

STATE FIRE COMMISSION MEETING
• The Greenbrier Resort • White Sulphur Springs, WV •

December 9, 2015

The official business meeting was called to order at 09:05 a.m. by Chairman Carl Sizemore.

A moment of silence was held in remembrance of former Commissioner Gary Bonnett.

Commissioner Sizemore made recognition of Commissioner Doug Estep replacing Commissioner John Holstein on the Fire Commission and recognition of Commissioner Jim Oldaker replacing Commissioner Larry Goodwin on the Fire Commission.

ROLL CALL:

Commissioners Present

Dave Camp, Carl Eastham, Doug Estep, Grant Gunnoe, Tom Keefer, Doug Mongold, Jim Oldaker, Carl Sizemore, Vic Stallard, Virgil White.

Commissioners Absent

Robert Miller and Ted Shriver.

APPROVAL OF MINUTES:

Commissioner White made a motion to accept and approve the minutes of the October 9, 2015 meeting. Commissioner Eastham seconded the motion. The ayes and nays have been taken on a voice vote, the motion passed.

COMMITTEE REPORTS:

Legislative, Codes and Regulatory Committee

Report from Meeting - December 8, 2015

Call to Order:

Chairman Commissioner Shriver called the meeting to order at 10:05 a.m.

Roll Call:

Members present: Shriver, Camp, Oldaker, and Keefer.

Members absent: Miller.

Quorum reached.

Approval of Agenda

Commissioner Keefer made a motion to approve the agenda, second by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

Delegation

Commissioner Shriver welcomed all including Kelly Bragg and Jeff Herhardt from the Department of Energy, Dale Oxley from the WV Home Builders Association and Bob Cannon from the WV Code Officials, and provided the option for anyone to speak. There were none.

Old Business

None.

Legislative

Counsel Stephen Connolly reported that WV Code Title 87-1, State Fire Code Rule has moved on as Filed. Counsel Stephen Connolly reported that WV Code Title 87-4, State Building Code Rule has moved on with suggestions provided by the stakeholders and revisions provided by counsel for the LRMC. These revisions have accepted by the stakeholders.

Commissioner Keefer made a motion to accept the amended changes to WV Code Title 87-4, second by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

Counsel Stephen Connolly reported that WV Code Title 87-7, Building Code Officials Rule has moved on with suggestions provided by the stakeholders and revisions provided by counsel for the LRMC. These revisions have accepted by the stakeholders.

Commissioner Oldaker made a motion to accept the amended changes to WV Code Title 87-7, second by Commissioner Keefer. With all the ayes and nays having been taken on a voice vote, the motion passed.

Counsel Stephen Connolly reported WV Code Chapter 29 Article 3 revisions have been submitted to DMAPS for a Governors Bill to remove the Energy Code components from this Code and allow for them to be stated in the State Building Code.

New Business

None.

Adjournment

Commissioner Camp made a motion to adjourn at 10:26 a.m., second by Commissioner Keefer. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to accept the committee's report, seconded by Commissioner Stallard. With all the ayes and nays having been taken on a voice vote, the motion passed.

Fire Department Services Committee

Report from Meeting - December 8, 2015

Call to Order

Chairman Commissioner Mongold called the meeting to order at 10:30 a.m.

Roll Call

Members present: Mongold, Oldaker, Sizemore, Camp, and Gunnoe.

Quorum reached.

Assistant State Fire Marshal, Bradley Scott presented the Committee with the following applications for Fire Officer I and II ...

Joseph Schafer	City of Charleston	FO1
Michael Breedlove	City of Charleston	FO1
James Dean	Valley VFD	FO2
Thomas Craigo	Pratt VFD	FO1
Kenneth Goodwin	Westover VFD	FO2
Bradley J. Wilson	Westover VFD	FO2
John Kyer	Anthony Creek VFD	FO1 & FO2
Philip Ullom	Dallas VFD	FO2
Darrell Sprowls	Dallas VFD	FO1 & FO2

Commissioner Gunnoe made a motion to approve all the aforesaid applications, second by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

Mr. Scott further presented a list of departments that needed to be recertified after coming out of the 180 day period and are as follows...

