

WV STATE FIRE COMMISSION MEETING

Cacapon Resort
Berkeley Springs WV

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, Carl Eastham, Doug Estep, Edward George, Grant Gunnoe, Tom Keefer, Brian Jones, Doug Mongold, Jim Oldaker, and Virgil White.

It is noted that Counsel Brandolyn Felton-Earnest is in attendance as well.

Commissioners Absent

Ted Shriver and Phil Hart

APPROVAL OF MINUTES:

Commissioner White made a motion to accept and approve the minutes of the April 4th, 2025 meeting and the May 20th, 2025 Special Fire Commission Meeting, seconded by Commissioner Eastham. With the ayes and nays having been taken on a voice vote, the motion passed.

RECOGNITION

Moment of special recognition in memory of Benjamin Barksdale.

SFMO & DIVISIONAL REPORT:

Deputy Mark Stewart gave the Inspections and Plan Review Reports.

Marshal Tyree gave the Services and Investigations Report, and his Operations report to the Commission containing staffing information, legislative updates, the availability of FD grants, potential Building Code Stakeholder's meeting and Fire Department Funding loss.

Entertained Questions

COMMITTEE REPORTS:

The Legislative & Codes did not meet.

Fire Department Services Committee Meeting Report

Meeting Minutes
June 12th, 2025

Call to Order

Commissioner Byers, called to order the regular meeting of the Fire Department Services Committee at 10:02AM on June 12th, 2025 at Cacapon Resort, Berkeley Springs WV.

Roll Call

Present:

Steven Byers
Jim Oldaker
Brian Jones
Dave Camp
Doug Mongold
Grant Gunnoe

Absent:

Phil Hart

Unfinished Business

None

New Business

1. Consideration of Temporary Fire Officer Certifications.

- a) Charlie Cain (Buffalo) FO 2 (Completed)

Commission Oldaker made a motion to recommend to the Full Fire Commission to approve the applications as listed, seconded by Commissioner Jones. 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) Nathan Clendenin (Route 34)
- b) William Robinson (Nettie)
- c) Anthony Bowden (Smoot)

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

3. Report on Fire Department Receiving 180 Days to Achieve Compliance.

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

- a) Saint Joseph VFD
- b) Benwood VFD
- c) McMechen VFD
- d) Moundsville City VFD
- e) Moundsville VFD
- f) Washington Lands VFD
- g) West Hamlin VFD
- h) Hamlin VFD
- i) Kermit VFD

- j) Clearview VFD
- k) Stone Church

No Action Needed.

4. Consideration of Fire Department Recertification

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

- a) Lenore VFD
- b) Poca VFD
- c) Spruce River VFD
- d) Buffalo VFD
- e) Leager VFD
- f) Handley VFD
- g) Cairo VFD
- h) Smithville VFD
- i) Harrisville VFD

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

5. Consideration of Fire Department with Perfect Evaluations Recertification.

ASFM Bradley Scott presented the following Departments with Perfect Evaluations for Recertification.

- a) Roberts Ridge VFD
- b) Cameron VFD
- c) Fork Ridge VFD
- d) Limestone VFD
- e) Mount Olive VFD
- f) Sherrard VFD
- g) Glen Dale VFD
- h) Dallas VFD
- i) West Side VFD
- j) West Side 2 VFD
- k) Harts VFD
- l) West Liberty VFD
- m) Valley Grove VFD
- n) Triadelphia VFD
- o) Bethlehem VFD
- p) Wheeling FD
- q) Mozart VFD

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

6. Discussion/Consideration of Automatic/Mutual Aid Agreements Standardization.

Chairman Gunnoe explained that after some discussion with members of Putnam County Fire Service and Putnam 911, he had asked this item to be on the agenda for some clarification on the difference between Automatic and Mutual Aid and whether it is a requirement. Two of those people are in attendance today and he requested they come forward to introduce themselves and explain what Putnam County is working on.

Dave Turley with Putnam County Fire Services addressed the Committee noting that Putnam County has moved from a fire fee established in 1986 and to a levy. They are following in the same footsteps as Berkeley County and to hope to hire 4 to 6 firemen to supplement the volunteer side in the next year. Currently they are formulating the business end and eventually will come to the Commission for a FDID number.

Michael White, Director of Putnam County 911 Emergency Management, introduced himself and noted Putnam 911 dispatches departments based on their Automatic/Mutual Aid agreements.

