

VIRGINIA FIRE SERVICES BOARD

Burn Building Subcommittee

Monday, July 13, 2015

A meeting of the Virginia Fire Services Board Burn Building Subcommittee was held at VDFP Headquarters at 10:00 am. Mr. Robert Miner served as Chair.

SUBCOMMITTEE MEMBERS PRESENT

Robert Miner – Burn Building Subcommittee Chair - Virginia Chapter of the International Association of Arson Investigators

Dawn Brown – Insurance Industry Representative

Lee Day – Virginia Fire Services Council

Bettie Reeves-Nobles – General Public

James ‘Randy’ Wheeler – Vice-Chair – Virginia Municipal League

SUBCOMMITTEE MEMBERS ABSENT

BOARD MEMBERS PRESENT

Charles ‘Ed’ Altizer – Virginia State Fire Marshal

David Layman - Virginia Fire Chiefs Association

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

AGENCY MEMBERS PRESENT

Brook Pittinger

Brenda Scaife

Melvin Carter

Mohamed Abbamin

Rhonn James

Joe Thompson

GUESTS PRESENT

Kurt Knight

Scott Lambert

JD Orndorff

Allen Baldwin

Russell Baker

Travis Griffith

Geoff Tuck

Ken Tuck

Ken Ryals

David Bullets

Robert Crafter

Terry McCann

Pat Dent

Burnell Getholo

Ray Irizarry

John Keyes

Dwayne Brunettes

Vince Holt

Monty Willaford

Bruce Hall

Carson Holloway

Mike Brady

Eddie Buchannan

Brad Owens

Gredry R. Martin

Melody Spivey

Lindy Harper

Chan Rowland

Bill MacKay

Charles Pruitt

Gerald Pruden

Chris Aycock

James Rhodes

Tony Washington

Mike Rogers

Barry Neal

Ken Sloneker

CHANGES IN THE AGENDA

UNFINISHED BUSINESS

- A. No Unfinished Business

NEW BUSINESS

- A. City of Alexandria Grant

- B. City of Winchester – New Construction Application
- C. Proration Policy
- D. Burn Building Inspection Process
- E. Updating current contract (Reg: Burn Building Age)

PUBLIC COMMENTS

There were no public comments made.

COMMENTS FROM THE SUBCOMMITTEE CHAIR

Robert Miner thanked everyone for their attendance.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

Topic: City of Winchester New Construction

Motion: Motion to approve the request for up to \$480,000 for a new construction Type I, Class A burn building.

Topic Discussion: The County is seeking support for a new live burn building at the Winchester Regional Training Site located in Winchester, Virginia. The Chief cited that the burn structure has met its lifespan and is in need of significant repairs to bring to the current VDFP specifications for live fire certification burns. The locality determined the need to replace this burn building with a new structure. The amount City of Winchester is requesting for a Type I, Class A burn building in the amount of \$485,000.

[Enclosure 1]

Vote: Unanimous

Motion Action: To be presented at the full board meeting on Friday, July 31, 2015.

Topic: City of Alexandria Burn Building Renovation

Motion: N/A

Topic Discussion: City of Alexandria presented the following information regarding their request.

- **Background:** In February 2014, City of Alexandria presented a burn building application **requesting \$300,000** to perform renovations to their Prototype 1, Class A Burn Building which is **3,990 square feet**.
- In accordance to VDFP grant policy, **Alexandria was awarded \$130,075** based on the square foot ratio applied to all applicants who are awarded a Burn Building Grant. This also happened to be the agency's "prorated" amount.
 - This formula takes the square foot of VDFP's Prototype 1 building, divides it by the square foot of the localities building, then multiplies that percentage by the amount being requested ($1,730/3,990 = 43.36\% \times \$300,000$).
- Alexandria has recently provided VDFP supporting documentation for cost associated with the renovations based on this grant.
- The total associated costs for the renovation came to **\$130,196**, which is less than the **\$300,000 originally** requested and the awarding of this grant is based on.
- **Agency Policy:** Currently when a locality's actual expenses incurred do not equal or exceed the amount originally requested – VDFP re-applies the same square footage formula to the actual amount incurred.
- **Thus:** Alexandria's new grant award amount is **\$56,451** ($1,730/3,990 = 43.36\% \times \$130,196$).
 - This amount is significantly less than the grant amount and Alexandria has informed VDFP they have no additional costs associated with the renovation project.
- **Conclusion:** Agency practice has always been to prorate the actual expenses incurred by the locality.

