

**STATE FIRE COMMISSION MEETING  
DAYS HOTEL  
FLATWOODS, WV  
DECEMBER 7, 2012**

The official business meeting was called to order at 9:00 AM by Chairman Bob Sullivan.

**COMMISSIONERS PRESENT:**

Bob Sullivan, Chairman	Gary Bonnett
Michael Butcher	Larry Goodwin
Grant Gunnoe	Robert S. Miller
Rick Scott	Ted A. Shriver
Carl Sizemore	Virgil White

**COMMISSIONERS ABSENT:**

Randy James	Thomas Keefer
Doug Mongold	

Fire Marshal Sterling Lewis introduced Heather Bostic of the State Fire Marshal's Office.

**APPROVAL OF MINUTES**

Commissioner White made a motion to accept and approve the minutes of the October 12, 2012 meeting. Commissioner Miller seconded the motion. The ayes and nays having been taken on a voice vote, the motion passed.

**COMMITTEE REPORTS:**

Training Committee – Commissioner White gave his report. A copy is attached to these minutes. Commissioner Scott made a motion to accept the Committee's report. Commissioner Sizemore seconded the motion. The ayes and nays having been taken on a voice vote, the motion passed.

Fire Department Standards Evaluation Committee – Commissioner Sizemore stated they reviewed ten (10) equivalency applications for Fire Officer 1. Nine (9) applications were approved. The following Fire Officer I applications were approved:

Andrea Lilly	Rhodell VFD
Charles Wade	Meadow Bridge VFD
James Midkiff	Rainelle VFD
Patricia Cox	Rhodell VFD
Eric Rogucki	Gilmer County VFD
Vanden King	Morgantown VFD
Earl Ray Conrad	Poca VFD
Kevin Siers	Parkersburg FD
Alex Fitzwater	Clay VFD

Thirteen (13) applications were reviewed for Fire Officer II with twelve (12) being approved. The following applications for Fire Officer II were approved:

Charles Wade	Meadow Bridge VFD
Domoneke Covington	Cheat Lake VFD
Richard Dorsey	Gilmer County VFD
Eric Rogucki	Gilmer County VFD
Vanden King	Morgantown FD
Paul Porter	Cheat Lake VFD
Earl Ray Conrad	Poca VFD
Kevin Siers	Parkersburg FD
Alex Fitzwater	Clay VFD
Christopher Paitsel	Keyser VFD
Julian Hott	Capon Valley VFD
Jason Price	Morrisvale VFD

Commissioner Goodwin made a motion to accept the Committee's report. Commissioner Bonnett seconded the motion. The ayes and nays having been taken on a voice vote, the motion passed.

Recruitment, Retention and Research Committee – Due to the lack of a quorum, no committee meeting was held.

Legislative Committee – No report, however, there was an informal discussion on the training rules.

Fire Department Services Committee – Commissioner Bonnett made a motion to accept the Committee's report which is attached. Commissioner White seconded the motion. The ayes and nays having been taken on a voice vote, the motion passed.

Codes and Regulatory – Commissioner Shriver stated the Committee did not meet.

### **STATE FIRE MARSHAL'S REPORT**

Fire Marshal Lewis gave an update on hiring for vacant positions in the State Fire Marshal's Office. Fire Marshal Lewis wished everyone a Merry Christmas and a Happy New Year.

### **UNFINISHED BUSINESS**

Harrison Co. Commission – First Due Areas of Fire Departments - Council explained this issue which is currently under litigation.

Flatwoods Community VFD - The Chief of the Flatwoods Community VFD appeared before the Commission concerning compliance of the Fire Commission training rules.

Mid-Atlantic Association of State Fire Commission Conference Report - Commissioner Gary Bonnett gave his report on the conference and a copy of his report is attached to these minutes.

## **NEW BUSINESS**

Oral Testing for Firefighter I and Firefighter II – Commissioner White made a motion to accept the Training Committee’s report for RESA and WVU FSE to follow all applicable laws for oral testing.

Recertification of Fire Departments: Commissioner Gunnoe made a motion to approve the following fire departments for recertification. Commissioner Scott seconded the motion. The ayes and nays having been taken on a voice vote, the motion passed.

