

2014-16 Strategic Plan

Department of Fire Programs [960]

Mission

The Virginia Department of Fire Programs serves the citizens of the Commonwealth by enhancing public safety through supplemental funding to local governments, education and training to first responders, fire prevention and life safety education through community risk reduction, and statewide fire code enforcement.

Vision

The Virginia Department of Fire Programs (VDFP) will be the nationally recognized leader in enhancing the public safety of Virginia citizens and first responders.

Values

Integrity – We will value the thoughts, ideas and beliefs of all we work with and ensure the work we perform will contribute to successfully meeting and surpassing the performance goals of our agency and the Commonwealth.

Innovative - We encourage the acquisition of new skills, thoughtful risk taking, and openness and receptiveness to change.

Customer-Focused - We strive to understand and anticipate customer needs and constantly focus on delivering products and services of the highest quality in a timely manner.

Quality-Oriented - We endeavor to provide complete, accurate, timely and up-to-date information to our clients, co-workers and other constituents.

Ethical – We will adhere to the agency and Commonwealth’s Code of Ethics and ensure our business practices are compliant.

Dedicated – We will remain dedicated to the Mission & Vision of the agency and the Commonwealth at all times.

Efficient – We will ensure our actions preserve the agency and Commonwealth of Virginia’s resources.

Respect - We value individual contributions, treat each other with dignity, and assume positive intent in everyone.

Teamwork - We support each other, blend our diverse talents and backgrounds and willingly share information and resources.

Health, Wellness, Safety & Environmental Conservation – We will strive to achieve a holistic approach to preserving the agency and Commonwealth of Virginia’s resources.

Finance

Financial Overview

VDFP receives funding from both a non-general fund, known as the Fire Programs Fund, and the general fund.

Funding from the Fire Programs Fund, a special revenue fund that is collected from a 1% levy on five lines of insurance (home, farm, marine, fire and miscellaneous property) is used to fund the fire services Aid-to-Localities Entitlement Program and the agency's training and operations budget. The Agency's FY15 and FY16 Non-General Fund is \$31,124,132 (FY15), \$31,142,250 (FY16), respectively. The Acts of Appropriation has \$250,000 in federal grants listed for both FY15 & FY16. Thus bringing the Agency's total FY15 & FY16 NGF budget to \$31,392,520 (FY15), \$31,392,520 (FY16), respectively.

The State Fire Marshal's Office (SFMO) is funded from the General Fund and special revenue funds. The total budgets for FY15 & FY16 for the general fund is \$2,368,475 for FY15 and \$2,370,100 for FY16.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	2,368,475	31,374,132	2,370,100	31,392,520
Changes to Initial Appropriation	0	0	0	0

(Changes to Initial Appropriation will be 0 when the plan is created. They will change when the plan is updated mid-biennium.)

Customers

Anticipated Changes to Customer Base

Current Customer List

Predefined Group	User Defined Group	Number Served Annually	Potential Number of Annual Customers	Projected Customer Trend
Resident	Citizens of the Commonwealth	8,001,024	8,001,024	Stable
Local Government Employee	Fire and emergency service providers, career and volunteer, throughout the Commonwealth	79,844	80,000	Increase
Aged	Adult Care Residences inspected	207	227	Stable
Business and Finance	Nightclubs	20	22	Stable
Child	Child Care facilities inspected	510	561	Stable
Construction	Sets of construction documents reviewed for conformance with applicable codes and standards	1,839	2,022	Increase
Consumer	Certification of Pyrotechnicians	188	207	Increase
Consumer	Responses to requests for technical assistance on content, intent, and application of building	36	40	Stable
Employer/ Business Owner	Permits issued for the use, manufacturing, storage and sale of explosives	69	76	Increase
Health Care	Inspection of Private hospitals	28	31	Stable
Health Care	Life Safety Code inspections of Health Care Facilities (nursing home and other health care)	2,321	2,553	Increase
Higher Education Institutions	Inspection of State-owned dormitories	594	653	Increase
Local or Regional Government Authorities	Cities, Counties and Towns in the Commonwealth	324	324	Stable
Local or Regional Government Authorities	Cities, Counties, and Towns in the Commonwealth	324	324	Stable
Local or Regional Government Authorities	Fire Departments in localities across the Commonwealth, eligible to report into VFIRS	575	575	Stable
Local or Regional Government Authorities	Inspection of Schools	1,509	1,660	Increase
Local or Regional Government Authorities	Inspections in response to requests, complaints or hazardous conditions	304	334	Stable
Local or Regional Government Authorities	Local fire departments	759	759	Stable
Local or Regional Government Authorities	Local fire departments receiving grant funding	759	759	Stable
State Agency(s),	Inspection of State Correctional Facilities	414	455	Stable
State Agency(s),	Inspection of State-owned critical infrastructure and key resources	96	106	Increase
State Agency(s),	Inspections of state construction projects	1,021	1,123	Stable

Partners

Name	Description
Local Fire Departments & Firefighters	Those seeking training through the Agency.
Local governmental agencies	Consult on training and serve as subject matter experts on training, apparatus, station location, and best practices.
Fire & EMS Stakeholder Groups	Stakeholder groups representing the various factions within Virginia's fire and emergency services community.
Fire Departments	VDFP provides Mobile Incident Support Teams (MIST) and Heavy Technical Rescue (HTR) support upon request by a locality through the Virginia Emergency Operations Center to augment and support local incident managers during disasters of all types.

Public and Private Organizations	VDFP partners with public and private organizations to co-sponsor programs and services for select target audiences.
State Agencies	Work closely with state agencies in areas of mutual interest for emergency management and preparedness.
State and Local Government	Continuing to work with State and Local Governments.
Coalitions	Work with state fire and life safety coalitions to coordinate safety efforts across the Commonwealth.
Virginia Fire Services Board	The Virginia Fire Services Board is an essential partner in providing and implementing our categorical grants.
Virginia Local Governments (324)	Localities that receive Aid-to-Localities Entitlement funding to be disbursed to local fire departments for eligible expenditures.
Virginia local governments (324) and local fire departments	Applying for grants, receiving funding, and maintaining the Burn Building for local fire training.

Agency Goals

- **Establish educational and training opportunities for agency staff to address lifelong learning in support of our mission.**

Summary and Alignment

Create a culture in which all agency employees are provided the opportunity for professional development.

Associated State Goal

Education: Elevate the levels of educational preparedness and attainment of our citizens.

Associated Societal Indicator

Lifelong Learning

Objectives

- **Ensure that resources are used efficiently, programs are managed effectively, in accordance with applicable state and federal requirements.**

Summary and Alignment

This goal ensures compliance with federal and state regulations, policies and procedures for Commonwealth preparedness, as well as guidelines and best practices promulgated in collaboration with the Homeland Security Working Group, the Department of Planning & Budget and the Council on Virginia's Future. The goal supports achievement of the Commonwealth's statewide goal of protecting the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.

Associated State Goal

Public Safety: Protect the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.

