

VIRGINIA FIRE SERVICES BOARD

Full Board Meeting
Friday, June 4th, 2021
Virtual Meeting
11:00am

Link: meet.google.com/xog-dwyx-izc
Call in: +1 301-857-2596
PIN: 322 735 097#

An annual meeting of the Virginia Fire Services Board was held on June 4th, 2021 at 11:00 am. This meeting was held as a hybrid meeting with 7 Board Members in attendance virtually and 7 Members attending in person at the VDFP Headquarters in Glen Allen, VA. The virtual option was held through Google Meets as a result of the State of Emergency initiated by the Honorable Ralph Northam, Governor of Virginia. Board Chair, Walter Bailey facilitated this meeting and the Board had a constituted Quorum.

Board MEMBERS PRESENT

In Person:	Virtual:
Bettie reeves nobles	Steven sites
Walt Bailey	Ryant Washington
Ernie little	Robert Farrell
Keith Johnson	Rick Gregory
Scott Garber	Dennis Linaburg
Ben Reedy	Jerome Williams
Stephanie Koren	Jimmy Poindexter

COMMITTEE MEMBERS ABSENT

Harry Lee Day

GUESTS PRESENT

Jim Stokely
John Miller

AGENCY MEMBERS PRESENT

Travis Rickman Brook Pittinger

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Garrett Dyer Bill MacKay
Theresa Hunter Jared Goff

CHANGES IN THE AGENDA

No Changes to the agenda

PUBLIC COMMENTS

No public comments were offered during the meeting.

CONSENT AGENDA

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

Liaison Reports

Risk Management Branch Report

- **VDFP COVID Restrictions have been modified based on CDC Guidance and Governor Northam's Executive Orders as follows:**

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- Fully vaccinated individuals no longer need to wear a facial covering. Those not fully vaccinated should continue wearing facial coverings. Individuals may continue to wear facial coverings even if fully vaccinated if they feel comfortable.
 - Social distancing and capacity restrictions expire at Midnight on May 28, 2021
 - Individuals who exhibit symptoms, regardless of vaccination status must continue to quarantine and make appropriate notifications.
 - Individuals fully vaccinated who are asymptomatic no longer need to quarantine after exposure to someone with COVID 19.
 - These same changes would take effect for Training Programs also. Essentially, we would be back to operations prior to the pandemic.
- **Began work on Incident Safety Officer Program (which we are accredited or since last reaccreditation – SME Group has met approximately 3 times. Anticipate a pilot by late fall possibly.**

Training Injury Numbers for FY21 through 5/28/2021:

<u>VDFP Training Injuries:</u>	MO –Injury From Fall: 2 FY Total: 9
Since FY Beginning: 44	MO -Exhaustion/Over Exertion: 0 FY Total: 7
Week: 1 Months Total: 3	MO- Struck By: 1 FY Total: 2
Live Fire Training: Week: 0 FY Total: 5	MO – Strains, Sprain, Pain: 0 FY Total: 18
	MO – Burn : 0 FY Total: 0
<u>Program :</u>	MO – Other: 0 FY Total: 8
MO-Firefighter Series: 3 FY Total: 29	
MO – Mayday Operations: 2 FY Total: 3	<u>By Division:</u>
MO -- HMO: 0 FY Total: 0	MO Div. 1: 2 FY Total: 4
MO- TRT: 1 FY Total: 10	MO Div. 2: 0 FY Total: 17

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MO – VFMA: 0 FY Total: 1	MO Div. 3: 0 FY Total: 1
MO – DPO : 0 FY Total 0	MO Div. 4: 0 FY Total: 2
MO – Marine: 0 FY Total: 0	MO Div. 5: 1 FY Total: 2
MO ARFF: 0 FY Total: 0	MO Div. 6: 0 FY Total: 3
MO – Other: 1 FY Total: 1 (BPO)	MO Div. 7: 0 FY Total: 4
	MO Specialty: 1 FY Total: 11
	FY: (FMA: 1 TRT: 10 Marine: 0 ARFF: 0)

VDFP COVID 19 Agency Impacts (since 3/2020)

Date	5/19/2021
Positive Tests/Presumptive Positive	20
Close Personal Contact/Contact with Individual Testing Positive*	51
Contact with Contact	10
Quarantines in Training Programs from Positives Tests	62
Training Programs Paused or impacted from Exposure	13
PPE Exposure (Employee using provided PPE) No Quarantine	8
Pre-existing Conditions	1
Other/Symptomatic**	5

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Budget and Grants

FY-2021 Fire Programs Fund Aid to Localities Payments

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1	9/25/20	122	37.8%	\$13,674,434	42.3%
2	12/25/20	56	17.3%	\$7,701,682	23.8%
3	3/19/21	38	11.8%	\$3,719,827	11.5%
4			0.0%		0.0%
5			0.0%		0.0%
Funds Released		216	66.9%	\$25,095,943	77.7%
Total Funds Not Released		107	33.1%	\$7,222,594	22.3%
AtL Total		323	100.0%	\$32,318,537	100.0%

