

## **VIRGINIA FIRE SERVICES BOARD**

Full Board Meeting

**August 12, 2022**

The Virginia Fire Services Board meeting was held in Hampton Virginia during the Virginia First Responders Conference.

### **BOARD MEMBERS PRESENT**

Keith Johnson, Chair – Virginia Fire Chiefs Association  
Abbey Johnston, Vice Chair – Virginia State Firefighters Association  
R. Scott Garber – Local Fire Marshal  
Ernest Little – Virginia Fire Prevention Association  
Bettie Reeves-Nobles – General Public  
Dennis Linaberg – Virginia Chapter International Association of Arson Investigators  
James Calvert – Member of Industry Representing SARA Title III/OSHA  
Ben Reedy – Insurance Industry  
Steve Sites – Virginia Municipal League  
Donald Hart – Virginia Association of Counties  
Claudia Cotton – Housing and Community Development  
Walt Bailey – Virginia Fire Services Council  
Jess Rodzinka – Virginia Professional Firefighters Association

### **BOARD MEMBERS ABSENT**

Jerome Williams - Certified Fire Service Instructor  
Rob Ferrell – Virginia State Forester

### **AGENCY MEMBERS PRESENT**

Theresa Hunter	Jamey Brads	Doreen McAndrews
Brad Creasy	Ken Brown	Will Merritt
Amanda Kennedy	Jeffery Liebold	

### **GUESTS PRESENT**

William Saunders	Michael Matthews
Chris Eudaily	Kenneth Sloneker
Billy Hawks	Jeff Flippo
Larry Gwaltney	John Miller
Michael Matthews	Pete Kirby
Kenneth Sloneker	

### **CHANGES IN THE AGENDA**

James Calvert would like to add the conversation of VALORS and LODA benefits to organizational structure of VDFP staff. This will be discussed in New Business.

## **PUBLIC COMMENTS**

Larry Gwaltney, Conference Coordinator, welcomed and thanked the board for attending and hosting their meeting the First Responders of Virginia Conference.

## **CONSENT AGENDA**

Approval of the minutes from the previous meeting (June 2022)

**Motion:** Move to approve- Ernest Little, Second- Scott Garber

**Vote:** Unanimous

**Action:** Motion Approves and Carries

## **REPORT FROM THE VDFP EXECUTIVE DIRECTOR**

Brad Creasy, VDFP Executive Director, reported on the current items of progress as he acclimates himself to the new role:

- Agency vacancies and recruitment
- Secretary of Public Safety and Homeland Security visited the agency
- Has had many meetings with the following agency partners: VDHR, VDEM, VITA
- Meeting with numerous stakeholder groups to hear their concerns
- Agency is moving forward with various initiatives to support and update specific legislation changes
- Virginia Fire Marshal Academy has made updates to its 1031 and 1033 curriculum
- Ken Brown, Community Risk Reduction Coordinator (CRR), is working on an assessment initiative to better translate the data we have and how we improve on the data we need for the safety and security of all Virginians. Those interested in CRR have a means to reach out to become a part of this initiative through a survey located online. Will be available as a resource for any fire services board studies. As an additional initiative, we are working to partner with localities to create promotional videos and marketing to support CRR.

## **COMMITTEE MEETINGS**

### **FIRE PREVENTION AND CONTROL COMMITTEE**

No business was reported from the Fire Prevention and Control Committee Chair. The search for the Virginia State Fire Marshal is still in the HR processes. Department of Forestry provided the following report:

#### Virginia Dry Hydrant Program

The dry hydrant program continues to provide resources for the installation and repair of dry hydrant throughout the Commonwealth. The VDOF utilizes two different contractors to complete the approved work, with KCH Contracting, LLC out of Richmond and RX Fire Effects out of Lexington providing the needed services. In FY 2022, a total of 22 new installations and 16 repairs of existing hydrants were completed. For FY 2023, 14 new installations and 3 repairs are scheduled.

#### Fall Wildfire Training Academy

The DOF is hosting a fall wildfire training academy at the Breaks Interstate Park, on September 12 – 16, 2022. A total of 120 local firefighters are expected to take the four classes being offered, which cover basic wildland firefighting, engine operations, chainsaw operations and fireline leadership. Registration for the classes is open to anyone in the fire service, and more information can be found on the DOF’s agency website.

### FY 2023 Budget

The FY 2023 state budget provided several new positions for the agency. Three new regional responder positions will be used to strengthen the VDOF’s local response capability in the Commonwealth. A fourth new position will be utilized as an agency training and safety officer, covering a full slate of critical duties for the agency. As a result of a recent retirement, restructuring of the agencies Fire and Emergency Response Branch out of Charlottesville allows the VDOF to establish its first ever UAV or drone coordinator position. This position will also be responsible for agency GIS program support, will be the program lead for the agencies Firesponse dispatching application, and will coordinate the VDOF’s incident management team activities.

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Chris Berry was elected to serve as the Virginia Fire Service Board representative on the Agritourism Technical Advisory Committee.

### Update on the 2021 Code Adoption Process

The code cycle will begin in October 2023, the special interest groups have remained engaged. Our efforts on these committees have remained to keep citizens safe while being aware of life safety infrastructure requirements. 99 code proposals have been moved for consensus and vote, 44 consensus with no vote, 56 non-consensus for voting by DHCD. Information and reports can be found on CDPVA.gov

### **COMMITTEE MOTION**

Motion to approve new committee member – Matt Robinson (Spotsylvania)

**Motion:** Motion to approve- Ernest Little, Second- Keith Johnson

**Topic Discussion:** N/A

**Vote:** Unanimous

**Action:** Motion Approved & Carries

### **LIVE FIRE TRAINING STRUCTURE COMMITTEE**

The committee chair updated the board that the prototype will be updated to meet the correct NFPA Standard. TSG provided a Class B burn room temperature study. The study findings are provided as Enclosure 1 and 2. Additionally the committee reviewed building grants, burn building requests both new and repairs, and a year extension request presented by Wade Sanders of Hanover County.

## **COMMITTEE MOTION**

Live Fire structure Chair will work VDFP and TSG, to share this information and provide resources to owners of the burn buildings

**Motion:** Keith Johnson, Second -Walt Bailey

**Topic Discussion:** N/A

**Vote:** Unanimous

**Action:** Motion Approved & Carries

Motion to approve the extension of Hanover County's Grant for a calendar year.

**Motion:** Walt Bailey, Second- Ernest Little

**Topic Discussion:** N/A

**Vote:** Unanimous

**Action:** Motion Approved & Carries

## **FIRE EDUCATION AND TRAINING COMMITTEE**

No business was reported from the Fire Education and Training Committee Chair. The Chief of Training provided an attached update to the committee. No new business or motions took place.

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

The committee chair thanked everyone for their attendance. The following reports were provided by VDFP Administration: VFSB Budget Review, ATL Disbursement Status, Upcoming Open Grant Application Periods. Reports are attached as Enclosure 3, 4, and 5. Walt Bailey was appointed as the point of contact for Locality Reports.

The following is a review of VFSB Committee Reports Status

1. Northumberland County – Presentation to BOS on July 20<sup>th</sup> by Chief Garber
2. Montgomery County – Presentation by Vice-Chair Johnston on July 11<sup>th</sup>
3. Pulaski County – Information received, need to schedule  
Reedy agreed to support study
4. Lebanon- Follow up and possible new study, need to schedule  
Suggested a virtual study,
5. Charlotte County – Information received, need to schedule  
Sites, Calvert, Linaberg, agreed to support study

## **COMMITTEE MOTION**

Motion to approve FY23 VFSB Rules and Procedure Changes

**Motion:** Motion to approve- Ernest Little, Second- Keith Johnson

**Topic Discussion:** Does Quorum include virtual attendance? Asked by Claudia Cotton

**Vote: Unanimous**

**Action:** Motion Approved & Carries

Request for Fire and EMS Study- Sussex County

**Motion:** Motion to approve- Bettie Reeves-Noble, Second- Claudia Cotton

**Topic Discussion:**

**Vote: Unanimous**

**Action:** Motion Approved & Carries. Bettie Reeves Noble volunteered for this study.

## **FULL BOARD MEETING**

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

Welcome to new members and thank you to everyone with their support. We would like to move our legislative cycle earlier than October. We must begin sharing the information we receive at these meeting with our groups.

### **FULL BOARD BUSINESS**

The Board reintroduced themselves to allow all new members the opportunity to meet each other. The following committee assignments were given:

**Fire Prevention and Control: Chair-Ernest Little**

Dennis Linaburg, Scott Garber, Claudia Cotton, Keith Johnson, Robert Farrell, Steven Sites

**Fire Education and Training: Chair- Scott Garber**

Abbey Johnston, Donald Hart, Ben Reedy, James Calvert, Jerome Williams, Jess Rodsinka, Walt Bailey

**Administration, Policy, and Finance: Chair- Abbey Johnston**

Walt Bailey, Bettie Reeves-Nobles, Keith Johnson, Scott Garber, Ernie Little, Ben Reedy, Donald Hart

**Live Fire Training Structures: Chair- Bettie Reeves-Nobles**

Steven Sites, James Clavert, Jerome Williams, Dennis Linaberg, Jess Rodsinka, Claudia Cotton

Additionally, the board discussed the need to enhance the way they and VDFP communicate electronically to the stakeholders.

The next meeting will be a Retreat to be held December 1 & 2.

Through a motion of support, James Calvert would like the VFSB to support VDFP's journey to obtain proper retirement ( VALORS) and Line of Duty Death (LODA) benefits for employees it merits. The recommendation was to create a resolution in support of the initiative.