Coalwood Caretta
New Cumberland
Marmet
Belmont
Dallas
Birch River
Bradley Prosperity
New Manchester
Glen Dale
Tri County
Upper Laurel

Commissioner Gunnoe made a motion to approve all the aforesaid departments for recertification and to bring from 180 days, second by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

Mr. Scott furthermore, provided the following list of Departments that need to be recertified noting perfect evaluations (certificates will be issued)...

Wiley Ford

Ridgeley
Short Gap
Newburg
Cool Springs
Westover

Commissioner Gunnoe made a motion to approve all the aforesaid departments for recertification, second by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

Additionally, Mr. Scott shared information regarding Pocahontas County boundary concerns. Mr. Scott stated that he visited the area over a course of 3 days and reviewed the boundaries and concerns personally after receiving the letter requesting such. Mr. Scott noted that he had spoken with Chief's in the area and all are in agreement with needed changes.

Michael O'Brien addressed the Committee regarding the Pocahontas County boundaries and the need.

Commissioner Gunnoe made a motion to approve Pocahontas boundary changes and take to full Commission, second by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

Discussion was held regarding a letter received from Tornado VFD. Mr. Scott informed the group that the State Fire Marshal's Office responded with a letter. Further discussion will be made at a later meeting if need be or requested by the parties involved. Commissioner Mongold requested that the Commissioners receive a copy of the letter that was sent to Tornado VFD. Administrative Secretary Shawna Goodwin will forward such letter to the Commissioners via email.

Mr. Scott discussed with the Committee a request with Jefferson County and stated that individuals intend to be present at the full Commission Meeting tomorrow (December 9, 2015) to provide more details.

Commissioner Camp made a motion to adjourn at 11:00 a.m., second by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Gunnoe made a motion to accept the committee's report and approve recommendations thereof, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

Disciplinary Committee

Report from Meeting - December 8, 2015

Call to Order

Chairman Commissioner Eastham called the meeting to order at 11:15 a.m.

Roll Call

Members present: Eastham, Sizemore, Shriver and Stallard.

Quorum reached.

Commissioner Stallard made a motion to go into executive session at 11:18 a.m., second by Commissioner Shriver. The ayes and nays having been taken on the voice vote, the motion passed.

The Disciplinary Committee came out of executive session at 11:56 a.m. and resumed the regular meeting.

Commissioner Stallard made a motion to begin the complaint process on the McMechen Volunteer Fire Department; second by Commissioner Sizemore with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to recommend a 180 day extension for Smoot VFD; second by Commissioner Shriver with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to recommend a 180 day extension for Hillsboro VFD and thanking the gentlemen for speaking to them; second by Commissioner Shriver with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to recommend a 60 day extension for Berwind VFD; second by Commissioner Shriver with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to recommend a 60 day extension for Alma VFD; second by Commissioner Shriver with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to find probable cause on 2015-073; second by Commissioner Sizemore with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to find probable cause on 2015-076; second by Commissioner Sizemore with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to recommend a 180 day extension for Fort Ashby VFD; second by Commissioner Shriver with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to recommend a 180 day extension for Rowlesburg VFD; second by Commissioner Shriver with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Stallard made a motion to adjourn at 12:11 p.m., second by Commissioner Shriver. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to accept the committee's report, seconded by Commissioner Keefer. With all the ayes and nays having been taken on a voice vote, the motion passed.

Training Committee

Report from Meeting - December 8, 2015

Call to Order

Chairman Commissioner White called the meeting to order at 1:37 p.m.

Roll Call

Members present: White, Eastham, Stallard and Estep.

Members absent: Miller.

Quorum reached.

Approval of Agenda

Commissioner Stallard made a motion to approve the agenda, second by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote, the motion passed.

Unfinished Business

Discussion was made in great length regarding the differences between the FO1 & FO2 Courses and FO1 & FO2 Equivalency (Hazmat Awareness / Operations Certifications). Counsel Stephen Connolly stated that previously Mr. John Holstein had pointed out that the document of Fire Commission approved classes states that Fire Officer 1 only requires HazMat Awareness. It was also noted that the Fire Marshal's website will need an updated "WV Career Fire Service Approved Training Courses" document. Members of the attending audience spoke and joined in the discussion.

Commissioner Stallard made a motion to require a prerequisite of FF2 for FO1, second by Commissioner Estep. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White made a motion to take this topic in discussion to the full Commission at tomorrow's meeting (December 9, 2015), second by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote, the motion passed.

