

**STATE FIRE COMMISSION MEETING**  
**Highlands Event Center • Triadelphia, WV •**

**December 14, 2018**

PLEASE NOTE:

The following minutes have been provided and are considered unofficial, until they are submitted for approval at the next scheduled meeting.

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

**ROLL CALL:** by Chief Deputy State Fire Marshal Sharp

**Commissioners Present**

Edward George, Grant Gunnoe, Dave Camp, Doug Estep, Doug Mongold, Phil Hart, Jim Oldaker, Mark Stroop and Virgil White. It is noted that Counsel Stacy Nowicki is present as well.

**Commissioners Absent**

Carl Eastham, Martin Hess, Ted Shriver and Thomas Keefer

**APPROVAL OF MINUTES:**

Commissioner Mongold made a motion to accept and approve the minutes of the October 19, 2018 Fire Commission Meeting. Commissioner Oldaker seconded the motion. The ayes and nays have been taken on a voice vote, the motion passed.

**COMMITTEE REPORTS:**

• **Disciplinary Committee**

Commissioner Gunnoe read the Disciplinary Committee Report from Meeting – December 13, 2018 as follows:

**Disciplinary Committee Meeting Report**

Meeting Minutes  
December 13, 2018

**Call to order**

Commissioner Gunnoe called to order the regular meeting of the Disciplinary Committee Meeting at 1:26PM on December 13, 2018 at the Highlands Event Center, Triadelphia, WV.

**Roll call**

Commissioner Gunnoe conducted a roll call. The following commissioners were present:

Edward George  
Grant Gunnoe  
Doug Mongold

Absent: Ted Shriver, Martin Hess, Carl Eastham

**Unfinished business-N/A**

**New business**

1. Departments Requesting 180 Days

Commissioner Mongold made a motion to go into executive session at 1:27PM, seconded by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to come out of executive session at 2:56PM, seconded by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to find probable cause and to recommend to the Full Commission 180 day extensions on 2018-070, 2018-071, 2018-072, 2018-073, 2018-074, 2018-079, 2018-080, 2018-083, 2018-086, 2018-087 and 2018-088 with a second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

2. Consideration of 2018-001-BCO

3. Consideration of 2018-002-BCO

4. Consideration of 2018-003-BCO

Commissioner Mongold made a motion to find probable cause and to recommend to the Full Commission 2018-001-BCO, 2018-002-BCO and 2018-003-BCO seconded by Commissioner George. Ayes 0 votes and Nays 3 Votes, the motion did NOT pass.

**Note\* Commissioner Mark Stroop recused himself at the point in the reading of the Disciplinary Committee Report.**

5. Consideration of 2018-007-FDC

Commissioner Mongold made a motion to recommend to the Full Commission probable cause on 2018-007-FDC, with a second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

**Adjournment**

Commissioner Mongold moved to adjourn the meeting at 2:59PM, seconded by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White made a motion to accept the report. It was seconded by Commissioner Estep. The ayes and nays have been taken on a voice vote, the motion passed.

Commissioner Gunnoe stated that the Fire Commission would now move to item 21 (Consideration of 2018-007-FDC) on the Full Fire Commission Agenda.

**Note\* Commissioner Mark Stroop continued to be recused and out of the room during this portion of the meeting.**

Consideration of 2018-007-FDC

Commissioner Mongold made a motion to find probable cause on 2018-007-FDC, with a second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Gunnoe asked Asst Fire Marshal Lewis to give his report on 2018-007-FDC. Asst Fire Marshal Lewis stated that he was assigned by Deputy Fire Marshal Casto after the October Fire Commission Meeting to investigate the allegations that the Martinsburg Fire Department had NOT completed their Hose testing as documented on their State Fire Marshal Self Evaluation Form or during their last State Fire Marshal Fire Department Evaluation. Asst. Fire Marshal Lewis subpoenaed all documents concerning annual required testing and reviewed those on Nov 16, 2018. Everything had been tested but there wasn't any documentation of the required hose testing. Asst Fire Marshal Lewis discussed this with Martinsburg Fire Chief Paul Bragg and the Chief Bragg said that it had gotten away from him. He then reviewed the State Fire Marshal's Office records of fire department evaluations and found that it was documented by Asst Fire Marshal Scott that the hose testing had been completed and that during his evaluation an Excel work sheet had been provided as proof that the hose testing had been completed. Asst Fire Marshal Lewis went back to the Martinsburg Fire Chief Bragg and Chief Bragg admitted to not completing hose testing for up to 10 previous years.

Commissioner Gunnoe asked if there were any other questions on this matter.

Commissioner Mongold made a motion to have Asst. State Fire Marshal Scott do another evaluation on the Martinsburg Fire Department and to take another fire marshal with him, with a second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White made a motion to refer the investigation of the Martinsburg Fire Chief Paul Bragg be turned over to the county prosecutor, with a second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

**• Fire Department Services Committee**

Commissioner Mongold read the Committee Report from Meeting – December 13, 2018 as follows:

Fire Department Services Committee Meeting Report

Meeting Minutes  
December 13, 2018

**Call to Order**

Commissioner Mongold called to order the regular meeting of the Fire Department Services Committee at 10:05AM on December 13, 2018 at the Highland Event Center, Triadelphia, WV.

**Roll Call**

Commissioner Mongold conducted a roll call. The following commissioners were present:

- Dave Camp
- Doug Mongold
- Jim Oldaker
- Phil Hart
- Mark Stroop

The following commissioners were absent: N/A

**Unfinished Business-**

Commissioner Mongold asked Asst. Fire Marshal Scott if any new Firefighter I Modular classes had been started and he replied that Mason and Lewis Counties had started new classes and that he had received no further issues received on the pilot program.

