

## **VIRGINIA FIRE SERVICES BOARD**

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### **Administration, Policy and Finance**

**Thursday, July 30, 2015**

A meeting of the Virginia Fire Services Board's Administration, Policy and Finance was held at the Hampton Convention Center – Conference Room D. Mr. Randy, Wheeler, the Chair of Administration, Policy and chaired the meeting.

#### **SUBCOMMITTEE MEMBERS PRESENT**

James 'Randy' Wheeler – VFSB Vice-Chair & Chair of the Committee – Virginia Municipal League  
Robert Miner – Burn Building Subcommittee Chair - Virginia Chapter of the International Association of Arson Investigators  
James "Robby" Dawson – Fire Prevention Association  
David Layman - Virginia Fire Chiefs Association  
Bill Kyger – Association of Counties  
Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors

#### **SUBCOMMITTEE MEMBERS ABSENT**

Walter T. Bailey – VFSB Chair - Virginia State Firefighter's

#### **AGENCY MEMBERS PRESENT**

Don Hansen                      Brook Pittinger              Brenda Scaife  
Joe Thompson  
Rhonn James                      Erin Rice

#### **GUESTS PRESENT**

Mike Moles                      Drew Smith                      Chris Eudailey              Jeff Flippo  
Scott Garber                      Charlie Singelton              Robert Holloway              Richard Harris

#### **CHANGES IN THE AGENDA**

##### **UNFINISHED BUSINESS**

- a. Updated Governor's Fire Services Awards
- b. Review of Updated Policies
  - i. Aid to Localities (ATL) Entitlement Program
  - ii. Burn Building Grant Program Policy
  - iii. Regional Fire Services Training Facility Grant Program Policy

##### **NEW BUSINESS**

- a. ICC Code Hearing Attendance and Travel

## 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: Review of Governor's Fire Services Awards Categories

**Motion::** Approve the recommended changes to the Governor's Fire Services Awards as developed by the special subcommittee chaired by Bettie Reeves-Nobles and add to an award for Virginia Firefighter of the Year and Virginia Fire Chief of the Year.

**Topic Discussion:** The subcommittee recommends the following categories be established for the Governor's Fire Service Awards beginning in 2015. These modifications will offer different opportunities for recognition and broaden the criteria.

- Excellence in Virginia Fire Services
- Excellence in Virginia Community Risk Reduction
- Excellence in Virginia Fire Service Training
- Outstanding Fire Department Response
- Private Sector Excellence in Virginia Fire Service Support
- Civilian Excellence in Virginia Fire Service Support
- Virginia Firefighter of the Year
- Virginia Fire Chief of the Year

**Vote:** N/A

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

### Topic: Funding Policy Review/Update

**Motion:** N/A

**Topic Discussion:** Policies to be reviewed are as follows;

- Aid to Localities (ATL) Entitlement Program
- Burn Building Grant Program Policy
- Regional Fire Services Training Facility Grant Program Policy

Dave Layman recommended the committee table the discussion on the ATL Entitlement Program along with Burn Building Grant, and Regional Fire Services Training Facility Grant. Mr. Layman further advised to create a workgroup consisting of VDFP staff, two Fire

Services Board members and representatives from the stakeholder organizations to update funding policies.

**Dave Layman, Jeff Bailey and Bob Miner will represent the VFSB.** VDFP staff will include, Rhonn James, Accounting Manager, Joe Thompson, Grants and Local Aid Manager, Division Chiefs, Tim Estes and Dereck Baker along with Mohamed Abbamin, Policy Manager. The Agency's Deputy Director will help oversee the policy work group along with Cathie F. Hutchins, from the Attorney General's Office, will provide legal counsel.

**Vote:** N/A

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

### NEW BUSINESS

#### **Topic: ICC Code Hearing Attendance and Travel**

**Motion:** Authorize up to \$3,200 per person to attend the International Code Council (ICC) Code Hearing.

**Topic Discussion:** Ed Altizer indicated that it has been estimated that it will cost about \$3,134 per person for attendance of the ICC Code Hearing. The subcommittee approved sending Ed Altizer and Robby Dawson as they are both voting members.

**Vote:** N/A

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

### ADJOURNMENT

The subcommittee adjourned at 3:01pm.

Clerk of the Committee

#### REVIEWED BY:



Rhonn James  
Accounting Manager  
Finance Department

July 30, 2015

Date