Revision of training requirements for WV Career Fire Service Approved Training Courses will be taken up at another Training Committee Meeting and Fire Commission Meeting.

Commissioner Stallard made a motion to table the training requirements for WV Career Fire Service Approved Training Courses, second by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote, the motion passed.

New Business

Staff / Council – None

WVFSE – None

RESA / WV Dept. of ED – Dave Plume spoke and provided the Committee the FY 2015 Public Service Training Annual Report. He also provided a WV FF1 Module and distributed a flyer for an upcoming training opportunity to be held March 5, 2016.

Mr. John Holstein spoke before the Committee and made a plea for the Fire Commission to help promote retention and recruitment of certified Fire Fighters within the state. Mr. Holstein would like a subcommittee be appointed and work together to achieve such goals.

Commissioner Eastham made a motion to adjourn at 3:20 p.m., second by Commissioner Estep. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to accept the committee's report, seconded by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote, the motion passed.

Discussion was made in regards to the prerequisite and HazMat training awareness / certification of positions FF1, FF2 and FO1.

Commissioner Stallard made a motion to amend the requirements to state the prerequisite for FO1 equivalency is FF2 and that the prerequisite for FO2 equivalency be FO1. Seconded by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

Operations Committee

Report from Meeting - December 8, 2015

Call to Order

Chairman Commissioner Gunnoe called the meeting to order at 3:25 p.m.

Roll Call

Members present: Gunnoe, Estep, Keefer, Mongold, and White.

Agenda

Commissioner Gunnoe noted that the general operation of office and reports from Division Heads at WVSFMO would be given and provided to the full Commission during Meeting tomorrow (December 9, 2015).

Old Business

None.

New Business

Policies and Procedures Manual

Commissioner Gunnoe opened up by thanking Fire Marshal Tyree for his work, the work of his staff and all those involved. He stated putting together a manual of this magnitude takes a joint effort and large consumption of time.

Mr. Gunnoe pointed out that he had previously to this meeting emailed the Marshal on some recommendations and or questions. Fire Marshal Tyree addressed the Committee answering each question or concern individually and making the necessary notes for corrections.

Commissioner Gunnoe made a motion to approve the document (Policy and Procedure Manual) pending the discussed changes, and move it along for a full Commission approval and vote at tomorrow's Commission Meeting (December 9, 2015). Motion second by Commissioner Sizemore. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White made a motion to adjourn at 4:06 p.m., second by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White made a motion to accept the Policies and Procedures Manual with the identified changes / corrections, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

Fire Marshal Tyree spoke and said that at this time the Division Deputies would like to present their reports.

Joe Leake presented on behalf of Fire Safety Inspection & Plans Review Division. For the period of October and November 2015 reports the following:

1208 Inspections Conducted.

264 Plans Reviewed (Does not count walk-in consultations with architects and designers).

55 Occupancy Permits Issued.

561 Licenses Checked.

Complaint Investigations:

Investigated fifteen (15) fire code complaints

Investigated one (1) electrical complaint

Investigated two (2) blasting complaints

Investigated one (1) licensing complaint resulting in two (2) citations

Training:

Thirteen (13) personnel attended a one day electrical inspection class

All personnel attended the two-day West Virginia Fire Marshal's Association class on the 2015 NFPA 1 and 101 update and Fire Alarm inspections

Eleven (11) members attended a two day Arson class on Identifying Youth Fire setters and Bomb-Makers and Fire Pattern Formation

Two (2) members attended a one day Post Blast class

All personnel completed nighttime firearms qualifications

Conducted accidental fire investigations at CAMC Memorial and Pritchard Elementary School.

Conducted fire department evaluations – Refer to Fire Department Services report.

Administered five (5) licensing tests.

Conducted fireworks display checks and checked for illegal fireworks.

Assisted with fire drills at Bethany College and Potomac State College dormitories.

Conducted WVU stadium and Marshall University stadium game day inspections and assisted with after game street detail in Morgantown.

Investigated fire at WVU Parkersburg with sprinkler activation.

Investigated accidental fire in outdoor concession stand at Burch Middle School.