**New Business**

**a) Fire Officer I and II Applications**

Assistant State Fire Marshal Bradley Scott presented the following applications for approval:

Larry Hamrick	Gilbert	FO 1-2
Cain Maynard	Kermit	FO 1
Mathew Overton	Wilderness	FO 1
Clinton Davis	Franklin	FO 1-2
Robert Shanklin	Pratt	F/O 1-2
Stephen Shanklin	Pratt	F/O 1-2
Ramon Williams	Pratt	F/O 1-2
Charles Scott	Gilbert	F/O 1-2

There were no questions. Commissioner Oldaker made a motion to approve these applications and present to the full Fire Commission, seconded by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

b) Assistant State Fire Marshal Bradley Scott presented a list of departments that came out of 180day extension and has met all requirements to be recertified:

- |                     |                |
|---------------------|----------------|
| • Clay              | Clay County    |
| • Rivesville        | Marion County  |
| • Grant Town        | Marion County  |
| • Main Island Creek | Logan County   |
| • Sharples          | Logan County   |
| • Winfield District | Marion County  |
| • Loudendale        | Kanawha County |
| • Verdunville       | Marion County  |

c) Fire Departments with perfect evaluations to be Recertified  
Assistant State Fire Marshal Bradley Scott presented a list of departments for recertification that had perfect evaluations:

- Chapmanville Logan County
- Belmont Pleasants County
- St. Marys Pleasant County
- Elizebeth Wirt County
- Institute Kanawha County
- Friendship Jefferson County
- Shepardstown Jefferson County
- Middleway Jefferson County
- Jefferson County Fire Prevention Unit Jefferson County

Commissioner Oldaker made a motion to approve these applications and recommendation to the full Fire Commission, seconded by Commissioner Camp. With all the ayes and nays having been taken on a voice vote, the motion passed.

#### **Adjournment**

Commissioner Camp moved to adjourn the meeting at 10:15AM, seconded by Commissioner Oldaker.

Commissioner White made a motion to accept the report. It was seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

#### **• Recruitment and Retention Committee**

Commissioner Phil Hart read the Committee Report from Meeting – December 13, 2018 as follows:

#### **Recruitment and Retention Committee Meeting Report**

**Meeting Minutes  
December 13, 2018**

#### **Call to order**

Commissioner Hart called to order the regular meeting of the Recruitment and Retention Committee Meeting at 1:11AM on December 13, 2018 at the Highlands Event Center, Triadelphia, WV.

#### **Roll call**

Commissioner Hart conducted a roll call. The following commissioners were present:

Doug Estep  
Edward George  
Phil Hart

Jim Oldaker

Absent: Martin Hess

**Unfinished Business- N/A**

**New business-**

1. Rebecca Carballo, Gazette/Mail Newspaper- Recruitment and Retention Story  
Chief Deputy Sharp discussed the story that reporter Rebecca Carballo is working on.
2. Glen Whittington, Television News- Recruitment and Retention Story  
Chief Deputy Sharp discussed the story that Glen Whittington is working on with a television reporter.

Phil Hart discussed the news articles concerning Pennsylvania and National shortage of volunteer firefighters.

Fire Marshal Tyree discussed the Pennsylvania Legislative Report Senate Resolution 6 that discusses recruitment and retention issues and was told they mentioned the WV State Fire Commission 33-3-33a house bill report, but he himself hasn't read the resolution.

Tyler Olsen from Insurance Service Office (ISO) discussed the Pennsylvania Legislative Senate Resolution 6 SR6, but that he hadn't read the entire document. He stated that basically the Senate Resolution 6 didn't include any surprises that were not already known but did include several issues that the West Virginia had already dealt with and one difference is that Pennsylvania being a commonwealth state there is many details to work out.

**Adjournment**

Commissioner Edward moved to adjourn the meeting at 1:18PM. It was seconded 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 report. It was seconded by Commissioner Estep. With all the ayes and nays having been taken on a voice vote, the motion passed.

**• Training Committee**

Commissioner White read the Training Committee Report from Meeting – December 13, 2018 as follows:

**Training Committee Meeting Report**

**Meeting Minutes  
December 13, 2018**

**Call to order**

Commissioner White called to order the regular meeting of the Training Committee Meeting at 10:27AM on December 13, 2018 at the Highlands Event Center, Triadelphia, WV.

### **Roll call**

Commissioner White conducted a roll call. The following commissioners were present:

Doug Estep  
Edward George  
Virgil White

The following commissioners were absent: Tom Keefer and Carl Eastham

### **Unfinished Business**

1. James Porter- "Managing a Nonprofit Volunteer Fire Department Training Course"

Mr. Porter discussed lack of training for various administrative fire service board members and requested that the Fire Commission Training Committee work on a "Managing a Nonprofit Volunteer Fire Department Training Course" and he would be willing to assist. He would like to ask the Public Safety Training and WVU Fire Service Extension to work together at the full fire commission meeting tomorrow to work together to produce a "Managing a Nonprofit Volunteer Fire Department Training" course and come up with some ideas. He stated that his opinion is that we need to be prepared for Senate Bill 625 that includes a recommendation on how Counties would take oversight of volunteer fire departments.

WVU Extension Fire Service Director Mark Lambert mentioned that Steve Connolly has taken a new position as a special counsel to the WV State Auditor's Office and has been working on the "Managing a Nonprofit Volunteer Fire Department Training Course" but has not completed the course because of personal delays.

### **New business**

1. Reciprocity of Equivalent Training Certificates- Matt Reed, WVU Fire Service Extension.

Matt Reed from the WVU Fire Service Extension gave a presentation on reciprocity of Emergency Vehicle Operation Course (EVOC) and asked if the fire commission has given thought to these types of equivalency requests? He suggested that some clean up of language that would clarify these types of requests. He has received 3 requests for equivalency for Vehicle Extrication as an example.

WVU Extension Fire Service Director Mark Lambert mentioned that IFSAC Pro Board should be accepted without question for equivalency certification.

Commissioner White discussed that in his opinion some courses could be accepted from other states like Vehicle Extrication or other Technical Rescue Courses.

Ralph Kosar, from Public Safety Training mentioned some examples of reciprocity training that could be reviewed.

Counsel Nowicki discussed that whatever the WV legislative rule states should be followed along with the review of the Fire Commission for approval.

Commissioner White and WVU Extension Fire Service Director Mark Lambert discussed having another meeting before the next Fire Commission meeting to discuss this topic.

Fire Marshal Tyree discussed the Firefighter Courtesy Application that addresses Senate Bill 625 reciprocity of training certifications from surrounding states and that we couldn't prohibit the acceptance of their reciprocity training. The application was given to Fire Department Services personnel to use if we received any requests and at this time we have not received any requests.

Commissioner White made a motion to go into Executive Session at 11:01am, seconded by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner George made a motion to come out of Executive Session at 11:14am, seconded by Commissioner Estep. With all the ayes and nays having been taken on a voice vote, the motion passed.