**Motion to support this initiative:** James Calvert, Second-Walt Bailey

**Topic Discussion:** N/A

**Vote:** Unanimous

**Action:** Motion Approved & Carries

**FULL BOARD MOTIONS**

- i. Request for Fire and EMS Study- Sussex County  
Motion: Motion to approve-Keith Johnson, Second- Claudia Cotton  
Topic Discussion: N/A  
Vote: Unanimous  
Action: Motion Approved & Carries
- ii. Motion to Approve FY23 VFSB Rules and Procedure Changes  
Official Method of Tracking Motions  
**Motion:** Move to adopt, approve changes- Keith Johnson, Second- Ernest Little  
**Topic Discussion:** Does quorum include virtual attendance? Asked by Claudia Cotton  
**Vote: Unanimous**  
**Action:** Motion Approved & Carries
- iii. Burn Building Extension Requests: Hanover County, B. Wade Sanders provided a report to the committee. Request a year extension with a completion of building remaining in December 2023.  
**Motion:** Motion to approve extension-Keith Johnson, Second- Walt Bailey  
**Topic Discussion:** N/A  
**Vote: Unanimous**  
**Action:** Motion Approved & Carries
- vi. Motion for Live Fire structure Chair will work VDFP and TSG, to share this information and provide resources to owners of the burn buildings Keith Johnson, Second- Walt Bailey  
**Topic Discussion:** N/A  
**Vote: Unanimous**  
**Action:** Motion Approved & Carries
- v. Motion to Approve new committee member – Matt Robinson (Spotsylvania)  
**Motion:** Motion to approve- Keith Johnson Second- Walt Bailey  
**Topic Discussion:** N/A  
**Vote: Unanimous**  
**Action: Motion Approved & Carries**

## **ADJOURNMENT**

December Meeting: December 1 & 2 – Leesburg, VA  
February Meeting: February 23 & 24 – VA Fire Rescue Conference - Virginia Beach

- Enclosure 1: SRG Report Summary
- Enclosure 2: SRG Research Report
- Enclosure 3: Training and Operations Memo
- Enclosure 4: ATL Payments for FY 22
- Enclosure 5: ATL Payments for FY 23
- Enclosure 6: FY23 Budget Summary
- Enclosure 7: Open Burn Building Projects
- Enclosure 8: Hanover Burn Building Extension Request



Report to the Virginia Department of Fire Programs

06/15/2022

Report #963

The Virginia Department of Fire Programs (VDFP) sponsored a limited research project to determine what temperatures structural members are exposed in gas fired live fire training props. The data collected in this study seeks to provide an understanding of the temperatures generated by gas fired training props. Of particular interest are the floor slabs and other structural components of the building such as door and window headers. A specific temperature of 350°F is cited in NFPA 1402 section 7.1.4.1. (1) This section references the temperatures “at the face of the structural elements” and not necessarily the temperature of the element itself. In other cases, temperatures below 350°F may be problematic for some structural elements. For example, light weight steel components or their protective coatings may be negatively affected by temperatures lower than 350°F, especially in the presence of high moisture. The Industrial Galvanizers Corporation, March 2013 state that temperatures as low 160 °F in the presence of water can affect the galvanizing coating. (2). Specific physical properties of concrete that serve as a structural component may also be affected by lower temperatures. D.J. Naus, 2005, Oak Ridge National Labs study of concrete exposed to heat shows the effect of heat on a wide range of concrete properties. Extensive references are also given. (3) The maximum tolerable temperature and duration for each component of the structure could only be determined by the projects structural engineer. The quantities of heat generated and its ability to change the temperature of the building elements is outside the scope of this study.

Testing was limited to commercially manufactured and installed gas fired systems used in buildings designed for live fire training, either metal or cement masonry units (CMU). The systems tested were in good working order and were operated according to the manufacture’s operating instructions and the departments policy or typical use guidelines. No effort was made to intentionally operate the props in a manner that would cause excessive heat and or create other dangerous conditions. No water was used during the tests other than what was needed to fill the prop pans. This is an important consideration as the steam generated would significantly change the heat transfer characteristics of the room.

Measurements were made using an array of twelve sensors positioned from twelve to thirty-six inches from the prop face at different heights from the floor. See Figure 1. An additional six sensors were positioned at different locations at the doors or closest window. One sensor was attached to the overtemperature sensor that was part of every prop’s safety system. Simple welded wire type K sensors having an average junction bead size of about 0.93” were used to make the measurements. The sensor wires were precision limits of error per ASTM E230 (4). The sensors were connected to a digital recording device via extension grade wire using type K compensated standard plugs per ASTM 585 (5) back to the instrument back plane.



Each sensor was mounted in a fixture the did not impede line of sight thermal radiation or in a way that created a significant thermal heat sink. The Physical test locations with basic data are shown in figure 2.

Figure 2

Test Locations					
Room	Prop	Sq. Ft.	Cu. Ft.	Division	Construction
A	Kitchen	278	2342	1	Metal
B	Bed	96	808	2	Metal
C	Kitchen	278	2342	1	Metal
D	Bed	96	808	2	Metal
E	Bed	150	1263	1	Metal
F	Kitchen	182	1528	1	Metal
G	Bed	132	1111	3	CMU

Burns were generally conducted in one minute and two-minute cycles on and off. Most departments where tests were made used similar on/off times. It is recognized that during training scenarios there are often delays that result in burn time that vary. Time intervals are shown on the x axis for most of the plots presented. High flow and effect settings were also tested but in all cases except one were quite self-limiting. Use of the high gas flow and effect features resulted in rapid temperature rises that caused the cooling fans to activate resulting in ultimate temperatures that were not much higher than low settings.

The first set of data shown in Figure three represents the findings for the area just above the floor directly in the front of the prop A. It is typical of the other measurements in this area. Ten evolutions were performed over a period of fifty minutes. Peaks values reached just under 250° F at the end of the evolution set. The data set is six sensors at different values of x & Y but the same value for Z, Z=0.750”.

Figure four shows data for the full set of twelve sensors for prop A. Temperatures above the floor plane are higher and more directly exposed to the prop’s radiation. Figure five is an important plot showing a curve fit for the peak values of the data set. The peak values are the sensors twelve inches above the slab. The X axis is the number of evolutions.

