

# **VIRGINIA FIRE SERVICES BOARD**

Full Board Meeting  
Friday, February 25, 2022  
Virginia Beach Convention Center  
Meeting Rooms 5ABC  
10:00 am

## **MINUTES**

### **1. CALL TO ORDER**

A regular meeting of the Virginia Fire Services Board was held at the Virginia Beach Convention Center in Virginia Beach, VA. Chief R. Scott Garber served as Chair.

### **2. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

### **3. ROLL CALL**

#### **R. Scott Garber, Chair – Local Fire Marshal**

Keith Johnson, Vice Chair (AP&F Committee Chair) – Virginia Fire Chiefs Association (VFCA)

Jerome Williams, (T&E Committee Chair) – Certified Fire Service Instructor

Ernest Little, (FP&C Committee Chair) – Virginia Fire Prevention Association (VFPA)

Bettie Reeves-Nobles, (LFTS Committee Chair) – General Public

Lee Day – Virginia Fire Services Council (VFSC)

Dennis Linaberg – VA Chapter International Association of Arson Investigators (IAAI)

James Poindexter – Virginia Professional Firefighters Association (VPPFF)

Abbey Johnston – Virginia State Firefighters Association (VSFA)

Rob Ferrell - Virginia State Forester

Claudia Cotton – Board of Housing & Community Development (BHCD)

James Calvert – Member of Industry Representing SARA Title III/OSHA

Ben Reedy – Insurance Industry

Steve Sites – Virginia Municipal League (VML)

Donald Hart – Virginia Association of Counties (VACO)

#### **Board Members Absent:**

Rob Ferrell - Virginia State Forester

#### **Agency Members Present:**

Brook Pittinger

Garret Dyer

Amanda Kennedy

### **4. SIGN-IN SHEET FOR GUESTS**

### **5. CHANGES IN AGENDA**

### **6. PUBLIC COMMENT**

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Larry Gwaltney: The VSFA invitation to host the Board's August 2022 meeting.

## **7. CONSENT AGENDA**

A. Approval of the minutes of the previous meeting (December 2021)

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

**Discussion:** Motion to accept was made by Ernie and seconded by Keith Johnson.

**Vote:** Unanimous

**Action:** Motion Carries

## **8. REPORT FROM THE ACTING VDFP EXECUTIVE DIRECTOR**

Dyer: Provided an update on key vacancies. Briant Atkins will be leaving on March 4. We are currently looking to fill the following Government Affairs Manager, and Heavy Technical Rescue Chief.

Legislation meetings have been going well and have been welcomed by the stakeholders. The Symposium is in April this is an opportunity to represent and present current fire service needs of Commonwealth. We are in the process of updating our website (calendar year 2023) the delay is an RCIP issue.

Modular FF1/FF2: The agency is currently working on this project and will have more information on its progress in the coming months.

No-Show: Course Reminder emails have been deployed 30,14,5 day reminder emails that reinforce attendance as the central focus.

Online Testing: The agency is moving forward with instituting online testing. Currently in the exploratory phase.

CSOD: We are moving forward with Phase II and III, permissions and integrations are the main focuses of areas for improvement.

Reciprocity: Online process is being developed to streamline the submission process.

Pro Board: Internal study has been completed and the agency is looking at subsidizing this cost.

Delegated Authority: Guidance Document is in the process of being created. Thanked stakeholders for the commitment to this project.

2 confirmed fire facilities this calendar year.

Online Pyro technician exam

VFMA: They have been working on better align our training to DCJS

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Fusion Center: Better products with less information  
Logistics: Management Software acquired.

Presentation of the Fire Service Board Appointments under the Governor Northam Administration.

## 9. FIRE PREVENTION AND CONTROL COMMITTEE

- A. Report From the Fire Prevention and Control Committee Chair  
Amendments to the code are moving forward to DHCD  
Memorandum of Agreement Code Cycle  
New Business discussed: April 28 and 29 workgroup meeting to support the development and review
- B. Report From The Codes and Standards Subcommittee
- i. Motion to Approve Vice Chair – Perry Weller  
**Motion:** To Approve Perry Weller as the Vice Chair of the Codes & Standards Subcommittee
- Topic Discussion:**
- Vote:** Unanimous
- Action:** Motion Approved & Carries
- ii. Motion to Approve two new committee members – Lee Stoermer & Joseph Mullens

**Motion:** To approve Lee Stoermer & Joseph Mullens as members of the Code Subcommittee.

**Topic Discussion:**

Lee Stoermer  
Assistant Fire Marshal  
Loudoun County Fire and Rescue Office of the Fire Marshal  
Nominated by Keith Johnson

Joseph A. Mullens  
Division Chief/Deputy Fire Marshal  
Rockingham County Department of Fire and Rescue  
Nominated by Perry Weller

**Vote:** Unanimous

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**Action:** Motion Approved & Carries

- iii. Motion to Approve updates – 2021 SFPC Code Document

**Motion:** N/A

**Topic Discussion:**

**Vote:** Claudia Cotton, Abstention

**Action:** Motion Approved & Carries

- C. Unfinished Business
  - i. VFSB/ BHCD Memorandum of Agreement update
- D. New Business
  - i. Fire Prevention & Control Document – Work Session Dates

## **10. LIVE FIRE TRAINING STRUCTURE COMMITTEE**

- A. Report From The Live Structure Committee Chair
  - Topic: Revisions to the section and policies
  - 14 Localities are on the list for providing annual inspection report, per the requirements of the policy.
- B. Unfinished Business
  - 1. Review of On-Going Life Fire Training Structure (Burn Building) Building Grants
- C. New Business
  - 1. New Burn Building Requests:
    - i. Goochland County

**Motion:** Approve

**Topic Discussion:** NA

**Vote:** Unanimous

**Action:** Motion Approved & Carries

- ii. City of Richmond

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**Motion:** N/A

**Topic Discussion:** NA

**Vote:** Unanimous

**Action:** Motion Approved & Carries

2. Burn Building Repair Request – City of Virginia Beach

**Motion:** N/A

**Topic Discussion:** The City of Virginia Beach submitted a Renovation/Repair grant. The Agency reviewed the grant and approved funding for \$35,000.