Dave Plum, from the Public Safety Training requested that the Fire Commissioner make a motion to accept International Fire Service Accreditation Congress (IFSAC) or Pro Board Certification equivalency. Commissioner White stated that we will propose a work session before the next Fire Commission meeting to discuss these topics.

**2. Staff/Counsel-** Nothing to bring forth.

**3. WVU Fire Service Extension**

WVU Extension Fire Service Director Mark Lambert discussed the mini fire service training that was conducted recently, Emergency Medical System (EMS) in ICS and National Fire Academy classes that are being offered to WV Firefighters.

National Fire Academy Courses offered at the Charleston Civic Center, WV:

- Incident Safety Office Course will be on January 8 & 9, 2019
- Decision-Making for Initial Company Operations Course on February 12 & 13, 2019

**4. WV Public Service Training/WV Dept. of Education**

West Virginia Public Safety Training (PST) Martinsburg Coordinator Dave Plum along with Robbie Bailey (PST) discussed the upcoming Emergency Services Conference at Pipestem "ESCAPE" Training Conference on February 19 through 24, 2019 and if the Fire Commission needs lodging to contact him for the night before (February 23) the February 24 Fire Commission Roundtable meeting. Mark Lambert mentioned that the WVU Extension Fire Service will be partnering to provide classes at the ESCAPE Conference again in 2019.



Commissioner Doug Estep asked for an update on the data base for training certifications. Robbie Bailey, from Public Safety Training (PST) stated they have been using it on the PST side. WVU Extension Fire Service Director Mark Lambert said WVU is still working on their own type of data base that was supposed to be implemented last September but isn't online yet. Dave Plum, from Public Safety Training (PST) stated that only new data is being added to the current data base.

## **5. Misc. Comments / Questions**

### **Adjournment**

Commissioner George moved to adjourn the meeting at 11:26AM, seconded by Commissioner Estep. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Oldaker made a motion to accept the report. It was seconded by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed.

### **• Legislative, Codes & Regulatory Committee**

Commissioner Camp read the Legislative, Codes & Regulatory Committee Report from Meeting – December 13, 2018 as follows:

#### **Legislative, Codes and Regulatory Committee Meeting Report**

##### **Meeting Minutes December 13, 2018**

### **Call to order**

Commissioner Gunnoe called to order the regular meeting of the Legislative, Codes and Regulatory Committee Meeting at 1:18PM on December 13, 2018 at the Highlands Event Center, Triadelphia, WV.

### **Roll call**

Chief Deputy State Fire Marshal conducted a roll call. The following commissioners were present:

Dave Camp  
Grant Gunnoe  
Jim Oldaker

The following commissioners were absent: Martin Hess, Ted Shriver and Tom Keefer

### **Unfinished Business**

- a) Consideration of Municipality Home Rule Board Rulings

Counsel Nowicki gave an update.

### **New business-**

**1. Consideration of Plans Examiner- Mr. Ketterman**

Deputy Fire Marshal Allan Casto presented information recommending the approval of Mr. Ketterman as a Provisional Plans Examiner to the full Fire Commission.

Commissioner Camp made a motion to recommend the approval of Mr. Ketterman as a Provisional Plans Examiner to the Full Fire Commission, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

**2. Consideration of Building Inspectors- Mr. Wilson and Mr. Touvell.**

Deputy Fire Marshal Allan Casto presented information recommending the approval of Mr. Wilson as a Provisional Building Inspector to the full Fire Commission.

Commissioner Camp made a motion to recommend the approval of Mr. Wilson as a Provisional Building Inspector to the Full Fire Commission, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

Deputy Fire Marshal Allan Casto presented information recommending the approval of Mr. Touvell as a Provisional Building Inspector to the full Fire Commission.

Commissioner Camp made a motion to recommend the approval of Mr. Touvell as a Provisional Building Inspector to the Full Fire Commission, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

**3. Consideration of NICA Inspection Certification Associates Curriculum**

Deputy Fire Marshal Allan Casto presented information recommending the approval of the NICA Inspection Certification Associates Curriculum to the full Fire Commission.

Commissioner Camp made a motion to recommend the approval of the NICA Inspection Certification Associates Curriculum to the full Fire Commission, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

**Adjournment**

Commissioner Camp moved to adjourn the meeting at 1:26PM, second by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

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

**• Operations Committee**

Fire Marshal Tyree stated that his staff will present their division reports: Deputy State Fire Marshal Allan Casto, Deputy State Fire Marshal Jason Baltic and Deputy State Fire Marshal Clarence Leake and that he will complete with the overall agency operations report.

**Deputy State Fire Marshal Casto shared his report on the Fire Service Division for the period of October 1, 2018 through November 30, 2018:**

	OCT	NOV	TWO MONTH TOTAL
Total Licenses Issued:	293	273	566
Total Certifications Issued:	16	54	70
Total Applications Processed:	213	227	440
Total Permits Issued:	15	63	78
Online Renewals:	83	48	131
Total Consumer Fireworks Certificates Issued			
Permanent:	0	0	0
Temporary:	0	0	0
Wholesaler:	0	0	0
Outdoor Storage:	0	0	0
Novelties:	0	2	2

**Fire Service Division for the period of January 1, 2018 through November 30, 2018:**

1 Electrician Licenses issued:	15,874 (5,338 online)
2 Temporary Electrician Licenses issued:	268
3 Pyrotechnician Licenses issued:	597
4 Blaster Licenses issued:	876
5 Fire Protection Licenses issued:	614
6 Building Code Official Certifications issued:	86
7 Home Inspector Certifications issued:	181
8 Electrical Inspector Certifications issued:	52

9 Fireworks Display Permits issued:	278
10 Explosive Magazine Permits issued:	559
11 Explosive Magazine Applications reviewed:	251
12 Exam Applications processed:	2,355
13 Number of Applications Returned:	6
14 Number of tests graded:	1,501
15 Letters of Good Standing issued:	119
16 Miscellaneous:	43

Summary:

Total Licenses Issued: 18,229

Total Certifications Issued: 319

Total Permits Issued: 837

Total Applications Processed: 2,355

**Consumer Fireworks**

Permanent:	51
Temporary:	233
Wholesaler:	22
Outdoor Storage:	197
Novelties	101

Summary:

Total Certificates Issued: 604

FIRE DEPARTMENT SERVICES						
RECENT ACTIVITY						
2018						
	OCT	NOV	TOTAL	2018 YTD	FY2018	FY2017
FIRE DEPT EVALUATIONS	12	8	20	89	72	46
DEPTS RECERTIFIED	20	0	20	64	67	63
DISCIPLINARY	11	0	11	52	44	44
180 DAYS	7	0	7	34	48	46
EMERGENCY VEHICLE PERMITS						
TOTAL PROCESSED	36	27	63	493	582	718
APPARATUS	3	5	8	132	193	208
PRIVATE	33	22	55	361	389	510
DEACTIVATED	81	51	132	524	619	655
APPARATUS	12	15	27	119	154	133
PRIVATE	69	36	105	405	465	533
VERIFIED AND REFUSED	4	3	7	113	111	72
APPARATUS	0	2	2	32	32	44
PRIVATE	4	1	5	81	79	28
NFIRS						
TOTAL REPORTS SUBMITTED	4,846	1,548	6,394	97,471	124,501	133,285
90 DAY GRACE	58	0	58	243	250	223
OUT OF GRACE	44	9	53	238	235	198
FUNDING LOSS	0	0	0	0	15	23
NFIRS CLASSES TAUGHT	1	0	1	2	0	5
COUNTIES REPRESENTED IN NFIRS	1	0	1	2	0	15
NUMBER OF NFIRS STUDENTS	2	0	2	4	0	66
FIRE OFFICERS						
TOTAL SUBMITTED	3	12	15	39	27	42
FIRE OFFICER 1	1	6	7	17	12	17
FIRE OFFICER 2	2	6	8	22	15	25
FOIA REQUESTS (AS OF 7/1/16)						
REQUESTS RECEIVED	11	10	21	144	170	154
REPORTS PROCESSED	20	22	42	259	311	1,381
REPORTS RESEARCHED	32	34	66	726	1,546	5,531

Deputy Fire Marshal Casto asked if anyone has any questions. No questions were presented.

**Deputy State Fire Marshal Baltic shared his report on the Investigation Division for the period of October 1, 2018 through November 30, 2018:**

Total Number of Fires 01OCT18 to 30NOV18 – 65

Accidental – 10

Incendiary – 10

Undetermined – 31

Fatality Total 01OCT18 to 30NOV18 – 2

Injury Total 01OCT18 to 30NOV18 – 2

Total \$ loss 01OCT18 to 30NOV18 - \$18,341,152

Educational - \$20,000

Mercantile - \$15,000,000

Other Structures - \$20,001

Outside / Special Properties - \$1

Residential - \$1,907,151

Storage - \$200,000

Vehicles - \$104,000

Total \$ loss 01OCT18 to 30NOV18 that are declared Incendiary - \$20,001

Total number of fires cleared by arrest or exceptional means – 0

**January 1, 2018 to November 30, 2018**

Total Number of Fires 01JAN18 to 30NOV18 – 547

Accidental – 86

Incendiary – 114

Undetermined – 274

Fatality Total 01JAN18 to 30NOV18 – 36

Injury Total 01JAN18 to 30NOV18 – 29

Total \$ loss 01JAN18 to 30NOV18 - \$40,414,635

Educational - \$22,500

Mercantile - \$20,690,000

Other Structures - \$51,500

Outside / Special Properties - \$80,001

Residential - \$14,266,084

Storage - \$1,370,200

Vehicles - \$788,850

Total \$ loss 01JAN18 to 30NOV18 that are declared Incendiary - \$802,081

Total number of fires cleared by arrest or exceptional means – 44

**Fire Fighter Close Call Report**

Deputy Fire Marshal Casto gave the Investigation Division Fire Fighter Close Call Report. Stating that the investigative division were not investigating vehicle accidents, but were getting information from other law enforcement agencies when these types of close calls are reported. He said that "So far we've had a decent amount of fire departments replying to this request if anyone is transported to a hospital or treated by the Emergency Medical Service". He gave a few examples of these reports and that most of these minor injuries. There were 5 vehicle accidents reported and that the commission could review the numbers from his written report. There were some training injuries that included the 7 firefighters that were taking a swiftwater course in Jefferson County and an overheating incident at another location. He is also receiving several calls from fire dept wanting to know about this program.

Dave Plum stated that a Public Safety Training instructor was conducting the swiftwater course in Jefferson County and that there wasn't any injuries.

Deputy Fire Marshal Casto stated that according to the investigative report from Asst Fire Marshal George Harms, 7 of the firefighters had to be rescued and they were treated for hypothermia on the scene.

Commissioner Gunnoe asked if the Swiftwater Report could be sent to all the fire commissioners for review and Deputy Fire Marshal Casto confirmed we would provide that to the commission.

Commissioner Mongold asked about the number of fire fatalities in WV this year and Deputy Fire Marshal Baltic gave an estimate, but an exact number could be provided after returning to the office.

Commissioner Mongold asked about the number of fires overall in the state and Deputy Fire Marshal Baltic replied that even though the overall numbers may have decreased that the Investigation Division's number of investigations have increased.

**Deputy State Fire Marshal Leake shared his report on the Inspection and Plans Review Division for the period of October 1, 2018 through November 30, 2018:**

757 Inspections Conducted

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

32 Occupancy Permits Issued

310 Licenses Checked

**Complaint Investigations:**

Investigated sixteen (16) fire code complaints

Investigated four (4) electrical complaints

Investigated one (1) licensing complaint

**Training:**

Thirteen (13) divisional personnel attended IAAI fire investigation class in Morgantown

One (1) divisional member attended ISEE Blasting Conference in Jefferson County

Eight (8) divisional personnel attended IAEE Electrical Seminars

Ten (10) divisional personnel graduated from the Fire Marshal Academy

Administered six (6) licensing tests

Assisted the Investigation Division with large loss fire in Berkeley County (Macy's warehouse)  
Assisted the Investigation with fires in Jefferson, Logan, McDowell and Mingo Counties

Assisted with Calhoun County Courthouse security detail

Game Day inspection details at WVU and Marshall and after-hours street detail in Morgantown

Fire Inspection and Plans Review for the period of January 1, 2018 through November 30, 2018:

5780 Inspections Conducted

1598 Plans Reviewed (Does not count walk-in consultations with architects and designers)

179 Occupancy Permits Issued

3170 Licenses Checked

Complaint Investigations:

- Investigated ninety-eight (98) fire code complaints
- Investigated twenty-eight (28) electrical complaints
- Investigated six (6) blasting complaints
- Investigated five (5) licensing complaints

Fireworks:

- 317 Facilities/Tents
- 257 Pyrotechnician Licenses
- 97 Public Displays
- Five (5) complaints resulting in three (3) citations

Training:

- Three divisional personnel attended a two-day Sprinkler/Standpipe class at the Ohio Fire Academy
- All divisional personnel attended an in-house class on explosive magazine inspections
- One member attended a six-day class on Water-Based Fire Protection System Plan Review at the National Fire Academy
- Four divisional personnel attended the Campus Fire Safety seminar in Morgantown
- Divisional personnel completed night firearms qualifications
- All divisional personnel attended classes at the EXPO
- Ten divisional personnel attended IAEI Electrical class
- Two divisional personnel attended an FBI IED Explosive Awareness class
- One divisional personnel attended a week-long training at the State Police Academy
- All divisional personnel completed firearms qualifications
- Three divisional personnel attended week long class at the National Fire Academy
- Seven to ten divisional personnel attended the Fire Marshal Academy
- All divisional personnel attended a three-day NFPA 101 & 1 class in Bridgeport West Virginia Fire Marshals Association
- Thirteen divisional personnel attended the fall IAAI fire investigation class in Morgantown
- One divisional personnel attended ISEE Blasting Conference in Jefferson County



Eight divisional personnel attended the fall IAEI Electrical Seminars

Training continued:

Ten divisional personnel graduated from the Fire Marshal Academy

Court Hearings:

Cabell County – One conviction for performing electrical work without a license  
Greenbrier County – One conviction for fire code violations  
Braxton County – Two convictions for fire code violations – sentenced to 30 days in RJ  
Braxton County – Three convictions for fire code violations – sentenced to 30 days in RJ  
Raleigh County – One conviction for fire code violations – fine + court costs  
Greenbrier County – One conviction for fireworks violation  
Mercer County – Three (3) convictions for performing electrical work w/o a license  
Fine + court costs  
McDowell County – One (1) conviction for performing electrical work w/o a license  
Fine + court costs  
Greenbrier County – Conviction for fireworks violation  
Mason County – Conviction for performing electrical work without a license  
Cabell County – Two convictions for performing electrical work without a license

Administered thirty-five (35) licensing tests

Investigated accidental school fires in Kanawha, Raleigh and Upshur Counties

Assisted the Investigation Division with fire fatalities in Berkeley County  
Assisted the Investigation Division with arrests in the Eastern Panhandle  
Assisted the Investigation Division on fires in Pocahontas and Randolph Counties  
Assisted the investigation Division on a well pad fire in Doddridge County  
Assisted the Investigation Division on an apartment complex fire in Greenbrier County  
Assisted the Investigation Division on a residential fire in Randolph County  
Assisted the Investigation Division with arrests in Berkeley County  
Assisted the Investigation Division with fire w/fatalities in Hancock County  
Assisted the Investigation Division with fires in Kanawha County  
Assisted the Investigation Division with large loss fire in Berkeley County (Macy warehouse)  
Assisted the Investigation Division with fires in Jefferson, Logan, McDowell and Mingo Counties

Assisted with Calhoun County Courthouse security detail

Involvement with LODD arrangements, visitations and funerals of Pratt firefighters  
Assisted WVDEP and EPA on a hazardous materials incident in Cabell County  
At the request of PEIA assisted with security and overcrowding at public hearing meetings  
Monitored show choir events in Kanawha and Cabell Counties for overcrowding  
Conducted exit checks at various basketball games  
Conducted follow-up inspections on warehouses in Wood and Jackson Counties  
Assisted the Secret Service with Presidential visit in Greenbrier County  
Assisted with the visitations and funerals of LODD Pratt firefighters  
Assisted with the State VICA skill competition

Presented fire safety/code training at the West Virginia School Service Personnel meeting in Morgantown

Provided in-service training to Upshur County school personnel

Attended Marlinton Fire Department awards ceremony

Presentation/Training at the Hospital Engineer's Association meeting

Presentation/Training to Mercer and Ritchie County school principals and staff

Game Day Inspection details at WVU and Marshall and after-hours street detail in Morgantown

Field Deputy Leake asked if anyone has any questions. No questions were presented.

### **Public Education Report- Fire Marshal Tyree:**

#### Media Releases – 4

- 2018 Fire Safety Poster Contest Winners Announced
- Change Your Clocks, Change Your Batteries
- Safety First This Thanksgiving
- Gov. Justice honors Three Fire Marshals

Social Media interactions –235 new Facebook subscribers since Oct. 5th, weekly safety messages and news updates are disseminated through Facebook and Twitter. Top engagement post: Fire Marshal Academy Graduation

Public Education Network – 3 new members since Aug. 2018, 126 total members since April 2016.

#### Public interactions completed – 13

- Malden VFD Fire Prevention Fair
- Sissonville Open House
- Child Fatality Review Team
- Fire Marshal Academy
- Senior Advisory Committee
- Presentations to Kanawha Metro 911
- Remembering When Program in Fayette Co.
- Poster Contest Winner and Honorable Mention School Visits
- Rock Branch Elementary School Safety Fair
- Mingo County Fire Chiefs Meeting
- Christmas Parade in Fayetteville

#### Ongoing Projects:

**Video Contest** – Middle and high school students are invited to participate in the first annual video contest through the West Virginia State Fire Marshal's Office. This contest is designed to bring fire safety and awareness to older students. Thoughtful planning and research will give them a better understanding of the dangers fire can pose with the end goal of having their video used as a public service announcement to the citizens of West Virginia. The videos will be 1-3 minutes in length and prizes will be awarded to one middle school submission and one high school submission. The deadline for this contest was December 2<sup>nd</sup> 2018. No submissions were sent to the office, the contest will be postponed until next year.

**Poster Contest** – The third annual State Fire Marshal Fire Safety Poster Contest is underway. The agency received a total of 135 submissions from all over the state. Students in grades K-5th have designed fire safety messages that will be judged by DMAPS Cabinet Secretary Jeff Sandy, Executive Assistant to the First Lady, Vicki Shannon, and State Schools Superintendent Steve Payne. The poster submissions will be made into safety calendar that will be distributed in December. The winner of the contest and the 11 honorable mentions are visited by the Fire Marshal where they are recognized and given a plaque for their hard work.