Figure 3

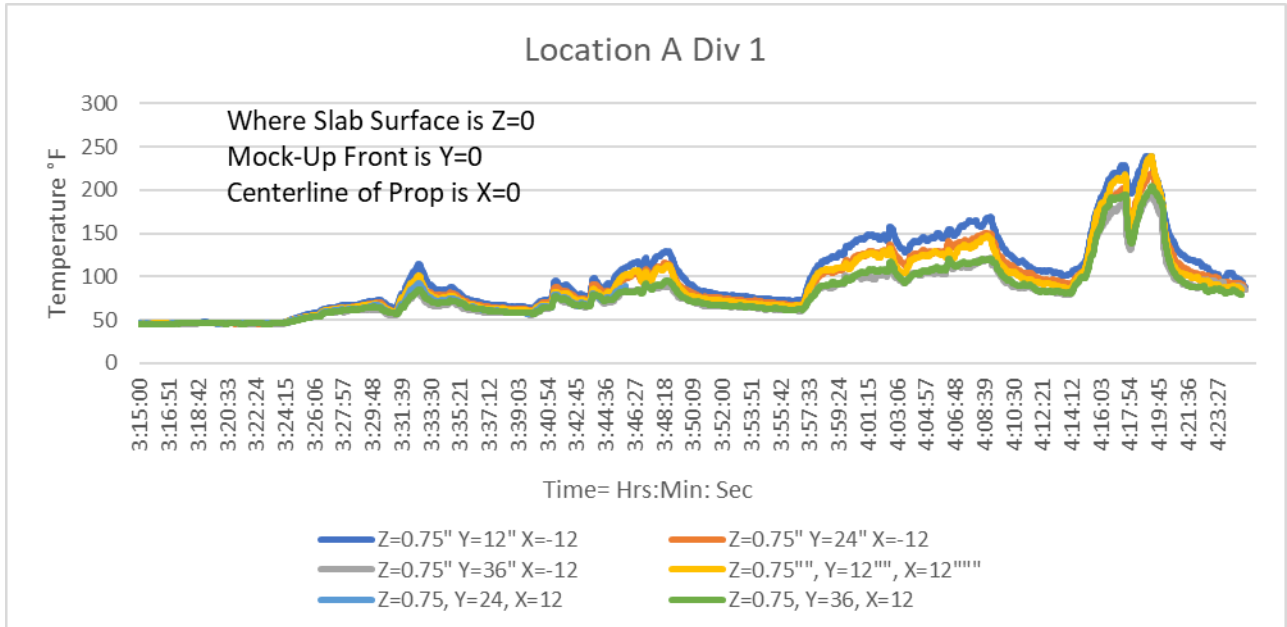


Figure 4

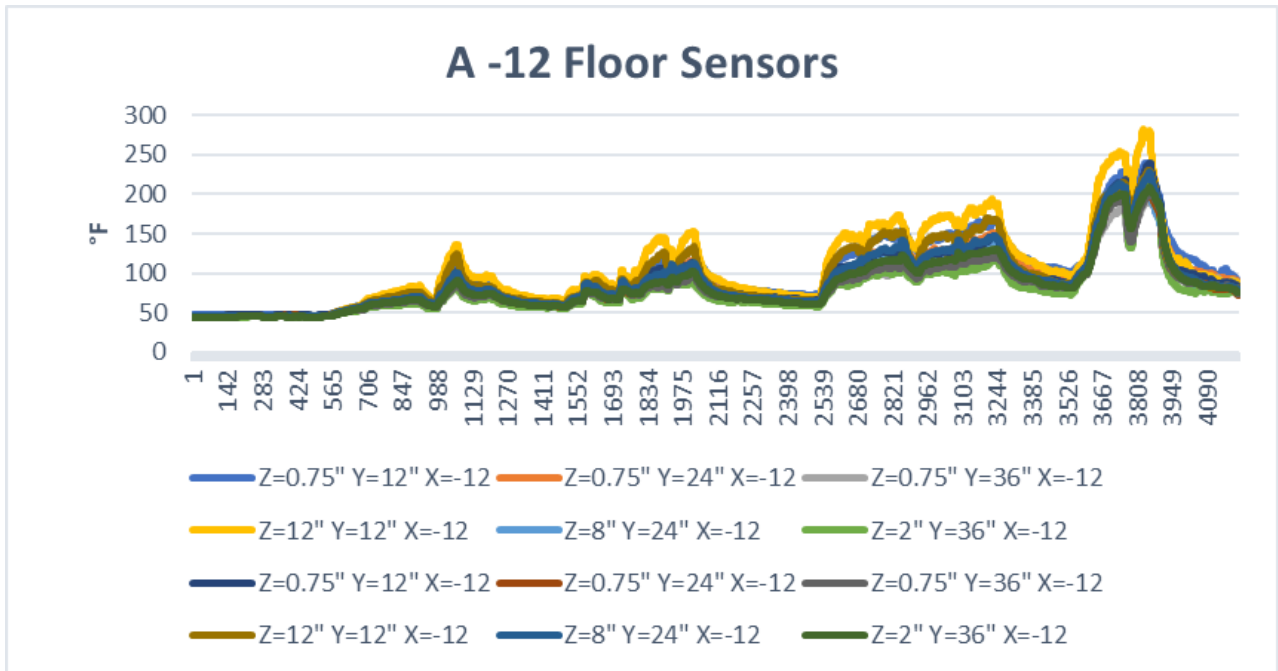


Figure 5

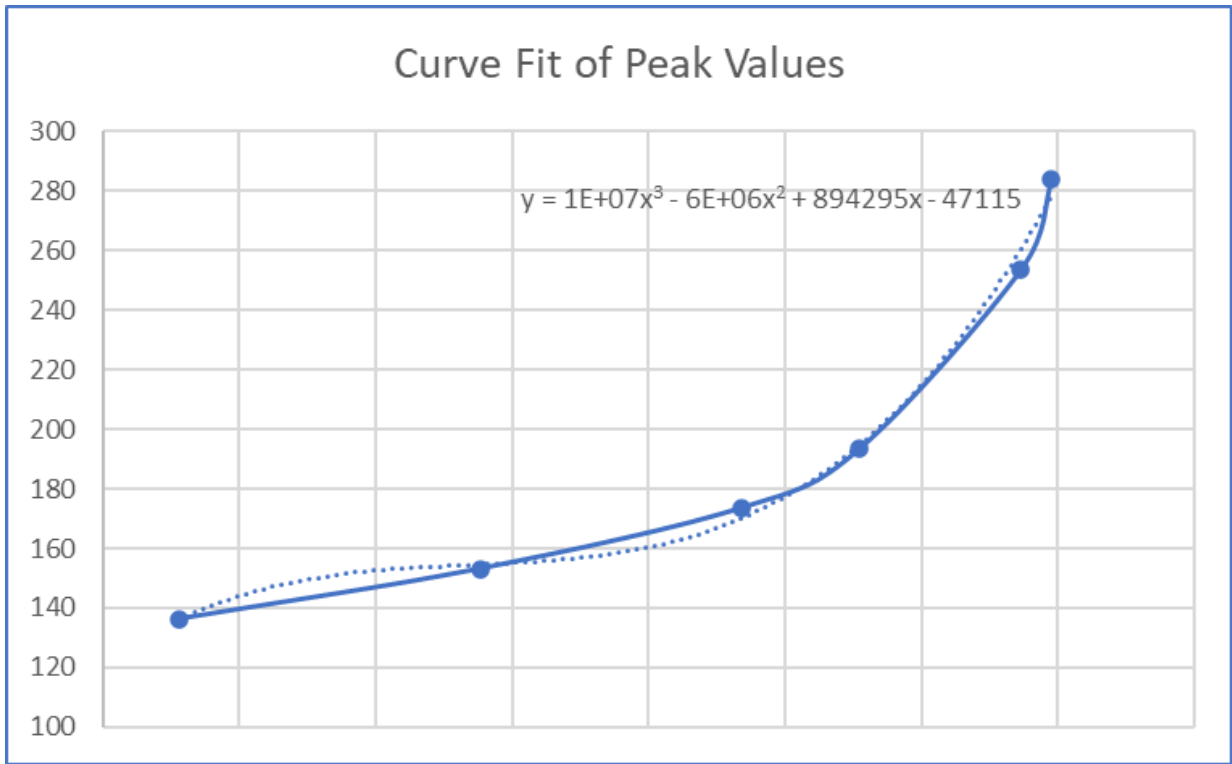
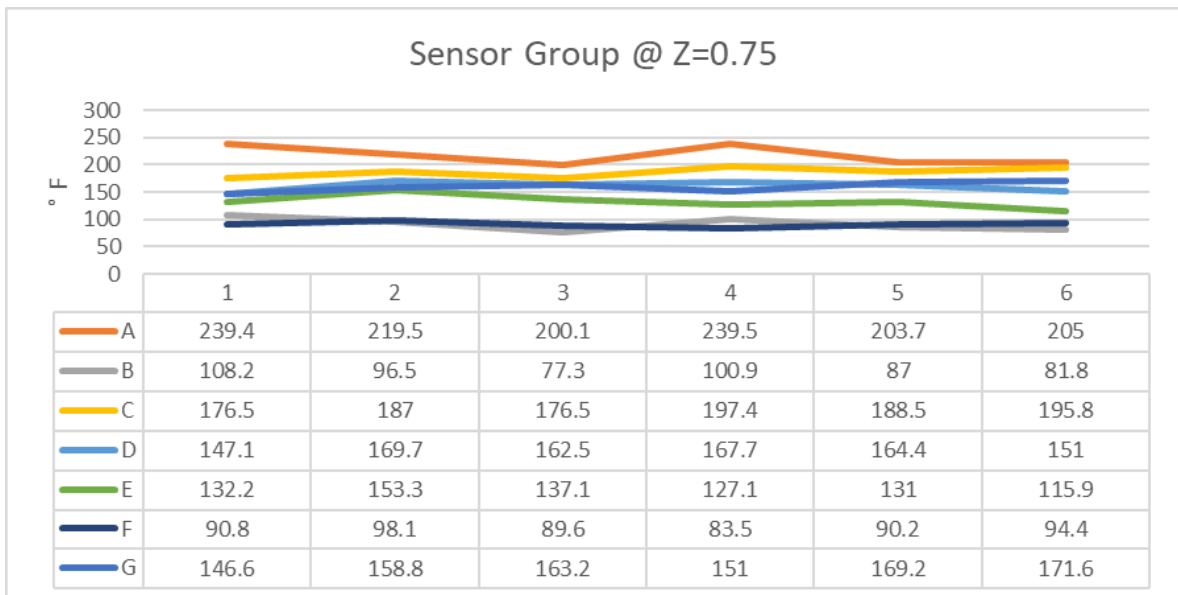


Figure 6 shows the peak values for the total evolution set for each location. The data represents the peak values at Z=0.75 for the entire set of data collected at all locations. The graphical and tabular data are shown. A three second moving average filter was used for all measurements.

Figure 6



Arranging the data in order of room size shows that larger rooms typically having more burn features and capacity produce higher temperatures near the floor than smaller rooms. As stated earlier in all but one case the overtemperature sensors did limit the ultimate temperature realized. Figure 7 & 8 show data by room square footage. Smaller rooms generally had lower temperatures than larger rooms, See Figure 8.

Figure 7

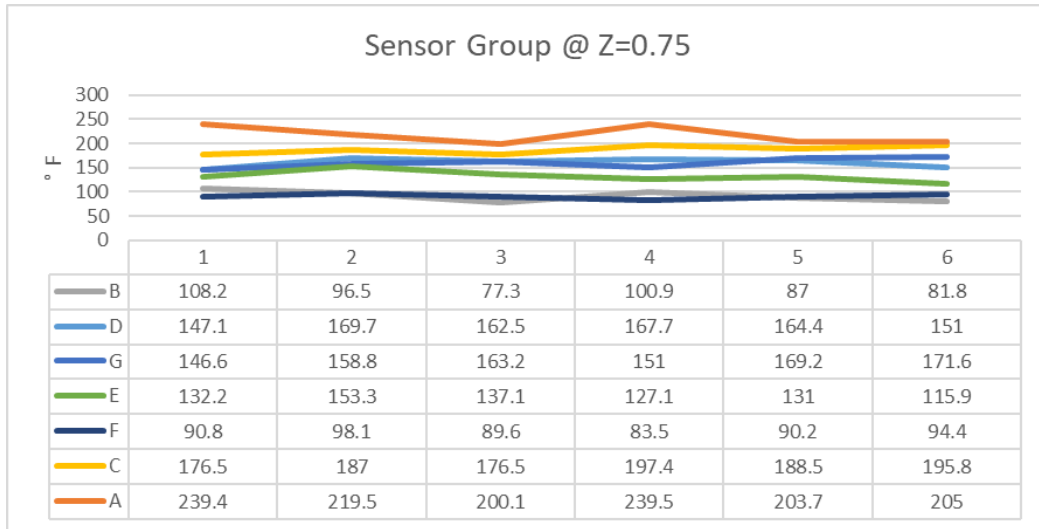
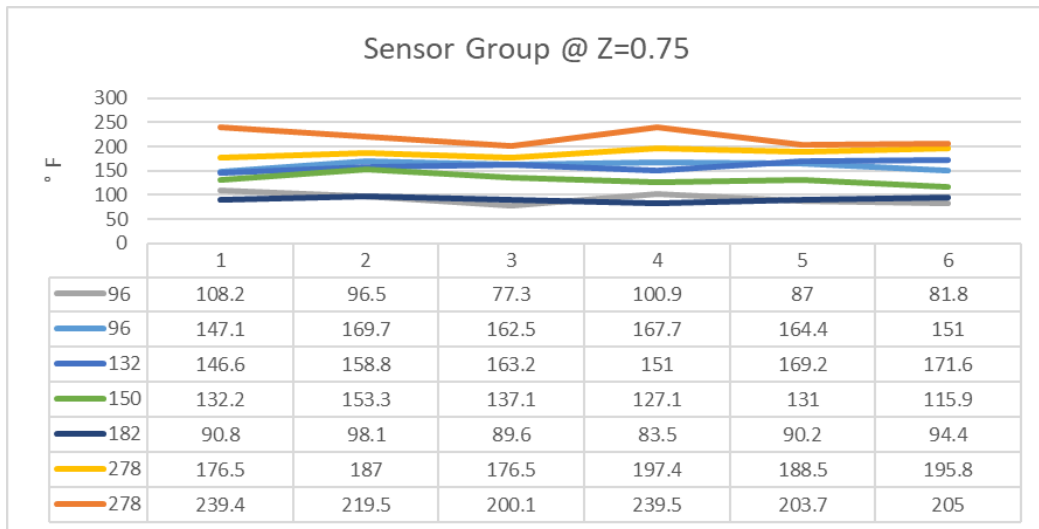


