

Virginia Fire Services Board

Live Fire Training Structure Committee

Thursday, February 19, 2026

Virginia Beach Convention Center

1000 19th St, Virginia Beach, VA 23451

1:00 PM

MINUTES

A meeting of the Live Fire Training Structure Committee was held at the Virginia Beach Convention Center in Virginia Beach, Virginia. The meeting was called to order by Committee Chair James Calvert, and a quorum was present.

COMMITTEE MEMBERS PRESENT

James Calvert, Committee Chair – Industry (SARA Title III/OSHA)
Billy Hanks – Local Fire Marshal
Carla Keesee – Virginia Chapter, International Assoc. of Arson Investigators
Jess Rodzinka – Virginia Professional Fire Fighters
JM Snell II – Virginia Board of Housing and Community Development
Charles Sterne – General Public
Jerome Williams – Certified Fire Service Instructor
Steve Sites – Virginia Fire Prevention Association

COMMITTEE MEMBERS ABSENT

AGENCY MEMBERS PRESENT

Jamey Brads, Deputy Director
Theresa Hunter, Chief Administrative Officer
Michael Parris, Deputy Chief of Training and Operations
Spencer Willett, Government Affairs Manager

GUESTS PRESENT

Michael A. Matthews	Jim Eicholtz	Jason Johnson	Lee Williams
Rhett Fleitz	Andy Foley	Chris Olzkor	Glenn Summers
Colten Lotts	Nick Ramsey	Chad Wheeler	Larry Gwaltney
Brandon Proffitt	Thomas Young	Jon Hanson	Glenn Dean
John Butler			

CHANGES IN THE AGENDA

Board Clerk Spencer Willett recommended the City of Roanoke's request be moved from New Business to earlier in the meeting to allow for time to discuss the Live Fire Training Structure Program Policy.

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Motion: To move the City of Roanoke's Extension Request to immediately follow Public Comment

Motion: Calvert **Second:** Keesee

Discussion on the Motion: None

Vote: Unanimous

Action: Approved

PUBLIC COMMENTS

No public comment provided

CONSENT AGENDA

Motion: Approval of the minutes of the previous committee meeting (December 2025)

Motion: Sterne **Second:** Snell

Discussion on the Motion: None

Vote: Unanimous

Action: Minutes approved

REPORT FROM VDFP ADMINISTRATION

Calvert provided Chief Administrative Officer Theresa Hunter with the floor. She noted that there are currently six construction projects, nine repair projects, and four renovation projects.

COMMENTS FROM THE COMMITTEE CHAIR

Committee Chair Calvert commended Jamey Brads as the new deputy director. He also spoke about the consolidation of National Fire Protection Association (NFPA) 1402 and 1403 into NFPA 1400. Calvert mentioned a two-year time period to adopt new NFPA standards.

CITY OF ROANOKE EXTENSION REQUEST

Rhett Fleitz spoke on behalf of the City of Roanoke. The city is requesting an extension for the building permit for four months. Calvert asked if this was a burden on VDFP staff. Hunter said it would not be a burden. Fleitz explained that the city had delays related to zoning and were actively working on the project. Steven Sites recommended, based on his experience as a building official, the extension be for six months.

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Motion: To approve the City of Roanoke's Extension Request for six months

Motion: Keesee **Second:** Williams

Discussion on the Motion: None

Vote: Unanimous

Action: Approved for the board

UNFINISHED BUSINESS

a. Live Fire Training Structure Grant Program Policy

Calvert mentioned that the policy was sent out for the board to review prior to today's meeting and provided an overview of his recommended edits.

Jess Rodzinka asked about the impact on the agency's grants. Hunter stated that only new grant requests will be impacted. Brads spoke to people getting together for conversations and suggested no action be taken today. Calvert asked if the premise was to offer a program that is compliant with NFPA standards that meets the needs of the localities. Calvert spoke about NFPA 1403 compliance related to temperatures and thermal damage related to misuse.

Steve Sites supported using NFPA standards. He spoke about thermal linings and staying compliant with NFPA 1403.

Michael Matthews spoke about the history of the program. He mentioned the requirements for localities to apply for grants and touched on the costs associated with the maintenance of the structures. Matthews also discussed why Virginia's prototypes exceed the NFPA 1402 standard.

Keith Johnson thanked Calvert for his work and spoke about NFPA 1400 and said that everyone on the committee should review it since it was released in December. Johnson also spoke about not being bound by history. He mentioned his work with the Board of Housing and Community Development (BHCD) and noted that minimum standards should always be met and that programs must change to meet the needs of the commonwealth. He also spoke about helping localities who may not have the money to meet the standards. He recommended a full committee meeting sometime in April prior to the June Virginia Fire Services Board meeting to focus on the issue being discussed.

Johnson asked a technical question related to what building codes would govern a modular structure if built in another state. Matthews was given the floor to confirm that it would need to meet the standards of the state the modular is being built in, as well as Virginia. Sites stated it

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would meet local standards and when installed it would be under the laws of the commonwealth. Sites further spoke about a Department of Housing and Community Development program related to modular structures. JM Snell mentioned that some of the modular codes were created by the federal Department of Housing and Urban Development.

Spencer Willett advised that before the committee meets in April, leadership should have a discussion with agency staff. The committee needs to make sure they are in compliance with state regulatory requirements in addition to the NFPA. Calvert agreed and suggested meeting once NFPA 1400 has been reviewed.

Snell spoke about NFPA 1400 and noted that not much could be done during the meeting with the new standard having not been reviewed. He mentioned issues in section 13 of the policy. He also mentioned there is not enough money for thermal linings in all training structures in the program. He explained that Virginia does not have retroactive requirements, and that it could be costly to the commonwealth. He noted that funds could be used for other areas of need, such as the Personal Protection Equipment (PPE) grant program rather than thermal linings. He stated that thermal lining could also impact thermal hydraulics in buildings. He suggested no action be taken today.

Sterne spoke about looking at the investment the commonwealth makes in these structures. He noted there may need to be other program items added to protect those investments long-term.

Motion: To postpone any action on the Live Fire Training Structure Program Policy

Motion: Snell **Second:** Sterne

Discussion on the Motion: Calvert mentioned VDFP has applications that have been approved and there are localities waiting for the decisions of the committee so they can move forward. Snell mentioned one action item that was taken at September's meeting based on the subcommittee's recommendations.

Vote: Unanimous

Action: Motion carries, item to be discussed at the subsequent committee meeting

NEW BUSINESS

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ADJOURNMENT

Clerk of the Committee

Spencer Willett

Minutes completed by Tracey Frame

Documents related to this meeting of the Virginia Fire Services Board may be requested by contacting the Government Affairs Division by emailing PolicyOffice@vdfp.virginia.gov

