

VIRGINIA FIRE SERVICES BOARD

February 25, 2016

A regular meeting of the Virginia Fire Services Board was held at the Virginia Beach Convention Center at 9:00 am. Mr. Walter Bailey served as Chair.

BOARD MEMBERS PRESENT

Walter Bailey – Chair – Virginia State Firefighter’s Association
Charles ‘Ed’ Altizer – Virginia State Fire Marshal
Robert Miner – Virginia Chapter of the International Association of Arson Investigators
Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors
Dawn E. Brown – Insurance Industry
John Ainslie –Virginia Board of Housing & Community Development
David Layman - Virginia Fire Chiefs Association
Bettie Reeves-Nobles – General Public
James “Robby” Dawson – Fire Prevention Association
Bettina Ring – Virginia State Forester
Bill Kyger – Association of Counties

BOARD MEMBERS ABSENT

Vacant – Industry (SARA Title III & OSHA) Representative
James ‘Randy’ Wheeler – Vice-Chair – Virginia Municipal League
H. Lee Day – Virginia Fire Services Council
Peter Svoboda – Virginia Professional Firefighters Association

AGENCY MEMBERS PRESENT

Brook Pittinger	Mohamed Abbamin	Erin Rice
Melvin Carter	Dave Jolly	Brenda Scaife
Theresa Hunter	Bailey Martin	Reggie Dabney
Robert Magnotti		

GUESTS PRESENT

Jeff Flippo	Denny Linaburg	Mike Moles
Brad Owens	Gerald E. Pruden	Mike Berg
Charlie Singleton	Dean Farmer	Scott Garber
Scott Winston	Gary Critzer	Larry Logan
Gary Brown		

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

ROLL CALL

CHANGES IN THE AGENDA

Public Comments

Consent Agenda

- A. Approval Of The Minutes Of The Previous Meeting
 - i. Fire Education and Training Committee
 - ii. Fire Prevention and Control Committee
 - iii. Administration Policy and Finance Committee
 - iv. Full Board

Report from the VDFP Executive Director

Report from the VDFP Deputy Executive Director

Report Fire Education and Training

- 1. Report From The VDFP Branch Chiefs
- 2. Report from the Training and Education Committee
- 3. Unfinished Business
 - i. Training Recommendations Presentation by VDFP
- 4. New Business
 - i. Relevant Updates from VDFP

Fire Prevention and Control Committee Business

- A. Report From The VDFP Branch Chief of Training and Technical Services
- B. Report from The Department of Forestry
- C. Report from The State Fire Marshal
- D. Report From The Codes and Standards Subcommittee
- E. Unfinished Business
- F. New Business

Administration, Policy and Finance Committee Business

- A. Report from the VDFP Chief Administrative Officer
- B. Report From The Burn Building Committee
 - i. Prince George County – New Burn Building
 - ii. Montgomery County – Extension
 - iii. Virginia Beach - Extension

- C. Fire & EMS Studies
 - i. Rockingham County Fire and EMS Study
 - ii. Isle of Wight Fire and EMS Study
- D. Unfinished Business
- E. New Business

Comments from the Chairman, VFSB

Full Board Business

- A. Unfinished Business
- B. New Business

PUBLIC COMMENTS

Chairman Walter Bailey thanked the board members and attendees for their commitment to public safety.

CONSENT AGENDA

Topic: Consent Agenda

Motion: To approve the Consent Agenda / Minutes.

Discussion: Motion to accept was made.

Vote: Unanimous

Action: Motion Carries

REPORT FROM THE VDFP EXECUTIVE DIRECTOR

Melvin Carter provided the following report;

Chief Carter introduced, Robert Magnotti, VFIRS Coordinator and Bailey Martin, Program Support Technician who delivered a VFIRS Presentation. **[Enclosure 1]**

Chief Carter discussed the year in review with the following topics;

- **Listening Tour:** VDFP leadership is traveling across the Commonwealth to get feedback from stakeholders.
- **Balance Scorecard:** Agency is pursuing enhancing its work through a balanced scorecard system.
- **Rigorous budget development and management of spending:** The Agency continues to pursue efforts to ensure a higher level of accountability.

- **Focus on community risk reduction (CRR) related to fire deaths around Virginia:** VDFP continues to work on reducing community risk related to fire deaths.
- **Public private partnership emphasizing CRR:** In an effort to achieve community risk reduction, VDFP is encouraging public/private partnership.
- **Focusing on all facets of safety (hiring a full time safety officer):** VDFP is going to hire a full-time safety officer to monitor conditions, activities, and operations during training.
- **Agency customer relations (internal/external):** Agency continues its effort to enhance communication both internally externally.
- **Encouraging entrepreneurialism:** Chief Carter cited that VDFP is encouraging an environment of sponsoring innovation and creating visions that guide and focus the efforts of self-starting entrepreneurs.
- **Re-organization:** Agency has re-organized its structure to better meet the needs of stakeholders.
- **Revision hiring process for adjunct instructors:** VDFP is researching on how to improve its hiring process for adjunct instructors.
- **Technological upgrades (website/RMS):** Agency is currently upgrading its technology to better meet needs.
- **Revising training delivery and testing options:** VDFP in collaboration with stakeholders are revising both the training delivery and testing options.
- **Continuous improvement of Communication:** VDFP continues to ensure effective communication.

REPORT FROM THE DEPUTY EXECUTIVE DIRECTOR

Brook Pittinger provided the following report:

2016 General Assembly Legislative Report: 2016 General Assembly will be shortly coming to a close and the legislature is on scheduled to adjourn on March 12, 2016. The Virginia Department of Fire Programs has actively monitored 32 bills (17 are still pending) and 7 resolutions before this year's legislature. Some of the more noteworthy pieces of legislation include:

- **HB30 (Jones) /SB30 (Hanger) – Budget Bill:** The Governor's Introduced Budget provides increased funding to the Virginia Department of Fire Programs for the acquisition of a new database management system for fire incident reporting and agency training initiatives as well as monies for five additional staff members.
 - Item 407: Provides **\$192,225 (\$76,890 GF, \$115,335 NGF)** in both FY2017 and FY2018 to secure a new software system to enhance VDFP's records management practices for training operations and community risk reduction initiatives.
 - Item 407: Provides **\$428,000 in non-general funds** in both FY2017 and FY2018 for 5 additional FTEs to expand the Commonwealth's capacity to deliver fire and emergency services training statewide.