Associated Societal Indicator

Emergency Preparedness

Objectives

- » **The Agency will be prepared to act in the interest of the citizens of the Commonwealth and its infrastructure during emergency situations by actively planning and training both as an agency and as individuals.**

Description

VDFP will continue acting in the interest of Virginia citizens and infrastructure.

Objective Strategies

- The Agency's Emergency Coordination Officer will stay in continuous communication with the Virginia Department of Emergency Management, the Homeland Preparedness Working Group and all other agencies dedicated to emergency preparedness and response.

Measures

- ♦ Virginia Department of Fire Programs' training and support of the emergency operations center.

- **Improve business processes.**

Summary and Alignment

Clear and concise business processes are essential to any organization. By having a specific goal dedicated to improving business processes VDFP will continually assess and find ways to improve its business processes and thus better serve customers.

Associated State Goal

Government and Citizens: Be recognized as the best-managed state in the nation.

Associated Societal Indicator

Government Operations

Objectives

• Achieve 100% of entitlement and grant disbursement annually.

Summary and Alignment

Aid-to Localities Entitlement (ATL) funding and Grants are an essential service that the Virginia Department of Fire Programs (VD FP), in partnership with the Virginia Fire Services Board, provides to the fire and emergency services throughout the Commonwealth. VD FP is committed to continuing and enhancing the delivery of entitlement and grant opportunities. Providing financial assistance to communities and other organizations is mission critical to VD FP.

Associated State Goal

Government and Citizens: Be recognized as the best-managed state in the nation.

Associated Societal Indicator

Government Operations

Objectives

» Provide funding opportunities for the fire and emergency services community.

Description

Categorical grant funding provides localities with additional funds to aid in the support of their fire fighting and protection efforts.

Objective Strategies

- The agency will work, in conjunction with the Virginia Fire Services Board to develop easy to use and understand grant policies. The agency will also diligently advertise all grant programs with an active advertising efforts to ensure all localities are aware of them. The agency has a full-time grants manager that works hand-in-hand with the Virginia Fire Services Board and the localities.

Measures

- ◆ Percentage of grant disbursements awarded.

» Maintain Aid-to-Localities (ATL) Entitlement process and delivery system.

Description

VD FP's training activities are funded as a special revenue account, known as the Fire Programs Fund. Revenue is contained within the Fire Programs Fund, from which VD FP allocates 75 percent of its total, after committed fixed obligations, as annual entitlements to jurisdictions (Aid-to-Localities - ATL). These entitlements, while subject to minimums, are population based and allocated directly to the 324 Virginia counties, independent cities and incorporated towns. ATL may be used solely for the purposes to pay for training, construction of training centers, firefighting equipment, protective clothing and prevention activities. ATL may not be used to supplant or replace local funding. The remainder, after disbursements to local jurisdictions, is used to provide direct funded training for localities and support Agency operations.

Objective Strategies

- Continue to maintain 100% Aid-to-Localities Entitlement disbursement through agency and Virginia Fire Service Board promotion.

Measures

- ◆ Percentage of Aid-To-Localities Entitlement funds disbursed.

• Improve communication with Virginia's fire services to achieve a high level of portability and accessibility for training programs.

Summary and Alignment

Providing comprehensive and safe training for Virginia's fire and emergency services is essential. The Virginia Department of Fire Programs will continuously enhance and improve its training programs in order to provide the Commonwealth's first responders the best possible training. Enhancing and improving VD FP training programs is critical to the agency's professional development mission.

Associated State Goal

Public Safety: Protect the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.

Associated Societal Indicator

Emergency Preparedness

Objectives

» **Virginia Department of Fire Programs will make high quality training programs available that are consistent with national standards.**

Description

By providing high quality training programs that are consistent with the national standards, VDFP will ensure that Virginia's first responders receive a strong foundation to support their firefighting career.

Objective Strategies

- Encouragement and promotion of VDFP courses within the fire services with an emphasis on the importance of training.

Measures

- ◆ Number of certifications issued annually in compliance with national accreditation standards.
- ◆ Number of students successfully passing and/or completing courses annually.
- ◆ Number of Virginia Department of Fire Programs (VDFP) Attendance Certificates printed via the Agency's on-line training database.
- ◆ Total number of driver safety education (Emergency Vehicle Operator Course) EVOC certificates issued annually.

» **Ensure access of burn buildings throughout the Commonwealth within a 50 mile radius of training needs.**

Description

By ensuring there are adequate burn building training facilities throughout the commonwealth, VDFP assists in creating a safe and real life training environment for firefighters to learn fundamental and imperative skills.

Objective Strategies

[Nothing Entered]

Measures

- ◆ Number of burn buildings accessible by at least two localities within a 50 mile radius.

» **Increase course offerings to include alternative course delivery methods.**

Description

By increasing course offerings that are consistent with the national standards, VDFP will ensure that first responders receive a strong foundation to support their firefighting careers.

Objective Strategies

- The agency will work to achieve this goal through partnership with other state and local training agencies/organizations. It is both practical and useful to take a holistic approach to emergency service training. Training, such as arson investigation, terrorism preparedness, technical rescue, incident management, and hazardous materials, etc. often requires the cooperation of police, fire, emergency medical services, in addition to many other response agencies. Thus, creating the need to involve all branches of emergency services in the development and implementation of first responder training programs is important.

Measures

- ◆ Number of certifications issued annually in compliance with national accreditation standards.

• **Reduce the devastating impact of fire and other emergencies within the Commonwealth by enhancing life safety education programs and performing comprehensive inspections.**

Summary and Alignment

Making public fire and life safety resources available across the Commonwealth by providing statewide fire and life safety education and fire prevention inspections.

Associated State Goal

Public Safety: Protect the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.

Associated Societal Indicator

Emergency Preparedness

Objectives

» **Provide a safe environment for people working and residing in private, state-owned and institutional buildings where the State Fire Marshal's Office is responsible for inspections.**

Description

The purpose of the State Fire Marshal's Office (SFMO) is to provide safety to life and property from the hazards of fire or explosion for

the citizens of the Commonwealth. The SFMO has authority to enforce the Statewide Fire Prevention Code (SFPC) in all areas of the Commonwealth and is mandated by the Code of Virginia (COV) or by regulations and agreements to inspect state residential buildings; state owned or privately operated college dormitories; public and private schools that are not inspected by the local fire marshal; adult living facilities that are not inspected by a local fire marshal; and child care facilities with religious exemption from licensure by the Department of Social Services. State Fire Marshal's Office is also responsible for the oversight of the State's pyrotechnician certification program for all fireworks displays. As of July 2014 – SFMO will be responsible for the reduced cigarette ignition propensity (RCIP) program as the administration of the program is transferred to Virginia Department of Fire Programs from the Department of Agriculture and Consumer Services

Objective Strategies

[Nothing Entered]

Measures

- ◆ Total number Critical Infrastructure and Key Assets (CIKA) of inspections conducted annually by the State Fire Marshal's Office (SFMO) inspectors.