**History Project** - 110th anniversary of the founding of the WV Fire Marshal's Office will be celebrated in 2019 and as a part of this celebration, research is being done to include photos and bios of Fire Marshals' past. An anniversary edition booklet of the WVSFMO will be made available along with other commemorative items.

**52 Week Fire Prevention Guide** - Fire departments and residents in West Virginia will have access to a fire safety planning guide that covers seasonal topics. The guide is created with a weekly and monthly topic that includes safety topics, historic fire information and important practices to keep in mind. The guide will be made available on the WV State Fire Marshal's Office Website.

#### **Operations Report by State Fire Marshal Tyree:**

##### **Mr. Chairman, members of the Commission:**

- Glad to be completely back from a wonderful opportunity at the Parole Board
  - Thank staff but most importantly Chief Deputy Sharp
- **Personnel Staffing:**
  - **New Employee:** Kayla "Bess" Burns, Services Div.
  - **Promotions/Reallocations:**
  - **Resignation/Termination/Retirement:** **Paul Mullins, Admin Secretary**
- We have 7 **vacancies** within the agency one Administrative Secretary, two Inspector, one Investigator, one Plans Reviewer and one Public Information Specialists; and two Licensing Regulatory Specialist (**OA II**) in Services Division; we're continuing to fill vacancies.
- **State Personnel Board Meeting Sworn Position Reclassifications: Reflected in December 21<sup>st</sup> pay**
- **Legislative Bills update:**
  - **87-4 WV SOS Filing, IECC Energy Code (change) & ASHRAE 90-1, 2010;** Expanded Powers **29-3-12; met w/Governor's Office**
- **Municipal Home Rule** – Still in Abeyance; Municipal Home Rule to convene again in January 16th due to cancellation of October meeting
- **Fire Department Loss of Funding:**
  - (The two deadlines involved are the quarter deadline and then 90 days later, the grace period deadline. Other than being decertified, not submitting their NFIRS incident

reports by the prescribed due date is the only way to lose their funding. It has nothing to do with the 180-day issue. Once they miss the grace period deadline, the money is lost and reallocated to the departments that were complying. There is no getting it back after hat.) Share info rec. letters from Treasury; we'll be making an inquiry to see if there are earlier notification/communications that can be provided to help and assist departments to prevent the loss of their distributions.

- **Basic Fire Marshals Academy** summary of 6 weeks; very successful. Future plans are to spread the six-week course over broader period and possibly located where greatest need lies at the time.
  - **Fire Safety Poster Contest:** Easton Kramerick, Kindergartener, Wayne Elementary
  - **WV RRT Discussion with Dept of Homeland Security concerning considerations for potential changes.**
- **SFMO FY2018 Annual Report:** Annual Report July 1, 2017 to June 30, 2018

#### **Mission Statement**

To provide, through leadership, the best possible fire prevention and life safety for our citizens by legislation, education, training, standards, and resource allocation.

#### **New Employees**

"New" Courtney Aston  
Paul Mullins  
Lonnie Cogar  
Everett Chapman  
Leonard Price  
Jennifer Price  
Justin England  
Kathryn Wolfe

#### **Retirements**

Rudy Raynes  
Shawn Alderman

#### **New Equipment**

New Server and upgrade of Wi-Fi System  
Postage Machine  
Digital Cameras  
Laptops  
Replaced all Body Armor  
All Digital Portable Radios Replaced and Programmed

#### **Training**

1<sup>st</sup> Annual Fire Marshal's Academy Preparation  
WV Public Safety Expo  
Firearms Qualifications  
Lunch & Learn

#### **Public Education**

2<sup>nd</sup> Annual Fire Safety Summit  
2<sup>nd</sup> Annual Fire Safety Contest  
Smoke Alarm Installations 3417  
Preparation for 1<sup>st</sup> Annual Fire Safety Video Contest  
Length of Service Award Program (LOSAP)

### **Events**

Naloxone Project  
Firefighter 1 Modular Training Pilot Program  
IEI Warehouse Fire  
Pratt VFD Line of Duty Deaths  
Senate Bill 625- Stakeholders Meetings, Surveys, Meetings, Legislative Changes  
Junior Firefighter Camp  
National Boy Scout Jamboree  
Correctional Center Personnel Crisis

### **General Work**

Fire Commission Meetings  
FOIAs 251  
Inspections 5263  
    Complaints 198  
    System Inspections 297  
    License Checks 3151

Plans Review 1486 of these 158 projects exceeded 1 million dollars in construction.

### **Investigations**

720 Arson Hotline Request, 153 Incendiary, 110 Accidental, 457 Undetermined.  
75 individuals were arrested for arson and related charges

### **Services**

Funding Applications  
Fire Department Evaluations 72  
Emergency Vehicle Permits 586  
NFIRS- 1200 calls for assistance  
Electricians Licenses 16,207  
Inspectors, Code Officials & Fire Protection Workers Permits 926  
Explosive Permits- 1753  
Fireworks- 2069 Licenses

### **Fire Fatalities 58 down from 70.**

### **110<sup>th</sup> Anniversary in 2019**

Anniversary Logo; Commemorative Items  
July 15, 2019 Open House Birthday  
Employee Dinner / Dance **Date TBD**

- **WV PUBLIC SAFETY Expo Classes:** Fire Marshal Track; planning completed for 2019

- **Visits and Meetings:**
  - New Creek VFD Recognition Dinner
  - Culloden VFD Recognition Dinner
  - Malden VFD Recognition Dinner
  - Parsons VFD Recognition Dinner
  
- **Commendations!**

**Gov. Justice honors Fire Marshal investigators**

**Elderly Mason man was victim of scam; Fire Marshals stepped in to help**

- CHARLESTON, W.Va. – Governor Jim Justice is recognizing a trio from the West Virginia State Fire Marshal’s Office after they went above and beyond to aid a home repair scam victim in Mason County.
- Assistant State Fire Marshals L.L. Price, T.S. Provaznik and S.E. Petry were honored during a Wednesday ceremony at the State Capitol. Deputy Chief of Staff Ann Urling presented their awards on behalf of Gov. Justice.
- The three responded to a September complaint concerning electrical work performed on a single-family dwelling. The owner, a senior citizen, had hired a person he believed to be a West Virginia-licensed electrician and paid him in advance.
- The marshals discovered that the man claiming to be an electrician had never obtained the appropriate state license. Citations were issued to the individual, who later admitted to operating without a valid electrician’s license.
- But the investigators also found that the electrical wiring this individual had installed posed an immediate hazard to anyone living in the home if activated. The homeowner lacked the resources to hire someone else to bring his home into compliance with the electrical code.
- Price, Provaznik and Petry decided to help. Price, a certified commercial and residential electrical inspector, reached out to former co-workers and formed a small team of licensed electricians to help with this project. Aided by local business that donated materials, they rewired the home at no cost to the resident.  
During the rewiring it was also noted that the resident had no working smoke alarms in the home. Those, too, were installed.
  
