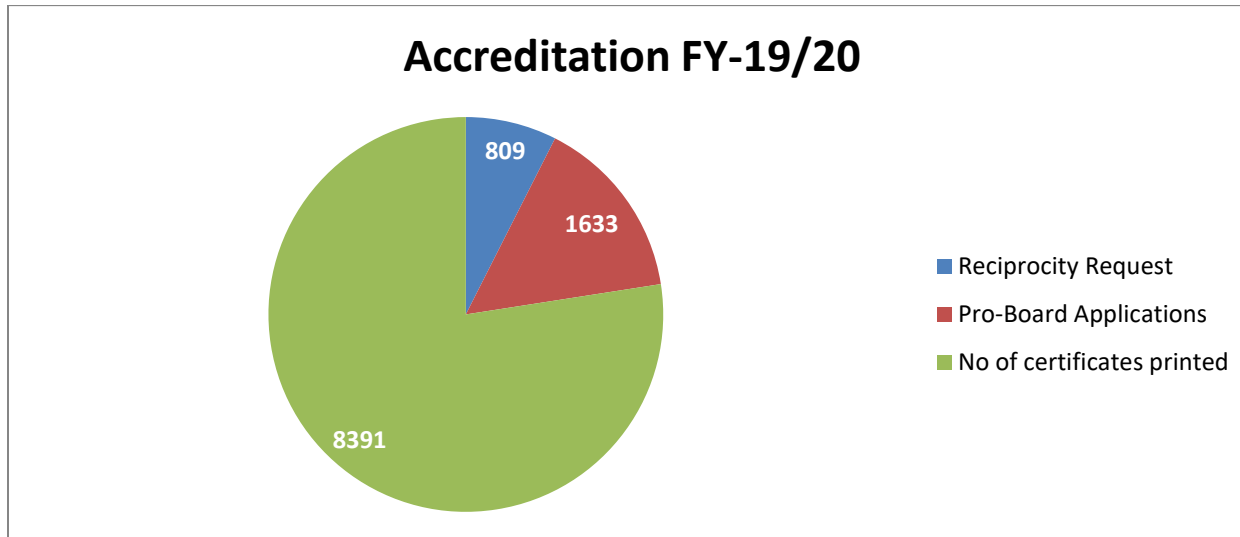
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<b>MO ARFF: 0 FY Total: 0</b>	<b>MO Div. 6: 1 FY Total: 3</b>
<b>MO - Other: 0 FY Total: 0</b>	<b>MO Div. 7: 1 FY Total: 1</b>
	<b>MO Specialty: 0 FY Total: 15</b>
	<b>FY: (FMA: 1 TRT: 14 Marine: 0 ARFF: 0)</b>

**February 2020 VFSB Meeting Report**

**Quality Assurance Division Report:**



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The following are highlighted efforts that either have or are being worked on by the QA Division staff:

- We have prepared for the site visit for ProBoard and they will conduct their visit on February 24<sup>th</sup>-26<sup>th</sup>. They will review the 16 levels reviewed by IFSAC plus an additional 7 levels.
- We started the site visits for our QA program during the month of January 2020. So far we have conducted site visits in Divisions 1, 2, 5, 6 and 7. We have created some standardized reports that are being utilized by the small group of QA instructors and the QA Division Chief. Our goal is to full implement the program with the other instructors over the next thirty to sixty days.
- The QA staff is still engaged in the CSOD implementation team. We are working on the certification component to meet the requirements needed for implementation.
- We have addressed the backlog of certifications needed from the FSTRS and those have been printed and mailed to the students for all programs closed out by the Division Offices for schools up to November 1, 2019. All program processing from November 1<sup>st</sup> to date is being done in the new LMS.
- We have started the move to standardized test packages being mailed out from Glen Allen. This project will take about four months to fully implement. We are starting with Division 1 and 5 and will add the remaining divisions by July 1<sup>st</sup>. This will assist with a standard package and better allow us to ensure test analytics to be performs on our testing.



