

## WV STATE FIRE COMMISSION MEETING

South Branch Inn  
Moorefield 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, Carl Eastham, Doug Estep, Edward George, Grant Gunnoe, Phil Hart, Tom Keefer, Brian Jones, Doug Mongold, Jim Oldaker, and Virgil White.

### Commissioners Absent

Ted Shriver

### APPROVAL OF MINUTES:

Commissioner Eastham made a motion to accept and approve the minutes of the June 13<sup>th</sup>, 2025 meeting, seconded by Commissioner George. With the ayes and nays having been taken on a voice vote, the motion passed.

### RECOGNITION

None

### SFMO & DIVISIONAL REPORTS:

Deputy Mark Stewart gave the Operations and Unit reports in Marshal Tyree's absence.

Entertained Questions – Commissioner Oldaker asked whether the NERIS switch will happen at once or be staggered. In response Deputy Stewart will have staff research the item and provide an update to the Commissioners. Chairman Gunnoe requested the Fire Marshal's office review Fire Department State Funding amounts dispersed and the factors that affect those amounts.

### COMMITTEE REPORTS:

The Legislative & Codes and OSHA Committees did not meet.

## Fire Department Services Committee Meeting Report

### Meeting Minutes

July 31<sup>st</sup>, 2025

#### **Call to Order**

Commissioner Byers, called to order the regular meeting of the Fire Department Services Committee at 10:06AM on July 31<sup>st</sup>, 2025 at South Branch Inn, Moorefield WV.

#### **Roll Call**

The following commissioners were present:

Steven Byers  
Jim Oldaker  
Brian Jones  
Doug Mongold  
Grant Gunnoe  
Phil Hart

The following commissioners were absent:

none

#### **Unfinished Business**

None

#### **New Business**

##### **1. Consideration and Report on Temporary Fire Officer Certifications.**

- a) Gerard Crowe (East Lynn VFD)
- b) Dave Fletcher – Expired (Belle)

Commission Jones made a motion to recommend to the Full Fire Commission to approve Gerard Crowe's application, seconded by Commissioner Oldaker. With all the ayes and nays having been taken on a voice vote, the motion passed.

On item b) Commissioner Gunnoe explained that when agenda was finalized Mr. Fletcher had an item still outstanding but has completed all required items at this time and no action was necessary.

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

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

- a) Everett Chapman (Milton)
- b) Lisa Vandall (Alderson)
- c) Michael J Riley (Reedsville)

- d) Jacob Clendenin (Clendenin)

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.

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

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

- a) Mud River VFD

No Action Needed.

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

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

- a) Madison VFD
- b) Saint Joseph VFD
- c) Benwood VFD
- d) McMechen VFD
- e) Washington Lands VFD
- f) Clearview VFD
- g) Stone Church VFD

Commissioner Mongold 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. Consideration of Fire Department with Perfect Evaluations Recertification.**

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

- a) Van VFD
- b) Guyan River VFD
- c) Paw Paw VFD
- d) Great Cacapon VFD
- e) Berkeley Springs VFD
- f) South Morgan 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.

### **Other Business**

Chief Jimmy Suttle with Weston Fire and Chief James Kimble of Buchannon Fire addressed the Fire Department Services Committee regarding clarification of State Funding:

1) Why are part-paid departments not eligible for the VFD Equipment and Training Grant Fund? In response Commissioner Oldaker and Chairman Gunnoe noted the Commission was not involved when the Legislation was introduced and that when it was passed it was done so without funding. The funding was later transferred into the account from various sources. Chairman Gunnoe explained he felt it was put into effect in an effort to help just the Volunteer Departments as Combination or Part-Paid departments had funds via their municipalities.

As it stands, the Equipment and Training Grant Fund won't be open until FY27 which will allow Combination or Part-Paid departments time to approach their delegates on their inclusion and allow the Commission to do the same.

2) Chief Suttle and Chief Kimble also voiced concerns about how State Funding is dispersed to Fire Departments as there doesn't appear to be any rhyme or reason on the amounts dispersed. Some departments are receiving a full share or greater share than other departments with like numbers of volunteers/paid members. A discussion was held on the definition of Paid Department, Part Paid and Volunteer, and the factors that could be driving the amounts dispersed. Further research needs to be done by the Fire Marshal's Office on the matter for clarification.

3) Lastly, Chief Kimble raised concerns over small cities that are allowing their city employees to run as volunteer fire personnel while they are at work. He thinks that the Fire Commission may need to identify that process and create a standard or an MOU between the city and the fire departments that are doing so, due to potential workers' compensation issues. Chairman Gunnoe noted that as a Commission as long as the departments are providing us with documentation that they have Worker's Comp the Commission can't dictate what type of plan they have.

