

WV STATE FIRE COMMISSION MEETING
Oglebay Resort, Wheeling WV.

December 3rd, 2021

The official business meeting was called to order at 8:00am by Chairman Grant Gunnoe.

ROLL CALL: by Kathryn L Burns

Commissioners Present

Steven Byers, Dave Camp, Carl Eastham, Doug Estep, Grant Gunnoe, Tom Keefer, Brian Jones, Doug Mongold, Jim Oldaker, Ted Shriver, Virgil White, and Marshal Tyree.

Commissioners Absent

Edward George and Phil Hart

APPROVAL OF MINUTES:

Commissioner Mongold made a motion to accept and approve the minutes of the October 8th, 2021 Fire Commission Meeting, seconded by Commissioner White. With the ayes and nays having been taken on a voice vote, the motion passed.

RECOGNITION

None

SFMO & DIVISIONAL REPORTS:

Deputy Dave Blaylock gave the Fire Services Department Report

Entertained Questions - None

Marshal Tyree gave the Investigations, Inspections/Plan Review Divisional Report and his December 8th, 2021 report to the Commission containing Inspections numbers, Investigative numbers, staffing, and legislative updates.

Entertained Questions

Commissioner Shriver inquired about the number of vacancies currently verses normal numbers.

Marshal Tyree explained the causes for the vacancies.

COMMITTEE REPORTS:

Fire Department Services Committee Meeting Report

Meeting Minutes

December 2nd, 2021

Call to Order

Commissioner Mongold called to order the regular meeting of the Fire Department Services Committee at 10:16AM on December 2nd, 2021 at Oglebay Resort, Wheeling WV.

Roll Call

The following commissioners were present:

Dave Camp
Doug Mongold
Jim Oldaker
Phil Hart
Brian Jones

The following commissioners were absent:

None

Unfinished Business

1. Consideration of Pending Fire Chief Applications.

A discussion was held on the pending applications and their status.

No Action Taken.

New Business

1. Consideration of Fire Chief Applications

A discussion was held on the new applications noting all items had been received.

No Action Taken.

2. Consideration of Fire Officer Applications

Assistant State Fire Marshal Bradley Scott reported on those seeking Fire Officer Certification and noted their applications are complete.

- a. FO 1&2 - Jeremy Beal (Lizemore)*
- b. FO 1 – Dustin Seanze (Whitesville)*
- c. FO 1&2 – William Lucas (Pinch)*
- d. FO 2 – Greg Dyer (South Fork)*

No Action Taken

3. Consideration of Fire Department with Perfect Evaluations Recertification

Assistant State Fire Marshal Bradley Scott reported on the departments who received perfect evaluations and are ready recertification.

- a. *Williams Town VFD*
- b. *Washington Bottom VFD*
- c. *City of Parkersburg FD*
- d. *Burnsville VFD*

No Action Taken

4. Consideration of Fire Department Recertification

Assistant State Fire Marshal Bradley Scott reported on the departments leaving 180 days and are ready recertification.

- a. *Reynoldsville VFD*
- b. *Lumberport VFD*
- c. *Wallace VFD*
- d. *Bradshaw VFD*
- e. *War VFD*
- f. *Berwind VFD*
- g. *Keystone VFD*
- h. *Montclam VFD*
- i. *Bramwell VFD*
- j. *Bluewell VFD*
- k. *Oakvale VFD*

No Action Taken

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

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

No Action Taken.

Commissioner Mongold asked if there were any other issues that needed to be brought up to this Committee.

Commissioner Hart noted the need for better department responses during the daytime. A discussion ensued on how to track that information and whether it would be allowable to do so.

Adjournment

Commissioner Oldaker moved to adjourn the meeting at 10:45am, seconded by Commissioner Camp, with all

the ayes and nays having been taken on a voice vote, the motion passed.

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.

Disciplinary Committee Meeting Report

Meeting Minutes

December 2nd, 2021

Call to order

Commissioner Eastham called to order the regular meeting of the Disciplinary Committee Meeting at 10:07am on December 2nd, 2021 at Oglebay Resort, Wheeling WV.