Figure 8



The data clearly shows that the concrete is exposed to moderately elevated temperatures after numerous burns, but those temperatures did not reach the 350 °F threshold. The physical temperature of the concrete floor including heating rates would depend on multiple variables. Determining the need for protecting the concrete from lower temperatures would require an analysis outside the scope of this study.

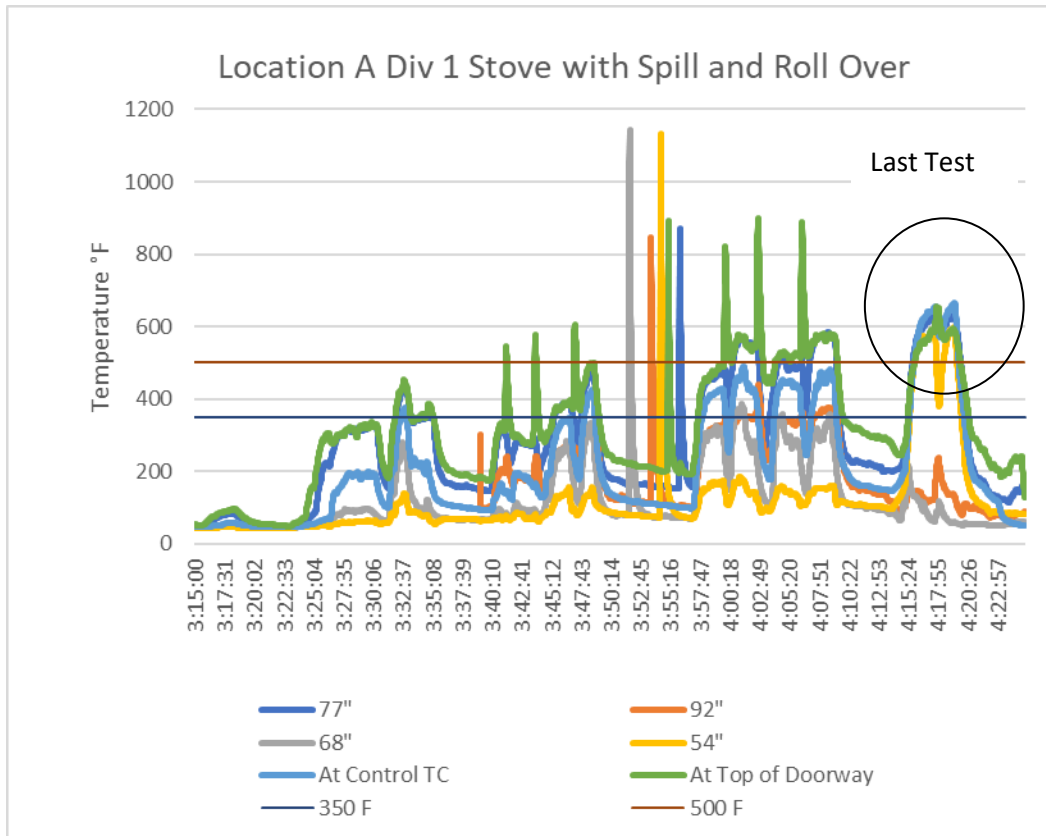
The uncertainty analysis and discussion are presented in appendix two.

Six additional sensors were placed at critical locations near a door or window. Other locations in the room would also be expected to experience high temperatures but in all cases those areas were lined with some type of thermal protection. The linings were intact and operating properly; meaning the structural members in those areas were well protected.

The sensors were located at elevations of 54", 68", 77", and 92". Two additional sensors were installed. One was attached to the rooms overtemperature sensor, and one sensor was attached at the doorway header just protruding into the air space. Doors and windows were left in the closed position during testing except for the main entrance door. This was typical operating conditions for most departments and represented a scenario like that conducted during training. The door would be partially open to monitor interior conditions and then closed as the fire attack or search team approached the door. The door would then be fully opened to continue the drill. Doors and windows were closed mainly to retain training smoke and heat and to create dark conditions. Open doors and windows do not significantly change the flame effect. As expected, the temperatures measured at the elevated heights were higher and remained elevated for longer periods. Tests were run in two-to-four-minute intervals except where a special effect like a roll over simulator might time out after 20 or 30 seconds. Figure 9 shows the data for location A Div. 1. The last set of peaks in Figure 9 shown were run with all prop features on high until the overtemperature sensor limited the burn. No roll over effect was used. The duration of the burn is limited by the overtemperature sensor in both temperature and time. The temperature at the door header was over 500°F for more than four minutes.

Prop effects like a roll over simulator can significantly raise temperatures in the upper areas of the room but at every location tested this feature was time limited to twenty to thirty seconds. This caused temperature spikes above 1000 °F but for short time durations. No attempt was made to unnecessarily or artificially cycle the roll-over feature to increase room temperatures.

Figure 9



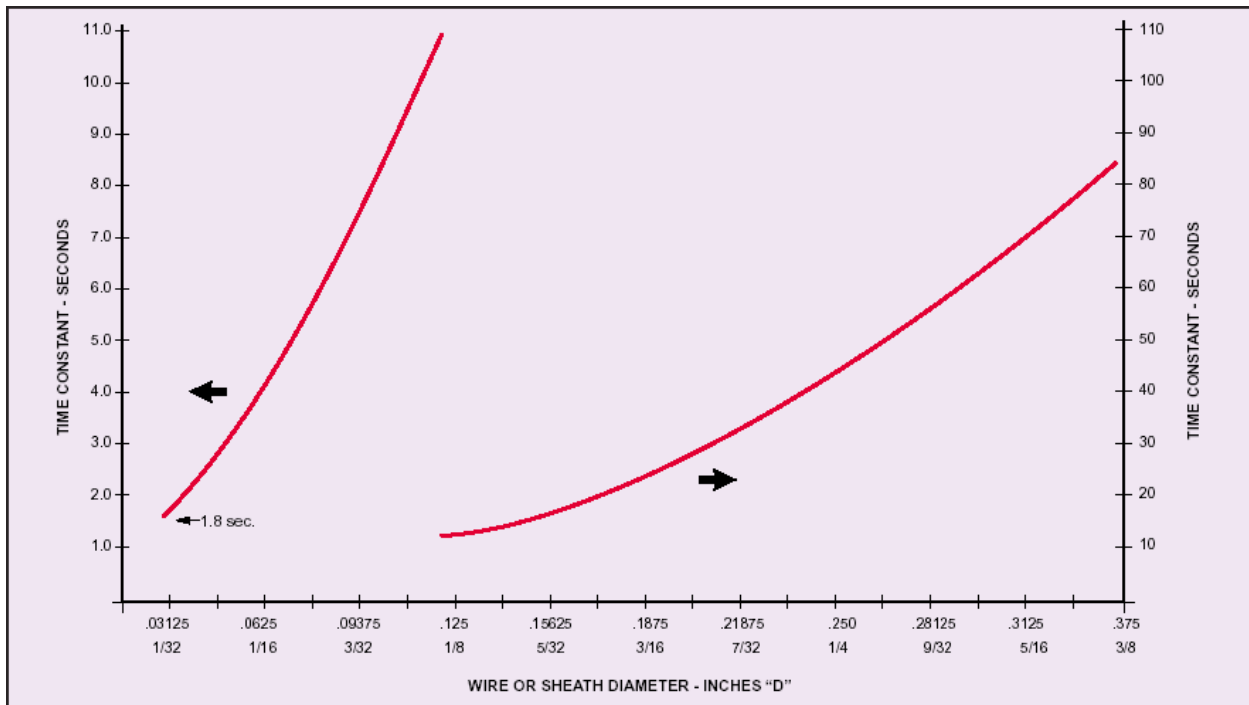
Peak values for each sensor at each location are shown in Figure 11. Peak values for the door headers are closely grouped with a median value of 900.1 °F and a maximum of 1002.6 °F. These values are for all evolutions for all rooms. Figure 12 shows the upper-level data arranged by square footage. Overtemperature sensors ranged from 0.187" to 0.250" diameter where the "Control Sensor" was only about a 0.093" diameter exposed small bead. First order time constant for the test sensor is much lower than for the larger sheathed sensors. A stepped change in temperature would result in a much slower response and resulting lower temperature for the installed overtemperature sensor.

The “Control Sensor” temperatures were well above the 500 °F cool down initiation temperature for several minutes before the overtemperature sensor initiated a cool down cycle. Figure 10 gives approximate time constant comparisons in air for different type and size sensors.