- Each chamber has adopted their budget and is scheduled to vote on their respective budget the week of February 22, 2016. The members have until March 12, 2016 to resolve the differences. However, both budgets include the increase monies for VDFP.
- **HB25 (Habeb) - Tampering With Emergency Vehicles:** This legislation creates a new Class 1 misdemeanor for the destruction, removal, tampering or otherwise interference with the operation of any firefighting or emergency medical services equipment or apparatus. The nexus of this legislation was an alleged incident of tampering with equipment in a Roanoke County fire station. Functional fire equipment is critical to the delivery of fire protection across the Commonwealth and this legislation would provide additional protections to Virginia's fire and rescue personnel. The Administration supports this legislation. HB25 passed the House of Delegates on February 2, 2016 and Senate of Virginia on March 2, 2016 unanimously.
- **HB944 (Wilt) and SB736 (Obenshain) - Definition of Landscape Materials:** As originally introduced, these two bills sought to define the use of landscape cover materials as construction materials and therefore no regulation of these items is permitted through the Statewide Fire Prevention Code. However, due to opposition from Virginia's fire services, these bills were amended to limit the provisions of the bill to only the City of Harrisonburg. More specifically, this legislation prohibits Harrisonburg from adopting any local ordinances that restrict the use of specific landscape cover materials (i.e. mulch). Both passed with an overwhelming majority and likely headed to the Governor for final passage. However, the fire services remain opposed to the legislation because it is counterintuitive to their community risk reduction initiatives. Governor McAuliffe signed SB736 on March 1, 2016 and the legislation will become law on July 1, 2016. As a result, Senator Obenshain requested HB944 be stricken from the calendar on the Senate Floor on March 1, 2016, effectively killing the legislation.
- **HB1239 (Wright) - Fire Programs Fund Bill:** This legislation sought to increase the rate of the assessment for the Fire Programs Fund from one to 1.4 percent of the total direct gross premium income for fire and related lines of insurance. If this bill passed, HB1239 could have generated an additional \$14M each year (based upon calendar year 2013 collections as transferred to the Department of Fire Programs in June 2014), adjusted for actual growth each successive year. This bill was heard in committee on Tuesday, February 9, 2016. Director Carter testified on behalf of the Administration and spoke to the benefits of the bill. VFCA and VSFA both spoke in favor of the bill as well. Unfortunately, the bill was unanimously tabled by the House Commerce and Labor committee. However, the Committee tasked Delegate Wright with developing a review panel to look at the entire Aid-to-Locality program and evaluate the funding allocations before the 2017 General Assembly Session. Ed Rhodes and David Bailey will be leading this review panel and meetings will be later in summer 2016.
- **HB1345 (Jones) – Line of Duty Act:** This legislation builds from the recommendations of the Joint Legislative Audit and Review Commission study on Virginia's Line of Duty Act

program in 2014. The legislation passed the House of Delegates on February 16, 2016 unanimously. Under the substitute bill, current Line of Duty Act beneficiaries will keep their full benefits, and will not be required to move to Medicare at age 65, as was originally introduced. Instead, only those employees who become eligible for LODA benefits on or after July 1, 2017 will be required to make this change. Other noteworthy changes include surviving spouses that remarry will lose their eligibility and all children will receive health insurance benefits until the age of 26.

- **SB79 (Wexton) and HB233 (Minchew) – Mental Health Treatment for Fire and Rescue Volunteers:** This legislation allows any locality to fund the cost of participation in mental health treatment and counseling programs by a member of a volunteer fire or rescue company. A mental health program in which such volunteers are eligible to participate must be comparable to an employee assistance program offered to paid employees of the locality. Many career staffs already have the opportunity to receive mental health evaluation per their respective locality. However, the opportunity is not available for volunteer personnel. The Administration supports this legislation. Both bills passed with overwhelming majorities. Governor McAuliffe signed SB79 on March 1, 2016 and the legislation will become law on July 1, 2016.
- **SB208 (Garrett) – Consumer Fireworks:** This legislation would have authorized the use of consumer fireworks in the Commonwealth. The bill defined "consumer fireworks" as small fireworks devices (i) containing restricted amounts of pyrotechnic composition designed primarily to produce visible or audible effects by combustion and (ii) complying with certain federal regulations regarding composition and labeling. Thankfully, this bill failed again during the 2016 General Assembly Session. SB208 failed to report from the Senate Finance Committee on February 11, 2016.

Governor's Fire Services Awards: The winners of the 2015 Governor's Fire Services Awards will be handed out at the opening ceremony for the 2016 Virginia Fire Chief's Associations annual fire & rescue conference in Virginia Beach on February 27, 2016.

- **Excellence in Virginia Fire Services**
 - Tri-City Automatic Aid Plan (Cities of Chesapeake, Norfolk and Virginia Beach)
- **Excellence in Virginia Community Risk Reduction**
 - Chilhowie Fire and EMS Department
 - Errol Rhea Jett, Hillsville Volunteer Fire Department
- **Excellence in Virginia Fire Service Training**
 - Machinery Rescue and Emergency Building Shoring Course Development Committees
- **Outstanding Fire Department Response**
 - Virginia Division II Technical Rescue Team (Cities of Harrisonburg, Staunton and Waynesboro; Augusta and Rockingham Counties)
- **Private Sector Excellence in Virginia Fire Service Support**
 - Mission BBQ (Roanoke, Virginia)
- **Civilian Excellence in Virginia Fire Service Support**

- University of Virginia, Office of Environmental Health and Safety
- **Virginia Firefighter of the Year**
 - Master Firefighter Justin Beard (Staunton Fire and Rescue Department)
- **Virginia Fire Chief of the Year**
 - Chief Steven R. Cover, Virginia Beach Fire Department
 - Chief Woody Henderson, Fort Lewis Volunteer Fire Department
- **2016 Fallen Firefighters Memorial Service**: The 2016 Fallen Firefighters Memorial Service will be on Saturday, June 4, 2016 beginning at 12 noon. The ceremony will be held at the Richmond International Raceway in the Main Exhibition Hall. There will be five firefighters honored this year.
 - **David Staub** – Loudoun County Fire Rescue (Date of Death: 10/26/2014)
 - **Thomas Oesterheld** – Spotsylvania County VFD (Date of Death: 7/9/2014)
 - **Gregory Brundage** – Newport News FD (Date of Death: 2/1/2014)
 - **James Dempsey** – Ashland VFD-Hanover County (Date of Death: 11/25/2012)
 - **Paul Pokorski** – Virginia Beach FD (Date of Death: 3/12/2009)

**FIRE EDUCATION AND TRAINING COMMITTEE BUSINESS
REPORT FROM THE VDFP BRANCH CHIEFS
OPERATIONS AND TRAINING**

Tim Hansbrough, Chief of Operations and Training provided the following report:

Program Updates/New Releases

Instructor Level III-	Under Pilot- Release by July 1, 2016
Officer I-	Under Pilot- Release by July 1, 2016
Officer II-	Under Pilot- Release by July 1, 2016
Officer III-	Under Pilot- Release by July 1, 2016
Officer IV-	Under Pilot- Release by July 1, 2016
Driver/Operator- Aerial-	Under Pilot- Release by July 1, 2016
Driver/Operator- Pumper-	Under Pilot- Release by July 1, 2016
LP Gas Emergencies-	Under Pilot- Release by July 1, 2016
Emergency Building Shoring-	Under Pilot- Release by July 1, 2016
Machinery Rescue-	Under Pilot- Release by July 1, 2016

- **Train the Trainers**: Train the Trainers will be conducted prior to the release of the programs.
- **Rural Water Supply**: Rural Water Supply is in progress. Will be finalized after Driver/Operator is complete.
- **Basic Pump Operations**: Basic Pump Operations is in progress. It will be finalized after Driver/Operator complete.
- **Emergency Vehicle Operator**: Removal of Emergency Vehicle Operator Course prerequisite from the Rural Water Supply and Basic Pump Operations course.

EVOC Update: Program has been updated and will be rolled out to current EVOC Instructors. In addition, the agency is starting to develop the Train-the-Trainer schedule for new instructors. The agency has also developed a matrix to evaluate other EVOC programs to allow localities the option of delivering programs other than VDFP/VAVRS programs.

Hazardous Materials Awareness and Operations: Planning is underway to begin the changes to the Hazardous Materials Awareness and Operations programs to bring us in line with the new NFPA 1072 standard.