Served one warrant to Central Regional Jail inmate and six warrants to Potomac Highlands inmates for tampering with sprinkler heads.

Court in Braxton and Randolph Counties reference inmates tampering with sprinkler heads – guilty verdicts.

Assisted Investigation Division with fire in Cabell and Mingo Counties.

Assisted Morgantown Fire Department with Halloween street detail.

Attended meetings with owners and management of Charleston Gardens reference relocation of residents due to sprinkler system problems.

Attended Boy Scout meeting at Glen Jean Armory reference upcoming Jamborees.

Assisted Services Division with boundary dispute in Pocahontas County.

Joe Leake presented on behalf of Fire Safety Inspection & Plans Review Division. For the period of January thru November 2015 reported the following:

6244 Inspections Conducted

1100 Plans Reviewed (Does not count walk-in consultations with architects and designers).

1121 Occupancy Permits Issued.

3150 Licenses Checked.

Complaint Investigations:

Investigated fifty-six (56) fire code complaints

Investigated thirteen (13) electrical complaints

Investigated nine (9) blasting complaints

Investigated seven (7) licensing complaints resulting in citations

Investigated explosive incident at Mercer County Vo-Tech

Training:

Two (2) divisional personnel attended a two day blasting seminar at the Mine Academy
Seven (7) personnel attended the Department of Environmental Protection Blasting Seminar
Six (6) personnel attended the International Association of Electrical Inspectors Seminar
Eleven (11) personnel attended the International Association of Arson Investigators Seminar
Two (2) personnel attended Explosives Training
Three (3) new personnel attended a Fire Door Inspection Class
Six (6) personnel attended the West Virginia Prosecutors Class on Laws of Arrest, Search and Seizure
All personnel received training in CPR and Basic First Aid
Thirteen (13) personnel attended a one day electrical inspection class
All personnel attended the two-day West Virginia Fire Marshal's Association class on the 2015 NFPA 1 and 101 update and Fire Alarm inspections
Eleven (11) members attended a two day Arson class on Identifying Youth Fire setters and Bomb-Makers and Fire Pattern Formation
Two (2) members attended a one day Post Blast class
All personnel completed nighttime firearms qualifications

Conducted fire investigations in Berkeley, Jefferson, Mingo, Morgan, Raleigh and Upshur Counties.

Assisted the Investigation Division on fires in Cabell, Mingo and Ohio Counties.

Conducted accidental fire investigations at CAMC Memorial and Prichard Elementary School.

Served one warrant to Central Regional Jail inmate and six warrants to Potomac Highlands inmates for tampering with sprinkler heads.

Filed twelve (12) criminal complaints in Kanawha County to regional jail inmates for tampering with (discharging) sprinkler heads.

Court hearings:

McDowell County – Subject pled guilty to Impersonating a Fire Marshal – Fine of \$100.00 w/ Court costs of \$162.50
Raleigh County – Regional Jail inmate – Case continued
Doddridge County – Regional Jail inmate – Pled guilty
Hampshire County – Regional Jail inmate
Hampshire County (2nd) – Regional Jail Inmate
Braxton County – Regional Jail Inmates - guilty verdicts
Randolph County – Regional Jail inmates – guilty verdict
Braxton County (2nd) – Regional Jail inmates – guilty verdict

Conducted fire department evaluations – Refer to Fire Department Services report.

Conducted fire department complaint in Jefferson County.

Assisted Services Division with boundary dispute in Pocahontas County.

Administered thirty-six (36) licensing tests.

Conducted exit checks at various basketball games.

Meeting with Potomac Highlands Regional Jail officials' reference relocation of inmates due to HazMat incident at facility.

Fire Safety presentation at Ambassador Christian Academy in Mingo County.

Fire Safety presentation at Laurel Mountain Learning Center and Harrison County Public Safety Fair.

Assisted Montgomery Fire Department and Fayette County Fire Co-Coordinator with train derailment.

Conducted in-service training to Wheeling/Ohio County Health Department employees.

Checked collapsed public buildings in Raleigh and Summers Counties.

Fire Safety presentation at Wyoming East High School and attended Career Day in Logan County.

Conducted fireworks display checks and checked for illegal fireworks.

Participated in judging the State VICA skills at Monongalia Technical Center.

One member attended the National Fire Caucus Conference in North Carolina.

