

# Alaska Fire Standards Council Spring Meeting

## DRAFT Minutes for May 6, 2023

On-site Council Meeting

Crown Plaza, 109 W International Airport Rd, Anchorage, AK 99518

### I. Call to Order 9:17am

### II. Roll Call

(\*Zoom \*\*Absence Excused)

**\*Bones, Tyler** (Fairbanks) - Present  
Public/Over 2500 Residents

**\*Edsell, Christopher** (North Pole) - Present  
Fire Fighter Representative

**Grimes, Daniel** (Soldotna) - Present  
Chair, Fire Chief's Association

**\*Hartley, Christian** (Houston) - Present  
Chief Admin Officer/Fire Chief/volunteer staff

**Knowlton, Kevin** (Nome) - Present  
Volunteer Fire Fighter/Over 2500 Residents

**\*\*Long, Brian** (Juneau) – Excused  
Chief Admin Officer/Fire Chief/paid staff

**Mathis, Robert** (Anchor Point) – Present  
Volunteer Fire Fighter/Under 2500 Residents

**\*McMichael, Virginia** (Chugiak) – Present  
Fire Fighter Representative

**Nakano, Lloyd** (Anchorage) – Present  
State Fire Marshal/Designee

**\*Sprehe, Dorianne** (Wrangell) – Present  
Vice Chair, Public/Under 2500 Residents

**Vacant** ()  
Alaska Professional Fire Fighters Association

**Vacant** ()  
Fire Fighter Representative/ASFA

**Stephanie Parker (Anchorage)** – Present  
AFSC Administrative Assistant II Certification Clerk

**Lisa Shield (Anchorage)** – Present  
BFAST Fire Training Specialist B Detachment & AFSC-Lead

**Mark Brauneis (Anchorage)** – Present  
BFAST Fire Training/AFSC Administrator

### III. Visitor Recognition

Welcomed visitors – Aaron Danielson AAPF, Hans Nelson Northwest Arctic Borough

IV. **Approval of Agenda**  
*Move to approve – Mathis*  
*Second – Hartley*  
*Approved*

V. **Approval of Minutes**  
*Move to approve – Knowlton*  
*Second – Nakano*  
*Approved*

VI. **Review Statute & Mission/SWOT Grid**  
[AS 18.70.320-18.70.369](#) & [AFSC Mission](#)  
 Grimes - Agenda item in Old Business

VII. **Review Strategic & Operations Plan**  
[AFSC 2018 Strategic Plan](#) & [AFSC Fall 2017 Operations Plan](#)  
 Grimes - Agenda item in Old Business

VIII. **Administrator’s Report**  
 Mark – Verbal overview of active roster.

<b>AFSC Public Roster</b>			
<i>Member/Seat Designation (Under AS.18.70.320)</i>	<i>Initial Appointment</i>	<i>Reappointment</i>	<i>Term Expires</i>
<b>Bones, Tyler</b> (Fairbanks), Public/Over 2500 Residents Email: tbones@lynden.com	10/22/2021	12/1/2022	12/1/2026
<b>Edsell, Christopher</b> (North Pole), Fire Fighter Representative Email: cedsell@northstarfire.org	10/21/2019		12/1/2023
<b>Grimes, Daniel</b> (Soldotna), Chair, Fire Chief’s Association Email: grimesdaniel02@gmail.com	11/20/2013	2/24/2022	12/1/2025
<b>Hartley, Christian</b> (Houston), Chief Admin Officer/Fire Chief/volunteer staff Email: chartley@houston-ak.gov	10/26/2016	10/21/2019	12/1/2023
<b>Knowlton, Kevin</b> (Nome), Volunteer Fire Fighter/Over 2500 Residents Email: kevinknowlton@nome.net	3/22/2023		12/1/2026
<b>Long, Brian</b> (Juneau), Chief Admin Officer/Fire Chief/paid staff Email: brian.a.long@conocophillips.com	4/4/2016	12/1/2021	12/1/2025
<b>Mathis, Robert</b> (Anchor Point), Volunteer Fire Fighter/Under 2500 Residents Email: rmathis@kpb.us	2/24/2022		12/1/2023
<b>McMichael, Virginia</b> (Chugiak), Fire Fighter Representative Email: chugiakemt@gmail.com	2/24/2022		12/1/2025
<b>Nakano, Lloyd</b> (Anchorage), State Fire Marshal/Designee Email: lloyd.nakano@alaska.gov	4/19/2023	N/A	N/A
<b>Sprehe, Dorianne</b> (Wrangell), Vice Chair, Public/Under 2500 Residents Email: wrgfire@gmail.com	11/20/2020		12/2024
<b>Vacant</b> (), Alaska Professional Fire Fighters Association Email:			12/1/2022
<b>Vacant</b> (), Fire Fighter Representative/ASFA Email:			12/1/2024

Grimes – Are we waiting for Boards or the associations?  
 Nakano – Will verify that names have been submitted for vacant seats.  
 Mark – Verbal overview of archive member’s roster.