### Thermocouple Response Time

Time constants calculated for air at room temperature and atmospheric pressure moving with velocity of 65 feet per second for thermocouples shown in Figures #10

Figure 10



Graph Provided by Omega Engineering, Published April 17, 2019

Figure 11

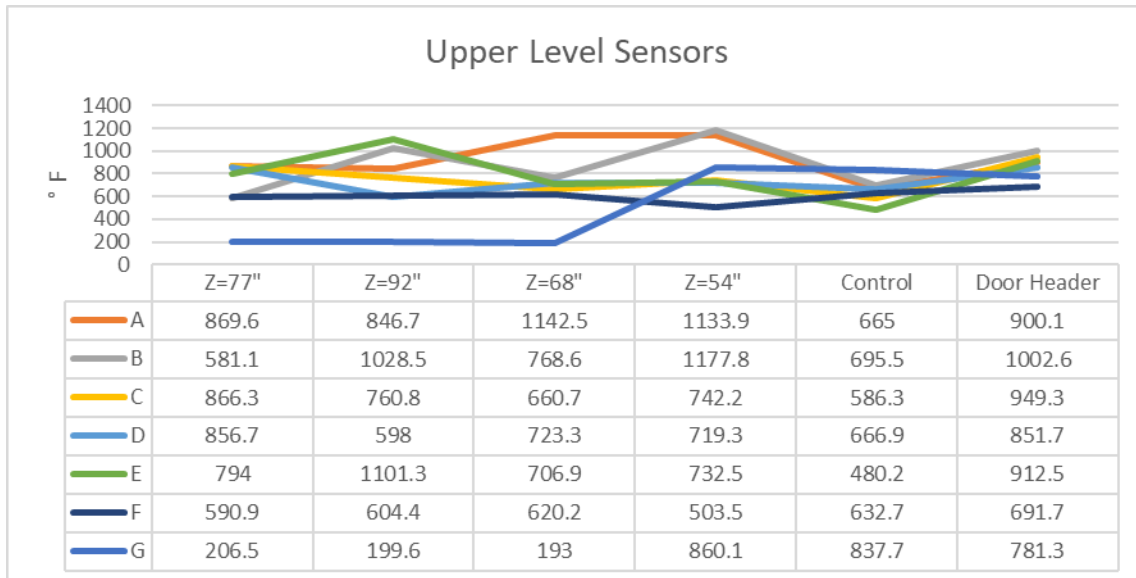
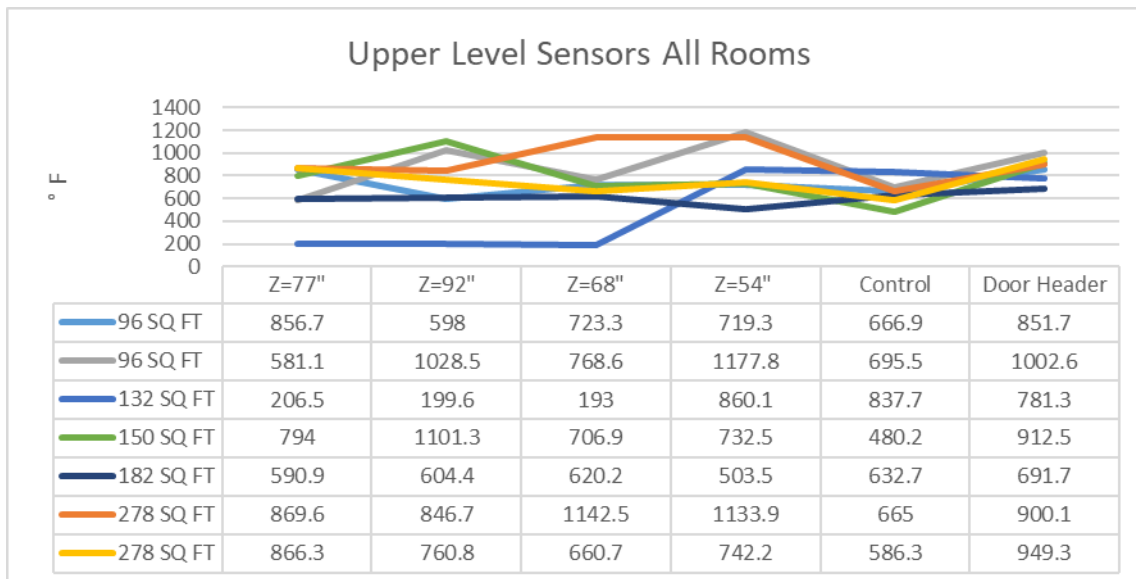


Figure 12



Figures 11 and 12 show the peak values for all locations arranged by location and buy room area. Appendix one shows the data for the upper measurements at each location. Appendix 2 provides an explanation of the uncertainty analysis for the measurements.

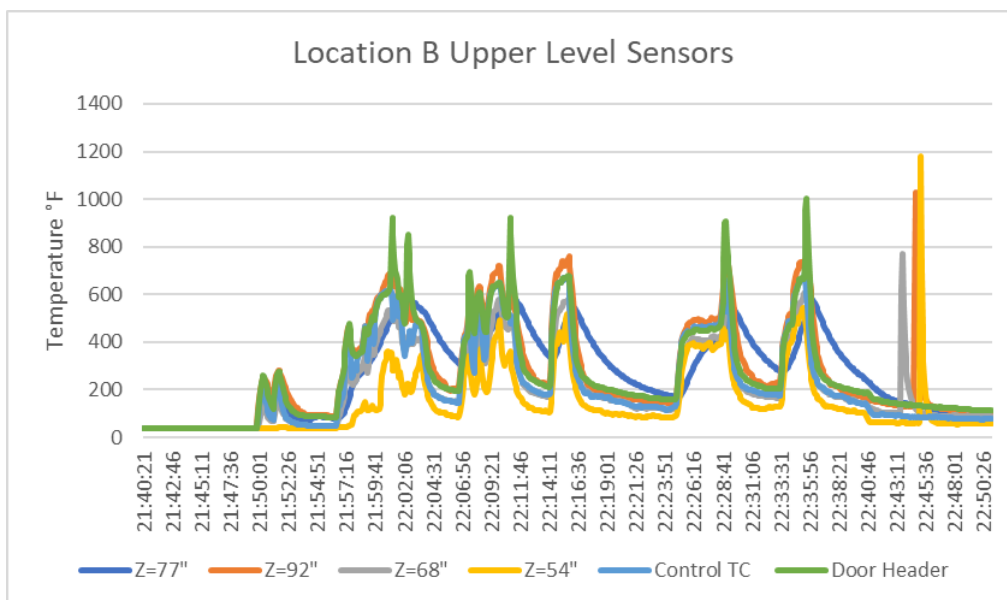
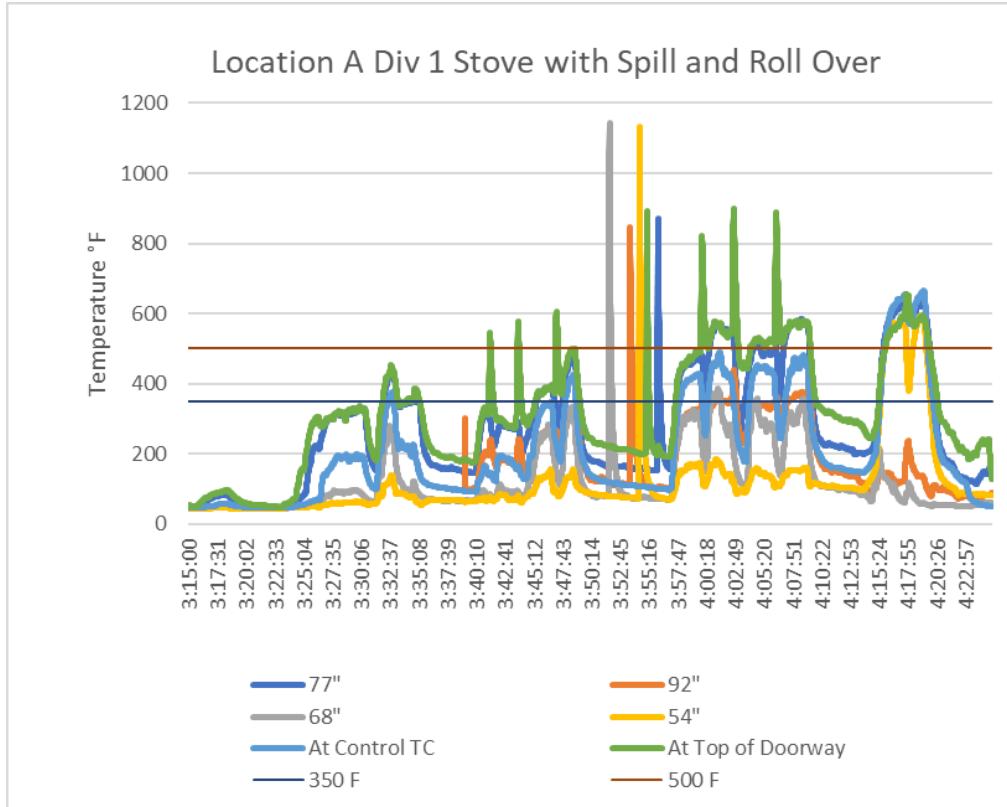