Participated in a safety/security meeting for the All Good Festival in Jefferson County.

Five (5) personnel conducted inspections and assisted local authorities at the All Good Festival in Jefferson County.

Participated in a safety/security meeting at The Greenbrier for the upcoming Golf Classic.

In conjunction with the Licensing & Regulatory Division developed writing new electrician tests based on the 2014 NEC.

Two (2) members provided in-service training at the West Virginia School Maintenance/Facility Personnel Conference.

Provided in-services to Pocahontas, Preston, Upshur and Wayne Counties school personnel.

Responded to a facility in Cabell County where three (3) juveniles had damaged sprinkler heads resulting in extensive damage. Juvenile petitions were issued in Magistrate Court for three (3) felony warrants and six (6) misdemeanor citations.

Conducted WVU stadium and Marshall University stadium game day inspections and assisted with after game street detail in Morgantown.

Attended the 911 Memorial Service at the Capitol.

Conducted accidental fire investigations at CAMC Memorial and Pritchard Elementary School.

Investigated accidental fire in outdoor concession stand at Burch Middle School.

Investigated fire at WVU Parkersburg with sprinkler activation.

Administered forty-one (41) licensing tests.

Conducted fireworks display checks and checked for illegal fireworks.

Assisted with fire drills at Bethany College and Potomac State College dormitories.

Conducted WVU stadium and Marshall University stadium game day inspections and assisted with after game street detail in Morgantown.

Assisted Morgantown Fire Department with Halloween street detail.

Attended meetings with owners and management of Charleston Gardens reference relocation of residents due to sprinkler system problems.

Attended Boy Scout meeting at Glen Jean Armory reference upcoming Jamborees.

Jason Baltic presented on behalf of Investigation Division. For the period of October and November 2015 reports the following:

Total Number of Fires: 71
 Accidental: 11
 Incendiary: 17
 Undetermined: 43

Fatality Total: 3
Injury Total: 3

Total number of fires cleared by arrest or exceptional means: 6
Total number of convictions: 4
Total number of court appearances: 13

Jason Baltic presented on behalf of Investigation Division. For the period of January thru November 2015 reports the following:

Total Number of Fires: 509
 Accidental: 54
 Incendiary: 128
 Undetermined: 327

Fatality Total: 38
Injury Total: 44

Total number of fires cleared by arrest or exceptional means: 35

Allan Casto presented on behalf of Fire Services Division. For the period of October and November 2015 reports the following:

Total Licenses Issued: 348

Total Certifications Issued: 61

Total Applications Processed: 468

Total Permits Issued: 78

Allan Casto presented on behalf of Fire Services Division. For the period of January thru November 2015 reports the following:

Total Licenses Issued: 14057

Total Certifications Issued: 222

Total Applications Processed: 2080

Total Permits Issued: 758

Personnel/Regulatory & Licensing Section:

Kathryn Burns hired as an OA II start date was 12/01/15

Personnel/Fire Department Services Section:

Christopher Mahan hired as an OA II start date was 12/01/15

Personnel/Public Education Section:

Courtney Rosemond hired as a P.I.S. - I with a start date of 12/15/15

Michael Scott hired as a P.I.S. - I with a start date of 12/15/15

Ken Tyree presented on behalf of Administration.

Mr. Tyree spoke first regarding the Policy and Procedures manual. He stated the materials could not have been put together without the great work of the staff and lead support. He appreciates everyone's patience and input.

Mr. Tyree discussed some detail work that the State Fire Marshal's Office assisted in during the WVU and Marshal Football games. He was made aware recently that there has not been one fire in Morgantown since the WVSFMO assistance.

Mr. Tyree said that the renovations at the SFMO continues. The second floor renovations got delayed a bit but should be completed in time for the February Commission meetings.

He spoke regarding the updated website of the State Fire Marshal's Office. A little more user friendly. Staff is participating in website training and the online renewal section is the biggest upcoming update.

In regards to personnel, Mr. Tyree stated that 8 individuals have been fully hired. 2 within Inspections, 1 within Investigations, 2 within Fire Department Services, 1 within Administration and 2 Public Information Specialists.

Mr. Tyree released some details that the WV SFMO will be participating in the Public EXPO held in Charleston, WV this year. There is a Public Education and Fire Marshal's Office track. More details to come as the event draws closer.