Marshal Tyree read the language that addresses Mutual Aid in statute §15A-11-8e: *(e) The State Fire Commission shall develop a plan for fire prevention and control which shall include, but not be limited to, the following areas: manpower needs, location of training centers, location of fire prevention and control units, communications, firefighting facilities, water sources, vehicular needs, public education and information, public participation, standardization in recordkeeping, evaluation of personnel, reporting of fire hazards, programs on mutual aid, location of public safety agencies, outline of fire prevention programs, and accessibility of fire prevention information.*

He also noted that §87-6 gives a definition of Mutual Aid as: 2.8. *"Mutual Aid Agreement" is an agreement between a local fire department and another fire department, or governmental authority having jurisdiction over such other fire department, for the common protection of people and property from fire, for the reciprocal provision of emergency and rescue services and for the reciprocal use of equipment and personnel for these purposes.*

He stated there is not any mandated language that is put in place, but it does occur and as such the Commission may need to clarify the definition and provide that information.

Chairman Gunnoe explained that automatic aid isn't mentioned but it does come into play when determining ISO ratings. As such we are going to develop some type of standardized form that explains: the difference between the two; that the aid is not mandatory; but that if it exists there needs to be an agreement signed by the Chiefs of the departments involved; it is to be filed with the Commission and noted on evaluations (if applicable).

Commissioner Mongold wondered if mutual aid could be required if a Department wasn't able to meet certain standards and feels that maybe it should be.

This item will remain on the agenda for August. No Action Taken

At this time Marshal Tyree informed the Committee that there is now a competitor to ISO, American Association of Insurance Services FLAMES (Fire Loss and Mitigation Evaluation Score) and that the Commission members might be hearing about them in the future

Adjournment

Having no additional business, Commissioner Mongold moved to adjourn the meeting at 10:30am without objection. Meeting adjourned.

Commissioner Mongold 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 pass

Disciplinary Committee Meeting Report

Meeting Minutes

June 12th, 2025

Call to Order

Commissioner Eastham called to order the regular meeting of the Disciplinary Committee at 10:33am on June 12th, 2025 at Cacapon Resort, Berkeley Springs WV.

Roll Call

The following commissioners were present:

Carl Eastham
Doug Mongold
Steven Byers
Edward George
Grant Gunnoe

The following commissioners were absent:

Ted Shriver

Unfinished Business

1) Consideration of FDC 2024-24 (Cottageville VFD)

Deputy Stewart gave a synopsis of the Complaint from April's Fire Commission meeting and noted that as per the Commission's request, Cottageville has put into place a policy regarding minors in department apparatuses and that it meets necessary guidelines.

Commissioner Mongold made a motion to recommend to the Full Fire Commission to close the Complaint FDC-2024-24, seconded by Commissioner George. With the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner Mongold made a motion to go into executive session at 10:35am, seconded by Commissioner George. With the ayes and nays having taken on a voice vote, the motion passed.

Commissioner George, a motion to leave executive session at 10:59am, seconded by Commissioner Mongold. With the ayes and nays having taken on a voice vote, the motion passed

No action taken during executive session.

2) Consideration of FDC 2025-009

Commissioner Mongold made a motion to recommend to the Full Fire Commission to close FDC2025-009, seconded by Commissioner George. With the ayes and nays having been taken on a voice vote, the motion passed.

New Business

- 1) **Consideration of FDC2025-016**
- 2) **Consideration of FDC2025-017**
- 3) **Consideration of FDC2025-018**
- 4) **Consideration of FDC2025-019**
- 5) **Consideration of FDC2025-020**

Commissioner Gunnoe made a motion to recommend to the Full Fire Commission that no Fire Commission action is necessary on FDC 2025 016, 017, 018, 019, and 020 and the complaints will be handled by the Fire Marshal's office, seconded by Commissioner George. With the ayes and nays having been taken on a voice vote, the motion passed.

Adjournment

Having no additional business, Commissioner Eastham moved to adjourn the meeting at 10:55am without objection. Meeting adjourned.

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

Recruitment and Retention Committee

Meeting Minutes

June 12th, 2025

Call to Order

Commissioner Oldaker called to order the regular meeting of the Recruitment and Retention Committee at 11:06am on June 12th, 2025 at Cacapon Resort, Berkeley Springs WV.

Roll Call

Present:

Jim Oldaker
Doug Estep
Steven Byers
Doug Mongold
Grant Gunnoe

Absent:

Phil Hart

Unfinished Business

None

New Business

1. General Discussion on Recruitment and Retention.

Commissioner Oldaker reported that since the last meeting that he attended a Recruitment and Retention seminar held by Public Service Training (PST) in Dunbar and Commissioner Byers attended one held in Morgantown. At these, Tiger Smittendorph presented a program mainly focused on Retention and there was a good exchange of ideas.

Commissioner Byers added that the second session of the program could be done at a cost for \$10,000.00 for 1 class with 2 instructors at one location not including the venue. Mr. Freeman with PST had reached out to Commissioner Byers about the possibility of funding.

Marshal Tyree noted that if the Committee felt it had the value, there was money available to pay for it or perhaps the cost could be shared with PST.