Program Delivery: VDFP is working with several localities to develop MOU's in order to provide train-the-trainers to those localities in order to support their growing need for additional courses and training. VDFP is also looking at a hand-off process in which localities will provide training with their own staff and VDFP will be handling the testing of those programs. These changes are to address the growing need for training around the Commonwealth while acknowledging that these needs often outweigh the staff that VDFP has available.

Instructor In-service Results: The agency has completed the FY-16 Instructor In-Service with 42 Part time instructors not completing one or both of the required parts. VDFP is working to ensure that our records are accurate before making a final determination on the status of those that did not complete the required programs.

Funded Course Scheduling/ 18 Month Calendar: The agency has sent out a training survey to localities to complete for requesting funded training programs for FY-17. The survey is due back by April 1, 2016. The staff will put together the funded training calendar for July 1, 2016 through December 31, 2017 for publication by June 1st.

Division Updates: See below for updates;

- **NIMS:** Since the last report to the VFSB in November 2016, the following courses and programs have been conducted through the IMS Division: ICS-300 (4); and ICS-400 (2); ICS for the Fire Service (1); and EMS Functions in the Incident Command System (1). Currently, two (2) ICS-400 classes are scheduled in March and April with discussion with prospective host localities for scheduling several ICS-300, and one additional CGSFLIMT. The division chief also continues coordinating and scheduling of advanced and position specific training plans with IMT organizations within FEMA Region III, including teams currently in Pennsylvania, Maryland, and Virginia as well as the NCR IMT based in northern Virginia. This initiative is intended to maximize the use of limited funds throughout the region for delivery of position-specific and advanced command training. On-going discussions among the various states and their team leaders may result in work to develop a region-wide joint training venture in 2016. As this effort progresses, the VFSB will be kept apprised of the progress. The Division Chief is coordinating preparations for delivery of a Continuity of Operations (COOP) workshop and tabletop exercise to be conducted by FEMA

March 15 for the Hampton Roads regional fire departments. The program will be conducted in the Virginia Beach Department of Public Utilities training facility.

- **ARFF:** The ARFF conducted its annual meeting in January. The ARFF program has 4 Aircraft Live Fire Training classes, 2 ARFF Certification classes, 3 Response to Aviation Accidents for First Responders scheduled for the spring training session and will be supporting 1 Airport Emergency Drill. Additionally, the ARFF Chief attended the annual Aircraft Rescue Fire Fighter Working Group ARFF Chiefs and Leadership conference, continues to serve as a committee member of the Central Virginia Fire Chiefs Operations Committee Foam Work Group and the VDEM Flammable Liquid Work Group.

Upcoming Events/ Training: Written and Skills Test Administrator courses scheduled in Division II – 3/11, 3/26 and 5/14. EVOG TTT Update courses scheduled in Division II – 3/11, 3/26 and 5/14.

Regional Schools/ Training

- 7th Annual Tri- City Regional Fire & EMS Schools 2016- March 12-14, 2016
- Albemarle County 2016 Spring Regional Schools March 19-20, 2016
- 2016 NFA In-State Training April 5-6, 2015
- National Fire Academy In-State Training 2016 April 12-13, 2016
- 22nd Annual Caroline County Regional Fire School 2016 April 16-17, 2017
- Rockingham County Regional Fire School April 23-24, 2016
- Virginia Department of Forestry Statewide Wildfire Academy May 25-28, 2016

ARFF Spring Schedule

- Rockingham/Bridgewater – March 14 -19, 2016 ARFF
- Norfolk International Airport – March 26 – March 31, 2016 ALFT
- Richmond International Airport – April 2, 2016 Triennial Drill
- Charlottesville/Albemarle Airport – April 9 – 17, 2016 ARFF
- Charlottesville/Albemarle Airport – April 11 – 13, 2016 ALFT
- Hampton/ Newport News Airport – April 15 – 16, 2016 RAAFR
- Lynchburg Regional Airport – April 30 – May 8, 2016 ALFT
- Roanoke/Blacksburg Regional Airport – May 14 – 22, 2016 ALFT
- Page County/Luray Airport – May 20 - 21, 2016 RAAFR

Total Programs on FSTRS for the Fiscal Year 2016 as of January 29, 2016:

<p>Division Program FSTRS Entries:</p> <p>Run Date: 02/05/2016</p>

Division	Funded	Reimbursable	Non-Funded	Partial	Total
Division 1 (41)	59	3	34	107	203
Division 2 (42)	35	1	64	132	232
Division 3 (43)	26	7	32	47	112
Division 4 (44)	78	0	4	8	90
Division 5 (45)	61	0	70	62	193
Division 6 (46)	31	9	9	58	107
Division 7 (47)	18	0	63	116	197
Q/A (51)	47	0	21	0	68
NIMS (56)	9	0	12	0	21
TR (57)	69	16	83	4	172
FMA (58)	43	0	72	2	117
ARFF (59)	19	1	3	2	25
Totals	495	37	467	538	1537

REPORT FROM TRAINING AND EDUCATION COMMITTEE

UNFINISHED BUSINESS

Topic: See below for information relating to the Training and Education Committee held on January 27, 2016.

Motion: N/A

Discussion: VDFP Staff provided the below updates;

- a. **Fire Officer I, II, III, IV:** The Training and Education (T/E) Committee recommended for the agency to modify the teaching requirements for the following officer series. Under this recommendation an individual should at least hold one of these positions in order to teach the respective program;
 - i. **Fire Officer I:** Junior Company Officer
 - ii. **Fire Officer II:** Senior Company Officer
 - iii. **Fire Officer III, IV:** Chief Officer for both Fire Officer III and IV.
 1. **Action:** VFSB Chairman Bailey recommended for this to be reviewed at the Spring 2016 board meeting. VDFP will provide an update at that time.
- b. **Driver Pump Operator (DPO) / Driver Aerial Operator (DAO):** *(flow chart)*: Dave Jolly provided the following update;
 - i. **DPO:** The development committee has updated the program to the new curriculum from IFSTA and has completed the first pilot and is in the middle of the second pilot program with some good feedback. The program has been reduced in hours due to only teaching the chapters

that are required to meet the NFPA-1002 objectives along with having a pre course project that is completed by the locality prior to the students attending the program. There has been some discussion on potential of piloting the curriculum from Jones and Bartlett due to concerns with the material covered to meet the JPR's for the DAO program. Lastly, the agency has been working to crosswalk the current program to the new curriculum textbook so delivery can continue until the program is changed over.