Mr. Tyree and the Red Cross will be meeting next week to discuss details of a Smoke Alarm promotion / awareness opportunity.

In closing, briefly Mr. Tyree discussed the House Bill 33-3-33a and stated it's a compassionate issue and lots of concerns are trying to be addressed. Mr. Tyree hopes to be able to share the report at the next Commission Meeting but at this time it is unofficial and a work in progress.

Commissioner Stallard made a motion to accept the committee's report, seconded by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Eastham brought attention to Football game detail and requested to Fire Marshal Tyree that the opportunity for Huntington Fire Department to be included in such detail. Mr. Tyree explained the SFMO is not in organization or coordination of such but he would pass along the contact information for those in lead.

Sub Committee Recruitment and Retention

Report from Meeting - December 8, 2015

Call to Order

Chairman Commissioner Sizemore called the meeting to order at 4:10 p.m.

Roll Call

Members present: Sizemore, Mongold, Oldaker, Gunnoe, Camp, Keefer, Eastham, White, and Estep.

Commissioner Sizemore noted that the Sub-Committee Recruitment and Retention is a sub-committee formed under the Fire Department Services.

Old Business

None.

New Business

Discussion was brought to the table regarding the 33-3-33a Legislative Report. Council Stephen Connolly briefly discussed the progress and work that has gone into the plan. Mr. Connolly noted that it is the intension of Fire Marshal Tyree to fully discuss the matter during the Commission Meeting tomorrow (December 9, 2015).

WVSFMO Chief Deputy, Bob Sharp made mention that the National Fire Council created a new initiative called 'Make me a Firefighter' campaign of which they received a 3 year grant for. He encouraged individuals to visit the WVSFMO website and click on the link for further details.

Bob also made note that Hurricane Fire department has received a grant to help pay for an individual to work on recruitment and retention. It will be interesting to see the outcome, development and growth as a result.

Discussion was made in regards to the most recent Chief's meeting (held last week in Logan). Bob shared that it was encouraging and pleasing to hear that several chief's shared information on new members. Some departments received as many as 15 members. Those chief's shared information that the members were younger men that told this friend and this friend told this friend and as a result they witnessed the growth.

Commissioner Sizemore discussed the Training Committee creating the Sub-Committee as discussed in their meeting and support thereof.

Further talk took place regarding the organization of Commission Meeting materials. The possibility of using electronic devices such as tablets or laptops for the Commissioners. Bob Sharp said it is the intent in February to provide each Commissioner with a flash drive loaded with some lengthy documents, handbooks, rules and codes. The electronic device topic can be looked into and further discussed.

Adjournment

Commissioner Camp made a motion to adjourn at 4:36 p.m., second by Commissioner Gunnoe. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White made a motion to accept the committee's report seconded by Commissioner Miller. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to accept the committee's report, seconded by Commissioner White. With all the ayes and nays having been taken on a voice vote, the motion passed.

CHANGE IN AGENDA:

Chairman Commissioner Sizemore requested a change of the agenda given individuals from Jefferson County Emergency Services Agency requested to speak before the Commission.

Denise Pouget, Director of Jefferson County Emergency Services Agency and Deputy Director Ed Hannon spoke and presented before the Commission a request for permission to become a Fire Prevention Unit. In addition, the JCESA wanted to inform the Commission that most of their staff meets the minimum acceptable suppression qualifications per the State of West Virginia. They plan to ensure all staff meets those standards and more. A career staff will be put through a skills check off procedure conducted by a certified Instructor for the State of WV. JCESA prepared a 'Gap Analysis' and stated it verifies they are following OSHA Law and NFPA standards reference fit testing and physicals. JCESA has developed a five year staffing plan with the Volunteer Chiefs that will improve their emergency response times and allow them to eventually cross staff suppression and extrication units.

Questions and discussion continued among Commission members and the speakers. Commissioner Stallard commended them for their work and the reports they have brought before the Commission as a whole. Commission Camp requested a vocal walk through of a call to response.

Commissioner Stallard made a motion to grant to Jefferson County Emergency Services Agency a Fire Prevention Unit. Seconded by Commissioner White. With all the ayes and nays having been taken on a voice vote, the motion passed.

