VFPA Executive Committee Retreat Minutes
February 3 & 4, 2020

Day 1
Leadership Training

Day 2
Executive Board drafted a strategic plan from a worksheet provided by leadership training facilitator. With goal of presenting it to the membership at spring conference.

President’s Comments:

- Desire to bring in state VFPA reps for an additional meeting prior to our spring conference.
- Fall conference date established for October 13 (T) and 14 (R), 2020 (avoid conflict with Fire Prevention Week and Va IAAI conference 10/19-10/21). Waynesboro will be the location. Contract to be signed.
- Contact with Sandi Morris (DHCD) reference Virginia Code Educational Conference (VCEC) meeting February 14 (previous current members were Travis Wright and Elaine Gall) appointed Steve Sites (FFX City) and Mike Armstrong (VFPA). Committee members don’t change with elections so that direction with the program is not negatively impacted.
- Fire Code Development subcommittee attendance.
- Fire Services Board participation.
  - Chief Scott Garber of Stanton VA appointed to FSB as the local fire marshal. Discussion of qualifications of the local fire marshal position ensued.
  - Jerome Williams appointed to FSB as Certified Fire Service Instructor
  - Next FSB meeting and stakeholder meetings February 20 (R) and 21 (F), 2020 at the VFCA conference in Va Beach.
- Met with VDFP Executive Director Mike Reilly reference Fire Code Promulgation and suggestive rewriting of process.
VFPA Executive Committee Retreat Minutes
February 3 & 4, 2020

- IFMA board meeting June 14, 2020 Orlando Florida, conference June 15-18, 2020. Shawn Maddox will be the VFPA President’s designee to attend the board meeting on behalf of VFPA. Name to be submitted by March 30, 2020.
- ICC Region 7 representative 1st Vice President Jeremy Luttrell. Missed last meeting, need a backup. 2nd Vice President Gerry Maiatico selected.
- Next BOD meeting March 9, 2020 PWC 0800 hr- 1400 hr. Call in option will be available.
  o Review any changes to strategic plan
  o Updates to conference
- Suggested BHCD member to be considered as guest to Spring Conference 2020 assuring compliance with sunshine law.

1st Vice President (Jeremy Luttrell)

Spring 2020 Conference:
- Hotel contract signed with Sheraton Virginia Beach Oceanfront
- Dates May 18-20, 2020
- 60 rooms in block reserved
- Room rate $99/night
- Deadline for room rate Monday April 20, 2020 at 1700 hr.
- Discussed potential training topics
  o UL Fire Doors
  o UL 217 New Requirements to Smoke Alarm Standards
  o UL Fire Assemblies (includes hands on activity of building example fire rated assemblies)
  o In-building communication systems (2 hours)
  o Meth Laboratory cleanup and mitigation
  o Fire Protection System Inspector 3B
  o Fire Plans Examiner 3C
  o Legal Update
  o Dave Statter-Communications in the digital age (8 hrs.) both tracks already paid for (last conference)
  o Cannabis/Hemp Oil Production Facilities
  o Large Crowd Control—Va Beach case study
  o Fire Code Buffet (four 1 hr case study)
    - Locking devices
  o Discussed annual meeting during lunch on day 2
VFPA Executive Committee Retreat Minutes  
February 3 & 4, 2020

- **Day 1 (1 track)**
  - Opening ceremony & Stakeholder reports (1 hr)
  - Dave Statter Communications in the digital age (7 hrs.)
- **Day 2 (2 tracks)**
  - Track 1
    - In building communications systems (2 hr.)
    - Cannabis/Hemp Oil Production Facilities (2 hr.)
    - UL Fire rated assemblies (4 hrs.)
  - Track 2
    - 3B
    - 3C
- **Day 3 (1 track)**
  - UL Fire door (4 hrs.)
- **Vendors**
  - Randy Pearce will be asked to manage
- **Board Meeting Sunday evening approx. 5p-7p timeframe (exact time TBD)** after conference set up at 4 pm.
- **Social Event (Jimmy Csizmadia) Monday night**
- President Little to invite Exec. Director Reilly, VB Fire Chief Hutchison, and ICC representative Chris Bridges.