- ii. **DAO:** The development committee has updated the program to the new IFSTA curriculum and completed the first pilot. The reviews from both the instructors and students were not positive so the Agency reached out to Jones and Bartlett to request that curriculum package and will be piloting that in the next thirty days or so. The Agency has also had a discussion with J&B about creating a textbook with only the chapters that we are teach to satisfy the NFPA-1002 JPR's and they are receptive to our suggestion. The Agency will continue to move forward with our work on this program.
 - 1. **Delivery Date:** Final delivery July 1 2016.
- c. **Rural Water Supply:** Most work has been completed however; Agency is waiting to complete the DPO work before finalizing the program. Based on discussion with both the committee and the Division Chiefs - the EVOC requirement for the program has been removed as of January 21, 2016.
- d. **Basic Pump Operator:** The basic program is completed however; Agency is waiting to complete the DPO program prior to moving forward. Based on discussion with both the committee and the Division Chief's the EVOC requirement for the program has been removed as of January 21, 2016.
 - i. **Motion:** *The T/E made a motion - see [motion #1](#)*
- e. **Updating the E.V.O.C. program:**
 - i. Dave Jolly provided the following update; Agency is reviewing other programs. VDFP has been working to develop the matrix to be used to consistently evaluate the other programs that might be available for delivery. VDFP is open to opportunities available through other programs.
 - ii. **Action:** Work Group was suggested to review EVOC challenge test process.
- f. **Updating the Hazmat Awareness and Hazmat Operations programs:**
 - i. Dave Jolly provided the following update; The Agency is scheduling a meeting in the next sixty days with the original development committee to develop a timeline and plan. The new NFPA 1072 standard is being finalized but has yet to be published (publicly). Therefore, current program is still at its original form but does meet the requirements of the current NFPA Standard and the accreditation of the agency.
- g. **Train-the-trainer / Stakeholder Groups to deliver VDFP Trainings:**
 - i. Agency staff cited an MOU will be developed between the locality and VDFP. VDFP will manage the testing process and ensure quality assurance

is appropriate. Every instructor that came to the in-service is aware of this. Dave Jolly also added that he encourages locality with staffing to reach out to VDFP.

1. **Action:** This has been forwarded as an item for the workgroup.

h. Software To Access Student Transcripts:

i. Agency cited it is still doing research on vendors that can deliver the work needed. There are two concerns - whether to select a “cloud based” system versus “internal” one. It will take 90-180 days until VITA provides the waiver. Agency has a designated personnel working on FSTRS for the past four months. In conclusion, the software will be delivered – the Executive Director, Melvin Carter has informed the Secretary’s Office so it can be expedited.

i. Live Fire Training Certification Class

i. Dave Jolly stated that the accrediting body cited that there are curriculum packages which enables a third party organization to deliver such class.

1. **Action:** Review and provide an update in February 2016 Board Meeting.

j. LPG Classes Pilot:

i. Dave Jolly cited that the agency has scheduled the first pilot program for the weekend of January 30th-31st. The committee will make any adjustments that need to be made and then pilot the program again. Pilot is scheduled over the next couple of months. The program will be finalized and Train-the-Trainers will be scheduled.

1. **Action:** Get solution by July 2016

k. Fire Attack Series Program

i. Dave Jolly stated the program was released on February 2015. Issue resolved.

l. Instructor Digital Access to VDFP Forms

i. Accident Review Policy

ii. Course Request Form / School Number Input Capability:

1. **Action:** Dave Jolly cited that all of these forms and its updates will be delivered by July 1, 2016.

m. Crosswalk – Community College Training

i. Out briefing of community college training as provided by VCCS (Crosswalk)

1. Agency has met with J. Sergeant Community College. However, it’s a process that will take time.

n. VFSCA Four Training Recommendations/Virginia Fire Chief’s Association Subcommittee Four Training Recommendations.

i. VDFP, Executive Director Melvin Carter cited that a presentation would be given at the February 2016 board meeting. Deputy Executive Director, Brook Pittinger added that most of the training related recommendations were used during the agency’s re-organization process.

Vote: N/A

Motion Action: See motions below;

Basic Pump Operator and Rural Water Supply – Motion #1

Motion: To remove the EVOC pre-requisite for Basic Pump Operation and Rural Water Supply with the exception of the schools for the upcoming D1 Regional School (DFP can allow registration for these 2 programs without the pre-requisite).

Vote: Unanimous

Motion Action: Motion Carries

NEW BUSINESS

Topic: New Information Listed Below

Motion: N/A

Discussion: See below update from Dave Jolly;

a. Reading of VDFP Test

i. Deputy Executive Director, Brook Pittinger cited that for students that have IEP, they should have the opportunity to have their Hazmat test read out loud to them. A situation related to this matter rose recently. She added that tests (i.e. firefighter 1 test) are read to students with IEP. Agency decided to accommodate students with IEP regardless of their type of testing, temporarily; ERG was not read to them just the test questions were. For now it will be evaluated on a case-by-case basis.

1. **Action:** Robby Dawson suggested for the agency to seek the Attorney General's opinion on this matter.

b. Crosswalk Officer

i. DFP to reorganize the FESHE training meetings to ensure community college applied fire sciences curriculum.

c. VDFP/Instructor/Course Improvement

i. Agency cited it is developing on-line form for students to complete before certificate is issued.

d. Incident Safety Officer Certification

i. Agency cited that it is ensuring information is up-to-date and videos are current and relevant. The Board would like to see the VDFP classes refreshed on a rotating schedule.

1. **Action:** Deliverable is as follows; on July 1, 2016 VDFP will present schedule for updating process for Attendance Classes (to mirror 5 year update process for Certification Courses).

e. Quality Control

- i. Agency was advised that there is a lack of quality assurance and feedback being received by the instructors and delivered by the Agency. The Agency will need to better develop a QA strategic plan to address internal QA as well as external/instructor QA.
- f. **Instructor’s Credentialing Process**
 - i. **Background:** Prerequisites are too limiting and difficult to achieve and maintain. Train-the-Trainer classes are hard to find and maintain despite other relevant credentialing and KSAs.
 - ii. **Recommendation:** Pursue efforts to be “flexible”
 1. Review and analyze the value of prerequisites.
 2. Not every instructor needs to have state instructor credentials to teach a topic.
 3. The LEAD instructor does not need to be physically present for every class.
 4. One single relevant Train-the-Trainer should cover ALL subject and topic areas.
 5. Eliminate the 16 hour per year requirement to teach in topic- Delegate that decision to the fire chief or training officer.
 6. Allow AHJ to appoint their instructors.
 7. Emphasize succession planning by allowing helpers and adjuncts to build their instructor experience.
 8. Promote instructor mentor programs.
- g. **Retest Policy**
 - i. The current policy seeks to have the student take the entire course if they failed the test twice. The board would like the agency to reexamine this policy and develop an alternative that does not repeat the test. Agency will get feedback from test takers as to areas the agency might want to modify.
- h. **Maximum enrollment**
 - i. Jeff Bailey cited that at times there are over 30 students that sign up for a course. He wants to have more people to be in the class. Jeff Bailey cites that
- i. **AHJ Self Certifying**
 - i. Localities and departments doing their own DPO and DAO training programs. Some localities are doing department or local only classes.
- j. **Pro-Board Registration**
 - i. Pro Board would like to address the fire services Board during the February Board meeting. Deliverable: The Board will grant the Pro Board representatives with 15 minutes at the February VFSB meeting. Please add to February Agenda, to be determined.
- k. **Up-to-date instructor resources (VDFP Website)**
 - i. Updates will be published on VDFP website.
- l. **VDFP Expectation**

- i. Jeff Bailey cited that some stakeholders have expressed that they want VDFP to work within the parameters in which it was created. Melvin Carter cited that during his tenure, both he and Brook Pittinger will continue to improving community risk reduction.

m. VDFP Communications

- i. Melvin Carter cited the agency continues to improve the following areas;
 - 1. Pro-Board, delivery of materials in timely manner, professionalism within instructors, external communication, process improvement, technology enhancement, along with mass adjunct in-service adjunct availability etc.