Monday, July 13, 2015 Committee Discussion: Randy Wheeler and Bob Miner cited that based on Alexandria coming under the original amount, the subcommittee would like to ensure the process is fair. Brook Pittinger recommended for the Burn Building Subcommittee to send the information to the Attorney General's Office for review.

Vote: Unanimous

Motion Action: Forwarded to the next full board meeting scheduled for Friday, July 31, 2015 following the Attorney General's opinion.

[Enclosure 2]

Topic: Proration Policy

Motion: N/A

Topic Discussion: The Proration Policy will be tabled until the next full board meeting scheduled for Friday, July 31, 2015 following the Attorney General's Opinion.

Vote: Unanimous

Motion Action: N/A

Topic: Burn Building Discussion

Motion: N/A

Topic Discussion: There were various discussions on the need for clarification as it relates to the Burn Building Application Process. Brook Pittinger added that combining the burn building policy and practice document will provide stakeholders a greater clarification. Refer to combined document – Enclosure 3.

[Enclosure 3]

Vote: N/A

Motion Action: N/A

Topic: Burn Building Inspection Process/ Updating Current Contract (Burn Building Age and Distance)

Motion: N/A

Topic Discussion: Bob Miner indicated that stakeholders had cited various concerns on the inspection process for burn buildings. Mike Mathews from The Structure Group (TSG) indicated that in previous years the Burn Building Subcommittee held several meetings which discussed elements of the burn building applications. As it relates to inspections, it became evident that some burn buildings were not getting inspected by qualified engineers while others were being inspected by building inspectors. Mr. Mathews stated that two representatives from TSG conduct the inspection, both qualified individuals. TSG provides a comprehensive review and analysis of the facility. During inspection it was discovered that there were some buildings that were not operating the way it was supposed to. Therefore that is the reason the current inspection process is in place. The process ensures accountability and safety.

Vote: N/A

Motion Action: N/A

Topic: Regional Fire Services Training Facility Grant Program (RFSTFG)

Motion: N/A

Topic Discussion: At the last full board meeting held on June 5, 2015 it was suggested **Part F** the RFSTFG policy related to Eligible Regional Fire Services Training be reviewed and modified with the assistance of the Attorney General's office.

It was further discussed that a review must be done on **Part L** of the RFSTFG policy related to maximum amount citing *"The maximum amount of funds to be awarded for any Regional Fire Services Training Grant project will be set by the Board. The maximum amount of any project award shall not exceed \$50,000 per jurisdiction per fiscal year funding cycle (July 1 – June 30)."*

Monday, July 13, 2015 Meeting: At this meeting, there was a discussion on expanding the regional fire services training props that may be requested under this Grant Program.

Dave Layman asked the audience their opinion on adding other props that would be relevant. The consensus was to explicitly add "forcible entry props" and create a language on the document that provides flexibility in awarding funding unnamed but relevant props.

There was a discussion on the fees charged for regional training facilities. Some of the audience cited that potential energy – temperature can be misleading

Monty Willaford, Spotsylvania Chief recommended for the subcommittee to consider burn building funding to be awarded in accordance to population and level of usage. He indicated that this will ensure larger localities receive commensurate funding to meet needs. The subcommittee has taken this into consideration.

Vote: N/A

Motion Action: N/A

ADJOURNMENT

The subcommittee adjourned at 12:00pm.

Clerk of the Committee

REVIEWED BY:



Rhonn James
Accounting Manager

July 13, 2015

Date

Enclosures:

1. City of Alexandria Grant – **Enclosure 1**

- 2. City of Winchester – New Construction Application – **Enclosure 2**
- 3. Combined Burn Building Grant Document – **Enclosure 3**

DRAFT