### **Adjournment**

Having no additional business, Commissioner Mongold moved to adjourn the meeting at 10:41am without objection. Meeting adjourned.

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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.

## Recruitment and Retention Committee

### Meeting Minutes

July 31<sup>st</sup>, 2025

#### Call to Order

Commissioner Oldaker called to order the regular meeting of the Recruitment and Retention Committee at 10:42 on July 31<sup>st</sup>, 2025 at the South Branch Inn, Moorefield WV.

#### Roll Call

The following commissioners were present:

Jim Oldaker  
Doug Estep  
Steven Byers  
Doug Mongold  
Grant Gunnoe  
Phil Hart

The following commissioners were absent:

None

#### Unfinished Business

None

#### New Business

##### **1. General Discussion on Recruitment and Retention.**

Commissioner Oldaker and Byers reported that there will be a continuation on the Recruitment and Retention Program they previously took. The Retention and Recruitment Officer's (RRO) Role in Organizational Success will be held at 8:30 to 4:30 on October 11<sup>th</sup> and 12<sup>th</sup>, 2025 at the Bridgeport Best Western located at 100 Lodgeville Road. Both Commissioner Byers and Commissioner Oldaker are already registered in an effort to get as much background information as possible should there be any potential legislation. Additional information can be found on Public Service Training's website.

#### Adjournment

Having no additional business, Commissioner Estep moved to adjourn the meeting at 10:46am without objection. Meeting adjourned.

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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.

## Training Committee Meeting Report

### Meeting Minutes

July 31<sup>st</sup>, 2025

#### **Call to Order**

Commissioner White called to order the regular meeting of the Training Committee at 10:47am on July 31<sup>st</sup>, 2025 at the South Branch Inn, Moorefield WV 25213

The following commissioners were present:

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

The following commissioners were absent:

None

#### **Unfinished Business**

None

#### **New Business**

##### **1. Public Service Training Report**

Robert Bailey reported that last week that PST spent 2.5 days with a site visit team from the International Fire Service Accreditation Congress (IFSAC) and as a result PST was able to add 29 additional courses to their IFSAC offerings which brings them up to 35 courses. It is good news, and it puts them in the top 10 of training entities offering IFSAC. Update on the Pineville office - they are moved in, phone service has been established and the new specialist for the Pineville office is Mike Johnson. The ESCAPE Conference is February 24<sup>th</sup> through 28<sup>th</sup>, 2026 at Pipestem.

##### **2. WVU-Fire Service Extension Report**

No report, as Mr. Lambert was not able to attend.

##### **3. Consideration of updates to the Training Standards.**

###### **a) Consideration of PST Curriculum Submission for Firefighter 1 and Firefighter 2 in NFPA 1010.**

Robert Bailey reported that during their IFSAC visit previously mentioned, they asked those in attendance

how they were handling the NFPA 1010 adoptions, and they were taking the same approach as the Commission has been through AHJ exclusions.

Chairman Gunnoe confirmed with PST that they are not asking the Commission to adopt NFPA 1010 in whole but only the portions pertaining to Firefighter 1 and Firefighter 2 to which Mr. Bailey replied in the affirmative. A discussion was held on the best means to put the wording on the certificate, and it was determined that it would be best to reference §87CSR8 on the certificate. Mr. Bailey offered to work on a Certificate over the next week for the Commission and Counsel to review. Mr. Bailey also confirmed that the hours would remain at 120 and that the packet he presented confirmed those hours along with the other Commission requests.

Commissioner Mongold also clarified for the purpose of the minutes that while the Firefighter 1 and Firefighter 2 course is IFSAC approved, that doesn't mean that students have to take the IFSAC test, that is strictly voluntary, and the Fire Commission test is still accepted. Mr. Bailey confirmed that as well.

Commissioner Mongold made a motion to recommend to the full commission to approve the package as presented by PST as a pilot program for Firefighter 1 and Firefighter 2 which meets but does not exceed the Firefighter training in 87CSR8 with the final motion wording to be reviewed and approved by legal counsel, seconded by Commissioner Keefer. With the ayes and nays having been taken on a voice vote, the motion passed.

**b) Consideration of WVU FSE Curriculum Submission for Firefighter 1 and Firefighter 2 in NFPA 1010.**

Commissioner Mongold made a motion to recommend to the Full Commission to table the item until the application for submission, Firefighter 2 information and the books have been received, seconded by Commissioner Keefer. With the ayes and nays having been taken on a voice vote, the motion passed.

**Adjournment**

Having no additional business, Commissioner Mongold moved to adjourn the meeting at 11:15am without objection. Meeting adjourned.

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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.