## AFSC Membership Listing Archive



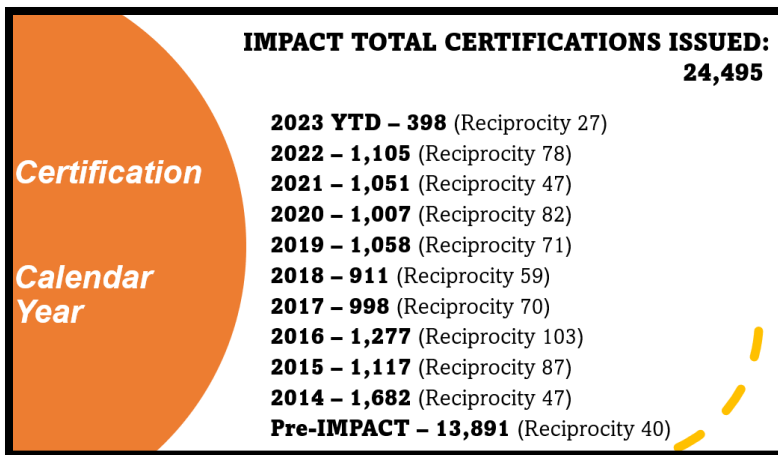
Former Members	Address	Orig Appt	Term Expiration	Actual End Date	Final
Akerley, Kenneth G.	C Anchorage, AK 99502-1998	8/30/2001	8/15/2005	4/16/2004	Archive
Barker, Mark	K Anchorage, AK 99507-1225	7/1/2000	N/A	5/27/2005	Archive
Bender, Jerome (Jake)	D Chugiak, AK 99567	11/25/2014	12/1/2022		Plaque ordered 5/3/2023
Bettac, William R.	K Anchorage, AK 99507	4/30/2004	8/15/2007	1/23/2006	Archive
Boothby, Richard	K Anchorage, AK 99507	1/1/2019	N/A	8/1/2022	Plaque ordered 5/3/2023
Brevik, Gaylen E.	J Juneau, AK 99801	6/10/2002	8/15/2003	Unknown	Archive
Coon, Greg	D Kenai, AK 99611	2/8/2006	8/15/2009	6/9/2008*	*Reappointed seat desig.
Coon, Greg	A Fairbanks, AK 99775	9/4/2009	10/15/2017	9/16/2015	Final letter sent 10/2015
Crisp, James (Bryan)	E Nikiski, AK 99635	10/27/2011	10/15/2019	7/1/2019	Plaque at AFSC 2021
Darnell, John B.	H Palmer, AK 99645	6/9/2008	8/15/2010	5/1/2009	Lane Final Letter
Davis, Brian C.	D Fairbanks, AK 99701	4/30/2004	10/15/2014	2/5/2013	
Dennard, Robert	H Sitka, AK 99835	9/4/2009	10/15/2014	10/15/2014	
Dingman, Joseph	G Utqiagvik, AK	10/21/2019			Plaque awarded
Dobson, Jeffrey S.	F Wasilla, AK 99687	8/30/2001	8/15/2007	Unknown	Lane Final Letter
Downes, John	I Copper Center, AK	1/4/2013	7/2/2014	Unknown	Plaque awarded
Elmer, Scott	E Homer, AK 99603	8/30/2001	8/15/2005	Unknown	Archive
Endres, Benjamin (Ben)	I Glennallen, AK 99588	10/26/2016	10/15/2020	3/27/2018	Relocated to pop. <2500
Ennenga, Jeff	K Anchorage, AK 99507-1225	2/16/2012		11/1/2012	Resigned from TEB
Fish, Michael C.	E Anchorage, AK 99507		N/A	11/1/2012	
Frey, Douglas D.	J	6/10/2002	10/15/2011	11/7/2011	Archive
Garcia, Sara	C Petersburg, AK 99833	10/26/2012	10/15/2020	3/1/2021	Plaque awarded

## AFSC Membership Listing Archive

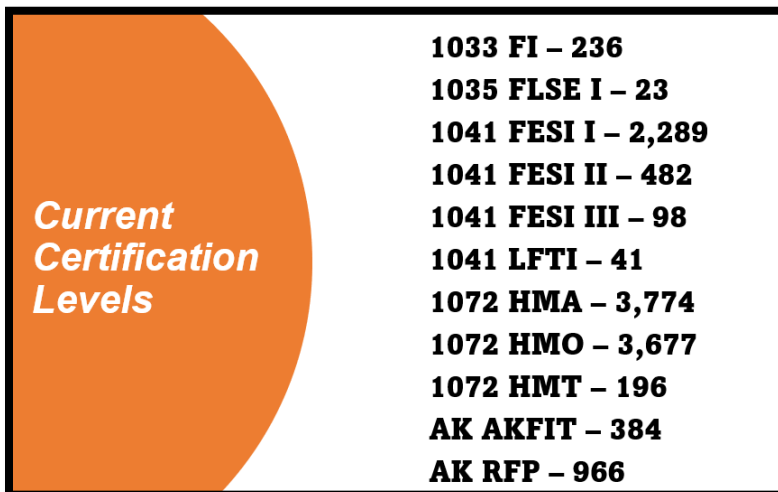
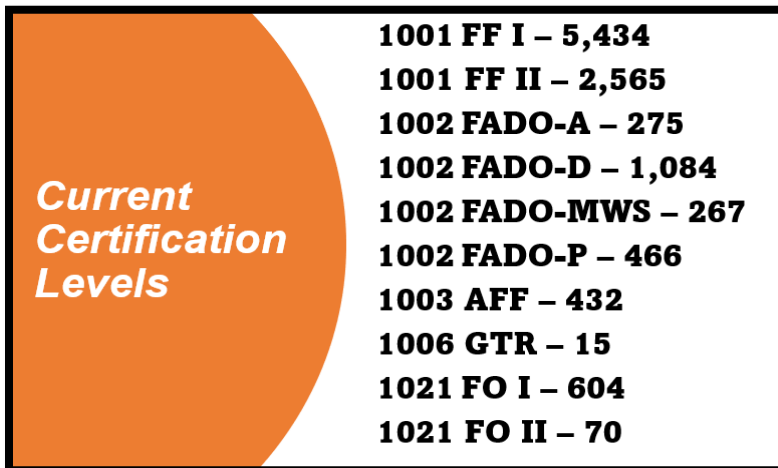