» **Provide educational information, resources and training to local fire and life safety educators.**

Description

VDFP provides technical assistance to local fire departments, health educators, medical and public health professionals, classroom teachers, elder service providers, community and service organizations, parents, caregivers, and anyone else interested in collaborating on fire and life safety education.

Objective Strategies

[Nothing Entered]

Measures

- ◆ Number of fire and life safety educational courses delivered across Virginia.

• **Achieve 100% participation in the Virginia Fire Incident Reporting System (VFIRS) by FY17.**

Summary and Alignment

Providing timely and accurate information regarding "Fire in Virginia" is of paramount importance to the Commonwealth. The Virginia Department of Fire Programs is committed to being proactive in providing information, through various methods, regarding "Fire in Virginia." Providing fire information and studies is an essential element to VDFP's research mission. This information is extrapolated from the Virginia Fire Incident Reporting System (VFIRS) and analyzed by VDFP staff to determine the fire trends in the Commonwealth and the 324 localities within the Commonwealth. VDFP will strive to increase the total number of participants in the Virginia Fire Incident Reporting System (VFIRS). The agency strives to achieve 100% participation.

Associated State Goal

Government and Citizens: Be recognized as the best-managed state in the nation.

Associated Societal Indicator

Civic Engagement

Objectives

» **To accurately identify the fire trends within the Commonwealth in order to promote public safety initiatives within the state.**

Description

Increase Virginia Fire Incident Reporting System (VFIRS) participation so that all eligible fire departments are participating by CY2018. The Virginia Fire Incident Reporting System (VFIRS) is the database that allows localities to report emergency incidents. By increasing fire department participation, VDFP will be able to accurately report the fire trends affecting the Commonwealth. The Agency will achieve this objective through targeted training, awareness and funding of Virginia Fire Incident Reporting System hardware technology grants (through the Virginia Fire Services Board grant program).

Objective Strategies

- Increase the number of fire departments participating in the Virginia Fire Incident Reporting System (VFIRS) through the VFIRS grant program (through the Virginia Fire Services Board) in an effort to accurately reflect Virginia's fire statistics.

Measures

- ◆ Number of fire departments participating in the Virginia Fire Incident Reporting System (VFIRS).

• **Identify methods to assist the Commonwealth's fire and emergency services before and after responses to emergencies, disasters and fire fatalities.**

Summary and Alignment

The Agency's roles and responsibilities have been rapidly changing to encompass the Commonwealth's Preparedness needs, which have amplified the need for VDFP to continually maintain and enhance operational support capacity. VDFP is designated as a Virginia Emergency Response Team (VERT) agency under the Virginia Emergency Operations Plan and as such VDFP participates in numerous Homeland Security Initiatives and works to continually develop and join partnerships which help to enhance the Commonwealth's operational support capacity. Providing continued support to Virginia's Fire and Emergency Services is essential. Through this goal VDFP continually identifies ways to assist the Commonwealth's fire and emergency services both before and after disasters.

Associated State Goal

Public Safety: Protect the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.

Associated Societal Indicator

Emergency Preparedness

Objectives

» Providing technical assistance and resources to the Commonwealth.

Description

Through this objective, VDFP will ensure that Virginia's firefighters have the resources they need to receive adequate training.

Objective Strategies

[Nothing Entered]

Measures

- ♦ Virginia Department of Fire Programs' training and support of the emergency operations center.

Major Products and Services

The Virginia Department of Fire Programs provides:

- Funding - The Agency provides financial assistance to Virginia's fire services through the distribution of the Aid-to-Localities (ATL) grant program as well as through various other grant programs (i.e. Burn Building grant program).
- Professional Development - As a nationally-accredited fire service training entity in Virginia, the Agency provides training programs for both career and volunteer emergency responders throughout the Commonwealth.
- Research - As the managing agency for the Virginia Fire Incident Reporting System (VFIRS), the Agency is responsible for data collection, analysis, and information reporting to Virginia's fire services, Virginia's policy makers, and nationally to the National Fire Incident Reporting System (NFIRS). The Agency also utilizes the data it collects to both identify and promote fire services best practices.
- Operational Support & Technical Assistance - As a Virginia Emergency Response Team (VERT) agency, VDFP provides both operational and technical assistances to communities in need during emergencies of all types. This includes both support in the Virginia Emergency Operations center (VEOC) and in-the field.
- Fire Prevention Inspections – The State Fire Marshal's Office [SFMO] has the responsibility of protecting life and property for the citizens of the Commonwealth through the utilization of inspectors to complete fire safety inspections; by conducting building plans reviews for fire safety measures; and by conducting construction inspections for fire safety systems in all state buildings.

VDFP also provides technical assistance and consultation services to Virginia's localities through the completion of fire and emergency medical services (EMS) studies. The Agency, in collaboration with the Virginia Fire Services Board, Department of Forestry and Office of Emergency Medical Services performs Fire & EMS Studies at the request of a locality to examine various operational and organizational issues within the locality.

Performance Highlights

The Virginia Department of Fire Programs (VDFP) mission is to enhance public safety by providing supplemental funding, training, fire prevention and life safety education, along with statewide fire code enforcement. VDFP strives to ensure that training meets the needs of Virginia's fire and emergency services personnel. Virginia is seen as a leader in the delivery of National Board on Fire Service Professional Qualifications (Pro-Board) certified training. Pro-Board certified training is important to the Agency and those receiving the training because of the portability of that training certification within the state and to other states.

Training portability is becoming more crucial for the fire service because of the Federal Emergency Management Agency's Personal Identity Verification-Interoperability/First Responder Authentication Credential (PIV-I/FRAC or FRAC) standard. The FRAC standard developed a standard, interoperable, secure, role-based identity management technology that is vital to coordinated regional emergency response, such as the response to the terrorist attacks on the Pentagon in 2001.

The Virginia Fire Incident Reporting System (VFIRS) provides local fire departments and governments, as well as state and federal agencies, valuable information about the fire and emergency related responses in the Commonwealth of Virginia. VFIRS participation is reported annually

on a calendar year basis. The current calendar year's data is reported as a running total.

An important performance indicator for the State Fire Marshal's Office is the number of inspections conducted annually as it relates to the safety of the citizens of the Commonwealth. This is a new measure that includes inspections related to the Life Safety Code, the Statewide Fire Prevention Code, state construction, and Critical Infrastructure/Key Assets (CI/KA). Inspection numbers are reported annually on a calendar year basis.

