

**WV STATE FIRE COMMISSION MEETING**  
WVSFMO 1207 Quarrier St, Charleston WV 25301  
February 3<sup>rd</sup>, 2023.

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 9:00am by Chairman Grant Gunnoe

ROLL CALL: by Kathryn L Burns

Commissioners Present

Steven Byers, Dave Camp (via conference call), Carl Eastham (via conference call), Doug Estep, Edward George , Grant Gunnoe, Phil Hart, Brian Jones, Doug Mongold, Jim Oldaker, Ted Shriver and Virgil White.

Commissioners Absent

Tom Keefer

APPROVAL OF MINUTES:

Commissioner Mongold made a motion to accept and approve the minutes of the December 2<sup>nd</sup>, 2022 Fire Commission Meeting, seconded by Commissioner White. With the ayes and nays having been taken on a voice vote, the motion passed.

RECOGNITION

A moment of silence was observed in memory of Fire Marshal Paul Gill.

Cabinet Secretary Sandy addressed the Commission sharing his first knowledge of the Fire Commission and his appreciation of the work the Fire Commission and Fire Marshal's office does. He discussed the scope of the work, which not only included State work but has even expanded on an International level.

Chairman Gunnoe thanked Cabinet Secretary Sandy for the work done on behalf of the Commission and noted the Commission's appreciation of the work of Counsel Felton-Ernest and Marshal Tyree.

COMMITTEE REPORTS:

Disciplinary did not meet no report.

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Fire Department Services Committee Meeting Report

**Meeting Minutes**

February 2<sup>nd</sup>, 2023

**Call to Order**

Commissioner Mongold called to order the regular meeting of the Fire Department Services Committee at 10:51am on February 2<sup>nd</sup>, 2023 at WVSFMO 1207 Quarrier St, Charleston WV 25301

**Roll Call**

The following commissioners were present:

Doug Mongold  
Jim Oldaker  
Phil Hart  
Brian Jones  
Dave Camp (via conference call)

The following commissioners were absent:

None

***In the interest of time Chairman Gunnoe moved item 1 of Unfinished Business (the only item) to the end of the agenda and moved forward with New Business.***

**New Business**

**1. Consideration of Fire Officer Applications**

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

- a. Stephen Conrad (Racine) FO 2

Commission Oldaker made a motion to recommend to the Full Fire Commission to approve the applications as listed, seconded by Commissioner Hart. With all the ayes and nays having been taken on a voice vote, the motion passed.

**2. Consideration of Fire Chief Applications**

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

- a. Noah Allen (Wilderness)
- b. Richard Nelson (Franklin)

- c. Mathew Stotler (Hedgesville)
- d. John Cannon (Union)
- e. Brent Yost (Valley-Marion Co)
- f. William Sions (Bedington)
- g. Samuel Sponaugle (Smithburg)
- h. Mathew Taylor (Barricksville)
- i. Roy Bowers (South Fork)
- j. Garry Freed (Washington Bottom)
- k. Jeremy Taylor (Fountain)
- l. Donald Shade (South Berkeley)
- m. Trevor Selby (Mozart)
- n. Karl Weekley (Sistersville)

A brief discussion was held on how certificates are verified for equivalency applications. This item is to be added to the April agenda.

Commissioner Jones made a motion to recommend to the Full Fire Commission to approve the applications as listed, seconded by Commissioner Hart. With all the ayes and nays having been taken on a voice vote, the motion passed.

### **3. Consideration of Fire Department with Perfect Evaluations Recertification**

Assistant State Fire Marshal Bradley Scott presented the following Perfect Evaluations for Recertification.

- a. Upper Laurel VFD
- b. Mannington VFD
- c. Flemington VFD
- d. Coal City VFD
- e. Lester VFD
- f. Ghent VFD
- g. Coal River VFD
- h. Clear Creek VFD

Commissioner Jones made a motion to recommend to the Full Fire Commission the recertification of the listed departments, noting their perfect evaluations, seconded by Commissioner Hart. With the ayes and nays having been taken on a voice vote, the motion passed.

### **4. Consideration of Fire Department Recertification**

Assistant State Fire Marshal Bradley Scott presented the following departments for Recertification.

- a. Valley Head VFD
- b. Tygart Valley VFD
- c. Warren District VFD
- d. Brenton VFD
- e. New Creek VFD
- f. Elk District VFD
- g. Augusta VFD

#### h. Levels VFD

A discussion ensued on the number of members versus the number of actual respondents and how the Committee/Commission could help resolve potential issues with low response numbers.

Commissioner Oldaker made a motion to recommend to the Full Fire Commission the recertification of the listed departments, seconded by Commissioner Jones With the ayes and nays having been taken on a voice vote, the motion passed.

#### 5. Report on Fire Department Receiving 180 Days to Achieve Compliance.

ASFM Scott briefed the Committee on the Departments receiving 180 days.

- a. Gauley River VFD
- b. Gauley Bridge VFD

No Action Taken.