Roll call

The following commissioners were present:

Carl Eastham
Doug Mongold
Steven Byers
Ted Shriver

The following commissioners were absent:

Edward George

Unfinished business

1. Update on FDC FY 2021-013 Cottageville VFD

ASFM Bradley Scott noted the reception of required reports.

No Action Taken.

2. Update on FDC 2021-009 Williamsburg VFD

ASFM Scott noted the reception of the required Plan of Correction/By Laws.

A discussion was held about the need for a more detailed Standard Operating Guideline (SOG) and a suggestion was made for the Fire Marshal's Office to provide any assistance as needed.

No Action Taken

New business

None

Adjournment

Commissioner Byers moved to adjourn the meeting at 10:15am, seconded by Commissioner Mongold, with all the ayes and nays having been taken on a voice vote, the motion passed.

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

Training Committee Meeting Report

Meeting Minutes

December 2nd, 2021

Call to order

Commissioner White called to order the regular meeting of the Training Committee at 10:47am on December 2nd, 2021 at Oglebay Resort, Wheeling WV.

The following commissioners were present:

Virgil White
Jim Oldaker
Doug Estep
Tom Keefer
Dave Camp

The following commissioners were absent:

None

Unfinished Business

1. Consideration of SFMO Application for Specialized Teams.

Commissioner Oldaker made a motion to recommend to the Full Fire Commission the approval of the submitted SFMO applications, seconded by Commissioner Keefer. With the ayes and nays having been taken on a voice vote the motion passed.

New business

None

Commissioner White asked if there were any other items of business for this Committee.

Commissioner Keefer discussed the Emergency Pipeline Responders Initiative and their request for a representative from the Fire Commission. A motion will be forthcoming at the Full Fire Commission Meeting.

A discussion was held regarding the best means for the State Fire Commission/State Fire Marshal's Office to gain access to training certificates.

Commissioner Estep made a motion to recommend to the Full Fire Commission that office staff, counsel and the training providers work together to determine the best course of action, seconded by Commissioner Keefer. With the ayes and nays having been taken on a voice vote, the motion passed.

Adjournment

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

Commissioner White made a motion for Commissioner Keefer to act as a representative on the Emergency Pipeline Responders Initiative on behalf of the Fire Commission, seconded by Commissioner Oldaker. With the ayes and nays having been taken on a voice vote, the motion passed.

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

Legislative, and Codes Committee Meeting Report

Meeting Minutes

December 2nd, 2021

Call to order

Commissioner Shriver called to order the regular meeting of the Legislative, Codes and Regulatory Committee meeting at 11:14am on December 2nd, 2021 at Oglebay Resort, Wheeling WV.

Roll call

The following commissioners were present:

Jim Oldaker
Ted Shriver
Brian Jones
Tom Keefer

The following commissioners were absent:

Edward George

Unfinished Business

1. Update on Pending Legislation

Marshal Tyree provided an update to the Commission on pending Legislative items.

No Action Taken.

New business

None

Commissioner Shriver asked if there were any other items of business for the Committee.

Commissioner Shriver discussed the need to continue discussions on the adoption of the Statewide Building Code as it is a matter of Life and Safety. A discussion on the matter ensued.

No Action Taken.

Adjournment

Commissioner Keefer moved to adjourn the meeting at 11:26am, second by Commissioner Jones. 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 as written, seconded by Commissioner Eastham. With the ayes and nays having been taken on a voice vote the motion passed.

Grant Funding Committee Meeting Report

Meeting Minutes

December 2nd, 2021

Call to order

Commissioner Mongold called to order the meeting of the Grant Funding Committee Meeting at 11:28AM on December 2nd, 2021 at Oglebay Resort, Wheeling WV.

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. Consideration of FY 2022 WV VFD Fire Service Equipment and Training Grant Applications – Beaver WV

ASFM Scott noted the application was received prior to the due date but a clerical error was responsible for it not making the excel file.

Commissioner Byers made a motion to recommend to the Full Fire Commission the approval of the Beaver VFD FY 2022 Fire Service Equipment and Training Grant Application for \$5750.00, seconded by Commissioner Estep. With the ayes and nays having been taken on a voice vote, the motion passed.