Vote: N/A

Motion Action: N/A

UNFINISHED BUSINESS

Topic: Training Recommendation Presentation by VDFP

Motion: N/A

Discussion: A presentation was delivered by Melvin Carter and Dave Jolly regarding stakeholder feedback on training. **[Enclosure 2]**

Vote: N/A

Motion Action: N/A

NEW BUSINESS

No New Business

REPORT FROM THE DEPARTMENT OF FORESTRY

State Forester Bettina King provided the following information;

- **Legislative Update**
 - HB 1127 Forest fire protection compacts; codification.
 - Codifies the text of the Southeastern Interstate Forest Fire Protection Compact (the SIFFPC) and the Middle Atlantic Interstate Forest Fire Protection Compact, originally incorporated into the Code of Virginia by reference in 1956 and 1966, respectively. The bill also repeals an obsolete section of the 1956 act that originally provided for the appointment of members to a compact advisory committee; the committee no longer exists. This bill is a recommendation of the Virginia Code Commission.

- **Virginia Dry Hydrant Program:** Virginia’s dry hydrant program is currently at the midway point for the FY 2016 installations. Everything is on schedule and the contractor is a little past the halfway point in terms of the total projects for this year. The VDOF is also now accepting applications for the upcoming FY 2017 installations. Information on the program, along with the Dry Hydrant application itself was sent out to all fire departments in the Commonwealth in early February. All of the program information is also available on the VDOF website.
- **Volunteer Fire Assistance Grant Program (VFA):** The DOF is now accepting applications for our Volunteer Fire Assistance grant program. The program is designed to provide 50% matching funds to assist with the purchase of wildland and structural PPE, equipment and training. The funds are specifically targeted to Virginia’s more rural volunteer fire departments. Full details are available on the VDOF website.
- **Spring Wildfire Season:** Virginia’s official spring wildfire season officially began on February 15th. Thanks to the wet weather, our fire response activity has been well below average so far this year. The agencies 4 pm prescribed burning exemption program received more than 100 requests for this spring, which plan to burn more than 18,000 acres. Exemptions are authorized under the Code of Virginia for burns which control exotic or invasive plant species, help to manage natural heritage resources, or for the improvement of wildlife habitat which cannot be completed at other times of the year.
- **Statewide Wildfire Training Academy:** Scheduled for May 25 - 28, 2016 at Longwood University. 11 wildfire suppression, fire behavior and incident management related courses are being offered. Registration closes at the end of March, although at least two of the classes are already full. A flat \$50 fee is charged for registration, which covers all meals, lodging and expenses for each student. Registration information is available from the VDOF website or directly at:
<https://www.regonline.com/builder/site/Default.aspx?EventID=1777199>

REPORT FROM THE STATE FIRE MARSHAL’S OFFICE

Ed Altizer provided the following report;

The following are selected items from the SFMO weekly reports since the July 7 report and includes only significant items as highlighted to the Secretary of Public Safety and Homeland Security. All weekly reports are available if requested. The report to the Fire Board will normally contain items for FY 2015-2016 beginning July 1, 2015. The table below reflects cumulative totals for FY 16.

Cumulative FY 16 A\O February 8, 2016

Type of Inspection	Total Number
Life Safety Code Inspections	563
Regular Fire Prevention Inspections	3957
State Construction Inspections	805
Fire Prevention Complaint Inspections	57

Cigarette Program Inspections (RCIP)	332
Operational Permits	215
***Total Complete CIKA Inspections to date in CY 2015 (complete buildings)*	3

**NOTE: CIKA Buildings are counted by calendar year and are cumulative week to week.*

- **Fire Fatalities:** As of February 23, 2016 the SFMO has recorded 15 civilian fire fatalities since January 1. Two of the fire fatalities have not been reported to the USFA as indicated below. The USFA total is 13 as of February 23 compared to the SFMO total of 12. SFMO figures are based on news reports as are the USFA. VFIRS and NFIRS are sometimes lagging in the numbers as reports may not have been updated or reported. During the same time frame in 2015, 14 fatalities were reported.

 - A fire death in Warren County on January 15 previously reported in Weekly Reports is not included in the USFA totals.
 - A fire in Roanoke on February 23 claimed the life of an adult male. The fire is still under investigation and is not in the USFA totals.
 - The location of the other 13 fires can be found on the USFA web site at: <http://apps.usfa.fema.gov/civilian-fatalities/incident/reportList>
- **Virginia Fire Prevention Association:** 17 VDFP and SFMO staff attended the Virginia Fire Prevention Association's (VFPA) Fall Conference in Roanoke on October 19 and 20, 2015. VFPA provided 16 hours of Inspector 1031 recertification hours. In addition to the regular training sessions, for the first time VFPA added two new conference features.
- **Sponsor Table:** VFPA vendor sponsor tables. VDFP and the SFMO both provided a table at no cost to the agency. Information on VDFP and SFMO programs was provided.
- **EduLunch:** SFMO participated in EduLunch, a lunch meeting that allows participants to eat their lunch while briefly sitting at various tables in a round table discussion that teach a particular topic in fire prevention. The SFMO staffed one of the EduLunch tables with information on explosive safety programs and importance of local adoption and enforcement of the Statewide Fire Prevention Code.
- **Statewide Fire Prevention Code (SFPC):** The Department of Housing and Community Development (DHCD) continues to look at the organization of the SFPC and determine if there are sections or requirements that either are not enforceable or are more appropriately placed elsewhere. DHCD has hosted three meetings of the committee that began on October 15 to the review SFPC. Members of the fire service have continued to attend the meetings and to express concern over the process and the possible negative impact on safety that will occur if the current process continues.
- **Explosives Concern:** The Virginia Fire Services Board approved a recommended Statewide Fire Prevention Code change to address the growing concern of Tannerite and other exploding targets at its November 7 meeting. The proposed change will regulate exploding targets and was be submitted to the Board of Housing and Community Development (BHCD) for review and action. The proposal was in response to a Senate Finance subcommittee study after the 2015 General Assembly Session regarding the dangers of Tannerite and identified feasible ways to restrict the amount that can be purchased legally. The proposal was forwarded to the Board of Housing and

Community Development (BHCD) by letter form from Fire Board Chairman Walt Bailey with a request to expedite the proposed code change. The proposal was scheduled to be addressed by BHCD at their January 25 meeting but the snow event caused the meeting to be postponed. The proposal is on the agenda for the March 21 BHCD meeting.

- **Accomack County Statewide Fire Prevention Code Enforcement:** On November 18, the Accomack County Board of Supervisors authorized funding for a fire inspector to enforce the Statewide Fire Prevention Code. Earlier this year, the Accomack County Board of Supervisors adopted a resolution to forgo local enforcement and requested the State Fire Marshal's Office to resume authority to conduct all fire inspections within the County, citing financial reasons. Since that time, the State Fire Marshal's Office has made several personal visits to Accomack County to discuss the value of local enforcement and encourage County officials to retain the enforcement of the Fire Prevention Code. The State Marshal's Office will assist the new fire inspector in training required for the position. The State Fire Marshal's Office will continue to conduct inspections mandated by the Code of Virginia, including public schools and assisted living facilities.
- **Virginia Fire Prevention Association:** 17 VDFP and SFMO staff attended the Virginia Fire Prevention Association's (VFPA) Fall Conference in Roanoke on October 19 and 20, 2015. VFPA provided 16 hours of Inspector 1031 recertification hours. In addition to the regular training sessions, for the first time VFPA added two new conference features. VFPA vendor sponsor tables. VDFP and the SFMO both provided a table at no cost to the agency. Information on VDFP and SFMO programs was provided.
- **EduLunch:** SFMO participated in EduLunch, a lunch meeting that allows participants to eat their lunch while briefly sitting at various tables in a round table discussion that teach a particular topic in fire prevention. The SFMO staffed one of the EduLunch tables with information on explosive safety programs and importance of local adoption and enforcement of the Statewide Fire Prevention Code.
- **State Fire Marshal's Office:** Staff attended the CNN Town Hall program Guns in America with Anderson Cooper and The President of The United States at the George Mason University Johnson Center in Fairfax on January 7. Participation was at the request of the United States Secret Service. The role of the State Fire Marshal's Office was to assist with the appropriate response to any building fire alarm system signal. The fire alarm system was placed into a special event mode with assigned persons to immediately investigate signals.
- **Fire Prevention Code Training:** State Fire Marshal staff provided training to local fire marshals in Staunton on January 13. The topic of training was Blasting and Explosives: Storage and Handling. There were 22 fire marshals from surrounding localities including Staunton, Augusta Co., Albemarle Co., Harrisonburg, and the University of Virginia.
- **Vision 20/20 Community Risk Reduction:** SFMO staff attended the Vision 20/20 Community Risk Reduction meeting in Nashville, TN on October 22 and 23, 2015. The meeting was an introduction on how to develop and implement a Community Risk Reduction Plan. Of great value in addition to the programs on developing a CRR program

