

**VIRGINIA FIRE SERVICES BOARD**

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Fire Education and Training Committee  
Thursday, October 1st, 2020  
Video Conference utilizing Google Hangouts  
2:30pm

A regular meeting of the Fire Education and Training Committee was held virtually through Google Hangouts at 2:30 pm on Thursday October 1st, 2020. Fire Education and Training Committee Chair, James Calvert facilitated this meeting. The committee had a constituted Quorum.

**COMMITTEE MEMBERS PRESENT**

James Calvert  
James Poindexter  
Walter Bailey  
Jerome Williams  
Scott Garber

**BOARD MEMBERS PRESENT**

David Hankley  
James Stokely

**COMMITTEE MEMBERS ABSENT**

Lee Day

**GUESTS PRESENT**

Larry Gwaltney

**AGENCY MEMBERS PRESENT**

|                |                 |
|----------------|-----------------|
| Travis Rickman | Brook Pittinger |
| Bill MacKay    | Micheal Parris  |

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### **CHANGES IN AGENDA**

The Chairman added an E. Pandemic Operations and Training to the agenda. This was met with no objection and was added to the agenda.

### **PUBLIC COMMENT**

No Public Comments

### **CONSENT AGENDA**

The motion was made to approve the previous meeting minutes by Jimmy Poindexter and properly seconded by Jerome Williams. The committee approved the previous minutes unanimously

### **COMMENTS FROM COMMITTEE CHAIRMAN**

The chairman. The committee had no official business but will be discussing parts of the VFSB Five Year Plan and movement on those goals that are currently being pursued.

### **UNFINISHED BUSINESS**

- A. **Topic:** Fire Department Rosters Update (FY 2019 Strategic Training Plan)  
**Comments:** The Chairman of the committee asked about the status of the letter and the clerk talked about how he was working to put the letter into proper posture to be sent out utilizing the agencies communications office. The chairman stated that this later would serve as a stand up and be counted to be used for line of duty deaths, cornerstone correctness, and also cancer information.
  
- B. **Topic:** Liberty University Fire Administration Crosswalk Program Update  
**Comments:** The Chairman asked Brook what the status was on this initiative and she stated that COVID has brought that to a halt but we will be resuming once normal operations take place.

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C. **Topic:** NFPA 1403 Compliance Update

**Comments:** Brook reported that the information has been sent out, but we have shifted to make sure we are providing the proper time to the pandemic.

### **NEW BUSINESS**

A. **Topic:** Five Year Strategic Training Plan Goal 3 – Implement Fire Instructor of the Year Program - One per Division (FY 2019)

Objectives - Develop Criteria/ Eligibility for Fire Instructor of the Year Program.

- i. Nominations for the Award must meet the following criteria.
  1. Has longevity and well-rounded experience in the fire service and in fire service education.
  2. Exemplifies leadership qualities as an educator.
  3. Demonstrates dedication, dependability and unselfishness in the training of others.
  4. Uses his or her educational skills to not only train members of the fire service, but also educate the general public in fire prevention. The nominee has made a significant contribution to fire service training at either the local or state level.
- ii. Develop an application process for Fire Instructor of the Year. Submissions will be submitted via email or by letter to the Divisions Chiefs who would make the decision based on their knowledge of the Instructors contributions.
- iii. Develop submission time frames for potential award recipients. The program would be advertised in September/October 2020 timeframe and accept submissions from October – November 2020. This would allow the presentations in December 2020 to kick this award off and then do the 2021 awards at the Virginia State Firefighters Conference/First Responders Conference.
- iv. Commonwealth Fire Instructor of the year will be chosen from Division Fire Instructor award recipients. Award individual Division Fire Instructor of the Year annually at the Virginia Fire Chief's Conference while also awarding Commonwealth Fire Instructor of the Year award annually at the Virginia State Firefighters Conference.
- v. The Award would be named the Charlie Singleton Fire Instructor of the Year Program in recognition of Chief Singleton's Life Long Dedication to the Commonwealth of Virginia's Emergency Services.