**Vote:** N/A

**Action:** N/A

## **11. FIRE EDUCATION AND TRAINING COMMITTEE**

A. Report From The Education and Training Committee Chair

B. Unfinished Business

i. Motion to Approve – 2022 5 Year Training Plan

**Motion:** Approve the 5 year Training Plan

**Topic Discussion:** n/a

**Vote:** Unanimous

**Action:** Motion Approved & Carries

C. New Business

i. Discussion on On-Line Training & Terminology Definitions

ii. Cornerstone /CSOD Updates

i. Password Requirements

ii. PII( Personal Identifiable Information)

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iii. Phase II & III Timelines  
Course Reminder Emails, Virtual Led Training, Evaluations,

iii. Modular Training Investigation

## **12. ADMINISTRATION, POLICY AND FINANCE COMMITTEE**

A. Report from the Administration, Policy and Finance Committee Chair  
Payments reach out minimum rate were temporary and the committee is looking to make this permanent.

B. Unfinished Business

i. Motion to Approve of Fire & EMS Study – Montgomery County

**Motion:** N/A

**Topic Discussion:**

**Vote: Unanimous**

**Action:** Motion Approved & Carries

ii. Motion to defer and follow up visit the approval of Fire & EMS Study – Town of Lebanon

**Motion:** N/A

**Topic Discussion:**

**Vote:** Unanimous

**Action:** Motion Approved & Carries

C. New Business

i. Motion to Approve – City of Pulaski Fire & EMS Study Request

**Motion:** N/A

**Topic Discussion:**

**Vote:** Unanimous

**Action:** Motion Approved & Carries

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## ii. 2022 VIRGINIA GENERAL ASSEMBLY UPDATES

**Motion:** N/A

**Topic Discussion:** The following bills were discussed:

- HB746 – Volunteer Fire Department Training Fund
- HB793 – Traffic Incident Management Vehicle – Secondary Warning Lights
- SB400 – Agritourism Event Buildings – Authorizes BHCD to Promulgate Regulations Related to Buildings
- HB131 – VRS – Enhanced Retirement Benefits for 911 Dispatches (laid on table)

**Vote:** N/A

**Action:** N/A

### **13. COMMENTS FROM CHAIR OF THE BOARD**

- Our goal has been focusing on inclusion and participation by all Board Members.
- As we continue with this initiative, I want to remind each board member of the importance of attending all Board meetings and ensuring the hard work done at our meetings is not only shared with the stakeholder groups we each represent, but with everyone you interact with within the fire services. If we want to tackle some of the fire services challenges, we must do so head-on and it will require the inclusion of everyone within the fire services.
- Over the past several months we have been fully focused on a full review of the Fire Prevention and Control Plan and the 5 year Training Plan.
- I believe the 5 year Training Plan presented today has been a well collaborated effort amongst board members and VDFP staff.
- I truly believe the updated 5 Year Training plan reflects an inclusive approach that echoes the needs shared by the entire commonwealth's fire services to not only meet the diverse current training needs, but also focuses on future anticipated training goals.
- Through this planning process, it has allowed us to collaborate and discuss ideas to become more adaptable to meeting the fire service's needs.

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- I also encourage everyone to look at the recently released Wingspread VII report. The purpose of this gathering is to discuss the issues that are impacting the fire and emergency services currently and into the foreseeable future. The result of this meeting is the twelve strategic Statements of National Significance, all of which are also echoed in the 5 Year Training plan.
- The VA Fire Services Board and VDFP has a continued focus on Community Risk Reduction and protecting the Fire Code.
- As a reminder, the VFSB & BHCD joint meeting will be held on March 21<sup>st</sup> in Richmond.
- I extend a thank you to the VA Fire Chiefs and the VA Fire Rescue Conference for hosting us today.
- This is an opportunity for our Board members to meet and speak with our constituents during the conference, so please take every occasion offered to do so.
- I want to leave you with the acronym THINK
  - Before you Speak
    - T – Is it TRUE?
    - H – Is it HELPFUL?
    - I – Is it INSPIRING?
    - N – Is it NEEDED?
    - K – Is it KIND?
- My Parting words for you today are:
  - Do the Right Thing
  - Do Something Kind
  - We are here to Make a Difference in the Fire Service, so go out and be that difference!

## **14. FULL BOARD BUSINESS**

- A. Unfinished Business
- B. New Business
  - i. 2022 Meeting Dates



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**Motion:** Motion made by Bettie, Seconded by Ernie

**Topic Discussion:** The following were approved as the VFSB's 2022 meeting dates & locations:

1. April: April 28 & 29 - Loudon County
2. June: June 2 & 3 – Glen Allen
  - i. June 4: Fallen Firefighter Memorial Service
3. August: August 11 & 12 - VSFA Conference – Hampton
4. December: December 1 & 2 - Glen Allen – VDFP HQ

**Vote:** N/A

**Action:** Motion Approved & Carries

5. April: April 28 & 29 - Loudon County
6. June: June 2 & 3 – Glen Allen
  - i. June 4: Fallen Firefighter Memorial Service
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8. December: December 1 & 2 - Glen Allen – VDFP HQ

**15. ADJOURNMENT** - The Board adjourned at 10:57

Clerk of the Committee: Amanda Kennedy