Staffing

Authorized Maximum Employment Level (MEL)	0
Salaried Employees	70
Wage Employees	12
Contracted Employees	0

Key Risk Factors

Several factors will have a significant impact on the agency over the next several years:

- Fire Service Evolution – Virginia's fire service has seen a decline in purley fire related incidents with a continual shift towards rescue and other fire-related incidents. This is partly due to better building and fire prevention codes as well as increased promotion of fire and life safety awareness programs. However, as incident types shift and technology advances, fire service operations and tactics must change as well. As a training agency, VDFP must adapt training and delivery methods to meet the ever changing needs and demands for Virginia's fire service personnel.
- SFMO Inspections – The SFMO provides inspection services for those localities that have not adopted the Statewide Fire Prevention Code. Additionally, the SFMO provides consultative services to all localities regarding the Statewide Fire Prevention Code. There has been an increase in the number of inspections and requests for consultation; however, the current fee structure does not provide adequate funding to maintain staffing levels. Additionally, budgetary reductions have caused staffing to be reduced. In order to maintain adequate staffing and service delivery an updated fee structure is needed.
- Workforce – Another factor that presents a risk for agency operations is staffing. The agency is authorized for a full-time equivalent level of 72 positions. In the next five years, 30 percent of VDFP's full time employees will be eligible to retire with unreduced benefits. In addition, VDFP faces a high turnover rate for field positions. As a result, the department expects to hire a large number of new employees over the next several years and will need to invest in extensive training in order to maintain or improve service and productivity levels.

Management Discussion

General Information About Ongoing Status of Agency

VDFP's focus is on improving services, reducing costs, providing research and analysis, and promoting safety in the Commonwealth. In an environment with changing incident responses and advances in technology, VDFP strives to provide training that meets the needs of the fire service through multiple delivery methods. In order to accomplish this, the Agency has embraced the Commonwealth's online Knowledge Center (KC) system. In utilizing the KC, the agency has adapted 16 courses and 51 module-type trainings that fire and emergency services personnel can take online, anywhere, and at anytime.

Additionally, the agency is utilizing data from the Virginia Fire Incident Reporting System (VFIRS) to modify and adopt training that mirrors the "real life" fire service issues and needs. This provides the Agency the ability to adequately identify areas of need and fund training programs to improve fire service delivery and safety.

Information Technology

The Agency maintains the Fire Service Training Record System (FSTRS) and the State Fire Marshal's Office database as out-of-scope databases. As vital databases to the service delivery of the Agency, the proper programming and management of these two databases remains a paramount priority for the Agency.

Estimate of Technology Funding Needs

Workforce Development

As a Virginia Emergency Response Team (VERT) Agency, the Agency's roles and responsibilities have been rapidly changing to encompass the Commonwealth's preparedness needs. As such, the Agency continues to focus its hiring needs for certain positions on a prerequisite set of skills that focus on emergency management. Although this has modified our Agency's hiring practices for some positions, the Agency feels it is able to adequately recruit and retain qualified staff. This requirement will continue to be a factor that impacts the Agency's recruitment and retention.

The methodology and curricula for training the fire service in Virginia is likewise changing and as a result, these requirements include a greater number of man-hours than has previously been utilized. As stated previously, this creates challenges throughout the Commonwealth of Virginia as related to staffing levels, recruitment and retention.

Additionally, with the increasing number of buildings and localities requiring the resources of the State Fire Marshal's Office, a greater number of man-hours and resources must be utilized. This in turn also creates challenges for the Agency.

Physical Plant

The Agency's headquarters office is located in Glen Allen, VA and houses multiple branches including the Administration Branch, Finance Branch, Training & Technical Services Branch, Training & Operations Branch, the State Fire Marshal's central office and Division 1 office. The Agency's headquarters is comprised of four (4) office buildings located within the same office complex. The Agency's division offices are located in six geographical areas, which include Division 2 – Orange; Division 3 – Farmville; Division 4 – Chilhowie; Division 5 – Fort Monroe; Division 6 – Roanoke; and Division 7 – Fairfax.

All of the Agency's office space is leased from either another state agency or private property management company. To improve customer service as well as operational efficiency, the regional offices of the State Fire Marshal's Office were combined with the Division Offices in FY2011 and FY2012. Further, the Agency has acquired lease spaces to collocate staff with other services used by fire and emergency services personnel. For instance, the Office of Emergency Medical Services is located next to the Agency headquarters office in Glen Allen and the Division 5 – Fort Monroe office. Similarly, the Division 7 – Fairfax office is collocated within the regional offices of the Virginia Department of Transportation and the Virginia State Police.

Supporting Documents

Title

File Type

State Fire Prevention Code Administration [56203]**Description of this Program / Service Area**

The State Fire Marshal's Office (SFMO) provides safety to life and property from the hazards of fire or explosion through inspections and education. The SFMO has authority to enforce the Statewide Fire Prevention Code (SFPC) in all areas of the Commonwealth and is mandated by the Code of Virginia (COV) or by regulations and agreements to inspect state residential buildings; state owned or privately operated college dormitories; public and private schools that are not inspected by the local fire marshal; adult living facilities that are not inspected by the local fire marshal; and child care facilities with religious exemption from licensure by the Department of Social Services.

The SFMO is under contract to inspect Health Care Facilities, primarily nursing facilities, hospitals, and mental health buildings, for conformance with federal standards (Life Safety Code). The SFMO inspects childcare facilities and local correctional facilities and responds to requests or complaints under provisions of the Statewide Fire Prevention Code (SFPC). The SFMO issues permits and collects fees for private hospitals, private college-university dormitories, and nightclubs. The SFMO also collects fees for licensed child care centers, adult day care centers, and assisted living facilities in accordance with the SFPC.

The SFMO fee based Explosives Safety Program includes issuing permits for the storage, sale, and use of explosives in areas without local enforcement, and also includes the certification of blasters and provides background clearances for blasters and explosive permit holders statewide.

The fee based SFMO Fireworks Safety Program includes issuing permits for fireworks on state property and the oversight of the Virginia's pyrotechnician certification program for individuals conducting a fireworks display in the Commonwealth.

The inspection programs described above ensure fire protection and fire safety systems are maintained to standards under which they were constructed and ensure safe storage and use of hazardous materials, as well as providing for emergency planning and training for staff and occupants.

Throughout FY15-16 the SFMO will explore additional inspection program opportunities in an effort to further expand public safety.

Mission Alignment

This service area directly aligns with VDFP's mission of enhancing public safety throughout the Commonwealth.

Products and Services**Description of Major Products and Services**

Adult Care residences - Annual inspections are mandated by the COV in all areas of the Commonwealth not inspected by local fire officials. §9.1-207

Schools - Annual inspections are mandated by the COV in all areas of the Commonwealth not inspected by local fire officials. §9.1-207

Critical Infrastructure and Key Asset (CIKA) - The SFMO identifies and conducts annual fire prevention inspections of CIKA buildings in Virginia. CIKA buildings are buildings of a critical nature that if they were lost would be extremely difficult to replace, would present a risk to the safety of the citizens and visitors of the Commonwealth, or reduce the ability of fire, rescue, and police services in the Commonwealth to respond to or mitigate emergencies. In addition, CIKA buildings are those that would present a possibility of a large loss of life and injury from an occurrence of fire, explosion, natural disaster, or terrorism. The structures are state power plants, water plants, Commonwealth seat of government buildings in Richmond, Air National Guard air hangers, university power plants, state hospitals, high occupancy buildings (>5000) State Police Communications (STARS) Buildings with occupancy of 5 or more, forensic laboratories and very high value research buildings. Buildings used as shelters during emergency situations designated as "shelter" buildings by the Department of Social Services are considered to be CIKA Buildings. The buildings in this category are not intended to replicate those of Homeland Security but include those that are critical in protecting life and property within the Commonwealth from all hazard events.