- Entertain questions!

Commissioner George asked to receive notice anytime State Fire Marshals receive recognition at an event so that all Fire Commissioners may attend if available. Fire Marshal Tyree stated in this specific occasion the date had been moved several times and we will invite the fire commission whenever possible.

Commissioner George asked about the legislative bills the State Fire Marshal’s Office will be sponsoring. List these. Fire Marshal Tyree discussed the following bills 87-4 WV SOS Filing, IECC Energy Code (change) & ASHRAE 90-1, 2010; and WV State Fire Marshals Expanded Powers 29-3-12; that has been submitted to the Governor’s Office. Fire Marshal Tyree also discussed Senate Bill SB625 and the report that will need completed by July 1, 2019. Commissioner George asked if the Fire Marshals have adequate law enforcement powers to deal with situations like the Martinsburg Fire Department

Evaluation, where fire marshal's were given misleading information and asked Fire Marshal Tyree if he feels that he has power to take care of these situations? Fire Marshal Tyree stated that staff has already begun to update forms and application with more binding legal language and make improvements to our process so that in the future the fire marshals are in a better position to address issues such as we've discussed. Commissioner George stated that the Fire Commission and the Fire Marshal's Office has a duty to protect the public and should receive respect as they do their jobs as law enforcement agents. Fire Marshal Tyree concurred that he believes we are putting forth a good product to provide public safety.

Commissioner Gunnoe asked Fire Marshal Tyree if our fire marshals are receiving the same consideration as a WV Trooper or Sheriff with the same attention and respect when fulfilling their duties. Commissioner George also added how the fire commission can assist so that our fire marshals are not being jerked around? Fire Marshal Tyree stated that our State Cabinet Secretary has used the fire marshals in several law enforcement capacities and that he has supported our efforts to obtain expanded powers and we are hopeful our fire marshal expanded power bill will move forward and better enable our agency to fulfill our duties. On some occasions fire marshals will do all the case work for an investigation, but don't have the authority to bring the case to the prosecutor's office and have to turn everything over to another law enforcement agency. At times we can do this ourselves and other situations; like when embezzlement is found, we cannot move it forward to the prosecutor's office.

Commissioner Gunnoe asked if the Fire Commission needs to have a special meeting to assist and support any legislative bills needed to help these types of bills move forward in the process. Fire Marshal Tyree stated at this point; unless it is an emergency, it is too late to make any changes to the bills in his opinion.

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

**UNFINISHED BUSINESS:**

Consideration of Municipality Home Rule Board Rulings Update- No action is needed from the Commission at this time.

**NEW BUSINESS:**

**Consideration of 2018-070, 2018-071, 2018-072, 2018-073, 2018-074, 2018-079, 2018-080, 2018-083, 2018-086, 2018-087 and 2018-088.**

Commissioner White made a motion to find probable cause on 2018-070, 2018-071, 2018-072, 2018-073, 2018-074, 2018-079, 2018-080, 2018-083, 2018-086, 2018-087 and 2018-088 as reported in Disciplinary Committee Report, with a second by Commissioner Mongold. With all the ayes and nays having been taken on a voice vote, the motion passed on all of these.

Commissioner Mongold made a motion to grant the Wallace Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Buffalo Creek Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Logan County #2 Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Lake Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Town of Man Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Roderfield Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Davy Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Bakerton Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Independent Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Citizens Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to grant the Blue Ridge Mountain Volunteer Fire Department 180 day extension to correct deficiencies, second by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

### **Consideration of Fire Officer 1 & 2 Applications**

Commissioner White made a motion to accept and approve the following applications for Fire Officer Training Certifications:

Larry Hamrick	Gilbert	FO 1-2
Cain Maynard	Kermit	FO 1
Mathew Overton	Wilderness	FO 1



Clinton Davis	Franklin	FO 1-2
Robert Shanklin	Pratt	F/O 1-2
Stephen Shanklin	Pratt	F/O 1-2
Ramon Williams	Pratt	F/O 1-2
Charles Scott	Gilbert	F/O 1-2

Second by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

**Consideration of Recertification of Fire Departments**

Commissioner White made a motion to accept and approve Recertification of the following fire departments, noting they are coming out of 180-day extension:

Clay	Clay County
Rivesville	Marion County
Grant Town	Marion County
Main Island Creek	Logan County
Sharples	Logan County
Winfield District	Marion County
Loudendale	Kanawha County
Verdunville	Marion County

Second by Commissioner Camp, with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner White made a motion to accept and approve recertification of the following fire departments, noting these departments had perfect evaluations:

Chapmanville	Logan County
Belmont	Pleasants County
St. Marys	Pleasant County
Elizebeth	Wirt County
Institute	Kanawha County
Friendship	Jefferson County
Shepardstown	Jefferson County
Middleway	Jefferson County
Jefferson County Fire Prevention Unit	Jefferson County

Second by Commissioner Mongold with all the ayes and nays having been taken on a voice vote, the motion passed.

**Consideration of Provisional Plans Examiner Mr. Ketterman**

Commissioner Mongold made a motion to recommend the approval of Mr. Ketterman as a Provisional Plans Examiner, seconded by Commissioner George. With all the ayes and nays having been taken on a voice vote, the motion passed.