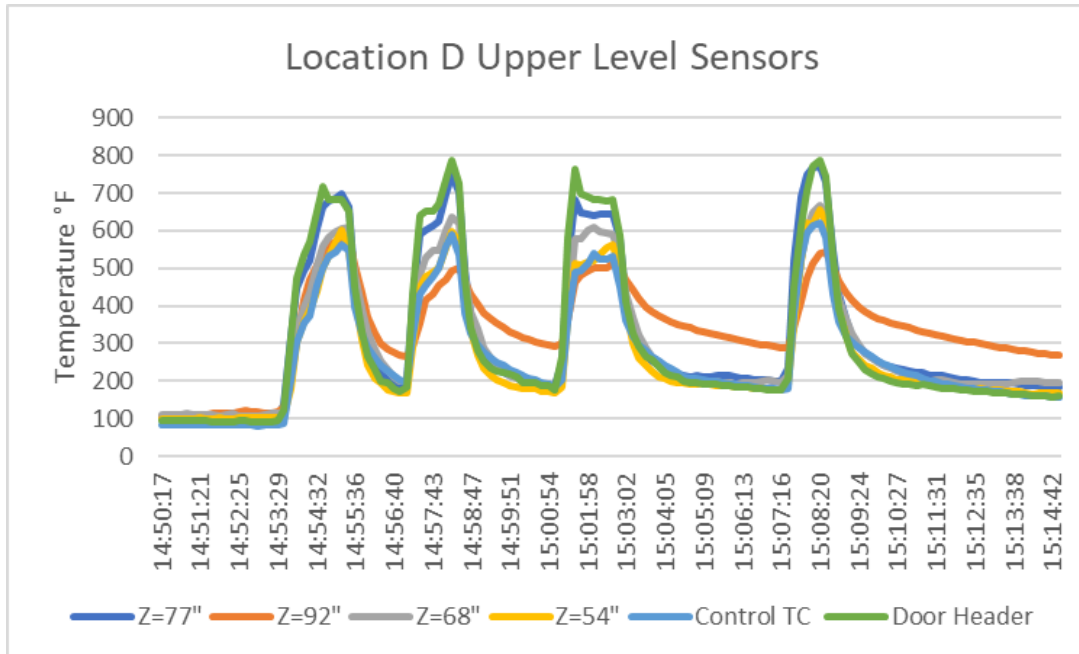
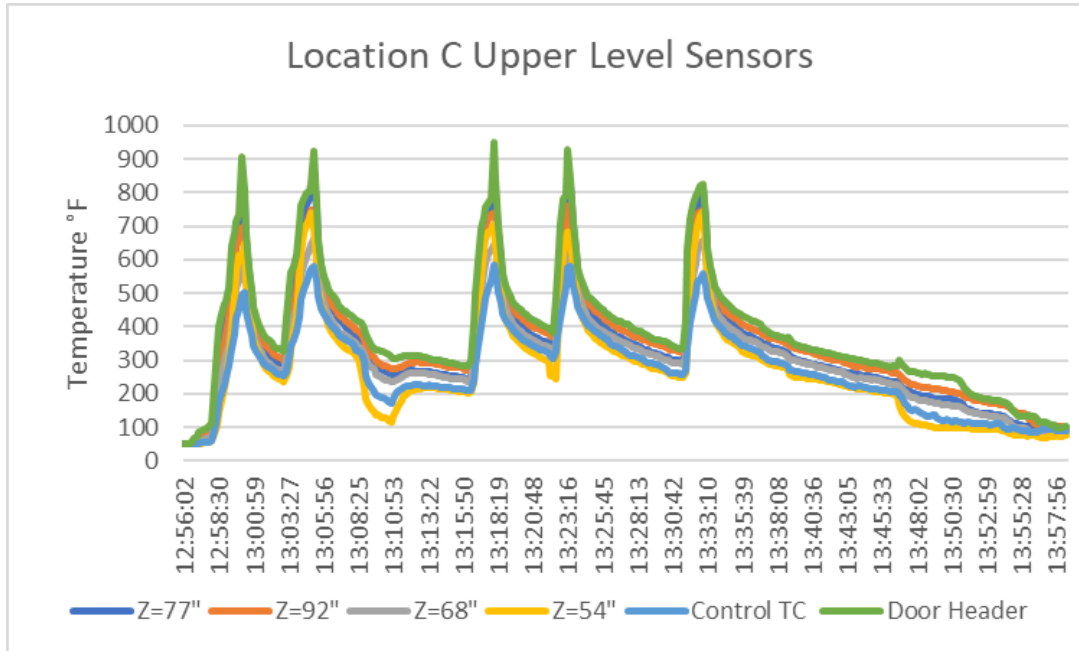


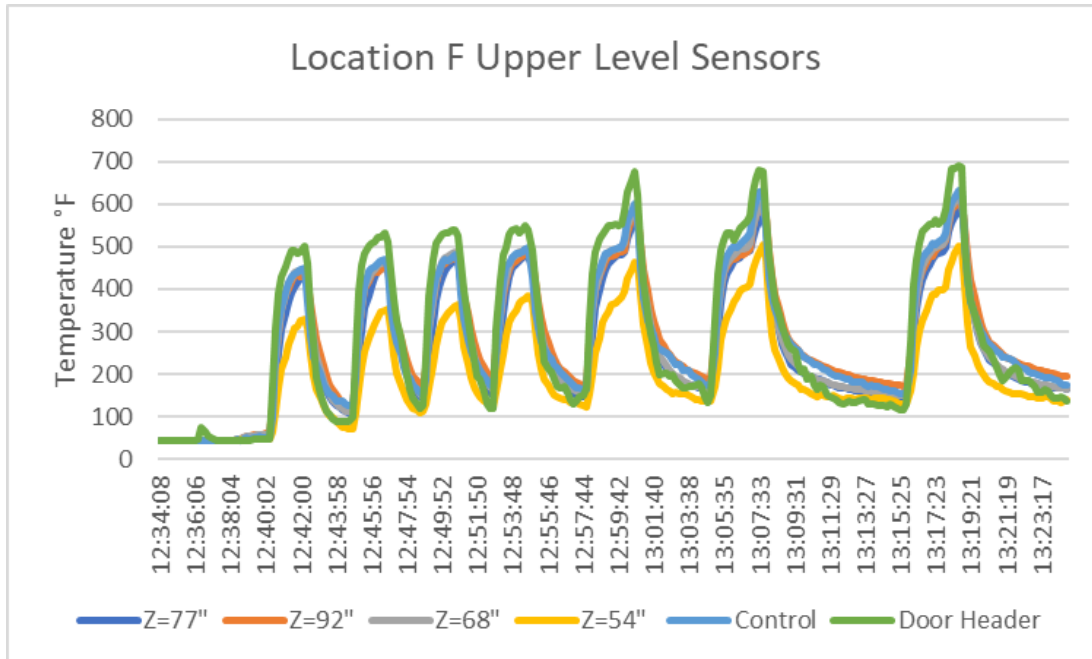
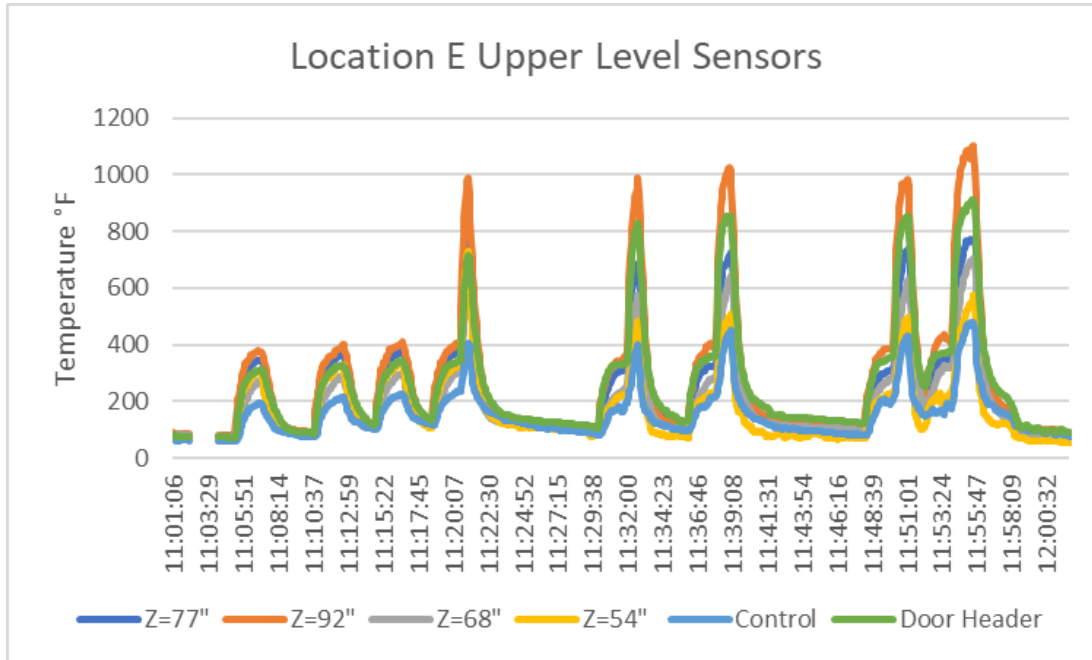
## Conclusion:

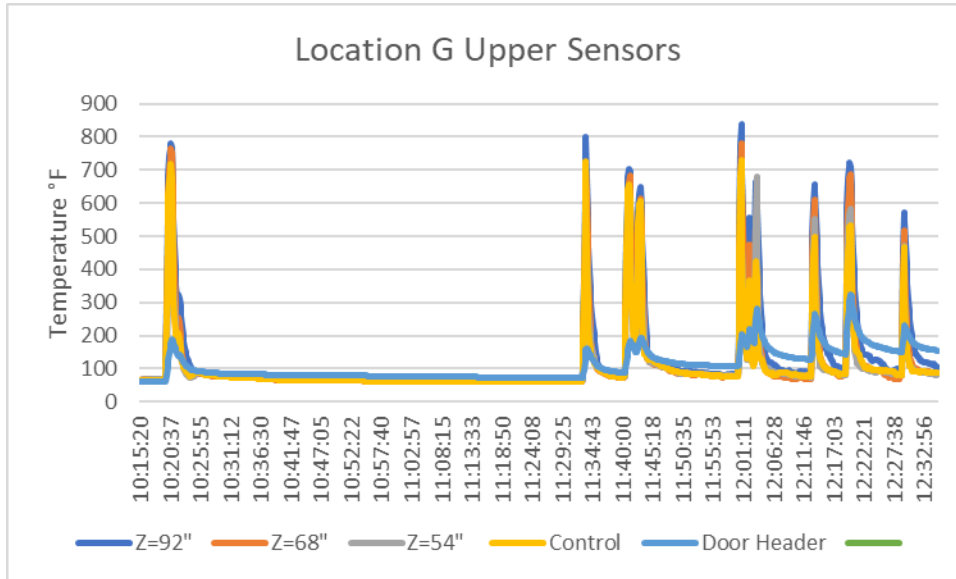
Since there is no way to measure all class B burn rooms in an unlimited number of structures the following data serves as a representation of the larger set. Gas fired training props have the capacity to generate very high temperatures within the burn rooms and extending to areas outside the burn room. The environment is very harsh consisting of high heat, byproducts of combustion, raw fuel, and high moisture levels. The systems tested in this study were self-limiting and well controlled by the temperature limit sensors. Generally, the fan cooling and flame control activated at 500 °F while the full system shutdown occurred at 700 °F. The testing conducted pushed the systems to the cool down activation only. Temperatures near the floor did not reach temperatures above 350 °F during any of the tests. Prop design and combustion controls limited the temperatures near the floor to a maximum of 240 °F after multiple evolutions. Temperatures at the door and window header reached temperatures well above 350 °F and were sustained for several minutes. Peak temperatures approached 1150 °F in some instances. Structural members outside the burn room doors and windows and near the opening will very likely be exposed to temperatures well above 350 °F. Design considerations to account for exposure to these temperatures would be prudent. Potential deleterious effects of the heat exposure depend primarily on mass, material physical properties, and time of exposure. How potential damage from heat affect the individual building components and resulting structural integrity are very important design considerations.

Appendix 1, Graphs of Upper-Level Measurements









## Appendix 2, Uncertainty Analysis

The uncertainty analysis generally follows the Guide to Uncertainty in Measurement (GUM) (6) published by the National Institute of Standards and Technology (NIST). Typically type A and B contributors are combined using the root sum squares method (RSS). The resulting values are presented at a confidence level, two sigma. In this case the measurements are dynamic and thus lacking any steady state conditions where stability or uniformity could be assessed. Error due to varying sensor time constants would be expected. The bead style sensor used in these tests would have a lower time constant than the installed sensor resulting is closer to true values. Each sensor used in the tests would have very similar time constants. Uncertainty contributions considered will be type B (estimated).

Values in °C			
Contributor Type	Value	$U=X/2$	$U^2$
Type K Tolerance	3.5	1.75	3.0625
Reading Error	1	0.5	0.25
Reference Junction Error	0.75	0.375	0.140625
Wire Inhomogeneity	0.30	0.15	0.0225
Extension Wire	1	0.5	0.25
Plugs/Jacks Connections	1	0.5	0.25
		Sum	3.975625
		K=1	1.993897
		K=2	3.987794

### Appendix 3, Picture of Test Rig



### References:

1. National Fire Protection Association NFPA 1402, Standard on Facilities for Fire Training and Associated Props, 2019, NFPA 1 Batterymarch Park, P.O. Box 9101, Quincy MA, 02269
2. Industrial Galvanizers Corporation, March 2013, Tech Tip 23, 11 Talavera Road, Macquarie Park, NSW 2113
3. Naus D.J., The Effect of Elevated Temperature on Concrete Materials and Structures, A Literature Review, Oak Ridge National Labs, November 2005, Oak Ridge National Laboratory Managed by UT-Battelle, LLC P.O. Box 2008 Oak Ridge, TN 37831-6283
4. ASTM E230, Volume 14.03, ASTM International, 100 Barr Harbor Drive, PO Box C700, West Conshohocken, PA, 19428-2959 USA
5. ASTM E585, Volume 14.03, ASTM International, 100 Barr Harbor Drive, PO Box C700, West Conshohocken, PA, 19428-2959 USA
6. B. Taylor, C. Kuyatt, Guide to the Expression of Uncertainty in Measurement, 1994, NIST technical Note 1297. National Institute of Standards and Technology, Gaithersburg MD.



# COMMONWEALTH of VIRGINIA

Brad Creasy  
EXECUTIVEDIRECTOR

## Virginia Department of Fire Programs

Jamey Brads  
BRANCH CHIEF  
TRAINING & OPERATIONS

### Memorandum

To: Brad Creasy, Executive Director  
Fire Board Members

From: Jamey Brads, Branch Chief  
Training and Operations

Date: August 1, 2022

Subject: Report Training and Operations

The Training and Operations Branch continues to support both funded and non-funded deliveries. Since our last report that was presented in June:

- We have undergone some organizational changes within the agency and our branch. Branch changes include:
  - The Logistics Division now reports to the Chief of Training and Operations rather than the Assistant Chief of Administration.
  - Heavy Technical Rescue has been combined with AARF to become the Special Operations Division.
  - The Curriculum Development Program Manager has been retitled as Learning Development Manager to fully encompass the responsibilities of the role as they expand.
  - The QA manager has been retitled as Accreditation Manager, again to better encapsulate the role responsibilities.
- The agency continues to work on filling vacancies.
  - We have filled the full time Instructional Support Specialist position. Jeff Liebold, formerly the Division 2 Chief joined the Learning Development team at the end of July.
  - The new Special Operations Chief, Chad Riddleberger joined the agency at the end of June.
  - Additionally, we filled the Administrative Support Specialist role in Logistics.

- o The Division 2 Chief role is now vacant as is the new Deputy Chief of Training and Operations role.
- As we work to fill these remaining roles, we will be working through our current list of adjunct instructors to identify those that are active.
  - o Active instructor is defined as an adjunct that has taught/worked for VDFP within the past 12 months
  - o Once we refine the list of instructors we will begin to hire additional adjuncts based on the needs of each Division.
  - o Gaps exist in our current cadre of instructors due to mandatory department overtime across the fire service as well as resignations/retirements.
  - o To aid in the adjunct hiring process, we will be developing a modified onboarding process that will be able to be completed remotely. In addition to the HR onboarding process, we are creating a virtual introduction to VDFP to include our Mission, History, Responsibilities, etc.
- We are happy to report that beginning August 1, Adjunct Instructor Pay has been raised to \$31/hour. Long overdue, the increased salary is not only beneficial to our current instructors, but will allow us to be more competitive in comparison to department overtime rates.
- Development of instructor permissions in CSOD continues. Staff are preparing and testing features with internal and external partners.
- Updates on new instructor resources:
  - o Online Course Evaluations - became active on February 17, 2022. To date, over 2660 responses have been received with largely positive feedback. We will be looking to improve the evaluation to allow more detailed reporting on instructor(s) and skills training. On Average:
    - Courses received a 4.47 out of 5.0 points for ability to practically apply material
    - Instructors received 4.49 out of 5.0 points for demonstrated mastery of content.
    - Instructors received 4.66 out of 5.0 points for ensuring activities were conducted safely.
    - Instructors receive 4.66 out of 5.0 points for a student's willingness to take additional classes with said instructor.
  - o New hybrid course - Based on the popularity of the new course teaching in a hybrid environment We are looking to add more sessions in the Fall.
  - o Course reminder emails - went into effect on February 14, and have proven to be a proactive measure to curb the number of no-shows. Since 2/14, we have seen an uptick in withdrawals 20 % than the previous year. 1/3 of the population withdrawing from a course have cited they reason as reschedule do to conflict.
- Development of the Officer and Instructor series' continue. Meetings pending to finalize updates to all programs over the next few weeks. Once finalized, they will be reviewed by QA and Curriculum Development.



- Revisions are also in process for Incident Safety Officer, Foam Awareness, and Watercraft Rescue courses. Firefighter I/II Train the Trainers continue to be offered to localities. Future updates and new programs will continue to focus on the elements associated with the appropriate standards rather than outdated practices.
- Modular FF I/2 kickoff meeting was held Mar 8, 2022
  - The committee met to review and strategize recommendations for modular training delivery. Chad Reeves (Lynchburg & Red House VFD) was in attendance and provided valuable feedback on how Charlotte County would use this delivery method.
  - As a team we identified the following items to complete:
    - Updated Administrative Guide outlining student and locality obligation
    - Updated Modular training/testing specific acknowledgement form
    - Updated Schedule(s) to reflect 4/5 modules of training with supporting skill sheets
    - Review of entry in CSOD
    - Review of skills based on JPRs to ensure testing/training
    - Student timeline for completion
  - Based on the initial review and recommendations of the group, the Jones and Bartlett modular delivery curriculum
    - J&B Navigate with Premier Access (Access to vendor provided online material will be the responsibility of the host jurisdiction) to support both the option to take lectures on demand using their asynchronous learning options.
  - The committee is using a combination of skill sheets to ensure they can be used in both training and testing.
  - As of August 1, 2022:
    - Administrative Guidelines revised
    - All forms, schedules and related documents have been updated
    - FF 1 has been divided into Four Modules. FF 2 will be one Module
    - Events need to be created in CSOD
    - Skill sheets have been updated for instruction including a Practical Logistics document
    - Testing, testing Instructions have been updated for each of the JPR skills to test. (Some minor edits still need to be made to these testing documents but will be completed during the month of August)
    - Quality Assurance will handle the written testing for each module
- The QA and IT Divisions have been working with VITA to secure the servers needed to update the software needed to offer both online testing as well as continue paper-based testing where needed. The goal is to pilot EVOC testing in the fall and then roll out the certification testing after January 2023.
- The QA Division has received positive feedback on our pilot project of sending retesting automatically back to a formalized training center. We will be looking to expand this program in other localities during FY-23.