Training and Operations:

Training and Operations remains busy with presenting courses and catching up on ones that were affected by the impact of the pandemic. While all of the classes that were postponed due to the shutdown, host facility policy and limitations as well as attendance reductions have had an impact on overall training. This month (June) we are soliciting localities for funded training requests for the period of July 1, 2022 – December 31, 2022, This will keep us on task of having a training calendar that reflects funded training for 18-months into the future. Requests will be reviewed and posted to Cornerstone on Demand in mid-summer.

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We have continued or CSOD 101 (Office Hours) with a total of 4-sessions being offered per month. Two of the four sessions are offered during the day with the remaining two being offered at 1900 hours. Attendance during the day has been averaging about 25 individuals with evening attendance being less than ten. This is an excellent opportunity to get on-line facilitated training and information related to Cornerstone as well as any related to VDFP. Please help us spread the word. Next sessions are scheduled for June 15th and June 29th. Log in to CSOD and search for CSOD 101 to register to attend.

The instructor updates for Firefighter I and Firefighter II are in full swing with more than 20 offerings. Later this summer the updated programs will be rolled out and the two day Train the Trainers will be scheduled. There are several significant changes to the programs to include the legislatively required “Mental Health” component that is an on-line module that is done as homework. Additional skills are required to be evaluated during certification testing, and proper decontamination/contaminate reduction/cancer prevention has been emphasized.

Tenia Berryman has been promoted and is taking the position that was vacated by the retirement of Katrina Morris in the QA Division.

VDFP has established a Delegated Authority Working Group for the purpose of standardizing items related to the administration, roles and responsibilities, and associated processes of Pro Board Delegated Authority. Currently Prince William, Fairfax, and Henrico Counties are the only Delegated Authorities. The City of Virginia Beach has expressed an interest in obtaining this designation as well. VSDP is not approved to Delegate Authority under IFSAC.

Several certification programs are in the process of being updated to meet new standard years. Updates to the Instructor Series as well as the Officer Series and ARFF will be out by the end of 2021 or early 2022. The Marine Program (1005) is no longer being offered as a curriculum but VDFP has retained the ability to continue certification testing should it be requested. There is some interest in moving forward with pursuing accreditation for courses within the HTR discipline.

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Within CSOD the agency has “bundled” several classes together to make registration easier. Course presented as an “academy” style (Firefighter I, Firefighter II, HMO, etc.) can now be signed up as one. Certification testing for the disciplines still requires independent sign up.

Motion: Ernie Little made the motion Keith Johnson made the second to approve the liaison reports

REPORT FROM THE VDFP EXECUTIVE DIRECTOR

Acting Executive Director Dyer welcomed new VDFP staff member Jared Goff as the new Chief of the Virginia Fire Marshal Academy and asked him to say a little about himself.

Garrett Dyer announced that the Governor Fire Service Awards would be presented later that day on June 4th. In addition on Saturday June 5th the Fire & EMS Memorial Service will take place at 12:00pm.

He discussed that the APA will look to finalize the audit later this month but that everything is looking good.

Chief Dyer discussed ATL funds and stated that 5 localities have not submitted any documents and are at risk of losing their annual ATL funds. He also stated that there are currently six localities that have submitted some paperwork and we are working to help to resolve any issues. Those 5 Localities are Town of Pound, Branchville, Chincoteague, Town of St. Paul, and Saint Charles who is not able to report because they have no government.

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FIRE EDUCATION & TRAINING COMMITTEE

A. Report from the VDFP Branch Chief of Training and Operations

Chief Mackay Spoke about some training opportunities around the state. He also stated that VDFP was looking too possibly secure some funding to offset the cost and to help support individuals attend the National Fire Academy.

B. Report from the Training and Education Committee

No Report

C. UNFINISHED BUSINESS

D. NEW BUSINESS

FIRE PREVENTION & CONTROL COMMITTEE

A. Report From the Fire prevention and Control Committee Chair

- i. Ernie Little gave his report stating that the 2018 edits from the previous SFPC cycle will take effect on July 1st. He also spoke about the MOA between VFSB and BHCD and the associated Statewide Fire Prevention Code Development Committee Policy and Procedures. Both documents came out of the Code and Standards Subcommittee and were approved by the full Fire Prevention and Control Committee to be considered by the Full board today.