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### **Chief of Training and Operations Report**

- **Course/Class Delivery:**
  - The Branch Chief and QA staff attended the annual Pro Board meeting in January. Across the globe, there are currently seventy-nine accredited agencies of which VDFP is one. It was very interesting to see how various accredited agencies are conducting testing and how some do no educational delivery at all and are solely focused on testing and certification.
  - In 2020 significant work will be done on the Firefighter series, Instructor series, as well as ARFF and Marine programs. This will be done to meet the new standards that have come out. The agency continue to work on modular delivery programs to meet the desire of the Fire Board.
  - VDFP staff will be delivering two 90-minute Cornerstone programs at the Fire-Rescue Conference. This will be an excellent opportunity for all interested stakeholders to gain additional insight into this new Learning Management System (LMS) and get a better understanding of its limitation as well as its advantages.
  - The “course call” for NFA classes will be held in March. Our next opportunity to deliver an NFA sponsored program or participate in a “state Weekend Program” will not be until after October of CY2020. It is the desire of the agency to deliver more NFA classes in various Divisions within the Commonwealth. In prior years, classes were concentrated in the NOVA area with only one being held in Division V. If a locality is interested in host an NFA class please let me know.
  - New testing to comply with the new standard year will be rolled out in the near future. There is a greater effort being made to separate course delivery, from testing.
- **Staffing:**
  - Divisions I and V have new full-time Administrative Assistants. This still leaves Division III without one.

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- We are in the process of recruiting/hiring for additional adjunct instructors in the HTR and ARFF programs. The agency is carrying an adjunct staff of between 400 and 500 instructors. Requirements to remain in an eligible status is that an employee (adjuncts are considered state employees) must perform a compensated duty function at least once in a twenty-four month period.
- The agency has experienced several instances where a contracted adjunct instructor has cancelled at the last minute. While sickness and significant unexpected situations do arise, several of these cancellations were due to the adjunct accepting a “FEMA or USAR deployment. This forced the cancellation of several deliveries in recent months.
- **Initiatives:**
  - Work continues on the Cornerstone Project with the agency anticipating a “go live” in the near future. We are still working through some challenges associated with system generated emails as well as certificate printing that contains the seals/numbers of both Pro-Board and IFSAC. Divisions are currently working in the system to create events and sessions and become acclimated to the system. As a reminder, Cornerstone is primarily an LMS and not a Records Management System. Its functionality and capability are much different than the FSTRS system that has been in use for several decades. Since it is a commercial off the shelf (COTS) product it will require some changes in business practices and us (all users and stakeholder) to adapt to its limitations and processes.
  - This spring we will finally make available to our adjuncts the ability to procure “uniform” components that may be worn while representing VDFP. This has been a long time coming and will enhance the professional image of the agency and its staff representatives.
  - We continue to work on reducing injuries that occur during training and are in the process of incorporating “best practices” into both didactic and practical learning environments. It is the position of the agency that we will continue to monitor for compliance with established standards for safety to include material being burned in live fire evolutions, condition of PPE, establishment of rehab areas, and compliance with OSHA/VOSH. It is my opinion that certain elements of NFPA 1402 will have significant impact to some of our training environments.

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- The Curriculum Developer (CD) is slowly transitioning from Cornerstone being her primary focus, to more tasks associated with what she was hired to perform. Work continues on elements of the Haz Mat curriculum as well as VFMA courses. The CD will also be assisting in the previously mentioned curriculum updates.
- Direct agency support of conferences has been limited to four. They are the Fire-Rescue Conference, International Association of Arson Investigators, Virginia State Firefighters Association, and the Virginia Professional Firefighters.
- VDFP staff is working with several localities to establish MOU's for program delivery. We continue to work with those localities that have "Delegated Authority" to ensure consistency of not only delivery but testing as well. Some recent QA audits have shown that there are some areas that need to be addressed and staff will be working to correct those processes/practices.
- **Division Offices:**
  - The technology infrastructure at D-5 has been rectified and things are in place to allow staff to function as expected.
  - Downsizing of Division 2 is moving forward with an estimated 30% reduction in footprint.
  - The anticipated spring relocation of D-4 has been pushed back. VDFP is awaiting a firm commitment from VITA as to when the IT infrastructure will be in place to support the office operations.
  - VDFP staff are still evaluating potential sites in the Lynchburg area for the relocation of D-3.
  - Division offices have been working with QA staff on correlation and other tasks associated with the upcoming Pro-Board meeting/site group visit. Over the past 6-months they have been critical to the agency receiving

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accrediting for 11 additional levels within IFSAC. This makes a total of 16 levels of IFSAC accreditation that the agency holds.