*A recess was taken at 11:20am and the meeting was called back to order at 11:35am.*

#### Unfinished Business

##### 1. Review/Consideration of Policy/Procedure to Establish Fire Department or Fire Prevention Unit

The Committee reviewed a draft version presented by Marshal Tyree of the Policy for Local Fire Departments and made edit suggestions. Marshal Tyree and Counsel will work on the proposed changes and disseminate a new draft to the Committee as completed.

No Action Taken.

#### Adjournment

Having no additional business, Commissioner Jones moved to adjourn the meeting at 1:00pm without objection. Meeting adjourned.

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

## Training Committee Meeting Report

### Meeting Minutes

February 2<sup>nd</sup>. 2023

#### Call to order

Commissioner White called to order the regular meeting of the Training Committee at 10:28am on February 2<sup>nd</sup>, 2023 at the WVSFMO 1207 Quarrier St, Charleston WV 25301.

The following commissioners were present:

Virgil White  
Jim Oldaker  
Doug Estep  
Tom Keefer  
Dave Camp (via conference call)  
Doug Mongold

The following commissioners were absent:

None

#### Unfinished Business

##### 1. Update on FireFighter Training Certification Access/Repository Program

Deputy Chief Bailey noted that both training entities are on board. The agency will work on the best means for the certifications (or transcripts) to be provided.

##### 2. Review/Consideration of Policy for Requirements for Local Fire Departments

No discussion or action taken. Item to be covered during Fire Department Services.

#### New business

##### 1. Discussion on making EVOC (Emergency Vehicle Operation Course) a Prerequisite.

The Committee, Training Providers and Staff discussed the pros and cons on the item. Prior to the April meeting Chairman White, Deputy Chief Bailey and the Training Providers will prepare a recommendation for the Committee.

No Action Taken

##### 2. Report on Fire Commission/Fire Marshal Duties and Responsibilities Training.

Deputy Chief Bailey noted the information provided by the Commission is in use by the training entities.

## **Other business**

Mark Lambert stated the dates for Junior Fire Camp as June 17-22, 2023.

Chairman White noted the Escape Conference at the end of the month and the Commission Round Table on February 26<sup>th</sup>.

## **Adjournment**

Having no additional business, Commissioner Estep moved to adjourn the meeting at 10:50am without objection.  
Meeting

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Commissioner Estep made a motion to accept the report as written, seconded by Commissioner George. With the ayes and nays having been taken on a voice vote the motion passed.

DRAFT

## Legislative, and Codes Committee Meeting Report

### Meeting Minutes

February 2<sup>nd</sup>, 2023

#### **Call to order**

Commissioner Shriver called to order the regular meeting of the Legislative and Codes Committee meeting at 10:03 on February 2<sup>nd</sup>, 2023 at the WV SFMO 1207 Quarrier St, Charleston WV 25301.

#### **Roll call**

The following commissioners were present:

Jim Oldaker  
Brian Jones  
Tom Keefer  
Edward George  
Ted Shriver  
Doug Mongold

The following commissioners were absent:

None

#### **Unfinished Business**

##### **1. Update on pending legislation.**

Marshal Tyree addressed the Committee on the status of pending legislation 87.3, 87.8, 103.1, 103.3, 103.5 and 103.7.

No Action Taken.

#### **New business**

##### **1. Discussion on SB 29 & SB 91 (FD Funding) Legislation**

Marshal Tyree provided general information to the Committee on SB 29 and SB 91 both of which involves volunteer or part paid volunteer department funding items. A discussion ensued on the items and Counsel is tracking any legislation that may affect the Commission and Stakeholders.

No Action Taken.

##### **2. Discussion on HB 2388 (Review and Revision of Training Standards) Legislation**

Marshal Tyree and the Committee discussed HB 2388 and its' potential impact. As previously noted, Counsel is tracking the legislation.

No Action Taken

#### **Other business**

Marshal Tyree and Counsel also briefed the Committee and answered questions on additional legislation of interest to the Committee:

HB 3119 – Call Volume Tiered Disbursement of Additional .45%, SB275/2819 School Safety Inclusion and SB 276 Service Weapon Award,

**Adjournment**

Having no additional business, Commissioner George moved to adjourn the meeting at 10:15am without objection. Meeting adjourned.

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

DRAFT



Grant Funding Committee Meeting Report

**Meeting Minutes**

February 2<sup>nd</sup>, 2023

**Call to order**

Commissioner Mongold called to order the meeting of the Grant Funding Committee Meeting at 10:16am on February 2<sup>nd</sup>, 2023 at the WVSFMO 1207 Quarrier St. Charleston WV 25301

**Roll call**

The following commissioners were present:

Steven Byers  
Doug Estep  
Phil Hart  
Doug Mongold  
Jim Oldaker

The following commissioners were absent:

None

**Unfinished business**

**1) Update on FY23 VFD Grant**

Administrative Secretary Kathryn Burns provided an update to the Committee on the status of the in-process grants. Currently there is only one department whose grant monies have not been dispersed due to a need in their vendor status. That department is aware and working on the issue. Marshal Tyree noted that there may be additional available monies should current proposed legislation be passed. He will keep the Committee up to date on the legislation.