Ansted VFD	Armstrong Creek VFD
Athens VFD	Beech Creek VFD
Chester VFD	Clover-Roane VFD
Dunlow VFD	Elizabeth-Wirt VFD
Forrest Hill VFD	Gilbert VFD
Gilmer County VFD	Greenwood VFD
Lake VFD	Lost Creek VFD
Malden VFD	McClellan District VFD
Moundsville VFD	Mullens VFD
New Martinsville VFD	Parsons VFD
Shinnston VFD	Silver Hill VFD
Smithburg VFD	Smithville VFD

Commissioner Gunnoe made a motion to recommend the following fire departments for automatic recertification upon the successful completion of submitting supporting documentation on training to Tim Provaznik of the State Fire Marshal’s Office. Commissioner Miller seconded the motion. The ayes and nays having been taken on a voice vote, the motion passed.

Hundred VFD	Jacksonburg VFD
Lizemore VFD	

Commissioner Miller made a motion that based upon improvement and the scheduling of the first quarter of 2013 classes, the following departments are recommended to be deferred until February. Commissioner White seconded the motion. The ayes and nays having been taken on a voice vote, the motion passed.

Blennerhasset VFD	Davis Creek VFD
Flatwoods VFD	Johnstown VFD
Racine VFD	Smithers VFD
Summit Park VFD	Wallace VFD
Welch VFD	Wileyville VFD
Williamstown VFD	
Davy VFD	Delbarton VFD
Handley VFD	Keyser VFD
Sharples VFD	Upper West Fork VFD
Bradshaw VFD	Canaan Valley VFD
Clay VFD	Coal River VFD
Hinton VFD	Logan #2 VFD
Poca VFD	Spelter VFD

## **CORRESPONDENCE**

None

## **ELECTION OF OFFICERS**

Commissioner Sizemore opened the nominations for Chairman. Commissioner Gunnoe nominated Commissioner Sullivan for Chairman. Commissioner Scott seconded the nomination. Commissioner Gunnoe moved to close the nominations. Commissioner White seconded the motion.

Commissioner Sullivan opened the nominations for Vice Chairman. Commissioner Gunnoe nominated Commissioner Sizemore. Commissioner Butcher seconded the nomination. Commissioner Gunnoe moved to close the nominations. Commissioner Butcher seconded the motion.

Commissioner Sullivan opened the nominations for Secretary. Commissioner Sizemore nominated Commissioner Goodwin. Commissioner Gunnoe seconded the nomination. Commissioner Gunnoe moved to close the nominations. Commissioner Sizemore seconded the motion.

2013 Officers will be:

Chairman – Sullivan

Vice Chairman – Sizemore

Secretary - Goodwin

## **GOOD OF THE ORDER**

Mark Doty with WVU spoke on the “Group Purchasing Organization” project of the International Association of Fire Chiefs. The GPO allows both volunteer and career fire departments to “piggyback” on orders nationwide in order to get significant discounts on products which include: Tankers, PPE, SCBA, Radio Equipment, Cell Phone Plans, UTV’s... This list will keep growing. Mark serves as the GPO Coordinator for the Southeastern Division of the International Fire Chiefs – West Virginia Division. Advertisements on the GPO will be going out in late winter 2013.

Glenn Whittington asked if the Commission was still looking at Fire Officer Equivalency and the Commission said that they were. He also thanked the Commission for helping the fire service and wanted the Commission to know that he has been letting the Fire Departments know that the State Fire Commission is there to help them.

Commissioner Rick Scott asked for a moment of silence for JR Kovach from the Thomas VFD.

Commissioner Carl Sizemore asked for a moment of silence for James J. “Joe” Ruff who was a retired fire chief from Williamstown VFD. Mr. Ruff had 61 years of service with the last 25 as chief.

## **TIME AND PLACE OF NEXT MEETING**

The next Fire Commission meeting will be held at the Holiday Inn Express – Civic Center, Charleston, WV on February 8, 2013.

The April meeting will be held at the Hollywood Casino at Charles Town Races in Charles Town, WV on April 12, 2013.