- **National Fire Academy, Virginia Weekend:**

- Looking to establish a partnership with another state(s) to take advantage of greater course selection and student engagement. Virginia was the first state to attend in Federal FY 2021 (begins in October) so we are not eligible for another SWP until after October 2020.
- As mentioned earlier, it is the desire of the agency to deliver NFA programs in a more equitable manner across the Commonwealth. VDFP is soliciting departments that are willing to host a delivery of a two-day NFA program in federal FY21.

### **State Fire Marshal Report**

#### **Statewide Fire Fatalities**

There were 59 fire fatalities in CY19. For CY2020 There are currently 11 reported fire fatalities with 2 pending results of investigation that occurred in Danville, VA on 2/17/2020. The vast majority of fire fatalities occur in one and two family residential occupancies. According to NFPA's "Home Structure Fires" report issued October 2019, 79% of all fire deaths and 73% of all reported injuries were caused by home fires. In addition, NFPA reports that most home fire casualties result from five causes: cooking, heating, electrical, intentional, and smoking material. Causes that lead to fire fatalities in Virginia are consistent with national statistics. The strategy to reduce fire fatalities in the home continues to be a focus on public education by offering fire and life education courses, working with stakeholder groups, and continuing to engage with NFPA Public Education Network to ensure Virginia stays abreast of current training and education to support community risk reduction efforts.

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DATE	CITY/COUNTY	GENDER	AGE	RESIDENTIAL BUILDING TYPE
1/1/2020	Henry County	F	66	Single Family Dweling
1/9/2020	Bedford	F	UK	Single Family Dweling
1/17/2020	Pamplin	M	24	Single Family Dweling
1/17/2020	Pamplin	F	11 Months	Single Family Dweling
1/22/2020	James City County	M	72	Single Family Dweling
1/23/2020	Wise	UK	UK	Single Family Dweling
1/29/2020	Brunswick County	F	79	Single Family Dweling
1/29/2020	Brunswick County	F	80	Single Family Dweling
2/3/2020	Albermarle County	UK	UK	Single Family Dweling
2/4/2020	VA Beach	F	65	Single Family Dweling
2/13/2020	Roanoke	UK	UK	Single Family Dweling

Staffing:

- Divisions 1, 2, and 5 (X2) have new Deputy State Fire Marshal I's that all began employment the month of February.
- We are in the process of interviewing and hiring several vacant positions that include Assistant State Fire Marshal – Field Operations, Assistant State Fire Marshal – Special Operations, Executive Administrative Assistant, and several Deputy State Fire Marshal I & II's in Divisions III & VI.

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### SFMO- Dell Rugged Tablets

Deputy State Fire Marshals have been issued Dell Rugged Tablets for managing and completing field inspection reports. This upgrade will allow inspectors to better manage the inspections reporting process while providing better service to clients as well as producing timely internal data to support SFMO operations.

### Special Events Support

The State Fire Marshal Office assisted Capitol Police with planning for the 2A demonstration rally at the State Capitol. Specifically, assistance was provided with ensuring occupancy loads at the State Capitol and Pocahontas building did not exceed capacity and fire protection systems that were on bypass were functioning and monitored. Systems were allowed to be placed on bypass to reduce disruption of legislative functions during protest activities.

The SFMO has been getting request to assist local agencies with special events throughout the year. Request have been to assist with planning and staff to support enforcement of the SFPC. The SFMO anticipate these request to increase as seasonal events increase throughout the Commonwealth.

### Legislation

- **SB 333 and HB 670-** Both have identical language that deals with Barricade Devices. The amended bill patroned by Delegate Cole and Senator Stuart will require the Department of Housing and Community Development to convene stakeholders representing entities that enforce the USBC and the SFPC along with, other law-enforcement organizations and representatives of local governments throughout the Commonwealth to develop proposals for changes to the USBC and SFPC for submission to the Board of Housing and Community Development. Such proposals shall have the goal of assisting in the provision of safety and security measures for the Commonwealth's public buildings for active-shooter or hostile threats while maintaining compliance with basic accessibility requirements under the federal Americans with Disability Act.

