



# East Central Florida Fire Prevention Association



*Meeting Minutes:*

**Tuesday, June 11, 2024**

**Volusia County Training Center- 3889 Tiger Bay Rd**

## **Members Present**

1. Sharon Shivers- Deltona
2. Sam Schaller- Deltona
3. Lisa Nadeau- Deltona
4. Ajorie Bailey- Deltona
5. Howard Bailey- Ormond Beach
6. Richard Beauregard- Holly Hill
7. Dan Deckers- Volusia County
8. Quinten Donnellan- Deland
9. Mark Edgil- Volusia County
10. Fred Godawa- New Smyrna Beach
11. Terry Griffiths- Retired
12. Eric Hill- Wiginton Fire Systems Orlando
13. Jeff Humphrey- Edgewater
14. Chip Johnson- Volusia County School Board
15. Steve Lane- New Smyrna Beach
16. Shane Lanoue- Volusia County
17. Fred Link- Volusia County
18. Norman Medders- Daytona Beach Shores
19. Ken Mitchell- Volusia County School Board
20. Ray Santana- Orange City
21. Brian Sievertson- Daytona Beach
22. Tom Smith- Wiginton Fire Systems Orlando
23. Don Wiech- New Smyrna Beach
24. Rebecca Whidden- Deland

## **Call to Order**

Meeting was called to order by Sharon Shivers, President at 2:13 PM

## **Meeting Minutes**

Approval of May minutes with April 1-30 financial reports. Motion made by Sam Schaller and second by Richard Beauregard.

## **President's Report**

- *Fire Chief's Group Meeting*
  - I attended the Fire Chief's Group meeting on Wednesday, June 22, 2024, and discussed the revised food truck MOG and checklist. No one had questions. The MOG was approved; however, it now moves onto the MOG committee for review/formatting.
    - The next step is to send the revised checklist and decal to the printers for printing.
  - I advised them that our website, which is a subpage to the Fire Chief's website, is complete to include informing them know what they can expect to see on the page.

## **Vice-President's Report**

Nothing to report.

## **Secretary/Treasurer's Report**

- *Financial reports for May 1-31*
  - Checking- \$6,394.49
    - Deposits- \$125 in membership dues
    - Expenses- \$61.25 for the Sunbiz Annual Registration
  - Savings- \$1,000.80
    - Deposits- nothing to report.
    - Expenses- nothing to report.

## **Important Notes:**

- *Sign-in sheets.*
  - Please do not forget to sign-in on both sheets (ECFFPA and VCFR)
  - Please remember to include your FDICE number when signing the VCFR sheet.
- *ECFFPA Contact Sheet*
  - Please review your information for typos, corrections, etc. If changes are needed, please make them and initial.
  - If your information is grayed out, then your information is up to date.
  - The contact sheet will be used for emails, contact information, and future classes so it is important to keep your information current.

## **Committee Reports**

None

## **Old Business**

### **Ken Mitchell**

- *Delayed Egress*
  - Nothing further to report.

### **Sam Schaller**

- *Conveyor Belt Pizza Ovens*
  - Nothing further to report.

### **Sharon Shivers**

- *Countywide Redbook*
  - Sharon Shivers sent out the Orange County version and the draft 2021 Volusia County book for everyone to review and provide input. To date, I received feedback from Rebecca Whidden who suggested a few modifications.
    - I received Deland and Daytona Beach specific changes which will be placed in the appendix.
    - Anyone with specific changes that need to be placed in the appendix should send them to me before our next meeting.
    - The goal would be to send a final draft version to the Fire Chiefs Group ahead of the July meeting for review, but if it is not ready then we can push it back. I am not trying to rush through it.
    - Sharon Shivers asked if a MOG would need to be created since this would be a unified document.
      - Howard Bailey said that was a good question but did not know. It would fall under the Volusia County-wide proofing.
      - Howard Bailey suggested Sharon Shivers reach out to Chief Allen after we have drafted the book and inquire if a MOG would be needed.
    - Terry Griffiths inquired how many municipalities are there in our county that have more stringent requirements?
      - Sharon Shivers advised that she does not know the answer to that since she had only received two municipalities changes thus far.
    - Sharon Shivers advised the group to send all changes to include global to Shane Lanoue and any specific changes a municipality has should send them to Sharon Shivers.
    - Brian Sievertson suggested we add contact information for each municipality. Shane Lanoue suggested just listing the fire departments along with a single main contact number, but not listing individuals.
    - Shane Lanoue suggested that we add language from NFPA 241 which is adopted by the state on having infrastructure in place (aka underground and roadways) before allowing contractors to go vertical.