Former Members	Address	Orig Appt	Term Expiration	Actual End Date	Final
Gibbs, David	J Fairbanks, AK 99707	6/9/2018	3/1/2020		Resigned-Plaque at AFSC 2021
Hanson, Michael	C Unalaska, Alaska	10/15/2020	10/15/2024	2/1/2022	Plaque ordered 5/3/2023
Hettrick, Jodie M.	K Anchorage, AK 99507-1225	1/23/2006	N/A	12/1/2011	Plaque awarded 2013
Johnston, Roy G.	J Nome, AK 99762	8/30/2001	8/15/2005	1/1/2002	Archive
Jones, Jr., G.R. (Rocky)	G Wasilla, AK 99629	8/30/2001	8/15/2009	6/9/2008	Lane Final Letter
Jones, Stephen	D Fairbanks, AK 99701	3/22/2013	10/15/2014	10/15/2014	
Kopy, Yvonne	I King Salmon, AK 99613	2/8/2006	8/15/2009	5/1/2009	Lane Final Letter
Krill, John J.	F Wasilla, AK 99687	8/30/2001	8/15/2005	1/1/2002	Archive
Lane, Jr., Bryan (Buddy) W.	B North Pole, AK 99705	2/8/2006	10/15/2019	7/31/2016	Retired as North Pole FD Chief
Leipfert, Richard G.	B Ketchikan, AK 99901	8/30/2001	8/15/2007	Unknown	Lane Final Letter
Lundin, David	H Palmer, AK 99835	11/25/2014	10/15/2022	10/1/2022	Plaque ordered 5/3/2023
Mitchell, Jan	K Anchorage, AK 99507	2/19/2013		5/31/2017	Resigned from BFAST
Moore, Gregory	J Palmer, AK 99645	2/8/2006	8/15/2007		Lane Final Letter
Nemeth, Michael E.	G Nelson Lagoon, AK 99571	6/9/2008	10/15/2011	5/1/2017	
Reed, Carol R.	C Valdez, AK 99686	4/16/2004	10/15/2010	12/17/2010	Lane Final Letter 1/11
Rotroff, Loren (Bud) C.	I North Pole, AK 99705	8/30/2001	8/15/2005	8/15/2006	Archive
Skaflestad, Arlen	G Yakutat, AK 99689	1/4/2013	10/15/2019	Unknown	
Steeves, Christopher G.	F Eagle River, AK 99577	6/9/2008	10/15/2021	Unknown	Plaque at AFSC 2021
Stevens, Al	C Sitka, AK 99835	12/17/2010	10/15/2012	5/22/2012	
Weller, Walter	I Pelican, AK 99832	10/29/2018	10/15/2020		Plaque at AFSC 2021

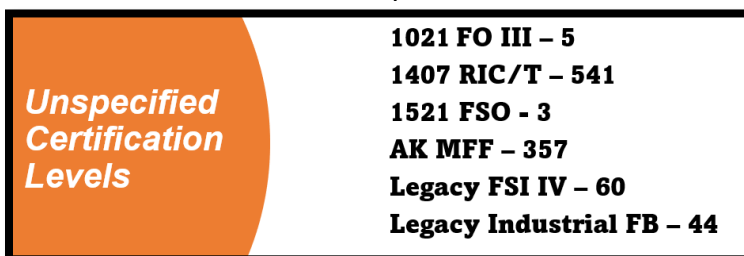
Mark – Verbal overview of IMPACT certs.



Mark – Verbal overview of current cert levels.



Mark – Verbal overview of unspecified cert levels.



Grimes – Can you clarify that?

Mark – Those are certs that we do not currently issue but had in the past.

Mark – Verbal overview of finance report. Typo on collected \$540,000??

Mark – We will look into that.

### *Finance Report – Carry Forward Year to Date*

<b>Fiscal Year</b>	<b>Projected Carry Forward</b>	<b>Collected</b>
<b>2023 to 2024</b>	\$ 99,262.40	\$ 541,166.15

Knowlton – Where do we get money from?

Mark – General fund and revenue from certifications and testing. We are not for profit, many of our costs are under DPS.

Grimes – Can we move money from contractual to personal services?

Mark – Just because we have money doesn't mean we can move to a permanent position, otherwise we can move money around a bit outside permanent position.

Mark – Verbal overview of current events.

### Employee Status/Disposition

- AFSC Clerk/Admin. Asst.,  
*Stephanie Parker*

- Juneau Office Assistant,  
*Michel Barte*

- Anchorage Office  
Assistant, on 2<sup>nd</sup>  
advertisement... vacant

- Juneau OA tasked to support AFSC related travel, and invoicing
- Anchorage OA tasked to support AFSC Clerk weekly with physical test process support
- Anchorage B Detachment Fire Training Specialist tasked to provide technical support and functional oversight for AFSC processes.
  - Additional AFSC rage 19 Lead did not make the budget.
- Administrator, Executive oversight for the program
- Detachment Fire Training Specialists available to support on a limited basis, and in task specific roles
- ... labor distribution percentages underdevelopment

### Employee update

Grimes – Echo Mark's comments on Russell and Shield's extensive efforts to keep the office running with vacant positions.

1. Recently acquired temporary office space withing DPS HQ Building...still in a transitory state
2. Operational focus on IFSAC Audit scheduled for November
  - a. WA onsite 5 June to assist in a preaudit review and preparation
  - b. Brauneis to support one IFSAC Visit between June and September
3. High interest “Take Away” from IFSAC Conference
  - a. Rubric based skill sheets under consideration, but not required. Only ProBoard requires that format
  - b. Remote observer option for testing in prohibited. Proctor must physically be in the test area for the duration of the test session
  - c. Test Bank review process further defined with a deliberative approach to “distractors”.
    - i. May require all test banks to be re-accomplished, at the very least is more specialized training for test bank reviewers
  - d. Compliance with active standards implementation clarified from 36 months to 42 months.
  - e. Only one full time staffer for IFSAC, adding additional levels process significantly modified as a result... submittal of updates is all that is currently required to field updates. Consequently, all our updates that were in the que awaiting approval are current

Website and messaging soon to follow

#### Location update

Grimes – Do we have a new location since the other fell through?

Nakano – No, we will need an RFP and are still looking, it will take a great deal of money.

Grimes – Is the intent still to move the entire DFLS to one building?

Nakano – Yes.

#### IFSAC Audit update

Mark – If you are interested in going through an audit with another agency, you are welcome as a AFSC member.

#### IFSAC Conference update

Grimes – Admin update, not council item, get the “remote” testing verbiage into the CPM. There are other options with third party test sites. Clarify in the CPM what the differences are regarding remote testing.

Mark – Private test sites are one reason FL failed their audit. We can use an educational facility if they do not have access and/control of the tests.