Reduced Cigarette Ignition Propensity (RCIP) - As of July 2014, VDFP assumed full responsibility for the RCIP program and its administration and enforcement activities from the Department of Agriculture and Consumer Services. The SFMO reviews and approves certificates of testing from manufacturers and conducts inspection of retail establishment to ensure cigarette packages are stamped in accordance to state law.

State Owned/Operated College/University Student Resident Facilities - Annual inspections are mandated by the COV. §9.1-207 for all dormitories and other residential facilities owned, leased or otherwise operated by a state college or university.

State Owned Buildings - The SFMO is mandated by the COV to provide assistance to the Department of General Services on the fire protection and prevention provisions of the Virginia Uniform Statewide Building Code (VUSBC) for all new construction, renovations, and additions to state owned facilities. SFMO provides plans review, consultative and construction inspection assistance. §36-98.1.

State Owned Residential Care Buildings - Primarily Correctional and Mental Health Facilities, annual inspections are mandated by the COV - § 9.1-207.

Health Care Facilities - Primarily nursing homes and mental health facilities, SFMO is under contract with the Virginia Department of Health to inspect these facilities for conformance with the federal mandated Life Safety Code (LSC) and are reimbursed with federal money. A very

important program that provides funding for staffing and allows the SFMO to be involved in a large number of facilities by leveraging resources.

Child Care Facilities - The SFMO is mandated by the COV § 63.2-1716 and § 63.2-1717 to inspect childcare centers operated by religious institutions and private preschools, which are exempt from licensure by the Virginia Department of Social Services (DSS) if not inspected by local fire officials. In addition, SFMO responds to requests from the DSS to inspect other licensed child care centers. Inspections of child care facilities that are not religious exempt from licensure is a fee based program as provided for in the SFPC.

Local Correctional Facilities - SFMO responds to requests for inspections from the Department of Corrections. This is a fee based program as provided for in the SFPC.

Explosives Safety Program - As part of the Statewide Fire Prevention Code (SFPC), this includes certifications of blasters, issuing permits for the storage, use, and sale of explosives as well as investigating complaints. §27-97 COV and Section F107 SFPC.

Requests/Complaints - Approximately 2% of our inspection work load, the SFMO responds to complaints and requests for inspections based on the SFPC.

Technical Assistance - SFMO provides assistance to building and fire officials, architects, engineers, contractors, and building owners and occupants in support of our SFPC inspection programs. An extremely important function of the SFMO, 95% of this assistance is on the SFPC or fire safety provisions of the VUSBC including referenced standards on automatic sprinkler systems, fire alarm systems, standpipe systems and other fire suppression and protection systems. This program saves valuable time and resources in developing building profiles and our database as well as initial inspection times. Portions of this program are fee based including assistance to local building officials on fire safety provisions of the USBC and includes assistance with plans review and construction inspections.

Public Service and Education Programs - The SFMO also develops and presents education programs geared towards college administrators, inspectors, school principals and teachers. The SFMO makes public service announcements through the news media, including TV, radio and newspapers, during the year. News releases include warnings on the dangers associated with Christmas trees and tips to help prevent fires during the holiday and heating seasons, safety information during Fire Prevention Week, and dangers of fireworks during the 4th of July activities.

Certification of Pyrotechnicians – Effective March 1, 2011, the SFMO began certifying pyrotechnicians. The Statewide Fire Prevention Code (SFPC) was amended in accordance with §27-97 of the Code of Virginia to prohibit any person not certified by the State Fire Marshal's Office as a fireworks operator or pyrotechnician to design, set up, or conduct or supervise the design, setup, or conducting of any fireworks display, and that at least one person holding a valid certification is present at the site where the fireworks display is being conducted. This is a fee based program as provided for in the SFPC.

Fireworks Permits - The SFMO issues permits and inspects all fireworks and flame effect displays on state property. This is a fee based program as provided for in the SFPC.

Anticipated Changes

In FY2011, as a result of the enactment of the Reduced Cigarette Ignition Propensity (RCIP) commonly referred to as Fire Safe Cigarettes legislation, the State Fire Marshal's Office began working with the Department of Agriculture and Consumer Services to verify that fire safe cigarettes are now being sold in the Commonwealth. As such, this has increased the services being provided by the State Fire Marshal's Office. Because of legislation passed in the 2014 General Assembly, as of July 2014 VDFP assumed full responsibility for the RCIP Program and its administration and enforcement activities. This change will again increase the services provided by the SFMO.

Factors Impacting

In March of 2014, two wage positions were approved for the SFMO primarily to (1) assist with the administration of the RCIP program that was transferred from VDACS effective July 1 and to assist with other certification and fee based programs and (2) to provide increased inspection capability in the state construction and LSC inspection programs.

Currently, the SFMO special revenues non-general fund fees are managed by the Board of Housing and Community Development which is under the Department of Housing and Community Development (Secretary of Commerce and Trade). This structure has created budgetary difficulties by prohibiting SFMO from setting fees to reflect actual service cost deliveries. This results in preventing SFMO in recovering actual service delivery costs.

Financial Overview

The chief source of funding for the State Fire Marshal's office is the general fund and special revenues.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	2,368,475	541,734	2,370,100	560,122
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title

File Type

Fire Services Management and Coordination [74401]

Description of this Program / Service Area

The Virginia Department of Fire Programs is one of eleven agencies within the [Secretary of Public Safety and Homeland Security](#). The Agency is organized into five branches and has seven division offices throughout the Commonwealth.

The Virginia Department of Fire Programs provides:

- **Funding** – The Agency provides financial assistance to Virginia’s fire services through the distribution of the Aid-to-Localities (ATL) Entitlements as well as through various other grant programs (i.e. Categorical Grants, Burn Building Grant Program).
- **Professional Development** – As the only nationally-accredited fire service training entity in Virginia, the Agency provides training programs for both career and volunteer emergency responders throughout the Commonwealth.
- **Research** – As the managing entity for the Virginia Fire Incident Reporting System (VFIRS), the Agency is responsible for data collection, analysis, and information reporting to Virginia’s fire services, Virginia’s policy makers, and nationally to the National Fire Incident Reporting System (NFIRS). The Agency also utilizes the data it collects to both identify and promote fire services best practices.
- **Operational Support & Technical Assistance** – As a Virginia Emergency Response Team (VERT) agency, VDFP provides both operational and technical assistances to communities in need during emergencies of all types. This includes both operational support in the Virginia Emergency Operations center (VEOC) and in-the field.
- **Fire Prevention Inspections** – The State Fire Marshal’s Office (SFMO) has the responsibility of protecting life and property for the citizens of the Commonwealth through the utilization of inspectors to ensure fire safety; by conducting building plans reviews for fire safety measures; and by conducting construction inspections for fire safety systems in all state buildings.