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- HB770-Virginia Fuels Tax Act refueling Vehicles-** This legislation was continued over to the 2021 session with a letter from the chairman to DHCD to look further into the issue. Then legislation looked to effectively reverse the prohibition of transferring gasoline from tank vehicles into fuel tanks of motor vehicles without proper fire prevention regulations, fire suppression or spill mitigation being followed. Currently the Virginia Statewide Fire Prevention Code allows for refueling of Class II and III motor vehicle fuels from tank vehicles into fuel tanks of vehicles located at commercial, industrial, governmental or manufacturing establishments, e.g. private property. This is allowed due to the lower risk and need for safety measures due to the lower flash point (ignition temperatures) of these liquids. We have some concerns as it relates to the Class I liquids which are the most hazardous of flammable liquids with a flash points below 73°F. Common Class I liquid is gasoline. Unlike diesel fuel, Gasoline produces ignitable vapors that are 3-4 times heavier than air and can travel along the ground, accumulating in low or enclosed spaces.
- SB141-**Was stricken at the request of the patron but could come up again next year. Related to **Building and fire codes; notice requirements.** Would have required that notice mandated by the Statewide Fire Prevention Code or the Uniform Statewide Building Code be provided to the owner of the building, structure, property, or premises in question by the enforcement agency or local building department, respectively. This process is already outlined in the SFPC.

Statewide Fire Official Coverage Areas

Virginia SFMO

Counties, Cities and Towns by Division

	Division 1	Division 2	Division 3	Division 4	Division 5	Division 6	Division 7
	<i>Counties</i>	<i>Counties</i>	<i>Counties</i>	<i>Counties</i>	<i>Counties</i>	<i>Counties</i>	<i>Counties</i>
1	Amelia	Clarke	Albemarle	Bland	Accomack	Alleghany	Arlington
2	Caroline	Culpeper	Amherst	Buchanan	Brunswick	Bath	Fairfax

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3	Charles City	Fauquier	Appomattox	Carroll	Gloucester	Bedford	Loudoun
4	Chesterfield	Frederick	Augusta	Dickenson	Greensville	Botetourt	Prince William
5	Dinwiddie	Madison	Buckingham	Giles	Isle of Wight	Craig	
6	Essex	Orange	Campbell	Grayson	James City	Franklin	
7	Goochland	Page	Charlotte	Lee	Matthews	Floyd	
8	Hanover	Rappahannock	Cumberland	Pulaski	Middlesex	Henry	
9	Henrico	Rockingham	Fluvanna	Russell	Northampton	Highland	
10	King George	Shenandoah	Greene	Scott	Southampton	Montgomery	
11	King & Queens	Spotsylvania	Halifax	Smyth	Surry	Patrick	
12	King William	Stafford	Lunenburg	Tazewell	Sussex	Pittsylvania	
13	Lancaster	Warren	Mecklenburg	Washington	York	Roanoke	
14	Louisa		Nelson	Wise		Rockbridge	
15	New Kent		Prince Edward	Wythe			
16	Northumberland						
17	Nottaway						
18	Powhatan						
19	Prince George						
20	Richmond						
21	Westmoreland						
Total	21	13	15	15	13	14	4
	Cities	Cities	Cities	Cities	Cities	Cities	Cities
1	Colonial Heights	Fredericksburg	Charlottesville	Bristol	Chesapeake	Buena Vista	Alexandria
2	Hopewell	Harrisonburg	Lynchburg	Galax	Emporia	Covington	Fairfax
3	Petersburg	Winchester	Staunton	Norton	Franklin	Danville	Falls Church
4	Richmond		Waynesboro		Hampton	Lexington	Manassas
5					Newport News	Martinsville	Manassas Park
6					Norfolk	Radford	
7					Poquoson	Roanoke	
8					Portsmouth	Salem	
9					Suffolk		