**Treasurers Report**

- Checking $75,546.22.
- Accountant 2018 taxes done and filed
- 2019 taxes are underway
- Audit to be completed next week. Membership renewals are problematic for accountant as they break it out per month. Earned vs unearned membership fees. As opposed to a single income for a 3 year period which is paid down each month until a zero balance is acquired.

**Legislative Update**

<table>
<thead>
<tr>
<th>Bills</th>
<th>Committee</th>
<th>Last action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HB 121</strong> - Carroll Foy - Workers' compensation; presumption of compensability for certain diseases.</td>
<td>(H) Committee on Labor and Commerce</td>
<td>(H) Incorporated by Labor and Commerce (HB783-Askew)</td>
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<tr>
<td><strong>HB 270</strong> - VanValkenburg - Public schools; lock-down drills, notice to parents.</td>
<td>(H) Committee on Education</td>
<td>(H) Reported from Education (22-Y 0-N)</td>
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<tr>
<td><strong>HB 402</strong> - Keam - Public schools; lock-down drills, frequency, exemptions.</td>
<td>(H) Committee on Education</td>
<td>(H) Reported from Education with amendments (22-Y 0-N)</td>
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<tr>
<td>Bill #</td>
<td>Sponsor</td>
<td>Description</td>
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<td>------------------------------------------------------------------------------</td>
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<tr>
<td>HB 635</td>
<td>LaRock</td>
<td>Traffic incident management vehicles; exempt from certain regulations.</td>
</tr>
<tr>
<td>HB 664</td>
<td>Bell</td>
<td>Exposure to a decedent's body fluids; testing.</td>
</tr>
<tr>
<td>HB 670</td>
<td>Cole, M.L.</td>
<td>Door-locking mechanisms; installation in locality-owned buildings.</td>
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<tr>
<td>HB 779</td>
<td>Reid</td>
<td>Virginia Fuels Tax Act; refueling vehicles.</td>
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<tr>
<td>HB 983</td>
<td>Delaney</td>
<td>Traffic incident management vehicles; equipped with certain lights.</td>
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<tr>
<td>HB 991</td>
<td>Reid</td>
<td>Firefighting equipment; weight limitation on interstate.</td>
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<tr>
<td>HB 1338</td>
<td>Keam</td>
<td>Smoking; prohibited in multi-unit residential building, civil penalty.</td>
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<tr>
<td>SB 9</td>
<td>Saslaw</td>
<td>Workers' compensation; presumption of compensability for certain diseases.</td>
</tr>
<tr>
<td>SB 141</td>
<td>Stuart</td>
<td>Building and fire codes; notice requirements.</td>
</tr>
<tr>
<td>SB 333</td>
<td>Stuart</td>
<td>Uniform Statewide Building Code; security locking mechanisms.</td>
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<tr>
<td>SB 496</td>
<td>Edwards</td>
<td>Alcoholic beverage control; agritourism resorts.</td>
</tr>
<tr>
<td>SB 644</td>
<td>Boysko</td>
<td>Traffic incident management vehicles; exempt from certain regulations.</td>
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</tbody>
</table>
### Important Upcoming Meeting Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>Mar 17 2020</td>
<td>9:30 AM EDT</td>
<td>SFPC Edit Workgroup Meeting</td>
<td>Location: VHC 4224 Cox Road, Glen Allen, VA 23060</td>
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<tr>
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<td>3:30 PM EDT</td>
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<tr>
<td>Apr 15 2020</td>
<td>9:30 AM EDT</td>
<td>Combined Workgroup 1, 2, 3 and 4 Meeting</td>
<td>Location: VHC 4224 Cox Road, Glen Allen, VA 23060</td>
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<td>May 5 2020</td>
<td>9:30 AM EDT</td>
<td>SFPC Edit Workgroup Meeting</td>
<td>Location: Virginia Housing Center 4224 Cox Road, Glen Allen, VA 23060</td>
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<td>3:30 PM EDT</td>
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<tr>
<td>May 12 2020</td>
<td>9:30 AM EDT</td>
<td>Combined Workgroup 1, 2, 3 and 4 Meeting</td>
<td>Location: VHC 4224 Cox Road, Glen Allen, VA 23060</td>
</tr>
<tr>
<td></td>
<td>3:30 PM EDT</td>
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</tbody>
</table>

Next meeting March 13, 2020 PWC

Respectfully submitted,

Linda M. Hale
Secretary
February 4, 2020