#### Test Bank Review Process

Mark – Training needed for Test Banks Reviewers.

Grimes – The term “distractors” clarification.

Mark – They can’t be possibly right but also not obviously ridiculous either. We will put together training for this.

Grimes – Can you explain the sentence “the submittal of updates...”

Mark – IFSAC used to send a letter before we could update to the new seals. Now when we send the letter we can start issuing new seals.

#### Process successes

**Break – Grimes, 10 minutes, start 10:02 – reconvene 10:11**

#### 4. Process successes

a. Completed testing and implementation of sustainable revisions in the Test Certification process. Demonstrably reduced Certificate issuance delays from months to days, with the vast majority processing in under 30 days. Additional control measures in testing to track applications closing in on 30 days. Anecdotal averages at 2 weeks.

i. This does not include unpaid applications, problem applications, certifications awaiting portfolio review or IFSAC update.

b. Introduced online item test bank review process. Reduced months long process to an average review period of 1 hour and 40 minutes.

c. Completed a full review and update to all our online products. Updates to the website in process. To include a one-page Standards Data Sheet that essentially replaces the individual directives.

d. Despite employee shortage, 100% of scheduled test sessions were accomplished.

#### 5. Process challenges

a. Identified that process development needs to be in shareable domain, across our enterprise. My months long absence highlighted several key areas where information was inaccessible, resulting in several critical delays.

b. Loss of admin support delayed the implementation of NETEXAM until new hires are fully operational.

#### 6. Council Education Component Discussion

Mark – Council related Google drive to put docs for review. We will have that up and running in a few weeks. New Skill Sheets, Training Records, Standards Data Sheet, that are interconnected for one change to update all docs. Technical Committee will get data and staff will be able to update docs in minutes not months.

#### Process Challenges

Mark – Communication issues with the Teams phone system.

Grimes – Is this a system for all DPS? Are they having issues? At what point does someone say we need a new system?

Mark – We are having issues specific to the physical location in the building.

Nakano – This is an IT issue that they are working on but we may need to go back to a landline trunk system. Not a computer phone, revert to the old system.

Edsell – Many people cannot access Google Drive; can we look into getting council member email addresses that will allow us to log into a cloud?

Mark – We will look into it and get back to it.

Mark – Educational Component discussion has been added to New Business.

Mark – Verbal overview of 2022 action items. Time of meeting start was missing from agenda, that has already been fixed. Due to my absence the in-person technical committee review did not happen.

However, I have already spoken with several tech committee leads that it affects and scheduled an online component for the third week of June the technical committee workgroup.

Transition back to traditional meeting minutes format

- ✓ The information Lisa sent out is a more traditional format. The blocks and boxes nightmare is removed and streamlined both for readability, and to maintain consistency with the live minutes update accomplished during the meeting. Minutes and Agenda will be the same document.

Prepared NETEXAMS Update/Report, deferred until Spring Meeting

“Descriptors” on Consolidated Standards Status Sheet to be more clearly defined

- ✓ Complete
- ✓ Include “legend” on Consolidated Standards Status Sheet
- ✓ Status sheet adjusted to no longer require a legend

Remove Timelines within individual Cert Directives. Duplicative effort from Policy Manual

- ✓ Complete, effected documents updated, uploading to website over the next week.

Develop measurable improvement matrix, for certification processes

- ✓ Online test validation process ran a third rendition. We identified a few minor areas to improve, and we will field this process as the standard moving forward for test bank validations.
- ✓ The development and implementation of the on-site technical committee review processes is another.  
(See below for calendarizing Tech Committee meetings).
- ✓ Fall 22 meeting reversal of the 2019 financial collection and certification processes.

Review online payment system adopted by SOA/DFLS for potential utilization by AFSC

- ✓ Based on hard coded verbiage, and processes unique to the Plans review bureau, this system will NOT be an option for our specific needs, without significant modifications.

~~Schedule Spring AFSC Council Meeting in concert with Fire Chief Leadership Summit in Juneau~~

Schedule special meeting regarding legislative initiatives – Email initiative instead of meeting, will update. Add to agenda

Identify and create “fixed” schedule for Technical Committees to meet similarly to scheduled AFSC Council Meetings (re., SPRING/FALL)

- ✓ Spring meeting was scheduled and subsequently cancelled due to my absence. In speaking with effected technical committees, proposed window as an alternative is 19-23 June.

Public messaging relative to changes to test release data made during Fall Meeting – Public messaging for all changes regardless of when they changed

- ✓ Our anticipated transition to quarterly update did not occur, mostly due to my absence, however, anticipate be back on track within the next few weeks, with modifications to prevent unanticipated delays in the future.

Mathis – Why is the strike though on the action items?

Grimes – That was you and I meeting in Juneau between the two meetings. We will speak to it in the new business.

## IX. Technical Advisory Committee- Progress Reports

Mark – AFSC NFPA Standards Overview reading. The website is being updated now and will be up next week.

Grimes – I hear you, but we have heard that the website will be updated in the past. It is not updated until it is updated on the website. If it is going to be a week that is amazing, but is it reality?

Mark – Yes, it will be updated we have someone in house now.

Russell – I am the one doing it, call me directly if something is not correct. You hold me accountable.

Grimes – I appreciate that, but it isn't a reality for the rest of the fire service. Things need to be updated and correct right when they are updated. Is there a way for us to get information out so the public can



verify the information is updated?

Mark – The new process will allow us to get accurate information out in a timely manner. FESI II and III were the test for getting the new data-based system set up.

Grimes – Can we go back to the overview document? Typically, standards are on a 5 to 6-year cycle. Is there some way we can get the next update in this document?

Lisa – Yes, it is there and in the new SDS.

**NFPA 10: Portable Fire Extinguishers – Christian Hartley**

Hartley – no comment

**NFPA 472/1072: Haz Mat – Tyler Bones**

Tyler – We have people that are ready in the committee, curriculum is months out before publishing. We are ready to go though.

