

# **Virginia Fire Services Board**

Administration, Policy, and Finance Committee

Thursday, February 19, 2026

Virginia Beach Convention Center

1000 19th St, Virginia Beach, VA 23451

4:00 PM

## **MINUTES**

A meeting of the Administration, Policy and Finance Committee was held at the Virginia Beach Convention Center in Virginia Beach, Virginia. The meeting was called to order by Chair Abbey Johnston, and a quorum was present.

### **COMMITTEE MEMBERS PRESENT**

Abbey Johnston, Committee Chair – Virginia State Firefighter’s Association

James Calvert – Industry (SARA Title III/OSHA)

Kevin Duck – Insurance Industry

Keith Johnson – Virginia Fire Chiefs Association

Todd King – Virginia Association of Counties

John Miller – Designee, Virginia State Forester

Charles Sterne – General Public

### **COMMITTEE MEMBERS ABSENT**

Walt Bailey – Virginia Fire Service Council

### **AGENCY MEMBERS PRESENT**

Jamey Brads, Deputy Director

Theresa Hunter, Chief Administrative Officer

Zeina Altaha, Grants Program Manager

Spencer Willett, Government Affairs Manager

### **GUESTS PRESENT**

Monty Willaford      Jason Johnson      Lee Williams

### **CHANGES IN THE AGENDA**

No changes to the agenda

### **PUBLIC COMMENTS**

No public comment provided

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## **CONSENT AGENDA**

**Motion:** Approval of the minutes of the previous meeting (December 2025)

**Motion:** Calvert **Second:** Duck

**Discussion on the Motion:** None

**Vote:** Unanimous

**Action:** Minutes approved

## **REPORT FROM VDFP ADMINISTRATION**

Chief Administrative Officer Theresa Hunter provided an overview of the Aid-To-Localities (ATL) payments and the live structure budget provided in the packet. In December, sixty-one localities were paid out a total of \$11,879,047. She also stated the next ATL payment would be in March and would ask the board to assist with contacting localities who did not submit for the grant.

Johnson asked if the agency asks why localities do not submit for ATL. He stated there were repeat offenders. Staff will work to determine why some localities regularly do not submit for ATL.

## **COMMENTS FROM THE COMMITTEE CHAIR**

Chair Abbey Johnston thanked VDFP staff and highlighted the reappointment of Director Creasy and the new Deputy Director, Jamey Brads.

She spoke about the stewardship of the Personal Protective Equipment (PPE) Grant and Mini-Grant program.

## **UNFINISHED BUSINESS**

### **a. Mini-Grant Program Award Recommendations**

Johnston spoke about the recommendations made by the scoring group. The top localities that scored 18 or higher will receive full funding if approved and the remaining funds will be divided amongst localities that scored 17 and below. This ensures all available funding is exhausted.

**Motion:** To approve the Mini-Grant Program Award Recommendations as submitted

**Motion:** Johnson **Second:** Duck

**Discussion on the Motion:** None

**Vote:** Unanimous

**Action:** Recommended to the board

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## **b. Electronic Grant Application Update**

Hunter provided an update on this process. The agency is still waiting on official quotes for the program, but quotes should be available by the next meeting. Costs are expected to be lower than initially projected by the agency. The agency is excited to look at this project moving forward.

Johnston commended the agency and said that this should make it easier for staff and localities. She thanked Hunter and her team for their work on this project.

Charles Sterne asked if there was a pathway for scoring the grants online. Hunter answered that this does exist.

## **NEW BUSINESS**

### **a. Outreach to the Secretary of Public Safety and Homeland Security, Legislative Priorities**

Johnston spoke about the role of the board advising the Secretary of Public Safety and Homeland Security and that they are to provide guidance especially involving funding priorities. She stated a meeting, along with other fire service stakeholders, will occur on April 9.

Johnson spoke about a meeting that occurred the day prior between Secretary Meador and the Virginia Fire Chiefs Association (VFCA) Board of Directors. The secretary took questions at the meeting and discussion surrounded funding needs in the fire service.

Johnston encouraged the board to speak to departments who receive grants to conduct outreach with legislators.

Willett mentioned that the April 9 meeting will be a good opportunity for all the fire service stakeholder groups and the Virginia Fire Services Board to make comments to the secretary. He also noted a piece of legislation involving funding that names the board and so there may be a need for a board member to sit on that workgroup.

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## **ADJOURNMENT**

Clerk of the Committee  
Spencer Willett

Minutes completed by Tracey Frame

*Documents related to this meeting of the Virginia Fire Services Board may be requested by contacting the Government Affairs Division by emailing [PolicyOffice@vdfp.virginia.gov](mailto:PolicyOffice@vdfp.virginia.gov)*