was the information provided on resources that aid in establishing Community Risk Reduction programs.

- **Community Risk Reduction Smoke Alarm Project:** Through SFM Ed Altizer's contact with the Vision 20/20 Project Manager the State Fire Marshal's Office and VDFP have been provided 1002 smoke alarms through Vision 20/20, a project funded by FEMA's Assistance to Fire Fighters Grant (AFG) Fire Prevention and Safety Grant to the Institution of Fire Engineers. With their grants Vision 20/20 has been working with several states and local fire authorities to demonstrate the application in the United States of Community Risk Reduction (CRR) programs. Vision 20/20 provided 702 ionization and 300 photo electric smoke alarms to the SFMO. This will add to the 996 smoke alarms that VDFP has purchased through a State Farm grant. SFMO and VDFP staff are working with the Red Cross to develop a partnership that will develop a grant program to distribute the alarms to fire departments in Virginia that demonstrate a need based on VFIRS information. The Red Cross will also have additional alarms to add to the program.
- **Virginia Fire Marshal Academy (VFMA):** On February 4, VFMA staff met with Pentagon security staff and explosives groups for training as well as meeting with stakeholders in Arlington on the active shooter program that VFMA Chief Bailey is developing for first responders (fire and EMS).
- **Fire investigator 1033:** The Fire investigator 1033 class will be conducting a school in Virginia Beach at Camp Pendleton beginning February 22, 2016.
- **VFMA:** VFMA will be conducting two courses at the Virginia State Chief's Conference in February 2016 beginning on Wednesday thru Friday.
- **Fire Inspector 1031:** The Fire Inspector 1031 program will begin a school in Virginia Beach beginning February 29, 2016.
- **Environmental Crimes:** Environmental Crimes group will be conducting a course in Hopewell beginning March 7, 2016.
- **Public Fire Education:** Public Fire Education has three courses in Juvenile Fire Setter programs, Public Life Safety I & II, and is holding a course in Glen Allen and at the Caroline Regional School.
- **Basic Law Enforcement:** The Basic Law Enforcement class will begin in April 2016 at AP Hill. Graduation is scheduled for June 17, 2016 at 10 am in Caroline at the community center. This year we are expecting a larger course. Virginia Fire Service Board members and previous graduates and representing localities are encouraged to attend the Graduation Ceremony.

REPORT FROM THE CODES AND STANDARDS SUBCOMMITTEE

Robby Dawson provided the following updates which occurred during the Code Subcommittee held on January 20, 2016.

Topic: Proposed Change to the Statewide Fire Prevention Code related to explosive materials (SFPC Sections 107.2, 107.13, 5605.1 and 5605.1.1)

Motion: N/A

Discussion - Fire Marshal Ed Altizer explained the Virginia Fire Services Board approved a recommended a Statewide Fire Prevention Code change to address the growing concern of Tannerite and other exploding targets at its November 7, 2015 meeting. The proposed change will regulate exploding targets and has been submitted to the Board of Housing and Community Development (BHCD) for review and action. The proposed Code change was in response to a Senate Finance subcommittee study after the 2015 General Assembly Session regarding the dangers of Tannerite and identified feasible ways to restrict the amount that can be purchased legally. The proposal was forwarded to the Board of Housing and Community Development (BHCD) by letter form from Fire Board Chairman Walt Bailey with a request to expedite the proposed code change. The proposal will be discussed at the BHCD meeting scheduled for January 25, 2016. Additionally, Chief Robby Dawson voiced that the Senate of Virginia was interested in ensuring these substances were regulated. He continued to comment that the legislators preferred to pursue the regulatory path; however, if not action was taken by the Board of Housing and Community Development they have communicated they would pursue the legislative path.

Vote: N/A

Motion Action: N/A

NEW BUSINESS

Topic: Proposed modification to the 2012 Virginia Rehabilitation Code to ensure conformity with the International Building Code.

Motion: N/A

Discussion: This proposed change would add language to clarify that any reference to the International Building Code (IBC) in the Virginia Rehabilitation Code includes the Virginia amendments to the model IBC. Otherwise, such references would be to the IBC without the Virginia amendments. Additionally, the proposed change also revises the format (without changing the text) so that it is easier to read and understand. The committee discussed the proposed change and took no action on the amendment.

Vote: N/A

Motion Action: N/A

Topic: Proposed modification to Chapter 2 of the International Existing Building Code as related to the definition of work area.

Motion: N/A

Discussion: This proposed change would modify the current definition of work area to eliminate inconsistent interpretations. Additionally, this clarifies that a work area does not include all reconfigured spaces, but only those spaces the owner “intended” to reconfigure.

This code change added incidental reconfigured space(s) adjacent to the work area part of the alterations that would be excluded from the work area to address those spaces that might technically be reconfigured, but were incidental to the intended work. The committee discussed the proposed change and took no action on the amendment. The Members felt the new definition of “work area” may have unintended consequences and suggested this topic get additional inspection. Fire Marshal Altizer suggested that this topic be moved to a future meeting once the workgroups have met. The agendas have not been set, but likely another Code Meeting will be needed in March 2016.

Vote: N/A

Motion Action: N/A

Topic: Proposed modification to Chapter 2 of the Virginia Construction Code related to an Ambulatory Health Care Facility.

Motion: N/A

Discussion: The IBC was amended to address medical care facilities that care for patients for less than 24 hours as group B occupancies. A distinction was made between facilities that render the patients incapable of self-preservation (Ambulatory Health Care Facility) and those where patients are not rendered incapable of self-preservation (Outpatient Clinic). Though both defined types of facilities are group B occupancies, ambulatory health care facilities require additional fire safety features. The two definitions are intended to be companion definitions in the IBC with the distinction being whether or not patients are rendered incapable of self-preservation. This code change would coordinate the two definitions based on the Virginia licensure.

The Committee voiced concerns that this proposed change might have some impact on sprinkler protection and appears to be another attempt to downgrade Virginia’s Codes from the national Building Code standards. The membership did communicate a desire to ensure that if there is a modification to the Building Code, then we must make the same modification to Fire Code. The Committee discussed the proposed change and took no action on the amendment.