**NFPA 1001: Fire Fighter – Vacant**

Mark – Looking for a lead for this committee.

**NFPA 1002 Driver Operator – Todd Russell**

Mark – Sitka will be doing a program with BFAST.

**NFPA 1003: Airport Firefighter – Darcey Perry**

Mark – Found some verb issues within skill sheets that will need clarification.

**NFPA 1005: Marine FF for Land Based Firefighter – Rob Mathis**

Mark – IFSAC has this now and will be working on it after HM is done. June will have a final draft.

Mathis – It will be converted to 1010.

**NFPA 1006: Technical Rescuer – Don Werhonig**

Tyler – Has a committee with lots of interest, this certification is very wanted and has a Utah template to follow.

**NFPA 1021: Fire Officer – Alex Boyd**

Mark – Internal control issue with this that needs to be done with Technical Committee to update.

Grimes – The documents are ready but not online?

Lisa – Yes, all updated and ready and issuing certs to 2020 for I & II still need to update online.

**NFPA 1033: Fire Investigator – Bryan Crisp**

Mark – Complicated pre-requisites.

**NFPA 1035: Fire Life Safety Educator/YFSI – Kyle Green**

Mark – This is in Technical Committee and working it out.

**NFPA 1041: Fire & Emergency Services Instructor – Dan Grimes**

Grimes – You are looking at just having the Technical Committee look at a new standard because it is new, not to have each Technical Committee changing formats each time.

Mark – Yes, wanting a review

**NFPA 1041: Live Fire Technician – Jason Buist**

Buist – 1403 was difficult for everyone to make it work, it got moved under 1041 and was also challenged with making it work. Alabama is one of only a few in the country with IFSAC accreditation using the standard under 1041. Alabama gave us theirs to use as a model. The technical committee will review content for Alaska. Old LFTI certs in AK will require a bridge class to get updated certifications.

**NFPA 1407: AK Rapid Intervention Technician – Grimes now the Technical Committee Lead**

Mark – This is approved only through AFSC, we need a Technical Committee to move this forward.

**NFPA 1521: Fire Department Safety Officer – Jake Bender**

Mark – We will move on this in June.

**AK Rural Fire Protection Specialist – Ben Knowles**

Mark – Need to have curriculum put in a more formal format, it has been taught a few times and by all BFAST Training Specialists.

Public Facing Overview document

Mark – This is the document that will update all other documents.



## NFPA Certification Status Effective May 1, 2023

**NFPA Standard:** 1001, **Standard for Fire Fighter Professional Qualifications**

**Current Edition:** 2019 **Next Edition:** 2024 **AFSC Adoption Date:** 3/20/2021

**Curriculum:** -IFSTA, *Essentials of Firefighting and Fire Department Operations* 7<sup>th</sup> Edition  
-Jones and Bartlett, *Fundamentals of Fire Fighter Skills*, 4<sup>th</sup> Edition

**Accreditation:** International Fire Service Accreditation Congress (IFSAC)  
(ProBoard Certification submitted, under review)

**Status:** Current and available for testing and certification to the 2019 edition.

**NFPA Standard:** 1002, **Standard for Fire Fighter for Fire Apparatus Driver/Operator Professional Qualifications**

**Current Edition:** 2017 **Next Edition:** TBD **AFSC Adoption Date:** 9/25/2017

**Curriculum:** -IFSTA, *Pumping and Aerial Apparatus Driver/Operator Handbook*, 3<sup>rd</sup> Edition  
-Jones & Bartlett, *Fire Apparatus Driver/Operator: Pump, Aerial, Tiller, and Mobile Water Supply*, 3<sup>rd</sup> Edition

**Accreditation:** IFSAC

**Status:** Current and available for testing and certification level testing to the 2017 edition.

**NFPA Standard:** 1003, **Standard for Airport Fire Fighter Professional Qualifications**

**Current Edition:** 2019 **Next Edition:** TBD **AFSC Adoption Date:** 3/16/2016

**Curriculum:** -IFSTA, *Aircraft Rescue and Firefighting*, 6<sup>th</sup> Edition

**Accreditation:** IFSAC

**Status:** Current and available for testing and certification to the 2019 edition.

**NFPA Standard:** 1021, **Standard for Fire Officer Professional Qualifications**

**Current Edition:** 2020 **Next Edition:** TBD **AFSC Adoption Date:** 3/20/2021

**Curriculum:** -IFSTA, *Fire and Emergency Services Company Officer*, 6<sup>th</sup> Edition  
-Jones and Bartlett, *Fire Officer Principles and Practice*, 4<sup>th</sup> Edition

**Accreditation:** IFSAC

**Status:** **UPDATE-** Both FO I & II current and available for testing and certification to the 2020 edition.

**NFPA Standard:** 1033, **Standard Professional Qualifications for Fire Investigator**

**Current Edition:** 2022 **Next Edition:** 2027 **AFSC Adoption Date:** 2/2/2015

**Curriculum:** -Jones and Bartlett, *Fire Investigator, Principles and Practice*, 6<sup>th</sup> Edition

**Accreditation:** IFSAC

**Status:** **UPDATE-** Current and available for testing and certification to the 2022 edition.

**NFPA Standard:** 1041, **Standard Fire and Emergency Services Instructor Professional Qualifications**

**Current Edition:** 2019 **Next Edition:** TBD **AFSC Adoption Date:** 7/16/2020

**Curriculum:** -IFSTA, *Fire and Emergency Services Instructor*, 9<sup>th</sup> Edition  
-Jones & Bartlett, *Fire Service Instructor: Principles and Practice*, 3<sup>rd</sup> Edition

**Accreditation:** IFSAC

**Status:** FESI I is current and available for testing 2019 edition.

**UPDATE-** FESI II/III formatting for use. Chapter 7 and 8 Live Fire Instructor (LFI) under development.

**NFPA Standard:** 1072, **Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications**

**Current Edition:** 2017 **Next Edition:** 2022 **AFSC Adoption Date:** 9/23/2018

**Curriculum:** -IFSTA, *Hazardous Materials for First Responders*, 6<sup>th</sup> Edition  
-Jones and Bartlett Learning, *Hazardous Materials Awareness and Operations*, 4<sup>th</sup> Edition

**Accreditation:** IFSAC

**Status:** Available for testing and certification to the 2017 edition.

## 11:14 BREAK – Reconvene 11:28

Grimes – We do these reports Technical Committee reports with the Leads as the ones doing the reports. We did not give notice to them specifically if they are not on the listserve they do not see them. We can do better about getting information out to the public and the Technical Committees so that they can be here to do their own reporting.