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10					Virginia Beach		
11					Williamsburg		
Total	4	3	4	3	11	8	5
	<b>Towns</b>	<b>Towns</b>	<b>Towns</b>	<b>Towns</b>	<b>Towns</b>	<b>Towns</b>	<b>Towns</b>
1	Ashland	Berryville	Altavista	Abingdon	Accomac	Bedford	Clifton
2	Bowling Green	Boyce	Amherst	Appalachia	Alberta	Blacksburg	Dumfries
3	Burkeville	Bridgewater	Appomattox	Big Stone Gap	Belle Haven	Boones Mill	Hamilton
4	Colonial Beach	Broadway	Boydton	Bluefield	Bloxom	Buchanan	Haymarket
5	Crewe	Culpeper	Brodnax	Cedar Bluff	Boykins	Chatham	Herndon
6	Irvington	Dayton	Brookneal	Chilhowie	Branchville	Christiansburg	Hillsboro
7	Louisa	Edinburg	Charlotte Court House	Cleveland	Brodnax	Clifton Forge	Leesburg
8	McKenny	Elkton	Chase City	Clinchco	Cape Charles	Fincastle	Lovettsville
9	Mineral	Front Royal	Clarksville	Clinchport	Capron	Floyd	Middleburg
10	Montross	Gordonsville	Craigsville	Clintwood	Cheriton	Glasgow	Occoquan
11	Port Royal	Luray	Dillwyn	Coeburn	Chincoteague	Goshen	Purcellville
12	Tappahannock	Madison	Drakes Branch	Damascus	Claremont	Gretna	Quantico
13	Warsaw	Middletown	Farmville	Dublin	Courtland	Hurt	Round Hill
14	West Point	Mount Crawford	Grottoes	Duffield	Dendron	Iron Gate	Vienna
15	White Stone	Mount Jackson	Halifax	Dungannon	Eastville	Monterey	
16		New Market	Kenbridge	Fries	Exmore	New Castle	
17		Orange	Keysville	Gate City	Hallwood	Ridgway	
18		Remington	La Crosse	Glade Springs	Ivor	Rocky Mount	
19		Shenandoah	Pamplin City	Glen Lyn	Jarratt	Stuart	
20		Stanley	Phenix	Grundy	Keller	Troutville	
21		Stephens City	Scottsburg	Haysi	Kilmarnock	Vinton	
22		Strasburg	Scottsville	Hillsville	Lawrenceville	Windsor	
23		The Plains	South Boston	Honaker	Melfa		
24		Timberville	South Hill	Independence	Nassawadox		
25		Toms Brook	Stanardsville	Jonesville	Narrows		
26		Warrenton	Victoria	Lebanon	Newsoms		
27		Washington	Virgilina	Nickselville	Onancock		

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28		Woodstock		Pearisburg	Onley		
29				Pembroke	Painter		
30				Pennington Gap	Parksley		
31				Pocahontas	Saxis		
32				Pound	Smithfield		
33				Pulaski	Stony Creek		
34				Rich Creek	Surry		
35				Richlands	Tangier		
36				Rural Retreat	Urbanna		
37				St. Charles	Wachapreague		
38				St. Paul	Wakefield		
39				Saltville	Waverly		
40				Tazwell			
41				Troutdale			
42				Weber City			
43				Wise			
44				Wytheville			
Total	15	28	27	44	39	21	14

<i>SFMO</i> provides enforcement of SFPC	
<i>Local Fire Official</i> provides SFPC enforcement	
<i>Surrounding county</i> provides SFPC enforcement	
Absent of documents or local ordinance assume <i>surrounding county</i> enforces SFPC	

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

Executive Director Reilly spoke and thanked the Fire Chiefs Association for partnering with us to allow the Virginia Fire Service Board to convene at the conference and also congratulated Chief Hutcheson on his appointment as President of the Fire Chiefs Association. Chief Reilly then discussed the APA report and the steps and actions that the agency has taken to address those concerns and move the agency forward such as the hiring of an internal auditor to access the agency improvements. The board asked for an updated progress report on some of the great things that VDFP is doing. He also announced the new position that was filled by Brook Pittinger as the Assistant Chief of Administration and Risk Management and also welcomed the new Deputy Director Robert Dube to VDFP. Lastly the Executive Director gave a legislative update and discussed pieces of legislation that we have been watching over the General Assembly Session.

### **FIRE EDUCATION & TRAINING COMMITTEE**

#### **A. Report from the Training and Education Committee**

- i. **Topic:** Live Fire Training Certification Class Update/transition from the 1403 Compliance Officer curriculum (FY 2019 Strategic Training Plan)  
**Comments:** This was discussed as possible negative impact on localities in multiple aspects. The changes made to the NFPA to become compliant may have effect on the smaller localities who cannot afford the changes needed to stay compliant.
- ii. **Topic:** Fire Department Rosters Update (FY 2019 Strategic Training Plan)  
**Comments:** The Chairman discussed about how the rosters debate for delivery methods to get the roster updates.
- iii. **Topic:** Firefighter I Curriculum Update  
**Comments:** VDFP staff discussed that they would be meeting in the coming weeks to help implement the updated training. This group will be updating the curriculum for online and in class classes.