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He also spoke about a meeting with the Department of Housing and Community Development (DHCD) concerning the 2021 Code Cycle Process Changes that have been proposed by the agency. He then highlighted a few items that were of some concern such as the definition of consensus which is a loose term. Next he spoke of a Technical Advisory Committee (TAC) which was proposed as a concept from DHCD. This committee would meet after the workgroup meetings, but before the Statewide Fire Prevention Code Development Committee in the code review process. Mr. Little discussed that this was just a concept and that we can't really make comments because we do not have any details. The proposed TAC currently has no proposed makeup or structure in concept. (We do not have any concepts about who would sit on the committee and how individuals would be placed on the committee). Keith Johnson stated that the Board of Housing and Community Development 10 days prior to the full board meeting receive hundreds of potential code changes without much context. The thought of DHCD was to develop the TAC committee to provide further context to make the decisions easier on the BHCD board members. There is currently no formal suggestions from DHCD on the process at this time.

The Clerk Travis Rickman stated that DHCD has asked that all comments concerning the 2021 Code Cycle Process be sent to them by Friday June 11th. Keith Johnson requested that we have the Code and Standards Committee try and get remarks together before next week's deadline to submit suggestions for the improvement of the process. The Clerk stated that he would take every effort to make sure we could comment.

Rick Gregory made the comment that he believed it was thousands of pages of code changes that BHCD members receive and vote on. He agreed that we needed further expertise on these decisions and improve the process. Rick stated that on the consensus issue that is important to retain that in the process to flag potential issues for those who will make the final decision.

The last item for the Chair report was the appendix that was removed in the 2018 Code Cycle. The Fire Prevention and Control Committee has been looking to create a code commentary to provide further context and history for the Statewide Fire Prevention Code and its users in the field.

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B. Report From The Department of Forestry

- i. He just wanted to take a second to thank his DOF staff that served over 7,000 hours to help vaccinate Virginians and the partners at VDEM.

C. Report from The Codes and Standards Subcommittee

No Report

D. UNFINISHED BUSINESS

- i. Topic: VFSB/ BHCD Memorandum of Agreement
Discussion: No Discussion
Motion: Motion was made by Ernie Little
Action: Send the MOA to BHCD to be considered for edits and final adoption.
Vote: Unanimous Agreement
- ii. Topic: Statewide Fire Prevention Code Development Committee Policy and Procedures
Discussion: No Discussion
Motion: Motion was made by Ernie Little
Action: Send the Document with the corresponding MOA to BHCD to be considered for edits and final adoption.
Vote: Unanimous Agreement

E. NEW BUSINESS

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ADMINISTRATION, POLICY, AND FINANCE COMMITTEE

A. Report from Administration, Policy and Finance Committee

Keith Johnson gave a report about the items that have come out of the committee that were discussed today.

B. UNFINISHED BUSINESS

C. NEW BUSINESS

i. Topic: Nottoway Draft Study Approval

Discussion: Keith Johnson thanked the members of the Study Committee who participated in the Nottoway County Study and stated that he really thought that the report had many great suggestions.

Motion: The Motion was made by Keith Johnson

Action: Send to Nottoway County Administrator and distribute to county emergency service organizations in the county. Set up a date to have the Chairman present the final study to the Nottoway Board of Supervisors.

Vote: Approve unanimously

ii. Topic: Regional Grant Funding reinstatement discussion

Discussion: The Chair Walt Bailey asked Theresa with VDFP staff to clarify the current budget. She stated that the board would have roughly 1.9 million in the budget, The Chair discussed the Regional Grant Program and suggested that we reinstate the program. The clerk clarified that process stating that “July to September 1st applications would be accepted and then considered one by one in committee. In addition the localities are required to provide matching funds to receive the funds.”

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Bettie Reeves Nobles stated that she thought it was a great program and that the board was able to help a lot of departments. She did ask a clarifying question asking which committee this would go to once applications were received. Theresa with VDFP stated that it was originally under the Live Structure Committee but was moved to the Administration, Policy, and Finance Committee. Brook Pittinger with the agency stated what the current policy allows for the grants to be used for. Keith Johnson did clarify that any money that is spent on this grant will take away from funds to pay from other Live Structure issues that emerge.

Ernie Little asked about the \$5 million dollar impingement project and made sure that the board had sufficient funds. It was stated that we are taking care of that project over 5 years.

Steven Sites showed support for reinstatement of the Regional Grant, while prioritizing burn building's needs.

The Chair stated that normally the board would set a finite amount of funds but staff clarified that we look at applications and approve them on a case by case issue.

Motion: Bettie Reeves Nobles Motioned to reinstate the Regional Grant Program Seconded by Ernie Little

Action: To reinstate the Regional Grant Program and advertise the acceptance of applications by localities to be collected and reviewed by the board.

Vote: Unanimous approval

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LIVE STRUCTURE COMMITTEE

A. Report from the Live Structure Committee

No report

B. Unfinished Business

C. New Business

COMMENTS FROM THE COMMITTEE CHAIR

This was the Chair's last meeting serving as Chair.

