

**Minutes**  
**VFPA Board of Directors Meeting**  
**July 23, 2012 (Corrected 9/30/12)**

Meeting called to order at 1015 hours. Meeting held in Conference Room A at the Albemarle County Administration Complex.

**Present:**

Robby Dawson  
Jim Harnett  
Jim Barber  
Dan Rakes  
Dave Diamantes  
George Hollingsworth  
Lee Duckwitz  
Jeremy Luttrell  
Duane Perry  
John McCormick  
James Ramsey

**BOD meeting of May, 2012 acceptance:**

Move to accept and passed. (Perry, Hollinsworth)

**Treasurer's Report**

Report to BOD via email by J. D. Mitchell.

Working on getting credit card methodology for Cvent on line soon. Hold up is application for IRS number.

June membership notices have been sent out.

Balances:

BB&T --- \$ 8,225.68

Trailer check for \$2,800 still pending and trailer needs to be titles and registered. Still need a few items to complete outfitting.

It is close to time for an installment payment for Ed Rhodes in the amount of \$1,050.

There is an open invoice for approximately \$ 1,000 for shirts that is still outstanding.

Wells Fargo --- \$1,298.36

Pending amount of \$ 950.00 to Cvent for their service.

Projected that we will be sitting around \$3,200 going into the fall conference.

**President's Report (Robby Dawson):**

Attended the NFPA conference in Las Vegas.

NFPA and ICC are promoting adopting a code, either code.

The question of why the Commonwealth is adopting the 2012 ICC codes has come up at state level.

**ICC work- Lee Duckwitz:**

Not too many code changes for the upcoming cycle that are of interest to the group.

**George Hollingsworth:**

IFSTA Fire Inspector book moving forward.  
Code change for adding a part to Notice of Violation code section to indicate need for ability for appeals (code section) Submitted by Robby Dawson.

**Jim Barber:**

Good to with Virginia Beach in the spring. Paperwork for rentals, etc forthcoming.

**Website:**

Ideas, etc. needed. Submit such to Jeremy.

**Training (Dan Rakes):**

Taking sound system to Hartman to have it checked out.

**New Business:**

- Recent TRB action:  
Discussion of where trailers loaded with flammable/combustible liquids near a residence went to the TRB. Violation was overturned by the TRB.
- VFPA personal expense reimbursement policy:  
Policy Discussion by BOD members on need for for policy for reimbursement of expenses for VFPA activities. President Dawson will draft a policy and send it out for review by BOD for consideration.
- Conflict of interest policy:  
Conflict of interest policy recommended by attorney who advises we we should have such a policy. Attorney has provided a form and we could adopt it if so desired.
- Howard Summers scholarship awards:  
Discussion of the need for an outline of how we award scholarships. Dave Diamantes, James Barber, and Ernie Little were appointed as a committee to work on this item and report back to the BOD.

**Fall Conference:**

Discussion of fall conference topics. Several ideas were developed:  
Educator education- Juvenile fire setter program (2 1/2 days)  
Residential smoke alarms (ul) program

Human trafficking would be a good topic.  
English and grammar for the code enforcement person.  
Hazardous materials. Campbell gas?  
How handle special events?  
Case histories of egress events.  
Discussion of costs and it was determined that costs of breaks and lunch would be passed along to attendees by revising attendance fees.  
We will have two rooms first day, one on the other days.

Meeting adjourned at 1150 hours. Next meeting will be at Roanoke conference at 4 PM, Sunday, September, 30, 2012.