### X. Association Reports

#### A. **Alaska Fire Chief's Association - Grimes**

Grimes – Not formal report from AFSC however, I have an item under the New Business. Mathis and I, along with many Chiefs from across Alaska, met with numerous legislators. The AFCA support the Council and additional staffing is needed for us to move forward.

#### B. **Alaska State Firefighters Association**

Knowlton – I am on the board of the ASFA and they do support this council. They are working to find a representative.

#### C. **Alaska Professional Firefighters Association**

None

### XII. Old Business – Chair Grimes

#### A. **Rural Fire Protection**

Mark – What is the council looking for as we have now provided all the documents.

Grimes – Since this is the only one created from the ground up. Asks from the past: verifiable; source documents; and updateable. The skeleton was built then a new committee lead was put on and had wanted to make changes and then left. We never saw what those were. There are unanswered questions.

Mark – Ben sent me an update that they found it was appropriate and June 9<sup>th</sup> they are meeting to give final review.

Grimes – An example would be drafting with a pump, are there documents that cover that?

Hans Nelson – I am the alternate committee lead, and as I have used this and worked with it over the last few years it lines up nicely. Is it OK with the council to take parts and pieces of different NFPA standards?

Grimes – Yes, however it would reference the original document and be a reference point. We are allowed to do that.

Hans Nelson – From the AFSC it would be good to have someone from the council actually work this program. Use it to help build it.

Grimes – In the past there has been cross over with the TC leads being on the council.

Hans Nelson – As we finalize this it is hard to make it work for the 200+ communities that can use this. We do not hear from those communities in this work.

Grimes – In the past Lisa has talked about this and how some communities could not have any water source at all and still use this program.

Lisa – Test process for this standard. Can it be made to reflect the needs of the population using the standard? Such as reading the test?

Grimes – Absolutely.

#### B. **Strategic & Operations Plan Review**

#### C. **Previous Motion by Hartley:** Rewrite/review this Strategic & Operations Plan with Hartley as the lead.

**Update:** Hartley – We have not done any work on this.

McMichael – We did not know the intent of this.

Grimes – I can help as well; the intent was to simplify and review the relevance of the documents.

- D. Previous Motion by Lundin:** Recommendation from staff for online payment system to see if we want to go to it by the spring meeting.  
**Update:** Mark – Evaluated; will not meet our needs without significant modifications.
- E. Previous Motion by Hansen:** Change CPM policy to release scores as soon as available, as written below.  
 a. CPM 10.3 “The AFSC does not issue certification until receipt of test fees.”  
**Update:** Mark – CPM is updated and been implemented since the 2022 fall meeting.
- F. Previous Motion by Mathis:** Move to schedule technical work group sessions twice a year following council meeting.  
**Update:** Mark – We tried to schedule in February, but I had to go out on Family Medical Leave and it got cancelled. Making it set in February seems to be the best time moving forward.  
 Grimes – We need lots of lead time to give time for planning.

**12:00 BREAK FOR LUNCH 45 minutes – Reconvene at 12:47**

**XIV. New Business**

Grimes – Propose to add items E and F below.

*Mathis – Motion to add items*

*Knowlton – Second*

*Approved*

**A. Recognition of service**

- a. Jerome “Jake” Bender, 11/25/2014 to 12/1/2022
- b. Richard Boothby, 1/1/2019 to 8/1/2022
- c. Michael Hansen, 10/15/2020 to 2/1/2023
- d. David Lundin, 11/25/2014 to 10/1/2022

*Knowlton – Motion to recognize the above for their service.*

*Second – Nakano*

*Approved*

**B. Certifying Officer Program Discussion**

Mark – Certifying Officer training needed on regular schedule across the state. No refresher requirement so many issues with data and process has been identified. It is problematic to get new Certifying Officer’s to take the training and Step A and Step B due to the cost, especially in more isolated regions. I propose we cover the costs for these volunteers to get their training completed. Like the FESI renewal process we need a way to ensure we have recurring training for the Certifying Officer’s.

Grimes – What I hear Mark saying is that they can use our support to ensure recurring training and financial assistance from some in certain regions.

*Grimes – Motion to financially support the Council through initial training to include Step A and Step B*

*Bones – Second*

*Discussion:*

Edsell – Clarify Step A and B is there a way to support a few people do both Step A and Step B at the same time?

Grimes – Step A yes, but Step B no since they have

Knowlton – I would like to see this expand out to the FESI program to identify people that want to get outside their region to be able to maintain their certification. If we want a pool in the rural area, we need to support them too.

Mark – In my view this is two separate issues. The CO is a contractor to the Council, and we are required to maintain and assist their training.