VDFP also provides technical assistance and consultation services to Virginia’s localities through the completion of fire and emergency medical services (EMS) studies. The Agency, in collaboration with the Virginia Fire Services Board, Department of Forestry and Office of Emergency Medical Services performs Fire & EMS Studies at the request of a locality to examine various operational and organizational issues within the locality.

Mission Alignment

Fire services management and coordination is comprised of VDFP’s administrative functions, which are essential to the success of our Agency.

Products and Services

Description of Major Products and Services

VDFP’s focus is on improving services, reducing costs, providing research and analysis, and promoting safety throughout the Commonwealth. In an environment with changing incident responses and advances in technology, VDFP strives to provide services that meet the needs of the fire services. To this end, the Administration Branch is responsible for the administrative management activities of the Agency, which include: the Marketing and Communications programs; the Policy, Planning and Legislative management activities; and the Virginia Fire Incident Reporting System (VFIRS) data. The activities of the Virginia Fire Services Board are also administered by the Administration Branch.

The Finance Branch manages four program areas: Financial Services; Grants and Local Aid; Procurement and the VDFP Bookstore.

Financial Services includes pre-auditing, processing, reporting, and analysis services for Accounts Payable – General (vendor payments), Accounts Payable – Employee (payroll, travel reimbursement, moving and relocation), Accounts Payable – Special (Small Purchase Charge Card statement processing), Accounts Receivables (cash receipting and depositing, receivables collections, receivables aging, and reconciliations), and Monthly, Quarterly, and Annual Financial Reconciliations, Analysis, and Reporting. Additional services provided by Financial Services include Agency budget development, management, analysis, and reporting. Financial Services also includes controls and risk analysis internal audits to ensure compliance with Agency Risk Management and Internal Controls Standards (ARMICS).

Anticipated Changes

The Agency anticipates renewed interest of the Fire & EMS Studies conducted by the Virginia Fire Services Board, Department of Forestry and Office of Emergency Medical Services.

Factors Impacting

At this time the Agency is not anticipating any factors that will impact this service area and its products and services.

Financial Overview

Funding for this service area is via the special revenue generated by the Fire Programs Fund.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	2,198,093	0	2,198,093
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title **File Type**

Virginia Fire Services Research [74402]

Description of this Program / Service Area

Virginia Department of Fire Programs (VDFP) gathers and uses data from the Virginia Fire Incident Reporting System (VFIRS) and other sources to provide information regarding fire statistics in Virginia. VDFP provides information in the form of reports and studies pertinent to the fire and emergency services community by gleaning information from subject matter resources and experts.

Mission Alignment

The Virginia Fire Incident Reporting System (VFIRS) gives the Agency a mechanism to accurately identify the fire problems and trends within the Commonwealth. The Agency uses this data to work with localities to help develop strategies to eradicate fire trends.

Products and Services

Description of Major Products and Services

The Virginia Department of Fire Programs (VDFP) manages the reporting of incidents to the Virginia Fire Incident Reporting System (VFIRS). VFIRS is the statewide system for tracking all emergency responses from fire departments in Virginia. VFIRS is an all-type incident reporting system. Any time fire department resources (personnel/apparatus) leave the station to respond to an incident, then the call should be reported. By reporting their incidents, fire departments get credit for all of the emergency responses that they handle in their area and also help show the impact of their public service to their community.

Participation in VFIRS is essential. By using and analyzing the incident data, information on the frequency of call types, the causes of fires and the amount of loss from fires can easily be identified to help develop appropriate fire prevention plans, to essentially help "Fight Fires with Facts."

Needs Assessment of Virginia's Fire Service: The Fire Service Needs Assessment is an annual survey conducted by the VDFP. The first assessment was conducted in 2004 and it is critical for the Agency to continue to complete the annual assessment to allow for benchmarking and identifying trends in resources, training, and staffing within Virginia's fire services. The Needs Assessment of Virginia's Fire Services allows fire departments to complete a survey questionnaire designed to identify the needs of Virginia's Fire Service. Results are then compiled and published in a comprehensive report available each year in January in time for the General Assembly.

Annual Report Detailing Fire In Virginia: Communicating fire information is of paramount importance to VDFP and Virginia's fire service. By producing an annual report, 'Fighting Fires with Facts', the agency is able to highlight fire trends in Virginia.

Ad Hoc Studies: Being proactive in providing fire related studies is of paramount importance. With the use of VFIRS data, VDFP identifies fire trends in Virginia and produces ad hoc studies to help raise awareness of issues.

Virginia Fire Incident Reporting System (VFIRS) training to fire departments and other users/customers: Training individuals on using the Virginia Fire Incident Reporting System (VFIRS) helps develop independency, ownership, reliable and complete data.

Anticipated Changes

As of 2009, VFIRS data submission became 100 percent paperless. Direct data entry improves accuracy and completeness of the reporting tool.

For FY15, the VFIRS Hardware grant specifications have been modified to include funding for tablet computers. The update will allow increased access and availability to VFIRS.

Factors Impacting

Virginia's main source of fire related data is from the Virginia Fire Incident Reporting System (VFIRS). VFIRS is a voluntary reporting system and as of December 31, 2013, 92 percent of Virginia's fire departments reported into the system, which reflects an estimated 98 percent of Virginia's population. VFIRS data is dependent upon user input.

Financial Overview

The budget for Virginia Fire Services Research comes from the special revenue Fire Programs Fund.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	302,274	0	302,274
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title **File Type**

Fire Services Training and Professional Development [74403]

Description of this Program / Service Area

VDFP coordinates and delivers specialized training across the Commonwealth to emergency response personnel. VDFP training programs also provide the opportunity for professional development with comprehensive, nationally-accredited training courses for career and volunteer emergency responders in specialized areas including:

- Structural Fire Fighting
- Aircraft Rescue & Fire Fighting
- Incident Management
- Heavy & Technical Rescue
- Hazardous Materials Awareness/Operations
- Investigations & Inspections
- Officer Development
- Instructors
- Public Fire Educators

VDFP integrates training and education to enhance the professional development of fire and rescue personnel. This integration of educational support is accomplished through public/private partnerships. VDFP serves as a fire/rescue training delivery and certification agency in collaboration with academic fire programs to provide an efficient path for fire service professional development. The focus of these providers is to align the Virginia professional development pathway with emerging national models.

The agency is accredited through both IFSAC and Pro-Board. Both of these organizations provide third party review of our agencies certification testing methodology to ensure VDFP is able to test all of the required criteria of the national consensus standards as developed by the National Fire Protection Association (NFPA).

Currently the agency is accredited for forty (40) different programs with Pro-Board and seven (7) different programs with IFSAC. VDFP has been accredited with Pro-Board since 1982 and in 2013, the agency was reaccredited by Pro-Board (for an additional five years). In April 2014, the agency was also accredited by IFSAC for seven programs. The agency is required to keep all accredited programs updated as the standards are updated and go through reaccreditation every five years.