Vote: N/A

Motion Action: N/A

Topic: Proposed modification to Section 505.3 of the Statewide Fire Prevention Code as it relates to mailing address.

Motion: To Oppose the Proposed Modification

Discussion: The proposed change creates a Section 505.3 of the Statewide Fire Prevention Code to further define address usages. Specifically, the amendment would articulate that “only an address officially assigned by the local building official shall be used to identify that site.” Using different addresses confuses records and can have serious consequences. Some sites have the main address and some alternate approved addresses. This change intends to stop the use of addresses other than as approved.

It was discussed that the Fire Code cannot mandate actions of the building official and addresses are set up other entities outside the building and fire code authority. Therefore, this change cannot be adopted and the members communicated they could not support the amendment. Chief Dawson recommended that instead of not supporting this modification we oppose because to ensure our opinions are taken more seriously.

Therefore, Perry Weller made a motion to oppose the proposed Code change to Section 505.3 related to address usages. Maurice Wilson seconded.

[Enclosure 3]

Vote: Unanimous

Action: Motion Carries

Topic: Proposed modification to the Virginia Rehabilitation Code and the Virginia Construction Code as it relates to hazardous categories.

Motion: N/A

Discussion: When the 2012 USBC was changed to mandate use of the VRC the administrative provisions of the VCC and VRC were not coordinated correctly related to the occupancy involving Group R-5 structures. The proposed change attempts to make the scope of the VRC consistent to the current scoping specified in section 103.3 of the VCC for change of occupancy.

The committee was confused by the proposed modifications and its impact. It was suggested that further review and research be completed before adopting a position on this proposed change. Therefore, the committee took no action.

Vote: N/A

Motion Action: N/A

Topic: Proposed modification to Section 301.1.2 of the International Existing Building Code as it relates to work area compliance.

Motion: N/A

Discussion: The proposed change would delete the term work area compliance method and substitute it for progressive compliance method in Section 301.1.2. The term work area leads to confusion among owners, designers, reviewers, code and fire officials when used to describe an entire compliance method. A work area is actually a small part of this entire compliance method, yet the entire method is named after this one concept.

This changes the title of the section in an attempt to clarify definitions. Therefore, the committee took no action.

Vote: N/A

Motion Action: N/A

Topic: Proposed modification to Sections 902.2.1 and 903.2.1.6 of the International Building Code as it relates to sprinklers.

Motion: To Oppose the Proposed Modification

Discussion: The proposed change would reduce the requirement of sprinkler usages for nightclubs and other Group A buildings. This amendment seeks to reduce costs and eliminates the requirement to have sprinklers on intervening floors. Additionally, the proposed change would consider sprinklers for egress portions only and not entire floor.

The committee felt this change does not make sense and was concerned about its negative impact. Chief Robby Dawson made a motion to oppose this proposed change to Sections 902.2.1 and 903.2.1.6 because it is unsupported in fact and there is no problem to fix. Perry Weller seconded.

[Enclosure 4]

Vote: Unanimous

Action: Motion Carries

Topic: Proposed modification to Section 901.3 of the Uniform Statewide Building Code it relates to the building official.

Motion: N/A

Discussion: The proposal requires that the building official notify the local fire official when approving installing, disabling, or removing a fire protection system. However, there is no mention of the State Fire Marshal. The Committee discussed the merits of this suggested proposal and discussed the option of removing "local" to ensure that the state fire marshal's office is notified when a fire alarm has been disabling.

Chairman Hollingsworth charged the Henrico County Fire Department to continue working on this proposal to ensure it is placed in the proper place within the Code. The committee supports the concept, but the language needs more work before the Committee can take a formal opinion. This proposed change will be discussed at a future meeting.

Vote: N/A

Motion Action: N/A

Topic: Proposed modification to Sections 903.2.9 S-1 and 903.2.4 F-1 of the Virginia Construction Code as it relates to upholstery furniture.

Motion: To Oppose the Proposed Modification.

Discussion: In the 2012 Uniform Statewide Building Code, the Board of Housing and Community Development left the occupancy at 12,000 square feet as the sprinkler threshold for stores selling mattresses and upholstery furniture. However, this proposed change would eliminate that requirement and would reduce this level of stringency in these occupancies. The committee felt there was no data to support this modification and it weakens Virginia's fire protection capabilities.

Therefore, Robby Dawson made a motion to oppose the proposed Code change to Sections 903.2.9 S-1 and 903.2.4 F-1 of the Virginia Construction Code. Perry Weller seconded.

[Enclosure 5]

Vote: Unanimous

Motion Action: Motion Carries

Topic: Proposed modification to the Virginia Construction Code and the Statewide Fire Prevention Code as it relates to laboratories and hazardous materials.

Motion: N/A

Discussion: This proposed change would make several changes to the Virginia Construction Code and the Statewide Fire Prevention Code as it relates to the storage, handling, processing, use and transportation of hazardous materials.

The committee opted to hold off review of this proposal until the International Code Committee develops new definition and determines their actions as a result of the Louisville hearing.

Vote: N/A

Motion Action: N/A

Topic: Proposed modifications to the Statewide Fire Prevention Code to incorporate the modifications of the 2015 Virginia Maintenance Code.

Motion: N/A

Discussion: Chair Hollingsworth communicated that these modifications were adopted to the Maintenance Code and we can expect these changes to be reflected in the Statewide Fire Prevention Code modifications during the upcoming development cycle. However, the committee members expressed opposition to some of these changes. Therefore, Chair Hollingsworth requested the members to fully review these changes and be prepared to discuss this topic in full detail at the next Code Committee anticipated for March 2016.

Topic: Proposed modifications to Section 703.4 of the Statewide Fire Prevention Code as it relates to swinging doors.

Motion: N/A

Discussion: The proposed change seeks to clarify that all swinging doors be inspected and tested in accordance with the provisions of NFPA 80 and designated as fire doors. Many fire doors have gone uninspected for too long, which has risked their integrity and ability to properly protect the opening.

Chief Dawson voiced some concerns and previously shared his concerns with the submitter. However, the suggestions were not taken into the proposed language. Currently as written, this proposal would require the inspection of ALL swinging doors, which is overly burdensome and unnecessary. Chief Dawson is going to reach out to

Justin Biller to clean up this proposal and resend it to the group. Until the language is modified, the membership cannot support the request.

Therefore, the Committee took no action on this topic at this time.

Vote: N/A

Motion Action: N/A

Topic: Proposed modifications to Sections 1012.4.1 and 1012.7.2 of the International Existing Building Code as it relates to means of egress and stairways.

Motion: To Oppose the Proposed Modification.

Discussion: The membership discussed thoroughly the merits of the proposed change. Fire Marshal Ed Altizer voiced concern that this proposal seeks to circumvent the requirements in 903 of the Fire Prevention Code and attempts to make an exception to an exception.

Therefore, Fire Marshal Altizer made a motion to oppose the proposed change to Sections 1012.4.1 and 1012.7.2 of the International Existing Building Code. Robby Dawson seconded.

[Enclosure 6]

Vote: Unanimous

Motion Action: Motion Carries

Topic: Proposed modifications to Section 1029 of the Statewide Fire Prevention Code as it relates to emergency escape and rescue windows.

Motion: To Oppose the Proposed Modification.