**New business**

None

**Adjournment**

Commissioner Oldaker moved to adjourn the meeting at 10:23am without objection. Meeting adjourned.

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

SFMO & DIVISIONAL REPORTS:

Deputy Jason Baltic gave the Investigations Department Report

Entertained Questions – None

Acting Deputy Mark Stewart gave the Fire Services Department Report.

Entertained Questions – None

Marshal Tyree gave the Inspections Report, and his February 2023 Operations report to the Commission containing staffing, legislative, updates, and fire department funding loss updates. He also spoke of a possible relocation of the Fire Marshal's office, the 2025 notice of dissolution of NFIRS, planned visits, meetings and received correspondence.

Entertained Questions – Commissioner White inquired about the NFIRS dissolution and how that would work. Marshal Tyree noted reports would still be entered but how they would be submitted might be changing and as he receives any new information, he will pass it along.

***FULL COMMISSION MEETING***

UNFINISHED BUSINESS:

**1) Update on Fire Fighter Certification Repository Program**

See Fire Department Services Committee Report. Item to remain on Agenda for April.

No Action Taken

**2) Review/Consideration of Amending Policy/Procedure on a Fire Department/Fire Prevention Unit and the Policy for Requirements for Local Fire Departments.**

See Fire Department Services Committee Report.

Review of policy to be added to yearly August meeting for any necessary updates in relation to changing referenced items.

No Action Taken

NEW BUSINESS:

**1) Consideration of Fire Officer Applications.**

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

- b. Stephen Conrad (Racine) FO 2

Commissioner Mongold made a motion to approve applications as listed, seconded by Commissioner Estep . With the ayes and nays having been taken on a voice vote, the motion passed.

**2) Consideration of Fire Chief Applications.**

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

- o. Noah Allen (Wilderness)
- p. Richard Nelson (Franklin)
- q. Mathew Stotler (Hedgesville)
- r. John Cannon (Union)
- s. Brent Yost (Valley-Marion Co)
- t. William Sions (Bedington)
- u. Samuel Sponaugle (Smithburg)
- v. Mathew Taylor (Barricksville)
- w. Roy Bowers (South Fork)
- x. Garry Freed (Washington Bottom)
- y. Jeremy Taylor (Fountain)
- z. Donald Shade (South Berkeley)
- aa. Trevor Selby (Mozart)
- bb. Karl Weekley (Sistersville)

Commissioner Mongold made a motion to approve applications as listed, seconded by Commissioner White. With the ayes and nays having been taken on a voice vote, the motion passed.

**3) Consideration of Perfect Evaluation Recertification of Fire Departments.**

- a. Upper Laurel VFD
- b. Mannington VFD
- c. Flemington VFD
- d. Coal City VFD
- e. Lester VFD
- f. Ghent VFD
- g. Coal River VFD
- h. Clear Creek VFD

Commissioner Mongold made a motion to recertify the departments noting their perfect evaluations, seconded by Commissioner White. With the ayes and nays having been taken on a voice vote, the motion passed.

**4) Consideration of Recertification of Fire Departments.**

- a. Valley Head VFD
- b. Tygart Valley VFD
- c. Warren District VFD
- d. Brenton VFD
- e. New Creek VFD
- f. Elk District VFD
- g. Augusta VFD
- h. Levels VFD

Commissioner White made a motion to recertify the listed departments, seconded by Commissioner Mongold. With the ayes and nays having been taken on a voice vote, the motion passed.

**5) Report on Fire Departments Receiving 180 Days to Achieve Compliance.**

- a. Gauley River VFD
- b. Gauley Bridge VFD

180 extension is automatically granted. No Action Taken

**6) Discussion on making EVOC (Emergency Vehicle Operation Course) a Prerequisite.**

See Training Report. Item will remain on agenda for April.

No Action Taken

RECRUITMENT AND RETENTION:

Commissioner Mongold reported on a conference scheduled for February 21-26<sup>th</sup>, 2023 at Pipestem Resort. Several members of the Commission and Staff will be attending. Commissioner Mongold will also be attending a conference in Maryland in hopes of bringing VFD Recruitment and Retention ideas back to the Commission.

John McGinnis of Nicholas County Emergency Management will be attending a Recruitment and Retention conference in SC and he is willing to bring suggestions to the Commission from the conference.

SPEAKERS:

None

CORRESPONDENCE:

Outgoing – SFMO Letter regarding Maps and Mutual Aid.

GOOD OF THE ORDER:

June and August Meeting Location discussion. Administrative Secretary Kathryn Burns will make contact with the various suggested places and report back to the Chairperson and Vice-Chairperson on availability.

TIME AND PLACE OF NEXT MEETING(S):

April 2023 Committee Meetings 10:00am Thursday, April 13<sup>th</sup>, 2023, Blackwater Falls State Park. Commission Meeting 9:00am Friday, April 14<sup>th</sup>, 2023, Blackwater State Falls Park.

ADJOURN:

Commissioner Byers made a motion to adjourn at 10:13am without objection. Meeting adjourned.

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