New business

None

Adjournment

Commissioner Oldaker moved to adjourn the meeting at 11:34am, seconded by Commissioner Estep, with all the ayes and nays having been taken on a voice vote, the motion passed.

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.

UNFINISHED BUSINESS:

1) **Update on FDC FY 2021-013 – Cottageville**

Chairman Gunnoe noted the reception of the required monthly reports

No Action Taken.

2) **Update on FDC 2021-009 – Williamsburg, Underage Juvenile Riding the Apparatus and Being in Hot Zone at Scene of Emergency Incident**

Chairman Gunnoe briefed the Commission on yesterday's proceedings.

Commissioner Eastham made a motion to table the item until the February Commission Meeting and for staff to work with Williamsburg VFD Chief on an approved SOG, seconded by Commissioner Oldaker. With the ayes and nays having been taken on a voice vote, the motion passed.

3) **Consideration of Applications for Specialized Teams/Members.**

Commissioner White made a motion to approve the applications as presented and requested they be attached to the public minutes for review, seconded by Commissioner Eastham. With the ayes and nays having been taken on a voice vote, the motion passed.

4) **Consideration of FY 2022 WV VFD Fire Service Equipment and Training Grant Application – Beaver VFD.**

Chairman Gunnoe noted Beaver's application had been submitted on time and due to a clerical error, it was not listed on the excel file but was physically at the meeting and the PDF available to the Commission.

Commissioner Mongold made a motion for the approval of grant applications of Beaver VFD for \$5750.00, seconded by Commissioner Jones. With the ayes and nays having been taken on a voice vote the motion passed.

5) **Report from Training Providers to Commission.**

Chairman Gunnoe noted the training providers answered their questions during the Training Committee regarding FF Training Certification access.

No Action Taken

Office staff, counsel and the training providers will work together to determine the best course of action.

6) **Consideration of Pending Fire Chief Applications.**

Commissioner Mongold made a motion to approve the applications of Jimmy Lipscomb (Brookhaven), Harold Ward

(Henlawson), William Weese (Town of Man), Patricia Cox (Rhodell) Daniel Keener (Bethany Pike), Gary Shaffer (Mount Grove), Steven Mealey (Walkersville), Charles Rutherford (Adrian), Clifton Shaw (Selbyville) and Michael Guella (Roderfield), and David Armstrong (Belle), seconded by Commissioner Eastham. With the ayes and nays having been taken on a voice vote, the motion passed.

NEW BUSINESS:

1) Consideration of Fire Chief Applications.

Commissioner Mongold made a motion to approve the applications of James Chapman (Alma), Jackie Dillion Jr (Anawalt), Gregory Sheperd (Beech Bottom), Marty Roberts (Berkeley County), John Wilt Jr (Ellamore), James Stamper (East Bank), Robert Stickler II (Hamlin), James Black (Handley), Walter Knight (Lost Creek), Steven Stone (Main Island Creek), Gary Brandon (Smithburg) and Dave Patterson (Triadelphia) seconded by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote the motion passed.

2) Consideration of Fire Officer Applications.

Chairman Gunnoe named the applicants

- a. FO 1&2 - Jeremy Beal (Lizemore)
- b. FO 1 – Dustin Seanze (Whitesville)
- c. FO 1&2 – William Lucas (Pinch)
- d. FO 2 – Greg Dyer (South Fork)

Commissioner White made a motion to approve applications, seconded by Commissioner Eastham. 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. Williams Town VFD
- b. Washington Bottom VFD
- c. City of Parkersburg FD
- d. Burnsville VFD

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

4) Consideration of Recertification of Fire Departments leaving 180 day period.

- a. Reynoldsville VFD
- b. Lumberport VFD
- c. Wallace VFD
- d. Bradshaw VFD
- e. War VFD
- f. Berwind VFD
- g. Keystone VFD
- h. Montclam VFD
- i. Bramwell VFD
- j. Bluewell VFD
- k. Oakvale VFD

Commissioner White made a motion to recertify the listed departments, seconded by Commissioner Eastham. 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.