He honored Jim Stokely for his time and service on the board as he was taken off last month stating, "James M. "Jim" Stokely was appointed to the Virginia Fire Services Board in 2017 as the Insurance Industry Board Representative. During that time he has had a lasting impact on the fire service community championing multiple legislative priorities to include the rewriting of the Workers Compensation laws in Virginia to make coverage available to Virginia's Volunteers, VOLSAP legislation for volunteers, and strengthening legal immunities of the Fire & Rescue Service. In addition, Jim has served as the "Go To" expert for the Insurance Commissioner's Office relating to issues involving insurance laws and the fire service. While on the board Jim has relentlessly supported members of the fire service and has provided vital insight into the insurance industry during his time on the board. This was shown in 2020 when the board elected him to serve as the Vice Chairman of the board. We want to thank Jim for his years of service to the board. His valuable insight and leadership will surely be missed! Thank you so much"

The Chair gave many closing remarks about his time on the board and thanked the staff for their time and work. Keith Johnson honored the Chair with a presentation of a plaque and gave prepared remarks for the chairman stating, "Walt Bailey has dedicated his life to the fire service community serving in many vital roles over the years including President of the Charlotte County Fire & Rescue Association, President of the Virginia Fire Chiefs Association, and 2nd Vice President of the Virginia Firefighters Association. He

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was appointed to the Virginia Fire Services Board by Governor Bob McDonnell in 2013 as the Virginia State Firefighter's Representative. He was then re-appointed for a second term by former Governor Terry McAuliffe and has served as the current Chairman of the Virginia Fire Services Board since June of 2014. During his eight years on the board Walt has been a staunch supporter of the fire service community in the General Assembly and around the state, always stepping up to the plate to help a department in need. This has shown in his continued effort to raise Aid to Localities funds, leadership on many Fire & EMS Studies, and responsiveness towards any inquiry into a potential issue regardless of location. These efforts will have a lasting impact and will support our departments around the state for many years to come. His dedication to the fire service community and his heart for service is inspiring. Walt's insight and calm and cool demeanor in the face of adversity is something that will be truly missed. Thank you so much for your many years of dedication to the fire service community and this board!

FULL BOARD BUSINESS

A. Unfinished Business

i. Committee Assignments

The Chair requested that we hold off on assigning committees at this meeting and left it up to the new chairman.

B. New Business

The Chair took these items up out of order during the meeting and discussed them and voted on them during the Administration, Policy, and Finance Committee Report.

i. Topic: Rules and Procedures Resigning

Discussion: No Discussion

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Motion: Motion was made by Keith Johnson

Action: Approved unanimously

ii. Topic: Memorandum of Understanding Resigning

Discussion: No Discussion

Motion: Motion was made by Keith Johnson

Action: Approved unanimously

C. Chair Pro-Tem Starts Elections

Jerome Williams who was elected as the Chair Pro-tem was unfortunately not able to attend the meeting and appointed Stephanie Koren to serve and reside as Chair Pro-tem for our elections. Mrs. Koren asked the Nominations Committee to give their report.

D. Report from the Nomination Committee

Bettie Reeves Noble gave the report of the nominations committee stating that there were two individuals selected as candidates for Chair and One Candidate selected for Vice Chair. She reported that the Nominations Committee had interviews with all of the candidates and forwarded all of the candidate information out to the full board in advanced for the consideration before the meeting. AT that time the Nominations committee requested each candidate to give a brief intro they started with Ernie Little and then Scott Garber as candidates for Chair and then allowed Keith Johnson to speak as the candidate for Vice Chair.

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E. Election of Officers

Chair Pro-tem, Stephanie Koren then called for any further nominations for both Chair and Vice Chair. Hearing no further nominations Stephanie Koren called for a motion to close the nominations. A motion was given by Ben Reedy to close the nominations which was seconded by Bettie Reeves-Nobles. Nominations were closed.

Chair Pro-tem Stephanie Koren stated that the candidates for election will be the following:

Candidates for Chair:

Ernie Little
Scott Garber

Candidate for Vice Chair:

Keith Johnson

She then stated that this would be a secret ballot election and the board motioned for a five minute recess while votes were cast and counted. After the recess Chair Pro-tem Stephanie Koren reported the results which are provided below:

Election Results:

Chair:

Ernie Little- 5
Scott Garber- 9

Vice Chair:

Keith Johnson-14

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ADJOURNMENT

Motion was made to adjourn by Walt Bailey and seconded by Stephanie Koren, Board adjourned

Clerk of the Committee: Travis Rickman

REVIEWED BY:

Brook Pittinger
Deputy Executive Director

Approved By: The Virginia Fire Services Board approved these meeting minutes on September 24th at their full board meeting that took place in Virginia Beach, VA