Commissioner Oldaker stated that Fireman's Association may be willing to help share the cost and that holding it after the first of the year might work best.

The Committee and the Fire Marshal's office will work together on the possibility of funding and scheduling the second session of the program.

In addition, Commissioner Oldaker had hoped to have Eric Smothers at this Commission meeting to explain what Maryland has been able to do, but scheduling precluded that. He hopes that can be done in the future.

Adjournment

Having no additional business, Commissioner Estep moved to adjourn the meeting at 11:14am without objection. Meeting adjourned.

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

DRAFT

OSHA Emergency Response Standard Committee Meeting Report
Meeting Minutes
June 12th, 2025

Call to order

Commissioner Keefer called to order the meeting of the OSHA Emergency Response Standard Committee Meeting at 11:00AM on June 12th, 2025 at Cacapon Resort, Berkeley Springs WV.

Roll call

The following commissioners were present:

Tom Keefer
Virgil White
Edward George
Doug Mongold
Grant Gunnoe

The following commissioners were absent:

None

Unfinished business

1) Update on OSHA Emergency Response Standard

Commissioner Keefer addressed the committee with the most recent information from Tom Miller on the matter. A Red Ribbon Panel consisting of people from OSHA, IAFF, IAFC, NAFTD and NVFC has been appointed to address the various aspects of the proposed rule. Tentative committee groups are Health and Safety, Training, Apparatus, Command, Operations and Equipment. Mr. Miller noted that Industry was approached to participate as well but chose to sit out.

Commissioner Keefer believes additional information may be available by December's Fire Commission meeting.

New business

None

Adjournment

Commissioner Mongold moved to adjourn the meeting at 11:05am without objection. Meeting adjourned.

Commissioner Eastham 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.

Training Committee Meeting Report

Meeting Minutes

June 12th, 2025

Call to Order

Commissioner White called to order the regular meeting of the Training Committee at 11:31am on June 12th, 2025 at Cacapon Resort, Berkeley Springs WV.

Roll Call

Present:

Virgil White
Jim Oldaker
Doug Estep
Tom Keefer
Dave Camp
Doug Mongold
Grant Gunnoe

Absent:

None

Unfinished Business

- 1) Discussion on NFPA 1010

Chairman Gunnoe made a motion to move the item to the end of the agenda, seconded by Commissioner Keefer. With the ayes and nays having been taken on a voice vote, the motion passed.

New Business

1. Consideration of Watercraft Rescue Curriculum Approval.

Jamie Weller of Public Service Training (PST) presented a packet to the Committee on Watercraft Rescue series for curriculum approval.

Commissioner Mongold made a motion to recommend to the Full Commission the approval of the curriculum, seconded by Commissioner Oldaker. With the ayes and nays having been taken on a voice vote, the motion passed.

2. Public Service Training Report

Jamie Weller reported that; **1)** PST is very busy and the normal reduction in activities during this time of year is not happening and that he sees that as a good thing; **2)** They are expanding their IFSAC to include all of the technical rescue classes; **3)** Regarding Confined Spaces the last textbook was from 2009. He now has the updates in hand, and they are working on putting it together so it can be in their IFSAC review. They feel the hours will be consistent with everything else.

3. WVU-FSE Report

Mark Lambert reported that; **1)** they are very busy as well. Junior Camp starts Saturday with 156 campers, 41 of which are female, attendees are coming from 8 states with the furthest being Texas, New York and New Jersey. The Chairman of the National Volunteer Fire Council will be there Wednesday evening to present them with the 2025 National Junior Camp of the Year Award. He encourages any of the Commission to come visit the camp at any time. The editor for Firehouse Magazine will be attending as well as will Billy Goldfeder from, Firefighter Close Calls; **2)** He had a request from the Interim Committee on Fire Departments for a visit to the State Fire Academy and they will be there on Monday; **3)** On another legislative note they have been given an appropriation to start a research project on the Volunteer Fire Departments in WV and will be reaching out to the Commission and Fire Marshal's office with assistance on the research; **4)** WV Sports Medicine will be at the Firemen's Convention to do a YMCA test, which is a 3 minute cardio test to get baseline information; **5)** National Fire Academy is back open; **6)** Electronic Vehicle training is ongoing and will be held with the WV IAAI.

Other Business

Marshal Tyree stated that NFPA has changed their certification process and soon they will not be a part of IFSAC and ProBoard.

In response to some earlier committee discussions, Marshal Tyree noted that in the Firefighter portion NIMS is a requirement and departments are directed to see the NIMS Training Guidelines for WV. The document, however, is in need of updates.

