

## **VIRGINIA FIRE SERVICES BOARD**

### **Administration, Policy and Finance Wednesday, February 22, 2017**

A meeting of the Virginia Fire Services Board's Administration, Policy and Finance was held at the Virginia Beach Convention Center. Dave Layman, the Chair of Administration, Policy and chaired the meeting.

#### **COMMITTEE MEMBERS PRESENT**

David Layman – VFSB Vice-Chair & Chair of the Committee –Virginia Fire Chiefs Association  
Robert Walter T. Bailey – VFSB Chair - Virginia State Firefighter's  
Bettie Reeves-Nobles – Burn Building Subcommittee Chair – General Public  
James "Robby" Dawson – Fire Prevention Association  
Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors  
David C. Hankley – Virginia Municipal League

#### **FULL BOARD MEMBERS PRESENT**

Brian McGraw - Virginia State Fire Marshal  
Dennis D. Linaburg – Virginia Chapter of the International Association of Arson Investigators  
Sean P. Farrell –Virginia Board of Housing & Community Development

#### **COMMITTEE MEMBERS ABSENT**

Bettina Ring – Virginia State Forester

#### **AGENCY MEMBERS PRESENT**

Brook Pittinger	Mohamed Abbamin
Melvin Carter	Dave Jolly
Theresa Hunter	

#### **GUESTS PRESENT**

Brad Owens	Mike Brady	Chris Shaver	Jim Eicholtz
John Miller	David Tusio	Charles Perryman	Larry Gwaltney

### **CHANGES IN THE AGENDA**

#### **UNFINISHED BUSINESS**

- A. Review / Discuss / Modification
  - A. Burn Building Policy Modification for expanded policy allowance
  - B. Use of Image Trend to Capture/Collect BB info

#### **NEW BUSINESS**

- a. NA

### **PUBLIC COMMENTS**

There were no public comments made.

## COMMENTS FROM THE SUBCOMMITTEE CHAIR

Randy Wheeler welcomed everyone to the meeting and proceeded with the agenda.

## UNFINISHED BUSINESS

### Topic: Building Policy Modification for expanded policy allowance

**Motion:** Motion to accept and present the modified Burn Building Policy Document with changes to the full board on Thursday, February 23, 2017.

**Topic Discussion:** The committee reviewed the modifications made to the Burn Building policy. Additional amendments were made. New content is reflected on the enclosed Burn Building Policy Document. **[Enclosure 1]**

See below for a highlight of revisions;

**Changes:** All changes are in **RED** within the attached word document. See below for a brief highlight.

1. **Document's New Name:** *Regional Fire Services Training Grant*

- a. **Grant Title:** *Live Fire Training Structure Grant Program* (\*\*No longer the Burn Building Grant)

2. **Structure Name:** *Live Fire Training Structure* (\*\*No longer the Burn Building Grant)

- a. *This new name is used and has been updated throughout the document.*

3. **Section E - Training Facilities Committee**

- a. **Committee New Name:** *Live Structure Committee*

4. **Section F - Definition Of Terms**

- a. **Engineering/Architect (E/A) Fees :** **REMOVE:** *up to 10%*

1. **Content Edits in all areas below;**

- 1. **Live Fire Training Structure:** *"live fire training evolutions on a repetitive basis in accordance with NFPA 1001 and 1402 (NFPA 1402, 3.3.1)."*
- 2. **Combination Buildings/Training Structures:** *As stated in NFPA 1402, at some training centers, because of a lack of available space or funds, individual structures for drill tower functions, live fire*

