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City of Alexandria, Virginia

MEMORANDUM

**DATE:** SEPTEMBER 20, 2010

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** JAMES K. HARTMANN, CITY MANAGER *J*

**SUBJECT:** SUBMISSION OF AN APPLICATION FOR A TRAINING  
MINI-GRANT FROM THE VIRGINIA FIRE SERVICES BOARD

**ISSUE:** City Council consideration of a grant application in the amount of \$10,000 to the Virginia Fire Services Board (VFSB) for training equipment to be used at the Fire Department's Professional Development Center.

**RECOMMENDATION:** That City Council authorize the City Manager to:

- (1) Submit this grant application to the VFSB in the amount of \$10,000 for the purchase of fire training equipment; and
- (2) Execute all the necessary documents that may be required.

**BACKGROUND:** In August 2000, the VFSB adopted a policy to administer mini-grants from the interest earned from the Virginia Fire Programs Fund. The purpose of these mini-grants is to fund training projects and programs to improve the educational efforts of fire service agencies throughout the Commonwealth. The grant provides a maximum of \$10,000 and is awarded to Virginia jurisdictions on a competitive basis.

**DISCUSSION:** The grant application requests monies to purchase an Audience Response System, portable projectors, materials for a Driver/Operator program, and to enroll personnel in a team building program through George Mason University. The Audience Response System is used with PowerPoint presentations and for oral quizzes to capture audience responses to questions. This provides instructors with instant data on captured knowledge. The portable projectors will allow training and presentations to be accomplished in an offsite facility. Due to the lack of space we are often forced to relocate to other facilities to conduct training. The materials for the Driver/Operator program are to begin a new initiative to train our personnel on the safety and operations of larger apparatus. Finally, the Team Building program is a one day course provided by George Mason University for the members of our leadership team.

The Professional Development Center provides recruit and in-service training for Fire and EMS personnel, reserves classrooms for other City departments, and schedules interjurisdictional meetings and exercises with other fire-service agencies in the Washington Metropolitan Area.

**FISCAL IMPACT:** This grant does not have a cash-match requirement; however, the VFSB requires grantees to electronically report, for three continuous years, injuries and loss of life or property caused by fire and similar hazards. The City is also responsible for the normal administrative costs associated with each grant, including financial and reporting oversight provided by the Fire Department, as well as the Office of Management and Budget, and the Finance Department.

**STAFF:**

Adam K. Thiel, Fire Chief

Andrew Snead, Assistant Fire Chief

Dwayne Bonnette, Battalion Chief, Chief Learning Officer

Mayuri Middough, Fiscal Officer, Fire Department