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- iv. **Topic:** Liberty University Fire Administration Crosswalk Program  
**Comments:** The Chairman asked for an update from Brook Pittinger and she reported that they were still progressing forward on the incentive as it relates to including our curriculum in their training at Liberty

B. UNFINISHED BUSINESS

C. NEW BUSINESS

### **FIRE PREVENTION & CONTROL COMMITTEE**

A. Report From The Department of Forestry

#### **Virginia Dry Hydrant Program**

Virginia's Dry Hydrant program for FY 2020 includes 21 new installs and 19 repairs. The work for this year has started and will be completed ahead of the June 01, 2020 deadline. In support of the dry hydrant program, the VDOF has now imported the GIS-based locations of all dry hydrants across the Commonwealth into the agency's FiResponse dispatching program. As such, VDOF 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 VDOF website. In 2019, 102 fire departments received more than \$221,000 through the VFA program.

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### **Spring Wildfire Season**

From a calendar standpoint, Virginia's spring wildfire season officially began on February 15th, however activity has been light thus far. The wet weather that prevailed during most of last year also helped to make 2019's wildfire activity the lowest on record in terms of number of wildfires, with VDOF records going back to 1914. In calendar year 2019, the VDOF suppressed 389 wildfires, which burned 2508 acres. 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 this year.

The agencies 4 pm prescribed burning exemption program received more than 120 requests for this spring, which plan to control 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 20 – May 23, 2020 at Longwood University. Nearly 300 students will take advantage of the 11 different course offerings, which include coursework focused on wildfire suppression, fire behavior, prescribed burning, and emergency incident management. 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://cvent.me/gZmGow>

### **FiResponse Dispatching Application**

Spring 2020 marks the one-year anniversary of the VDOF's launch of the FiResponse dispatching application. The application provides online and mobile phone-based tracking of resources and active incidents, to support the agency's emergency dispatch function, as well as providing real-time situational awareness of all agency response operations.

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B. Report from The Codes and Standards Subcommittee

N/A

**ADMINISTRATION, POLICY, AND FINANCE COMMITTEE**

A. Report from Administration, Policy and Finance Committee

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. **Topic:** Discussion on the Increase of Aide to Localities Minimums

**Motion:** A motion was made by James Calvert to Increase the Minimum Aid to Localities from \$10,000 to \$15,000 for towns and from \$20,000 to \$30,000 for county and city jurisdictions. The motion was properly seconded by committee member Jim Stokely.

**Topic Discussion:** The Chairman made remarks to the committee as to the need of the increase of the minimums and touched on how the committee has gotten to this point. The Chairman brought up a possible change of the ATL Minimums to increase the appropriation of minimums to \$10,000 to \$15,000 for towns and from \$20,000 to \$30,000 for cities and counties. He asked VDFP staff what the increase would look like if we increased those minimums and was told that it would be a \$952,000 increase. The Chairman then made the point that with this change smaller localities would be getting a larger share of the ATL funds and the larger localities would still see an increase but it would be significantly less than their normal yearly increase. Board Member Keith Johnson did want to point out when the discussion came about over why the larger localities got such large increase was because of their population and the increase of the Fire Programs Fund. He also pointed out that the increase that they were discussing would be a change in how the increase of the fire programs fund would be distributed year over year. It

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was discussed that even if we did increase the minimums we need to find additional revenues to increase the pie or Fire Programs Fund to be able to offer more to the local departments. The Chairman asked that all documents pertaining to the change be sent out to the board before the full board votes on the final page.