Mission Alignment

This service area supports the Agency's mission, as it provides professional development by providing comprehensive, nationally-accredited training programs for career and volunteer emergency responders and higher education opportunities.

Products and Services

Description of Major Products and Services

VDFP coordinates and delivers fire and emergency services education and training programs for the fire and emergency response community, public, law enforcement and industry for the purpose of protecting and defending the Commonwealth against the loss of life and property. VDFP offers training programs across Virginia through our seven division offices.

Anticipated Changes

As the requirements of the fire services changes, VDFP anticipates revising and reformatting our training programs to meet the needs of all customers.

Factors Impacting

Virginia's fire and emergency service personnel face a myriad of challenges and dangerous situations every day. As such, the Agency is constantly reviewing and examining these circumstances to ensure that our training programs are meeting Virginia's fire services needs. Over the next biennium, the Agency will continue to expand and develop its training programs to meet the ever changing needs of the Commonwealth's fire and emergency services.

One way in which the Agency will also enhance our product delivery to better suit the needs of the fire service is through the development of on-line training. The Agency currently offers several of our courses via the Knowledge Center – on-line educational portal – which allows students to attend training based on their schedule and learning pace. VDFP believes this modified learning environment is working well and will thus continue to develop and expand this product throughout the next biennium.

The Agency understands the diverse needs of training within the Commonwealth. Therefore, VDFP is aware of and attempting to meet the needs of Virginia's fire services by enhancing our fire services training.

In the event the Agency's funding source, the Fire Programs Fund does not see a funding growth or is decreased, the Agency's ability to meet all training requirements will be impacted.

Financial Overview

VD FP delivers/coordinates training and certification programs in the form of funded, non-funded, and reimbursable schools. Funding for these programs is via the Fire Programs Fund.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	2,173,775	0	2,173,775
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title **File Type**

Technical Assistance and Consultation Services [74404]

Description of this Program / Service Area

The Virginia Department of Fire Programs (VD FP) provides technical expertise to fire and emergency service providers across the Commonwealth on subjects including: Aircraft Rescue & Firefighting, Technical Rescue, Incident Management, and Logistical Support with 60 fully equipped trailers. These fully equipped trailers have necessary equipment and resources to support courses on the above-mentioned subjects, and can be requested to support local emergency response in a declared emergency. Trailers can be requested by a locality through the Virginia Emergency Operations Center (VEOC) during a declared emergency.

For the 2014 calendar year, the agency was able to assist the City of Lynchburg during the crude oil train derailment and the deployment of VD FP's foam trailers to the King George tire fire on Interstate 95 South.

The agency also allows localities to utilize our assets when they are not being used to support agency programs. For example, VD FP provided technical rescue trailers to support the Norfolk Fire Department's recruit academy thereby allowing their resources to stay in service for emergency response needs.

VD FP also provides technical assistance and consultation services to Virginia's fire and emergency services through the agency's bookstore. The Bookstore provides training materials, at cost, to students enrolled in fire and emergency services training programs.

Mission Alignment

This service area aligns to the Agency's mission, as it provides technical assistance and serves as an advocate to fire and emergency services agencies.

Products and Services

Description of Major Products and Services

VD FP provides curricula packages created by subject matter experts and correlated to the national standards.

Upon request, the Virginia Fire Services Board, the Agency produces locality specific studies of fire and emergency services (known as Fire & EMS studies).

VD FP, in partnership with the Office of Emergency Medical Services, provides training materials, at cost, to students enrolled in fire and emergency services training programs.

VD FP has 60 fully equipped trailers that are available to support training programs and emergency response needs.

VD FP has a new mobile Airport Rescue Fire Fighting (MARFF) simulator to complement our existing (older) MARFF simulator in addition to two fire investigation mobile burn cell simulators and a mobile driving simulator. The Agency also has three Mobile Firefighter I and II simulators. These simulators are used by the Agency to deliver training and technical consultations to localities throughout the Commonwealth.

Anticipated Changes

VD FP anticipates that the curricula packages will continue to evolve to meet the evolving needs of Virginia's fire services. To this end, the Agency anticipates that it will modify many of its programs to become more Virginia specific as well as to add more material relevant to homeland security.

The Agency also anticipates a continued partnership with Virginia localities that are in need of one of the Agency's 60 fully equipped trailers for emergency response support needs.

Factors Impacting

As the needs of Virginia's fire services change, it is anticipated that an increase in the requests for technical assistance and consultative services from the Agency will also increase. As such, the Agency must ensure that it has the resources available to meet the often complex and ever changing needs of the fire and emergency services community.

Financial Overview

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	2,128,643	0	2,128,643
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title **File Type**

Emergency Operational Response Services [74405]

Description of this Program / Service Area

The Virginia Department of Fire Programs (VD FP) is a member of the Virginia Emergency Response Team (VERT) as designated by the Virginia Emergency Operations Plan (VEOP). VD FP provides operational support to communities during emergencies of all types. VD FP maintains seven division offices across the Commonwealth. These strategically located division offices provide the agency with a manageable span of coverage for emergency-time deployment of resources and personnel.

The agency also maintains the Mobile Incident Support Teams (MIST Teams), which consist of five to seven personnel trained to the Command and General Staff level within the National Incident Management System (NIMS). These teams can support and supplement local emergency operations coordination and can be requested by a locality through the Virginia Emergency Operations Center (VEOC) during a declared emergency.

For example, during the 2013 calendar year the agency was able to assist multiple jurisdictions with agency resources and staff. The Mobile Incident Support trailer was requested to respond to assist law enforcement in Bristol and the agency’s technical rescue chief was deployed to assist with the recovery of a body of an individual in a well at Southwest Virginia.

The agency's staff are also trained at the mission specific program areas for incident management team response. In this capacity, the agency provides assistance to localities as subject matter experts, but only upon request from the locality and deployed through the Virginia Emergency Operations Center (VEOC).

Mission Alignment

This service area provides operational support to communities in need during emergencies of all types.

Products and Services

Description of Major Products and Services

VD FP provides logistical support to localities during disasters. Examples of this logistical support include trailers of specialized equipment and personnel with subject matter expertise.

VD FP also provides support services to the Virginia Emergency Operations Center through the Emergency Services Function. The Emergency Services Function is a Department of Homeland Security staffing protocol for all emergency operations centers. VD FP provides Emergency Services Function (ESF) – 4, which supports interstate and intrastate firefighting efforts and Emergency Services Function (ESF) – 7, which provides logistical support through emergency management assistance compacts (EMAC). Emergency management assistance compacts (EMAC) are a federally supported program that provides avenues for seeking logistical resources. The agency also provides support to the Joint Information Center (JIC) during emergency declarations.

Anticipated Changes

The Agency anticipates continuing to provide operational response services to Virginia localities, however, these activities will vary based on the unique needs of each locality and response. Therefore, the Agency must continually review and revise its practices to ensure it is are prepared for all situations and events.

