

## Copy of Invitation

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*If you are receiving this email/invitation – your locality has been identified as an owner/operator/lead locality for one of the 45 Burn Buildings within the Commonwealth of Virginia.*

**Please see the invitation below, your presence/feedback will be greatly appreciated;**

**What:** Virginia Fire Services Board is holding a Burn Building Committee Meeting on Tuesday, August 2, 2016 @ 10am at the VDFP Headquarters located at 1005 Technology Park Drive Glen Allen, VA 23059.

**Purpose of Meeting:** It is recognized that one size and type of a Burn Building may not necessarily meet the needs of all localities. Some jurisdictions may wish to choose a design different than the ones provided through the Commonwealth's prototype plans. This meeting's intent is to get localities' feedback as end-users of the 45 training structures across the Commonwealth and their perspective on the Burn Building Program.

**Scope of Feedback:** How do you feel about the current prototype plans? What changes need to be made in order for the program to meet your respective needs? How can VDFP and VFSB assist localities in delivering superior training facilities? Etc.

**Structure of Meeting:**

1. Sign up to speak upon arrival.
2. State name, organization/locality you represent.
3. Provide feedback.
4. Do not repeat/echo previous comments/feedback.
5. Each individual/organization may speak for up to **3 minutes**.
6. If you want to provide a written statement, staff and members of the Burn Building Committee will review the prepared documents. You can email it in advance to [Mohamed.Abbamin@vdfp.virginia.gov](mailto:Mohamed.Abbamin@vdfp.virginia.gov)
7. Red flash card means, you are reaching your allotted time.

Please RSVP to [Mohamed.Abbamin@vdfp.virginia.gov](mailto:Mohamed.Abbamin@vdfp.virginia.gov) as soon as feasible.

**Enclosures:** Background Burn Building Program and Agenda - Attached.