*training, smoke training, or any combination thereof, might not be built.*

3. **Live Fire Training Structure (Construction Project)** – A project to construct a new or replacement permanent **Live Fire Training Structure**. Construction **funding** is approved by the Virginia Fire Services Board in accordance with this Policy.
4. **Live Fire Training Structure Renovation/Addition Project** - A project to renovate an existing permanent **Live Fire Training Structure**; add an addition to an existing permanent **Live Fire Training Structure** (must not exceed the funding level of \$450,000 in accordance with the Grant policy); conduct repairs or renovations that involve structural components of a permanent **Live Fire Training Structure**; or conduct repairs that exceed the funding authorized for a **Live Fire Training Structure Repair Project**. Renovation funding is approved by the Virginia Fire Services Board in accordance with this Policy.
5. **Live Fire Training Structure Repair Project** – A project to conduct a repair to an existing permanent **Live Fire Training Structure** that does not exceed \$50,000. Projects allowed in this category include: Temperature monitoring equipment repairs; thermal lining tile repair and replacement; sacrificial block wall replacements (concrete masonry unit walls), fire brick; minor, non-structural, spalled concrete repair; door/window repairs; or similar repairs. Projects that involve repairs to structural components and/or projects that exceed \$50,000 are not eligible to be funded as a Repair Project. Cosmetic work such as painting and cleaning are not eligible to be funded as a **Live Fire Training Structure** repair project. Repair **funding** that meet the scope and intent of this policy are **funded** by the Virginia Department of Fire Programs in accordance with this policy. **Prior to the approval of any repair funds, a copy of the inspection report must be submitted to substantiate the request.**

**b. Emergency Renovations**

1. **Add:** *“Prior to the approval of any repair funds or renovation, a copy of the inspection report must be submitted to substantiate the request. The Agency shall notify the VFSB upon the approval of an emergency renovation grant. This notification shall include the funding total and the nature of the funding/repair request.”*

**5. Section G. Disbursement of Funds**

- a. **Building Signage:** Proper VDFP required signage is required

6. **Section H: Grant Application**

a. *Add new language:*

1. **Edit First Sentence:** *Any eligible jurisdiction may submit an application for a new construction Live Fire Training Structure grant or a renovation to a Live Fire Training Structure by completing and filing the prescribed form.*
2. **Emergency Renovations:**
  1. **Add:** *Prior to the approval of any repair funds, a copy of the inspection report must be submitted to substantiate the request.*
3. **Construction/Renovation Applications:**
  1. *Application submissions will be reviewed by the Facility Training Committee prior to recommendation to the full Virginia Fire Services Board. Applicants will make presentations to the Facility Training Committee and be available for questions from the Committee Members.*
4. **Insert Sentence:** *"Prior to any award, localities/jurisdictions must be current with their annual inspection and must provide documentation with grant application."*

7. **Section P:**

a. **Full Construction Requirements:**

1. **Add** *"Prototype II for Class A fuels"*

8. **Section Q: Repairs/Renovations Requirements**

a. **Add:**

1. *"Prior to any award, localities/jurisdictions must be current with their annual inspection and must provide documentation with grant application."*

9. **Section R: Permanent Live Fire Training Structure Inspection Requirements**

a. **Add:**

1. **Comprehensive Audit:** *Per the requirement of the Live Fire Training Structure Funding Policy, localities must participate in the fifth year audit conducted by the Agency's A/E Firm. The fifth year audit is provided to localities at no cost. This will satisfy the inspection for that year.*

**Vote:** N/A

**Motion Action:** To be presented at the full board meeting on Thursday, February 23, 2017.

## **NEW BUSINESS**

**Topic:** Use of Image Trend to Capture/Collect Burn Building information

**Motion:** NA

**Topic Discussion:** Melvin Carter, Executive Director discussed the agency's future use of Image Trend to ensure a higher level of accountability.

**Vote:** N/A

**Motion Action:** NA

## **ADJOURNMENT**

The subcommittee adjourned at 11:35am

Clerk of the Committee

**REVIEWED BY:**



**Brenda Scaife**  
**CAO**

**Wednesday, February 22, 2017**  
**Date**

**Enclosures:**

1. Burn Building Policy Document – Enclosure 1