Factors Impacting

The main factor impacting the products delivered under this service area is the ever changing emergency response situations and needs. As such, the Agency must remain on the leading edge of disaster management to ensure it is adequately trained and prepared to respond.

Financial Overview

Funding for these activities is through the Fire Programs Fund.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	15,000	0	15,000
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title **File Type**

Service Area Plan

Public Fire and Life Safety Educational Services [74406]

Description of this Program / Service Area

The Virginia Department of Fire Programs (VDFP) provides training classes and technical assistance to local fire departments, fire and life safety educators, health educators, medical and public health professionals, classroom teachers, senior service providers, community and service organizations, parents, caregivers, and anyone else interested in collaborating on fire and life safety education.

Mission Alignment

This service area provides Fire and Life Safety Education (FLSE).

Products and Services

Description of Major Products and Services

Informational pamphlets regarding fire and life safety topics.

Smoke alarms provided as grants to local fire departments - when grant funding is available.

Coordinating existing statewide fire and injury prevention efforts in conjunction with the Virginia Fire Life Safety Coalition.

Developing goals, programs, and partnerships to increase statewide fire and injury prevention efforts.

Serving as liaison between federal, state, and local agencies and organizations involved in fire and life safety.

Developing fire and life safety education materials in several forms and by making the materials available for statewide use.

Provide fire and life safety education sessions on a request basis.

Fire safety programs for children in grades K-8.

Targeted and/or specialized training programs for Virginia's fire and emergency services community.

Delivery of Fire and Life Safety Educator Curriculum that meets the National Fire Protection Association's (NFPA) 1035 Standard.

Anticipated Changes

In the event the Agency's funding source, the Fire Programs Fund, does not see a funding growth or is decreased, the Agency's ability to meet all training requirements will be impacted.

Factors Impacting

Throughout the next biennium, the Agency will continue to develop goals, programs, and partnerships to increase statewide fire and injury prevention efforts.

Financial Overview

Although a special revenue account, the availability of base resources from the Fire Programs Fund is not without limit. Therefore, due diligence must be exercised.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	189,613	0	189,613
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title File Type

Service Area Plan

Fire Programs Fund Distribution [76401]

Description of this Program / Service Area

The Virginia Department of Fire Programs (VDFP) is funded as a special revenue account. Revenue is contained within the Fire Programs Fund from which VDFP allocates 75 percent of its total, after committed fixed obligations, as annual entitlements to jurisdictions, known as Aid-to-Localities (ATL) Entitlements. These entitlements, while subject to minimums are population based and allocated directly to the 324 Virginia counties, independent cities and incorporated towns. ATL may be used for fire services purposes within nine categorical areas which include training of firefighting personnel, public fire safety education, local or regional fire services training centers, firefighting equipment and supplies, fire vehicles/apparatus, protective clothing and prevention. ATL may not be used to supplant or replace local funding. The remaining funds, after disbursements to local jurisdictions, are used to provide direct funded training for localities and support Agency operations.

Mission Alignment

Funding by providing financial assistance to local governments.

Products and Services

Description of Major Products and Services

Aid-to-Localities Entitlements to the 324 counties, cities, and towns throughout the Commonwealth solely for fire service purposes.

Anticipated Changes

Since fiscal FY06, the Agency has achieved 100 percent Aid-to-Localities Entitlement disbursement. As such, it is the Agency's goal to continue to achieve 100 percent Aid-to-Localities disbursement. Therefore, over the next biennium, the Agency will work diligently to continue to maintain 100 percent Aid-to-Localities disbursement through agency and Virginia Fire Service Board promotion.

Factors Impacting

Throughout the next biennium, the Agency will continue to develop goals, programs, and partnerships to ensure 100 percent Aid-to-Localities distribution.

Financial Overview

Fire Programs Fund distribution in the form of Aid-to-Localities (ATL) is 75 percent of the fund after committed, fixed obligations.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	20,500,000	0	20,500,000
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title **File Type**

Live Fire Training Structure Grant [76402]

Description of this Program / Service Area

Per the Code of Virginia, the Virginia Fire Services Board provides grants to localities for the renovation, repair and construction of burn buildings. Burn Buildings are unoccupied structures whose sole use from point of initial construction is for the purpose of training firefighters in a live fire experience.

Mission Alignment

Providing financial assistance to local governments.

Products and Services

Description of Major Products and Services

Burn Building grants provides funds to localities to construct or repair burn buildings, which are essential to safely training firefighters under live fire and similar conditions.

Anticipated Changes

The Agency owns three Mobile Firefighter I and II burn building simulators. By having mobile burn simulators, the Agency is able to take the live fire training experience to localities throughout the Commonwealth and, in particular to those localities without a burn building.

Factors Impacting

The average life of a burn building is between 15 and 20 years and is dependent on the level of use of the facility. VDFP anticipates that many of the existing burn buildings in the Commonwealth will require repairs due to normal wear and tear, and there is a potential for insufficient funding to meet all repair requests.

Financial Overview

Burn Building grants are provided from the Fire Programs Fund, Fire Services Grant Program. As set forth under policy guidance by the Virginia Fire Services Board, presently up to \$480,000 may be awarded for a new construction burn building project and repair projects are approved on a case-by-case basis.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	2,500,000	0	2,500,000
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title **File Type**

Categorical Grants [76403]

Description of this Program / Service Area

The Virginia Department of Fire Programs (VD FP) and the Virginia Fire Services Board (VFSB) offer several grant opportunities via the Fire Programs Fund. These categorical grants include:

Virginia Fire Incident Reporting System (VFIRS) Technology Grants provide funding for eligible jurisdictions to purchase a computer (desktop/laptop/tablet) to enable VFIRS reporting.

Training Mini-Grants provide funding for projects and programs that positively impact and/or further fire service training within the Commonwealth.

Specialized Training and Conference Assistance Grants provide needed financial support for conferences and seminars sponsored by Virginia-based non-profit organizations that further the education of fire and emergency services personnel throughout the Commonwealth.

Additionally, VD FP receives Federal grant funding to support Federal initiatives prescribed in the Department of Homeland Security’s national strategies for training delivery.

Mission Alignment

Providing financial assistance to local governments.

Products and Services

Description of Major Products and Services

Financial assistance to local governments for fire services through grant funding.

Anticipated Changes

The elimination of the interest earnings from the Fire Programs Fund has eliminated the funding source for those grant programs not identified for funding in the Code of Virginia §38.2-401.

Factors Impacting

In the event the Agency's funding source, the Fire Programs Fund, does not see a funding growth or is decreased, the Agency's ability to meet all grant requests will be impacted.

Financial Overview

Categorical grants are financed via the Fire Programs Fund, a special revenue fund.

Biennial Budget

	2015 General Fund	2015 Nongeneral Fund	2016 General Fund	2016 Nongeneral Fund
Initial Appropriation for the Biennium	0	825,000	0	825,000
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title File Type