## **New Business**

None

## **Presentation**

None

## **Roundtable**

### ***Sharon Shivers***

- ***CEMP's***
  - Shane Lanoue is trying to get Yolanda Buckles from County Emergency Management to come speak with us in August regarding her expectations with CEMP's. Specifically, what does she need from the jurisdiction and is there a way we can standardize what she does need across the board.
  
- ***BDA's***
  - I am going to try and get Trent to come and speak with our group in September regarding their expectations with annual BDA testing.
    - Currently, there are unknowns about what is needed from a local and/or county involvement standpoint.
    - Tom Smith advised that BDA's need to go through every 5 years and check the zones and there are still very new for them. For now, they are verifying that the signals are still being received at the FACP.

### ***Sam Schaller***

Nothing to report.

### ***Dan Deckers***

- ***Three Story Condo Egress***
  - Scenario: Can anyone think of a reason as to why a 3-story condominium, multi-family, the second floor enters as a main entrance? You have stairs that go up, enter the house. Then there are stairs that go up to what is really the third floor, and there is a balcony with egress stairs. The problem is, they have a/c units on that balcony, which blocks egress. So, can anyone think of how a balcony that has exterior stairs that are used for egress would be allowed to be blocked by a/c units?
    - Mark Edgil advised that there is only about 12-14 inches of travel space.
    - Shane Lanoue advised that these were permitted a/c units.

### ***Mark Edgil***

Nothing to report.

### ***Lisa Nadeau***

Nothing to report.

### ***Ajorie Bailey***

Nothing to report.

**Quinten Donnellan**

Nothing to report.

**Shane Lanoue**

- **Fire Investigations**
  - Who all are doing fire investigations?
    - Deland- yes
    - Orange City- yes
    - New Smyrna Beach- yes
    - Daytona Beach- yes
    - Ormond Beach- yes
    - Deltona- yes, if needed

**Fred Godawa**

Nothing to report.

**Don Wiech**

Nothing to report.

**Richard Beauregard**

Nothing to report.

**Howard Bailey**

Nothing to report.

**Norman Medders**

Nothing to report.

**Jeff Humphrey**

Nothing to report.

**Steve Lane**

- *Admin Assistant Position*
  - The Fire Marshal's Office is looking for a new administrative assistant if anyone knows of someone. Starting pay is around \$18.50 per hour to start.

**Terry Griffiths**

- *Food Trucks*
  - What jurisdictions require inspections of food trucks placed on government or private property?
    - The consensus of the group is everyone inspects them regardless of where they are operating except for trucks placed on agricultural property, which are then exempt per Shane Lanoue.

- Terry Griffiths posed the question then, if a citizen has a party and parks one food truck would they require a special event permit?
  - Terry Griffiths advised that in Deland you cannot operate a food truck without a special event permit unless it is on private property.
  - Sharon Shivers advised no, not in Deltona. The placement of more than two would require a special event permit.
  - Richard Beauregard advised that you cannot operate a food truck in Holly Hill without a special event permit.
  - Steve Lane advised that you cannot operate a food truck in New Smyrna Beach without a special event permit.
  - Norman Medders advised that you cannot operate a food truck in Daytona Beach Shores unless it is affiliated with a city function.

***Brian Sievertson***

Nothing to report.

***Tom Smith***

Nothing to report.

***Eric Hill***

Nothing to report.

***Ken Mitchell***

- *School Fire Safety Inspections*
  - We have completed all the school annual inspections. Reports have been submitted to the board for approval. Once approved I will bring copies for each jurisdiction.

***Chip Johnson***

- *BDA Status*
  - Pine Ridge High School is not yet completed but are working on it. Will give two weeks' notice when ready.
  - Woodward Avenue will need a BDA. Greg and Trent tested with P25, and it did not get a signal.

***Rebecca Whidden***

Nothing to report.

***Fred Link***

Nothing to report.

***Ray Santana***

Nothing to report.

## **Projected Project Goals**

Create a Countywide Redbook

## **Meeting Adjourned**

Meeting was adjourned at 3:13 PM. Motion was made by Dan Deckers and second by Shane Lanoue.

***Next meeting is Tuesday, July 9, 2024, at 2:00 PM***

VCFR Training Center located at 3889 Tiger Bay Rd. Classroom TBD