Fire Marshal Lewis let the Commission know that the State Fire Marshal's Office is now under a new travel process and will be using the P-card to pay for their travel. The Commissioners will not be changing the way they turn in their travel.

**ADJOURN**

Commissioner White made a motion to adjourn. Commissioner Goodwin seconded the motion. Motion passed.

## TRAINING COMMITTEE MINUTES

The Training Committee met on December 6, 2012 at 14:15 hours at the Days Inn in Flatwoods WV.

Members present were Commissioners White, Miller, Scott, Butcher, and Sizemore.

Items discussed were as follows.

Mark Doty with the West Virginia Fire Service Extension stated that they had 131 classes done and the numbers of students are up. They also received 2 grants. One grant was obtained for New Vehicle Technology class. They will be able to provide this class for free around the state. The other grant monies were obtained from the National Fire Academy. Mr. Doty further stated that they have their IFSAC and PROBOARD approved. IFSAC will make a second visit due to so many classes they are getting accredited. Also they have full approval of the ACE Accreditation of 100 NFA courses. Mr. Doty also passed out their information sheet of classes taught and number of enrollments.

Dr. Varner with the WV Department of Education passed out a list of classes taught and number of enrollments. She further stated that their IFSAC application has been submitted for approval and they will be coming soon to evaluate them. Dr. Varner further stated that there has been an increase of request for oral testing for the Firefighter 1&2. Dr. Varner stated that reading can take a lot of man-hours to conduct she stated an audio type test could be given to the students instead. She stated that guidelines should test a student knowledge not learning ability. Staff stated that they have concerns about the oral testing also. Staff also voiced concern that if someone could orally test they should be permitted to for Firefighter 1&2. Council advised there is language in the Legislative Rules that pertains to this. It was also discussed about which standards were in place at the present which is the old standards until the Legislative Rules goes into effect. Staff recommended that the previous standard for the testing be rescinded. Discussion ensued by the Committee, WVFSE, RESA. It was concluded that reasonable accommodations need to be made for people with certified learning disabilities.

Committee recommends the following motion to address this;  
**Any administration of testing administered by WVUFSE and RESA for Fire Commission approval shall meet all applicable standards and laws.**

**Meeting adjourned at 15:05 hours**

## **FIRE DEPARTMENT SERVICES MINUTES**

Date: December 06, 2012  
Attendees: Mike Butcher, Grant Gunnoe, Bob Miller  
Time: 10:00 to 12:00  
Location: Flatwoods

The committee would like to thank department Chiefs, department members, educators, and staff for their feedback and hard work towards improving and meeting requirements. Significant improvement has been noted over that last year.

Discussions were held concerning 55 departments. The followings motions will be recommended during the New Business session.

### Unfinished Business

Discussions were held concerning Flatwoods deficiencies. It will be recommended they be deferred until February.

The following departments are recommended for re-certification:

Ansted  
Armstrong Creek  
Athens  
Beech Creek  
Chester  
Clover-Roane  
Dunlow  
Elizabeth-Wirt  
Forrest Hill  
Gilbert  
Gilmer County  
Greenwood  
Lake  
Lost Creek  
Malden  
McClellan District  
Moundsville VFD  
Mullens  
New Martinsville  
Parsons  
Shinnston  
Silver Hill  
Smithburg  
Smithville  
Sophia Area  
South Charleston  
Tornado  
West Union

The following departments are recommended for automatic re-certification upon the successful completion of submitting supporting documentation on training to Tim Provaznik.

Hundred  
Jacksonburg  
Lizemore

Based upon improvement and the scheduling of first quarter 2013 classes the following departments are recommended to be deferred until February:

Blennerhasset  
Davis Creek  
Flatwoods  
Johnstown  
Racine  
Smithers  
Summit Park  
Wallace  
Welch  
Wileyville  
Williamstown

Davy  
Delbarton  
Handley  
Keyser  
Sharples  
Upper West Fork

Bradshaw  
Canaan Valley  
Clay  
Coal River  
Hinton  
Logan #2  
Poca  
Spelter