**Vote:**

**Motion Action:**

2. **Topic:** Northumberland County Fire & EMS Study Request

**Motion:** To approve the Northumberland County Fire & EMS Study request.

**Topic Discussion:**

**Vote:** It was unanimously supported by the committee

**Motion Action:**

3. **Topic:** Discussion on the Greene County Study

**Motion:** N/A

**Topic Discussion:** The Chairman of the committee asked for the board committee clerk to give an update on the status of the Greene County study. The clerk responded saying that there were some items that the research committee still needed before they completed their report such as dispatch services. It was stated that the study would come before the committee at the next meeting for full approval. Board Member Bettie Reeves-Nobles echoed those comments and agreed that it was imperative that we get in touch with the dispatch services before we submit to the full board. Member Reeves- Nobles asked if we could do some follow up on the studies that we do in the future to get feedback to see the status and effectiveness of the studies that the board conducts.

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**Motion Action:** N/A

**LIVE STRUCTURE COMMITTEE**

- A. Report from the Live Structure Committee
- B. Unfinished Business

1. **Topic:** Roanoke County Burn Building Conversion Request

**Motion:** To approve the Roanoke County Conversion Request from a Class B to Class A structure in alignment with The Structure Group Recommendations and send to the full board for final approval. The Motion was made by David Hankley and properly Seconded by member James Stokely.

**Topic Discussion:** A representative from Roanoke County spoke at the meeting and informed the committee of the current status of the project. Chairman Walt Bailey asked the representative a question in regards of Roanoke asking the VFSB for funds to add in the conversion. The representative said they had not requested any funds to aide in the conversion. The chairman also inquired if Roanoke had discussed the changes in conversion with the structure group and he said yes. The last comment was made that if the change is made to aide in the conversion process that the Live Structure Committee should approve changes to govern the new conversion process at their next meeting.

**Vote:** Unanimous

**Motion Action:** To send to the full board for approval on Friday February 21st for final approval

- C. New Business



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### **1. Topic:** City of Suffolk Application for Burn Building Grant Request

**Motion:** Board Member Bettie Reeves- Nobles made the motion to approve the funding in the full amount for the new burn building for the City of Suffolk and send it to the Full Board on Friday February 21<sup>st</sup> for final approval. The motion was properly seconded by James Stokely.

**Topic Discussion:** A representative from the City of Suffolk was in attendance and informed the committee on the reasons for the need of a building in the western tidewater area. Suffolk made the promise that they would be the ones that would be maintaining the new structure and would be matching funds with \$1.5 Million to help in the construction of the structure and maintenance.

The Chairman asked if the city had considered the new changes in language to keep the building in compliance with the new NFPA standards and the representative said they had took those into account.

**Vote:** Unanimous

**Motion Action:** Present it to the full board meeting on Friday February 21<sup>st</sup> for full approval

### **2. Topic:** County of Rockbridge Renovation Extension Request

**Motion:** To grant the County of Rockbridge a 1 year no cost extension and send the recommendation to the full board for final approval was made by member David Hankley and seconded by Bettie Reeves-Nobles

**Topic Discussion:** A representative from the county of Rockbridge was present at the meeting and informed the committee that the structure they are requesting the extension for has brought on an A&E firm. The chairman requested the county go for a year extension instead of a six month extension as requested.

**Vote:** Unanimous

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**Motion Action:** Present it to the full board meeting on Friday, February 21<sup>st</sup>, 2020 for full board approval.

### **3. Topic: Prince George no cost extension**

**Motion:** To approve the no cost Prince George project extension for one year and send it to the full board for final approval. Motion made by James Stokely and seconded by member Bettie Reeves- Nobles.

**Topic Discussion:** A representative from Prince George was present at the meeting and informed the committee that several things can impact a large project such as this that they didn't expect. He apologized for the communication error and that he would be taking full control of the project. They are 80% complete and have been working with the A&E firm and asked the board for a one year no cost extension

**Vote:** Unanimous

**Motion Action:** Present it to the full board meeting on Friday, February 21<sup>st</sup>, 2020 for full board approval.

## **COMMENTS FROM THE COMMITTEE CHAIR**

### **FULL BOARD BUSINESS**

#### A. Unfinished Business

- a) Vice Chair Nominations Committee Report
- b) Vice Chair Elections

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B. New Business

- a) Cornerstone Presentation
- b) Women in Fire Service Presentation
- c) Census Data Discussion

**ADJOURNMENT**

Motion was made to adjourn by Lee Day and seconded, committee adjourned at 12:03pM

Clerk of the Committee: Travis Rickman

**REVIEWED BY:**

Brook Pittinger  
Deputy Executive Director