Discussion: The Statewide Fire Prevention Code cannot require more than the Uniform Building Code, thus any wordage that dictates physical features of an emergency escape window is void. Fire officials need authority to require good maintenance of these windows and must ensure windows designated as emergency escapes can sufficiently allow occupants to exit. While the intent of the proposal is worthy, the language is confusing and insufficient. Therefore, Chair Hollingsworth made a motion to oppose the proposed Code change to Sections 1029 of the Statewide Fire Prevention Code. Robby Dawson seconded.

[Enclosure 7]

Vote: Unanimous

Action: Motion Carries

Topic: Proposed modifications to Sections 903.3.8.1, 903.3.8.3 and 903.3.8.5 of the Uniform Building Code as it relates to sprinklers.

Motion: To Oppose the Proposed Modification.

Discussion: Chair Hollingsworth is going to have the Fairfax County Fire and Rescue Department further evaluate the merits of this proposal and quantify the need for the new language. In the meantime, the committee was concerned that the proposed would reduce the requirement of sprinkler usages in the Commonwealth, specifically in structures built before 1950. While this requirement may reduce the cost of renovating older buildings, it would not increase overall fire safety.

Fire Marshal Altizer made the motion to oppose the proposed changes to Sections 903.3.8.1, 903.3.8.3, 903.3.8.5 of the Uniform Building Code because it gives a false sense of security that will not work. Robby Dawson seconded.

[Enclosure 8]

Vote: Unanimous

Action: Motion Carries

Topic: Proposed modifications to Section 310 to the International Fuel Gas Code as it relates to electrical bonding.

Motion: N/A

Discussion: Chair Hollingsworth requested the full committee review these changes in their entirety and be prepared to discuss the modifications in full detail at the next Code Committee anticipated for March 2016.

Robby Dawson cited the Fire Prevention Association will withdraw from the SPFC process.

Vote: N/A

Motion Action: N/A

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

No Unfinished Business

ADMINISTRATION, POLICY AND FINANCE COMMITTEE BUSINESS

REPORT FROM THE VDFP CHIEF ADMINISTRATIVE OFFICER

Burn Building

- 1) Burn Buildings Cash Obligations/ Availability as of December 31, 2014. [Enclosure 9]

Aid to localities

- 1) FY2015 ATL Report as of December 31, 2015. [Enclosure 10]
- 2) FY2016 ATL Allocations as of December 31, 2015. [Enclosure 11]

Conference and Education Grant

- FY17 – the applications must be post marked before May 1 of each year.

Regional Fire Services Grant

- Application is currently open. Application submission ends March 1, 2016.

VDFP Smoke Alarm Grants

- Grant program will be forthcoming to distribute fire alarms.

REPORT FROM THE BURN BUILDING COMMITTEE

Chairman of the Burn Building Subcommittee, Bob Miner provided the following update from the subcommittee's most recent meeting held on Wednesday, February 23, 2016.

New Construction Applications

Topic: Prince George County – New Burn Building

Motion: Motion to allocate up to \$450,000 for Prince George County's construction for a Class A Burn Building.

Discussion: Prince George County submitted an application which included a request for construction of Class A burn building. The County cites the facility will aid their fire departments along with surrounding fire services demands. Moreover, the County's Capital Improvement Program will financially assist with the project.

[Enclosure 12]

Vote: Unanimous

Motion Action: Motion Carries

Topic: Montgomery County - Extension

Motion: Motion to extend Montgomery County's burn building project for 90 days.

Discussion: The County's building official is currently ensuring the plans satisfy the necessary requirements. At least 90 days is requested.

[Enclosure 13]

Vote: Unanimous

Motion Action: Motion Carries

Topic: Virginia Beach - Extension

Motion: Motion to extend Virginia Beach's burn building application for 90 days.

Discussion: Virginia Beach is awaiting approval for increased use of natural material as well as installation of additional infrastructure to accommodate the vehicle fire simulator. If approved, Virginia Natural Gas would provide all equipment; material and effort to ensure safe installation and integration of the vehicle fire training props to the existing manifold.

[Enclosure 14]

Vote: Unanimous

Motion Action: Motion Carries

Topic: Virginia Department of Fire Programs – Funding for Image Trend

Motion: Motion fund up to a onetime transfer of \$200,000 to assist in obtaining the program. Motion is contingent on a review/approval from the Attorney General's Office.

Discussion: Dave Layman cited that the fire services in Virginia are dealing with inefficiency in managing various aspects. A new software program is being considered by Fire Programs that will create a streamline system which provides complete and accurate incident reporting through a user-friendly interface that in essence reduces data entry time for complete and accurate fire reporting. Moreover, the program is able to streamline operations such as inventory management, especially keep track of all burn building in the Commonwealth along with its age, frequency of usage etc.

Melvin Carter, Executive Director indicated that the program known as Image Trend – allows for the agency to enhance efficiency as all maintenance and software upgrades are performed by the company’s skilled technicians.

A motion was sought for a onetime transfer of \$200,000 to assist in obtaining the program. It was further noted, the motion is contingent on a review/approval from the Attorney General’s Office.

Vote: Unanimous

Motion Action: Motion Carries

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

FIRE AND EMS STUDIES

Topic: **Vote to release Rockingham County Fire & EMS Study**

Motion: To approve the Rockingham County Fire and EMS Study as presented and to allow staff to make any changes with the scope of the draft.

Discussion: The Study Committee has completed drafting the report. Staff will be making minor corrections in accordance to the technical review provided by Rockingham County. The finalized draft will be sent to Rockingham County and a presentation will be scheduled. The final copy of the study will be posted on VDFP website under Fire and EMS Studies.

Vice Chairman, Randy Wheeler will make the presentation to the county.

To be posted on VDFP’s website following the presentation.

Vote: Unanimous

Motion Action: Motion Carries

Topic: **Isle of Wight County Fire & EMS Study**

Motion: Motion to accept conducting the Isle of Wight County Fire and EMS Study.

Topic Discussion: The board approved conducting the Fire and EMS study for Isle of Wight County. The study’s participants will include, Randy Wheeler, Bob Miner and Walt Bailey.

Board Member, Bill Kyger will make the presentation to the county.

To be posted on VDFP's website following the presentation.

Vote: Unanimous

Motion Action: Motion Carries

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

No New Business

COMMENTS FROM THE CHAIRMAN

Chairman Bailey acknowledged and provided an award to Bill Kyger, whose tenure on the Fire Services Board has ended along with Ed Altizer, the State Fire Marshal's retirement.

FULL BOARD BUSINESS

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

No New Business

ADJOURNMENT

The Board adjourned at 11:30am.

Clerk of the Committee

Mohamed G. Abbamin

REVIEWED BY:



February 25, 2016

Melvin D. Carter
Executive Director

Date

Enclosures:

1. **Enclosure 1** - VFIRS Presentation
2. **Enclosure 2** - VDFP Response to Stakeholders
3. **Enclosure 3** - Proposed 505.3 to SFPC
4. **Enclosure 4** - Proposed Change to 902 and 903
5. **Enclosure 5** - Proposed Change to 903
6. **Enclosure 6** - Proposed Change to 1012
7. **Enclosure 7** - Proposed Change to 1029
8. **Enclosure 8** - Proposed Change to 903
9. **Enclosure 9** - Burn Building Budget FY16
10. **Enclosure 10** – FY2015 ATL Report as of December 31, 2015
11. **Enclosure 11** – FY2016 ATL Allocations as of December 31, 201
12. **Enclosure 12** – Prince George FY16_Burn Building Application.
13. **Enclosure 13** - Montgomery County Extension
14. **Enclosure 14** - Extension Request from VA BEACH