Roll call vote:

\***Bones, Tyler** (Fairbanks) – Present - Yes

Public/Over 2500 Residents

**\*Edsell, Christopher** (North Pole) – Present - Yes  
Fire Fighter Representative

**Grimes, Daniel** (Soldotna) – Present - Yes  
Chair, Fire Chief's Association

**\*Hartley, Christian** (Houston) – Present – Not online  
Chief Admin Officer/Fire Chief/volunteer staff

**Knowlton, Kevin** (Nome) – Present - Yes  
Volunteer Fire Fighter/Over 2500 Residents

**\*\*Long, Brian** (Juneau) – Excused  
Chief Admin Officer/Fire Chief/paid staff

**Mathis, Robert** (Anchor Point) – Present - Yes  
Volunteer Fire Fighter/Under 2500 Residents

**\*McMichael, Virginia** (Chugiak) – Present – Yes  
Fire Fighter Representative

**Nakano, Lloyd** (Anchorage) – Present -Yes  
State Fire Marshal/Designee

**\*Sprehe, Dorianne** (Wrangell) – Present – Yes  
Vice Chair, Public/Under 2500 Residents  
*Motion Carries*

### **C. Legislative initiatives**

Grimes – To be very clear we have been seeking additional funding since 2016. We had 2 positions and were in process of requesting a third position. Late 2016 we lost one position and been fighting ever since. 16-18 Legislative members received the white paper. Lots of interest even though not everyone agrees. It got our name out there and they have been taking notice. Lloyd, please jump in here since you likely got other information and questions about our needs. This year our admin asked for a position, it did not get into the Governor's budget. Rob and I were there along with the peninsula fire chiefs and others to support this request. No money came out of it. House representative proposed in his budget, but it was not approved. I have put out requests for all council members to reach out. Justin Ruthrigde wants the statue "we may" changed to "we shall". There is a possibility movement can happen with this due still being on the table with legislation. We must stay on their radar! We can't let them rest, contact your local legislators. A few years ago, we had specific plan on how to fund it but then realized they need to come up with the idea, we need to help them understand we need it. Simple as sending them an email.

Mathis – If we get funding would it still make sense to change the wording?

Grimes – Yes, we still need that changed.

### **D. Add 2 positions to council: postsecondary and industry**

Grimes – Hartley made this request for a possible motion in the fall, both entities do not have specifically identified seats but are large user groups.

*Knowlton – Motion to bring on two council seats specific to postsecondary and industry.*

*Grimes – Second*

*Discussion:*

Knowlton – Will this cause an issue with meeting quorum when the number changes from 12 to 14?

Grimes – There is a potential for it to be a problem but also could be a solution. We would need to look

Mathis – Council is for adopting standards and both use them. Why do we need to add more seats that are specific?

Grimes – We are the entity that shapes the rules, and they should have representation. They produce a lot of the firefighters in the state and should have a say in this council.

*Knowlton – I would like to amend my motion to support bringing on two council seats specific to postsecondary and industry.*

*Grimes – Second the amended motion*

Roll call vote:

**\*Bones, Tyler** (Fairbanks) – Present - Yes

Public/Over 2500 Residents

**\*Edsell, Christopher** (North Pole) – Present - Yes

Fire Fighter Representative

**Grimes, Daniel** (Soldotna) – Present - Yes

Chair, Fire Chief's Association

**\*Hartley, Christian** (Houston) – Present – Not online

Chief Admin Officer/Fire Chief/volunteer staff

**Knowlton, Kevin** (Nome) – Present - Yes

Volunteer Fire Fighter/Over 2500 Residents

**\*\*Long, Brian** (Juneau) – Excused

Chief Admin Officer/Fire Chief/paid staff

**Mathis, Robert** (Anchor Point) – Present - Yes

Volunteer Fire Fighter/Under 2500 Residents

**\*McMichael, Virginia** (Chugiak) – Present – Yes

Fire Fighter Representative

**Nakano, Lloyd** (Anchorage) – Present -Yes

State Fire Marshal/Designee

**\*Sprehe, Dorianne** (Wrangell) – Present – Yes

Vice Chair, Public/Under 2500 Residents

*Motion Carries*

**Grimes - Move to amend Sec. 18.70.350. Powers. Where it states “The council may” to “The council shall” items 1-4, 18.70.350.**

**Mathis – Second**

**Discussion:**

Nakano – There is nothing in the statute about issuing 3<sup>rd</sup> party certifications.

Grimes – We issue our own certifications that are recognized by a 3<sup>rd</sup> party accreditation. If they come and go it happens but I do not know how that would benefit us to put in statute.

Nakano – Could this cover Sec. 18.70.355. Certification optional?

Grimes – I do not want to attach that to this motion.

Mathis – “Require certification” change?

Grimes – You follow your own rules in your department

Mathis – Could this change effect this “(2) consult and cooperate with municipalities, agencies of the state, other governmental agencies, universities, colleges, and other institutions concerning the development of fire services training schools and programs offered in the state;”?

Grimes – I feel this is vague enough to not effect it. Adding the two seats will accomplish this.

Sprehe – It say the council will consult with them, not they consult with us.

Roll call vote:

**\*Bones, Tyler** (Fairbanks) – Present - Yes

Public/Over 2500 Residents

**\*Edsell, Christopher** (North Pole) – Present - Yes

Fire Fighter Representative

**Grimes, Daniel** (Soldotna) – Present - Yes

Chair, Fire Chief's Association

**\*Hartley, Christian** (Houston) – Present – Not online

Chief Admin Officer/Fire Chief/volunteer staff

**Knowlton, Kevin** (Nome) – Present - Yes  
Volunteer Fire Fighter/Over 2500 Residents

**\*\*Long, Brian** (Juneau) – Excused  
Chief Admin Officer/Fire Chief/paid staff

**Mathis, Robert** (Anchor Point) – Present - Yes  
Volunteer Fire Fighter/Under 2500 Residents

**\*McMichael, Virginia** (Chugiak) – Present – Yes  
Fire Fighter Representative

**Nakano, Lloyd** (Anchorage) – Present -Yes  
State Fire Marshal/Designee

**\*Sprehe, Dorianne** (Wrangell) – Present – Yes  
Vice Chair, Public/Under 2500 Residents  
*Motion Carries*

#### **E. Approve new skill sheet format**

Grimes – To support the new format recommended by the admin

*Knowlton – Move to adopt the new skill sheet format*

*Grimes – Second*

*Discussion:*

Grimes – We all will need to agree that there will be need for training on the new format.

*Knowlton – I would like to amend my motion to adopt the new skill sheet format and allow administration to make amendments as necessary.*

*Grimes – Second*

*Discussion:*

Sprehe – Does this work for admin staff and will it make it easier for them.

Tyler – This will have parts that are not needed by some skill sheets. Does this really need to be approved by us as the council?