**Consideration of Provisional Building Inspectors- Mr. Wilson and Mr. Touvell.**

Commissioner Mongold made a motion to recommend the approval of Mr. Wilson as a Provisional Building Inspector, seconded 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 recommend the approval of Mr. Touvell as a Provisional Building Inspector, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

#### **Consideration of 2018-001-BCO, 2018-002-BCO and 2018-003-BCO**

Commissioner Gunnoe stated that no further action was needed by the fire commission as the motion did NOT pass in Disciplinary Committee meeting.

#### **Consideration of NICA Inspection Certification Associates Curriculum**

Commissioner Camp made a motion to recommend the approval of the NICA Inspection Certification Associates Curriculum, seconded by Commissioner White. With all the ayes and nays having been taken on a voice vote, the motion passed.

#### **Consideration of Policies and Procedures Update Approval**

Fire Marshal Tyree presented the changes to the State Fire Marshal's Policy and Procedures Manual, especially the changes to the classifications that has been approved by the WV Department of Personnel and the WV State Personnel board. Most of the changes occurred in Policy 4002 Master Training and Career Progression, but the Fire Commission has been provided with the whole Policy and Procedures manual to review and we are asking for approval of the updated WV State Fire Marshal's Office Policy and Procedure Manual.

Commissioner Mongold made a motion to approve the updates and the entire State Fire Marshal's Policies and Procedures Manual dated 11-24-2018, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

#### **Election of New Officers for 2019:**

Fire Commission Chairman Gunnoe called for nominations for the Election of New Fire Commissioner Officers for 2019.

Commissioner Mongold made a motion to nominate Grant Gunnoe for the office of Chairman, seconded by Commissioner White, with all the ayes and nays having been taken on a voice vote, the motion passed. Commissioner Mongold made a motion to accept the nominations and call for the vote, seconded by Commissioner White, with all the ayes and nays having been taken on a voice vote, the motion passed to elect Commissioner Gunnoe as the Chairman for 2019.

Commissioner White made a motion to nominate Doug Mongold for the office of Vice Chairman, seconded by Commissioner George, with all the ayes and nays having been taken on a voice vote, the motion passed. Commissioner Gunnoe made a motion to accept the nominations and call for the vote, seconded by Commissioner George, with all the ayes and nays having been taken on a voice vote, the motion passed to elect Commissioner Mongold as the Vice Chairman for 2019.

Commissioner Mongold made a motion to nominate Ted Shriver for the office of Secretary, seconded by Commissioner White, with all the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Gunnoe made a motion to accept the nominations and call for the vote, seconded by Commissioner White, with all the ayes and nays having been taken on a voice vote, the motion passed to elect Commissioner Shriver as the Secretary for 2019.

**CORRESPONDENCE:** Chief Deputy State Fire Marshal Sharp pointed out that these were on the Fire Commission tablets for review only and that Mr. Jack E. Jamison wanted to speak briefly concerning his email.

- 1) Jack E. Jamison, Jr. - WV Division of the International Association of Electrical Inspectors has transitioned to the WV Chapter as part of the Western Section.
- 2) Email Correspondence

**SPEAKERS:**

- 1) James Porter- "Managing a Nonprofit Volunteer Fire Department Training Course". Discussed how he would like to see this course completed. Commissioner Gunnoe reassured him that the fire commission and the fire marshal will get with WVU Extension Fire Service Director Mark Lambert and Steve Connolly to inquire about the completion of this course for review and delivery. Mr. Porter asked about inclusion of Public Safety Training personnel and Commissioner Gunnoe said they are welcome to assist too. Mr. Porter asked if he could be added to the next Fire Commission agenda and was told he was welcome to speak at the next meeting.
- 2) Jack E. Jamison, Jr.- WV Division of the International Association of Electrical Inspectors. Mr. Jamison stated that the WV Division of the International Association of Electrical Inspectors has transitioned to the WV Chapter as part of the Western Section. The Western Section consists of 18 states from Nebraska to West Virginia and North Dakota to Arkansas. He has been placed on the Western Section Board as the representative from West Virginia. The Secretary of the Board has invited West Virginia to host the 2023 Annual Meeting of the Western Section. This would be a great opportunity for us to host representatives of the electrical industry from these states to West Virginia and to offer to our own licensees the quality education that this meeting always offers.

As the WV State Fire Marshal's Office is the licensing agency of electricians, electrical inspectors, and code officials in West Virginia, Mr. Jamison would like their input and assistance as we plan for this venture.

Commissioner George asked when this meeting will take place and Mr. Jamison said September 2023. Commissioner Gunnoe thanked him for his presentation.

**GOOD OF THE ORDER:**

**2019 Fire Commission Meeting Dates & Locations Announced:**

February 7 & 8 (Thur & Fri) Charleston

April 25 & 26 (Thur & Fri) Huntington

June 6 & 7 (Thur & Fri) Charleston

August 14 & 15 (Wed & Thur) The Inn at Charles Town, Jefferson County. WV State Fireman's Association Convention

October 17 & 18 (Thur & Fri) Charleston

December 5 & 6 (Thur & Fri) Stonewall Jackson Resort, Logan, WV

**Other events you may be interested in for 2019:**

National Fire Academy Courses offered at the Charleston Civic Center, WV:

- Incident Safety Office Course will be on January 8 & 9, 2019
- Decision-Making for Initial Company Operations Course on February 12 & 13, 2019

ESCAPE Conference @ Pipestem, WV February 19-24, 2019

Fire Depart. Instructors Conference (FDIC) Indianapolis, IN April 8-13, 2019

WVU Junior Firefighter Camp, Weston, WV June 15-20, 2019

WV State Fire Marshal's 110<sup>th</sup> Anniversary, Charleston Open House Celebration- July 15, 2019

World Scout Jamboree, Glen Jean, WV July 22 – August 2, 2019

WV Fireman's Association 2019 Convention Dates. Arrive on Wednesday evening August 14. Opening of convention is Thursday August 15, 2019 through Saturday August 17.

TIME AND PLACE OF NEXT MEETING(S):

Next regularly scheduled Committee Meetings will take place Thursday, February 7, 2019 at the WV State Fire Marshal's Office, Charleston, WV beginning at 10:00 a.m.

Next regularly scheduled Commission Meeting will take place Friday, February 8, 2019 at the WV State Fire Marshal's Office, Charleston, WV beginning at 9:00 a.m.

ADJOURN:

Commissioner White made a motion to adjourn at 10:57AM, seconded by Commissioner Oldaker, with all the ayes and nays having been taken on a voice vote, the motion passed.

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