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Chief Charles “Charlie” Calvin Singleton began his Fire Service Career in 1952 when he joined the Vienna Vol. Fire Department and served in many capacities and received multiple accolades for his service until 1981 when he moved to Ebony Va. He is a current Life Member with VVFD. Charlie joined the Ebony Vol. Fire Dept. and also served in various capacities, one being chief for 14 years. Still an active member at EVFD he was chosen as their 2019 Firefighter of the Year. In July 2005 he was appointed by the Amherst County Board of Supervisors as Chairman of the County Emergency Services Council. In July 2012 e received the President's Award from the Virginia State Fire Chiefs Association. Charlie served on the Virginia State Firefighters Association Legislative Committee from 1983. In 2014 he was awarded the Lifetime Achievement Award by the National Fire Services Council. This award is presented to the fire service instructor who best exemplifies the qualities of this esteemed fire service professional.

**Comments:** The Chairman talked about how this has been on the previous plan and he explained that this would be done from the division offices who would submit names for this award and be added to the Governor’s award. It is still up in the air if we will be having the conference. Lastly the Chairman spoke to the reasoning of naming the award after Charlie Singleton for the committee to vote on. Jimmy Poindexter asked if we should have an award from each division and make an award honoring other names, the chairman stated that he is open to any suggestions but that he would like an official motion.

**Motion:** Walt Bailey made the motion to explore the Implementation Fire Instructor of the Year Program in honor of Charlie Singleton

**Vote:** Unanimous

**Motion Action:** To bring the motion forward for a vote to the full board on October 2<sup>nd</sup>, 2020

B. **Topic:** NFPA Standard Revision Cycle Update

**Comments:** Chief Mackay from Training and Operations reported on this update

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C. **Topic:** VDFP Training Status Update- NFA Weekend Cancelled

**Comments:** The Chairman discussed the challenges with COVID. Chief Mackay stated that the fire academy did cancel in person for October. Chief Mackay discussed future courses that the agency is having even though we could not have the NFA weekend.

D. Five Year Strategic Training Plan Update/Revisions

**Comments:** The Chairman spoke that we would like to update the 5 year plan because we are currently 50% complete with those items and would like to replace them to continue moving forward. The Chairman asked for anyone that would have some input to send him suggestions for implementation into an updated plan. So that we can continue to have 10 goals on the plan.

E. **Topic:** Pandemic Operations

**Comments:** The Chairman discussed that virtual classrooms offer a lot of challenges and look into the use of virtual platforms to conduct training. The Chairman wants to continue to reach training goals and asked what the board can do to aid the agency in helping in this effort. This was responded to by Chief Mackay who stated that one of the things that the pandemic has forced us to do is ask why. Why do we do things we do and why do we have certain requirements. Deneace Oneal stated that COVID has really ramped up the advancement of technology in the fire service. The fire service is actively looking to expand the virtually opportunities for classes. There are some concerns on the use of the platform and making sure that the participants are actively participating. For a great number of our classes we can create the same kind of classroom environments online. Chief Mackay stated that the largest hurdle is funding for implementation. Chief Mackay stated that it would be helpful for the committee to support the smaller localities to get them the right equipment to participate.

The Chairman said he wants to make sure that we retain our awesome instructors and explore all opportunities to continue training. By making it easier for education to push forward. The chairman called for any additional agenda items form the committee.

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Final Comments: Chief Mackay stated that we are taking a page out of some other playbooks and have been soliciting funded training request for classes up to June 30, 2022. On October 22<sup>nd</sup> the division chiefs will be sitting down to develop a calendar for long term training. Training and Operations wants to make sure that we are providing the appropriate number of classes with advance notice so that we are getting the maximum out of every class that is held. This will help solidify training and allow individuals to plan ahead of time and push for localities to make long term plans concerning funded training.

Jimmy Poindexter inquired about cancer curriculum which was canceled because of COVID. Chief Mackay confirmed that the agency is working on Resiliency and Self Care Training. The mental health piece would be offered as a homework assignment in the curriculum as to not add additional hardship. Chief Mackay stated that the curriculum we are going to use has checks and balances to ensure that students are understanding the curriculum. We are looking at the information with the National Fallen Firefighters Association which has knowledge checks. Jimmy Poindexter just wants to make sure that people especially young firefighters if they are having mental health issues that it should be identified and they need to be helped. He asked if there was officer training to that extent and Chief Mackay stated that PTSD has been in the training but it is new to Firefighter 1 and 2. This is very important to member Jimmy Poindexter and he would love to be involved in any peer support or self-help for firefighters around the state.

The chairman thanked VDFP Staff for their work.

### **ADJOURNMENT**

Motion was made to adjourn the committee by Jimmy Poindexter seconded by Jerome Williams committee adjourned at 3:24pm

Clerk of the Committee: Travis Rickman

### **REVIEWED BY:**

Brook Pittinger