Chairman Gunnoe noted that in discussion with Robert Bailey of PST that a reference to NFPA 1001 would be prudent on the Fire Commission Certificates for Firefighter 1 and Firefighter 2 that are to be developed and approved, prior to their use.

## Disciplinary Committee Meeting Report

### Meeting Minutes

July 31<sup>st</sup>, 2025

#### **Call to Order**

Commissioner Eastham called to order the regular meeting of the Disciplinary Committee at 11:35am on July 31st, 2025 at the South Branch Inn, in Moorefield 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**

None

#### **New Business**

Commissioner Mongold made a motion to enter an executive session, seconded by Commissioner Gunnoe. With the ayes and nays having been taken on a voice vote, the motion passed.

Commissioner George made a motion to leave the executive session, seconded by Commissioner Mongold. With the ayes and nays having been taken on a voice vote, the motion passed.

##### **1) Consideration of FDC2025-021**

##### **2) Consideration of FDC2025-022**

##### **3) Consideration of FDC2025-023**

##### **4) Consideration of FDC2025-024**

Commissioner Gunnoe made a motion to recommend to the Full Fire Commission no Fire Commission action is necessary at this time on FDC 2025-021, 022, 023 and 024 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 11:52am without objection. Meeting adjourned.

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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 passed.

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## **FULL COMMISSION MEETING**

### **UNFINISHED BUSINESS:**

None

### **NEW BUSINESS:**

#### **1) Consideration of Temporary Fire Officer Certification.**

See FDS Report

- a) Gerard Crowe (East Lynn VFD)
- b) Dave Fletcher – Expired (Belle)

Commission White made a motion to approve Gerard Crowe's application, seconded by Commissioner Eastham. With all the ayes and nays having been taken on a voice vote, the motion passed.

On item b) Commissioner Gunnoe explained that when agenda was finalized Mr. Fletcher had an item still outstanding but has completed all required items at this time and no action was necessary.

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

See FDS Report.

- a) Everett Chapman (Milton)
- b) Lisa Vandall (Alderson)
- c) Michael J Riley (Reedsville)
- d) Jacob Clendenin (Clendenin)

Commissioner Eastham made a motion to approve applications as listed, seconded by Commissioner Mongold. 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) Mud River VFD

No Action Taken

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

See FDS Report.

- a) Madison VFD
- b) Saint Joseph VFD
- c) Benwood VFD

- d) McMechen VFD
- e) Washington Lands VFd
- f) Clearview VFD
- g) Stone Church VFD

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

- a) Van VFD
- b) Guyan VFD
- c) Paw Paw VFD
- d) Great Cacapon VFD
- e) Berkeley Springs VFD
- f) South Morgan VFC

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.

See Disciplinary Report.

- 6 Consideration of FDC 2025-021.**
- 7 Consideration of FDC 2025-022.**
- 8 Consideration of FDC 2025-023.**
- 9 Consideration of FDC 2025-024.**

Commissioner Mongold made a motion that no Fire Commission action is necessary at this time on FDC 2025-021, 022, 023 and 024 and the complaints will be handled by the Fire Marshal's Office, seconded by Commissioner Eastham. With the ayes and nays having been taken on a voice vote, the motion passed.

See Training Report

#### **10 Consideration of Update to the Training Standard.**

##### **a) Consideration of PST Curriculum Submission for Firefighter 1 and Firefighter 2 in NFPA 1010.**

Commissioner Eastham made a motion to approve the package as presented by PST as a pilot program for Firefighter 1 and Firefighter 2 which meets but does not exceed the Firefighter training in 87CSR8 with the final motion wording to be reviewed and approved by legal counsel, seconded by Commissioner White. With the ayes and nays having been taken on a voice vote, the motion passed.

##### **b) Consideration of WVU FSE Curriculum Submission for Firefighter 1 and Firefighter 2 in NFPA 1010.**

Commissioner Eastham made a motion to table this item until the application for submission, the Firefighter 2 information and the book have been received, seconded by Commissioner Mongold. With the ayes and nays having been taken on a voice vote, the motion passed.

SPEAKERS:

Tyer Olsen with ISO introduced Breanna Fitzwater who is going to be the field representative for Jefferson, Berkeley and Morgan counties. He also announced there are some job openings in survey services in WV on the Building Inspection side.

CORRESPONDENCE:

None

GOOD OF THE ORDER:

Potential meeting locations and date for December meeting – Administrative Secretary will research available locations in Morgantown.

TIME AND PLACE OF NEXT MEETING(S):

Committee Meetings - 10:00am Thursday, October 9<sup>th</sup>, 2025, and Commission Meeting 9:00am Friday, October 10<sup>th</sup>, 2025, location Quality Inn, 903 Industrial Dr. N. Summersville WV

ADJOURN:

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

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