It was further requested that JCESA report back over time and let the Commission know of the progress and feedback.

Commissioner Camp made a motion to take a 20 minute recess at 11:24 a.m. Seconded by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

Chairman Carl Sizemore called the meeting back to order at 11:55 a.m.

UNFINISHED BUSINESS:

City of Clarksburg – Counsel Stephen Connolly reported awaiting Judges decision. Could possibly have by the weeks end.

City of Kenova – Fire Marshal Tyree spoke. Stated it appears everything is being handled as it is supposed to be and a temporary position is in place until filled.

James Davis / James Llanzea Complaint – Counsel Connolly reported and stated he had sent out an email regarding this update. The ‘Objections of the Respondent to Proposed Findings of Fact and Conclusion of Law of the Complainant’ was filed, received and recorded.

Dunbar Provisional – Fire Marshal Tyree reported. He is awaiting a fax but it is the Fire Marshal’s understanding no further extension is now needed.

Commissioner Gunnoe made a motion to go ahead and extend Dunbar Provisional to February Commission Meeting, seconded by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

City of Nitro Provisional – Allan Casto reported that they passed Section 12.

Commissioner Mongold made a motion to lift the City of Nitro’s Provisional Status, seconded by Commissioner White. With all the ayes and nays having been taken on a voice vote, the motion passed.

NEW BUSINESS:

City Of Wheeling Provisional Status – Deputy Fire Marshal Allan Casto spoke regarding the request.

Commissioner Eastham made a motion to grant City of Wheeling a Provisional Status, seconded by Commissioner White. With all the ayes and nays having been taken on a voice vote, the motion passed.

City Of Logan Provisional Status – Deputy Fire Marshal Allan Casto spoke again regarding this request.

Commissioner White made a motion to grant City of Logan a Provisional Status, seconded by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote, the motion passed.

Jefferson County Fire Prevention Unit – Discussed and handled above.

Pocahontas County Boundaries Issue – Response has been provided by Assistant Fire Marshal Bradley ‘Sparky’ Scott.

Commissioner White made a motion to approve Pocahontas boundary changes, second by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

Belmont VFD Correspondence – Discussed and handled above.

Consideration of 2015-007 – McMechen VFD. Commissioner Stallard made a motion to begin decertification process. Second by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

Consideration of 2015-073 (Fort Ashby VFD) and 2015-076 (Rowlesburg VFD) - Commissioner Stallard made a motion to grant 180 day extension, second by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote, the motion passed.

Fire Officer 1 & 2 applications were approved as reflected in the committee reports.

Recertification of Fire Departments was approved as reflected in the committee reports.

CORRESPONDENCE:

None

GOOD OF THE ORDER:

Mr. Glenn Whittington spoke and reminded folks it is almost Legislative Session time. He encouraged everyone to be aware and talk with your Legislators.

Commissioner Oldaker spoke. Requested that the Commission give recognition to the 4 Marmet VFD Rescue individuals that performed some outstanding duties. It was suggested to invite them to the Fire Commission meeting in February and present them with recognition and certificates. The SFMO will prepare such and make the contact for these individuals.

ELECTION OF 2016 OFFICERS:

Chairman Sizemore opened the floor for Officer Nominations.

Commissioner Gunnoe nominated Commissioner Sizemore for Chairman. Seconded by Commissioner Keefer. Commissioner Sizemore accepted the nomination. Commissioner White made a motion to

close nominations, seconded by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White nominated Commissioner Gunnoe for Vice Chairman. Seconded by Commissioner Eastham. Commissioner Gunnoe accepted the nomination. Commissioner Sizemore made a motion to close nominations, seconded by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Keefer nominated Commissioner Mongold for Secretary. Seconded by Commissioner Oldaker. Commissioner Mongold accepted the nomination. Commissioner Eastham made a motion to close nominations, seconded by Commissioner Sizemore. With all the ayes and nays having been taken on a voice vote, the motion passed.

TIME AND PLACE OF NEXT MEETING:

February 18th, 2016 (Committee Meetings) and February 19th, 2016 (Commission Meeting). Charleston, WV. Administrative Secretary Shawna Goodwin will email Lodging reservations and information once available.

ADJOURN:

Commissioner Mongold made a motion to adjourn at 12:21 p.m. Second by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.