Chairman Gunnoe noted the departments list on the agenda.

No Action Taken

6) Consideration of Approval on DOJ Inquiry.

Marshal Tyree explained the request received from the Depart of Justice regarding George D Underwood and whether he was engaged in an Emergency Response Activity during the incident.

A discussion on the matter ensued and the Commission reviewed documentation on the matter.

Commissioner Mongold made a motion to approve the request from the DOJ, determining Mr. Underwood was engaged in Emergency Response Activity and tasked Counsel to develop the appropriate response to the DOJ, seconded by Commissioner Camp. With the ayes and nays having been taken on a voice vote, the motion passed.

7) Election of Officers

Commissioner Chairman Gunnoe called for nominations for the Election of New Fire Commissioner Officers for 2022.

Commissioner Mongold made a motion to nominate and accept Grant Gunnoe for the office of Chairman, seconded by Commissioner White. No other nominations were made and with all the ayes and nays having been taken on a voice vote the motion passed.

Commissioner White made a motion to nominate and accept Doug Mongold for the office of Vice Chairman, seconded by Commissioner Eastham. No other nominations were made and with all the ayes and nays having been taken on a voice vote the motion passed.

Commissioner Eastham made a motion to nominate and accept Ted Shriver for the office of Secretary, seconded by Commissioner Keefer. No other nominations were made and with the ayes and nays having been taken on a voice vote the motion passed.

RECURITMENT AND RETENTION:

No report.

SPEAKERS:

None scheduled

CORRESPONDENCE:

Marshal Tyree spoke to the Commission on information received from the Sutton VFD regarding a 17-year-old young man (Tyler Baldwin) who rescued his neighbor whose home was on fire. He noted there will be a school ceremony in the future recognizing Mr. Baldwin and his actions.

Commissioner Oldaker made a motion for a recognition certificate and plaque from the Fire Commission, seconded by Commissioner Eastham. With the ayes and nays having been taken on a voice vote, the motion passed.

GOOD OF THE ORDER:

2022 Proposed Meeting Dates and Locations

Commissioner Mongold made a motion to approve all proposed dates and the first location of the February meeting, seconded by Commissioner Estep. With the ayes and nays having been taken on a voice vote, the motion passed.

TIME AND PLACE OF NEXT MEETING(S):

February Committee Meetings 10:00am Thursday, February 3rd, 2021, at WV State Fire Marshal's Office. Commission Meeting 9:00am Friday, February 4th, 2021, at WV State Fire Marshal's Office

ADJOURN:

Commissioner White made a motion to adjourn at 8:47am, second by Commissioner Eastham, with all the ayes and nays having been taken on a voice vote, the motion passed.



WV State Fire Commission
 Office of the West Virginia State Fire Marshal
SPECIALIZED TRAINING PROGRAM
APPROVAL REQUEST FORM

Pursuant to W. Va. Code §15A-11-18, Legislative Rule § 87CSR11,
 This rule establishes the parameters for specialized, non-firefighter training of a fire department member.

Department Complete Name:		Date	
Department Physical Address:			
Department Mailing Address:			
Department Telephone Number:			
Department Email Address:			
Chief's Name:		Chief's Phone Number:	
List the Person's Type of Specialized Skill:			
List the Person's Training completed necessary to Perform the Specialized Skill(NFPA standard if applicable):			
Training Physical Location:			
Training Provider:			
The Date(s) of the Training:			
A Statement as to how the Training is Sufficient to Perform the Specialized Function (Provide additional letter if needed):			
As Fire Chief, I affirm that the Member listed above will not be permitted to participate in firefighting, or other activity in which that person is not trained appropriately.			
Chief's Printed Name: _____		Date signed: _____	
Chief's Signature: _____			
State of ____ County of _____			
I certify this to be a complete, exact, and true copy of the original document.			
			(Seal)
Certified this ____ day of _____, 20__.			
My Commission Expires _____			
SIGNATURE AND CERTIFICATION APPROVAL FROM THE WEST VIRGINIA STATE FIRE COMMISSION			
Fire Commissioner's Signature:			
Fire Commissioner's Printed Name:			
Date:			