Grimes – It is a big enough change that they brought it to our attention and are lookin for our feedback and support. Each one of us represents a constituency and we can explain to them why and how it benefits the process.

Roll call vote:

**\*Bones, Tyler** (Fairbanks) – Present - Yes  
Public/Over 2500 Residents

**\*Edsell, Christopher** (North Pole) – Present - Yes  
Fire Fighter Representative

**Grimes, Daniel** (Soldotna) – Present - Yes  
Chair, Fire Chief's Association

**\*Hartley, Christian** (Houston) – Present – Not online  
Chief Admin Officer/Fire Chief/volunteer staff

**Knowlton, Kevin** (Nome) – Present - Yes  
Volunteer Fire Fighter/Over 2500 Residents

**\*\*Long, Brian** (Juneau) – Excused  
Chief Admin Officer/Fire Chief/paid staff

**Mathis, Robert** (Anchor Point) – Present - Yes  
Volunteer Fire Fighter/Under 2500 Residents

**\*McMichael, Virginia** (Chugiak) – Present – Yes  
Fire Fighter Representative

**Nakano, Lloyd** (Anchorage) – Present -Yes  
State Fire Marshal/Designee

**\*Sprehe, Dorianne** (Wrangell) – Present – Yes

Vice Chair, Public/Under 2500 Residents  
*Motion Carries*

**F. Adopt rubric for skill sheets as required**

Grimes – This is not meant to derail what we just voted on, however we are at a point with ProBoard for what they will and will not approve for what we do for testing if we do not switch to a rubric style of grading. It can be accomplished in the new format that we just approved. Are we going to move to this or not? If we do not then we give up ProBoard.

**Grimes – Move to have council change to rubric style of practical skills testing as needed to maintain 3<sup>rd</sup> party accreditation to ProBoard.**

**Mathis – Second**

Discussion:

Edsell – First, I do not like it “as needed”, we should have it all the same across the board.

Second point, didn’t IFSAC say that they were going to do this and then back out? Can that happen with ProBoard?

Mark – IFSAC will eventually go to this and we can move those to this format when they update.

Roll call vote:

**\*Bones, Tyler** (Fairbanks) – Present - Yes  
Public/Over 2500 Residents

**\*Edsell, Christopher** (North Pole) – Present - Yes  
Fire Fighter Representative

**Grimes, Daniel** (Soldotna) – Present - Yes  
Chair, Fire Chief’s Association

**\*Hartley, Christian** (Houston) – Present – Not online  
Chief Admin Officer/Fire Chief/volunteer staff

**Knowlton, Kevin** (Nome) – Present - Yes  
Volunteer Fire Fighter/Over 2500 Residents

**\*\*Long, Brian** (Juneau) – Excused  
Chief Admin Officer/Fire Chief/paid staff

**Mathis, Robert** (Anchor Point) – Present - Abstain  
Volunteer Fire Fighter/Under 2500 Residents

**\*McMichael, Virginia** (Chugiak) – Present – Yes  
Fire Fighter Representative

**Nakano, Lloyd** (Anchorage) – Present -Yes  
State Fire Marshal/Designee

**\*Sprehe, Dorianne** (Wrangell) – Present – Yes  
Vice Chair, Public/Under 2500 Residents

*Motion Carries*



**XV. Public Comment Period**

Danielson – Thanks for allowing me to be here.

**XVI. Action Items**

- Mark – Acquire Zoom link for AFSC
- Nakano – Will verify that names have been submitted for vacant seats on the council for the Alaska Professional Fire Fighters Association and Fire Fighter Representative/ASFA.
- Mark – Fix typo on collected from \$540,000
- Mark – Get the “remote” testing verbiage into the CPM for testing candidates at computer labs. There are other options with third party test sites. Clarify in the CPM what the differences are regarding remote testing.
- Mark – Put together training for test reviewers to include clarification on the term “distractors”.
- Mark – Council related Google drive to put docs for review. We will have that up and running in a few weeks. New Skill Sheets, Training Records, Standards Data Sheet, that are interconnected for one change to update all docs. Technical Committee will get data and staff will be able to update docs in minutes not months.
- Mark – We will look into the possibility of getting a trunk system for a landline phone, state email addresses for council members and possibly password access to documents we can put on our website in “hidden folders”.
- Mark – AFSC NFPA Standards, the website is being updated now and will be up next week.
- Mark – Looking for a lead for NFPA 1001: Fire Fighter Technical Committee.
- Mark – NFPA 1003: Airport Firefighter found some verb issues within skill sheets that will need clarification.
- Mark – IFSAC has NFPA 1005: Marine FF for Land Based Firefighter now and will be working on it after HM is done. June will have a final draft.
- Mark – Fire Officer 2020 for I & II update documents online this week.
- Mark – NFPA 1521: Fire Department Safety Officer, we will move on this in June.
- Mark – NFPA 1041: Fire Emerg Service Instructor Skill Sheet finalized
- Mark – Calendarize tech workgroup sessions
- Mark – Set up CO training for Council to fund initial training to include Step A and Step B.
- Mark – Add two council seats specific to postsecondary and industry.
- TBD – Move to amend Sec. 18.70.350. Powers. Where it states “The council may” to “The council shall” items 1-4, 18.70.350.
- Mark - New skill sheet format adopted for all new skills to include changes to rubric style of practical skills testing as needed to maintain 3rd party accreditation to ProBoard.

**XVII. Future Agenda Items**

- A. Rewrite of Strategic & Operations Plans

**XVIII. Future Meeting Dates**

- A. September 24<sup>th</sup>, 2023 the Sunday before Fire Conference in Valdez.

**XIX. Good of the Order**

- A. Grimes – I would like to say thank you to all of the council admin, Steph and Lisa for stepping up. Thank you Lloyd for stepping up.
- B. McMichael – Thank you all for making the NFA classes this year a success. All the classes are approved, registrations will be open. There are classes we haven’t offered before so take a look at registration. Thank you all and sign up for classes.

**XX. Adjourned 16:10**

*Grimes – Motion to adjourn*

*Mathis – Second*

*Approved*