- The draft manual for delegated authorities has been finalized for review by VDFP leadership. Once that review is complete we will be sending off the manual and Va. Beach application to become the four delegated authority along with some testing updates to Pro-Board for their review and approval.
- Over the past 60 days, the QA Division has printed all of the certification session certificates for FY-22 sessions that have been properly closed out in CSOD. This has resulted in more than 4,000 certifications certificates being printed and prepared for mailing.
- Based on a request, we have taken some time to conduct random test analysis for our certification testing. Generally we have seen an approximately 81% pass rate on first attempt written examinations across most of the 26 accredited levels. The rate of passing increases to about 92% on second attempt written examinations. Moving forward we will work to capture the results in real time and release a report semi-annually.
- The QA Division is moving from our Glen Allen office to the Public Safety Training Center. This move is the first in a series of steps to allow this division to have the space necessary to manage the accreditation and testing across the entire Commonwealth.
- Some statics that may be of interest:

<b>FY22 (July 1, 2021 - June 30, 2022)</b>	<b>FY21</b>
<b>1,754</b> individual sessions delivered	<b>1,345</b> individual sessions delivered
<b>21,103</b> Students attended training	<b>19,000</b> students attended training
<b>215</b> cancelled sessions	<b>152</b> cancelled sessions
<b>849</b> No-shows	<b>600-t</b> no-shows
<b>981 Funded Sessions (Testine Events Created)</b>	<b>661 Funded Sessions</b>

*Jamey Brads*

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 Branch Chief- Training & Operations  
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## FY-2022 Fire Programs Fund Aid to Localities Payments

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1	9-24-21	118	36.5%	\$16,277,822	47.7%
2	12-24-21	62	19.2%	\$6,765,463	19.8%
3	3-18-22	35	10.8%	\$4,298,892	12.6%
4	6-24-22	104	32.2%	\$6,748,837	19.8%
5			0.0%		0.0%
Funds Released		319	98.8%	\$34,091,014	99.8%
Total Funds Not Released		4	1.2%	\$60,000	0.2%
AtL Total		323	100.0%	\$34,151,014	100.0%

### Localities that Forfeited Funds

<u>1</u>	345	Colonial Beach (Town)	15,000.00
2	381	Hamilton (Town)	15,000.00
3	447	Saint Charles (Town)	15,000.00
4	459	Stony Creek (Town)	15,000.00
			<b>60,000.00</b>

### FY-2023 Fire Programs Fund Aid to Localities Payments

Pay Cycle	Date Pymt. Requested	No. of Localities	% of Localities	Amount	% of Funds
1			0.0%		0.0%
2			0.0%		0.0%
3			0.0%		0.0%
4			0.0%		0.0%
5			0.0%		0.0%
Funds Released		0	0.0%	\$0	0.0%
Total Funds Not Released		322	100.0%	\$36,409,201	100.0%
AtL Total		322	100.0%	\$36,409,201	100.0%

ATL funds increased by \$2,228,187.  
St. Charles Township was revoked

# FY2023 Live Structural Budget:

Carried forward Balance from FY22	3,742,374
FY23 Annual Appropriation	975,000
VFIRS FY22 Carryover	17,300
<b>Total FY 23 Funding</b>	<b>4,734,674</b>

	Total Project Awarded	Prior Year Payments	FY23 Estimated Payments	FY23 Actual Payments	Obligation Balance
<b><u>Burn Building Construction Projects</u></b>					
FLUVANNA, County FY18	480,000	112,500	0		367,500
HANOVER County FY20	450,000	112,500	337,500		337,500
SUFFOLK County FY21	480,000		112,500		480,000
GOOCHLAND County	480,000		112,500		480,000
RICHMOND City	480,000		112,500	-	480,000
	<u>2,370,000</u>	<u>225,000</u>	<u>675,000</u>	<u>0</u>	<u>2,145,000</u>
<b><u>Burn Building Renovation / Repair Projects</u></b>					
ROCKBRIDGE County (renovation) FY19	445,204		445,204		445,204
Shenandoah County (repair) FY21	13,621		13,621		13,621
Lynchburg City (repair) FY22	38,849		38,849		38,849
Virginia Beach City (repair) FY22	34,549		34,549		34,549
Bedford County (repair) FY22	49,627		49,627		49,627
	<u>581,850</u>	<u>0</u>	<u>581,850</u>	<u>-</u>	<u>581,850</u>
Impingement Project (Repair-Thermal Lining)	<u>732,284</u>		<u>366,142</u>		<u>732,284</u>
Estimated full compliance over 5 years, per yr cost	732,284	0	366,142	0	732,284
<b><u>Regional Fire Services Training Facilities Projects</u></b>					
Accomack County FY22	50,000		50,000		50,000
Richmond City FY22	50,000		50,000		50,000
	<u>100,000</u>	<u>0</u>	<u>100,000</u>	<u>0</u>	<u>100,000</u>
<b><u>DFP BBldg Supt - A/E Contract</u></b>					
DFP BBldg - Inspections A/E Contract	525,000	-	250,000		525,000
DFP BBldg - Consulting	75,000		75,000		75,000
DFP (DIRECT) BBldg - Mobile Burn Cells	0	-	0	-	-
	<u>600,000</u>	<u>0</u>	<u>325,000</u>	<u>0</u>	<u>600,000</u>
NEW Construction Projects	2,370,000	225,000	675,000	0	2,145,000
RENOV / REPAIR Projects	581,850	0	581,850	0	581,850
Impingement Project (Repair-Thermal Lining)	732,284	0	366,142	0	732,284
RFSTG Projects	100,000	0	100,000	0	100,000
DFP <b>direct</b> BBldg Support	600,000	0	325,000	0	600,000
<b>Total Multi-Year Awards</b>	<b><u>4,384,134</u></b>	<b><u>225,000</u></b>	<b><u>2,047,992</u></b>	<b><u>0</u></b>	<b><u>4,159,134</u></b>

Estimate Cash on hand 7-1-22 4,734,674

**Unobligated 575,540**

## Summary of Open Project 8-4-22

### Burn Building Construction Projects: 5 open

FLUVANNA County awarded FY18 480,000

- On their second round of procurement solicitation. The bid packet was sent to County Attorney in November and as of last week it was still there.

HANOVER County awarded FY20 450,000

- Requesting a one year extension. Request is an agenda item for June meeting

SUFFOLK County awarded FY21 480,000

- Working on building plans.

Richmond City awarded FY23 480,000

- Completed the orientation meeting in June.

Goochland County awarded FY23 480,000

- Completed the orientation meeting in June.

### Burn Building Renovation / Repair Projects

ROCKBRIDGE County (renovation) awarded FY19 \$445,204

- Submitted drawings to TSG for the 7<sup>th</sup> building plans reviewed. Waiting for TSG to respond.

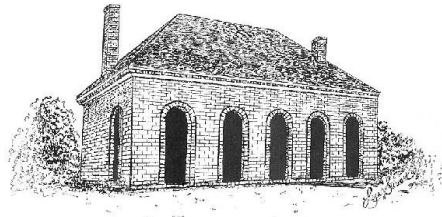
Bedford County (repair) FY22 awarded \$49,627

- A repair grant award was issued in the amount of \$49,627 in April 2022. The locality has until April 2023 to complete the repairs outlined in the application.

Shenandoah County (repair) FY21 awarded \$13,621

- The repair project is complete and pending the Division Chief's review.

**BOARD OF SUPERVISORS**  
**ANGELA KELLY-WIECEK, CHAIR**  
CHICKAHOMINY DISTRICT  
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HANOVER COURTHOUSE

**HANOVER COUNTY**  
ESTABLISHED IN 1720

**JETHRO H. PILAND, III**  
CHIEF, FIRE-EMS  
**CHRISTOPHER, J. ANDERSON**  
ASSISTANT CHIEF, FIRE-EMS  
**VACANT**  
ASSISTANT CHIEF, FIRE-EMS  
**VACANT**  
ASSISTANT CHIEF, FIRE-EMS

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13326 HANOVER COURTHOUSE RD., HANOVER, VA  
23069  
PHONE: 804-365-6195  
FAX: 804-365-4884

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**Date:** August 1<sup>st</sup>, 2022  
**Memo To:** Theresa Hunter, Grants & Budget Manager  
**Memo From:** B. Wade Sanders, Battalion Chief of Training *aws*  
**Ref:** Burn Building Extension Request – One Year  
**CC:** Virginia Fire Service Board Members  
Jethro H. Piland, Chief of Fire-EMS, Hanover County.

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Dear Mrs. Hunter,

Hanover Fire-EMS respectfully request an extension of a one year extension for the completion of the burn building project. As discussed several current items have created the need for the requested extension:

1. The current supply chain for goods and services is under severe distress. While we have been somewhat fortunate that our general contractor has been proactive and aggressive with their procurement not all items are readily available. One prime example is that the building's main power distribution panel (MDP) has been on order for over 6 months with no guaranteed shipping date.
2. The original scope of practice included the building with two gas fired props, with the intent of four additional gas fired props being incorporated over the next four physical years. In a fortunate addition, the County Administration and Board of Supervisors granted the department funding to add all four additional gas fired props this physical year, FY2023. Rather than attempt to complete the original scope and then add the additional props, based on recommendations of our A&E firm and general contractor, the department made a strategic decision to issue a change order to the original scope and add the additional props now. While this will push the final completion date back, it will be a more efficient process overall.

As we have discussed I look forward to representing the department in supporting this request on the Fire Services Board on August 12<sup>th</sup> in Hampton. If you have further please do not hesitate to reach out.