Unfinished Business

1) Discussion on NFPA 1010

A lengthy discussion was held by the Committee, Training Providers, Counsel and Staff on the best approach to the possible adoption of the NFPA 1010. That discussion included whether it had to be adopted as a whole or could be done by certain portions and if an exemption to a clerical error in the current version would be necessary as it does not currently align with legislative rules on the requirement of physicals for Volunteer Fire Departments.

The Committee has asked the Training Providers to put together a proposal for what portions of NFPA they would like to see adopted for review by the Committee at the August meeting.

Adjournment

Having no additional business, Commissioner George moved to adjourn the meeting at 12:40pm without objection. Meeting adjourned.

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

FULL COMMISSION MEETING

UNFINISHED BUSINESS:

1) Consideration of FDC 2024-24

Commissioner Byers made a motion to close FDC 2024-024, seconded by Commissioner White. With the ayes and nays having been taken on a voice vote, the motion passed.

NEW BUSINESS:

1) Consideration of Temporary Fire Officer Certification.

See FDS Report

- a) Charlie Cain (Buffalo) FO2 (Completed)

No Action Needed.

2) Consideration of Fire Chief Applications.

See FDS Report.

- b) Nathan Clendenin (Route 34)
- c) William Robinson (Nettie)
- d) Anthony Bowden (Smoot)

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

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

See FDS Report.

- a) Saint Joseph VFD
- b) Benwood VFD
- c) McMechen VFD
- d) Moundsville City VFD
- e) Moundsville VFD
- f) Washington Lands VFD
- g) West Hamlin VFD
- h) Hamlin VFD
- i) Kermit VFD
- j) Clearview VFD
- k) Stone Church VFD

No Action Taken

4) Consideration of Recertification of Fire Departments.

See FDS Report.

- j) Lenore VFD
- k) Poca VFD
- l) Spruce River VFD
- m) Buffalo VFD
- n) Leager VFD
- o) Handley VFD
- p) Cairo VFD
- q) Smithville VFD
- r) Harrisville VFD

Commissioner Eastham 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) Consideration of Perfect Evaluation Recertification of Fire Departments.

See FDS Report.

- d) Roberts Ridge VFD
- e) Cameron VFD
- f) Fork Ridge VFD
- g) Limestone VFD
- h) Mount Olive VFD
- i) Sherrard VFD
- j) Glen Dale VFD
- k) Dallas VFD
- l) West Side VFD
- m) West Side 2 VFD
- n) Harts VFD
- o) West Liberty VFD
- p) Valley Grove VFD
- q) Triadelphia VFD
- r) Bethlehem VFD
- s) Wheeling FD
- t) Mozart VFD

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

6) Discussion/Consideration of Mutual/Automatic Aid Agreement Standardization.

Commissioner Mongold made a motion to change section 8 on Mutual Aid of the requirements for WV Fire Departments to: Fire Departments may develop Mutual Aid and/or Automatic Aid Agreements with neighboring fire departments. Each fire department shall forward one (1) copy of such agreements, signed by the fire chiefs of any fire departments involved and any subsequent changes to the local 911 center prior to the effective date and to the State fire Commission within (30) days from when agreements are finalized. If a county-wide agreement exists, one (1) plan shall be submitted to the local 911 center and the State Fire Commission, signed by all Chiefs involved in compliance with the time listed above by the County Government Organization, and to allow the Fire Marshal and Staff to make any necessary legal/

clerical edits as needed, seconded by Commissioner Eastham. With the ayes and nays having been taken on a voice vote, the motion passed.

7) Consideration of Watercraft Rescue Curriculum Approval.

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

8) Consideration of FDC 2025-009

Commissioner Eastham made a motion to close FDC 2025-009, seconded by Commissioner Mongold. With the ayes and nays having been taken on a voice vote, the motion passed.

9) Consideration of FDC 2025-016

10) Consideration of FDC 2025-017

11) Consideration of FDC 2025-018

12) Consideration of FDC 2025-019

13) Consideration of FDC 2025-020

Commissioner Eastham made a motion that no Fire Commission action is necessary on FDC 2025 016, 017, 018, 019, and 020 and the complaints will be handled by the Fire Marshal's office FDC 2025-016-020, seconded by Commissioner Mongold. With the ayes and nays having been taken on a voice vote, the motion passed.

SPEAKERS:

None

CORRESPONDENCE:

NFA Classes Resuming.

GOOD OF THE ORDER:

Potential meeting locations and for October: Oak Hill

The Fire Commission recognized Commissioner Camp with a plaque for the time he has served on the Fire Commission, thanked him for that service and congratulated him on his retirement.

TIME AND PLACE OF NEXT MEETING(S):

Committee Meetings - 10:00am Thursday, July 31st, 2025 and Commission Meeting 9:00am Friday, August 1st, 2025, location South Branch Inn, Moorefield WV.

ADJOURN:

Commissioner White made a motion to adjourn at 10:30am without objection. Meeting adjourned.