

Exhibit 04

AGENDA OF MEETING

Purpose of Meeting:	Fire Standards Council Spring 2021 Meeting		
Date:	March 20, 2021	Location:	Virtual Council Meeting Anchorage, Alaska Participation Link AFSC Spring 2021 Council Meeting Phone+1 (872) 240-3311 Access Code: 495-508 333# No Audio Pin
Time:	0900		
Agenda Version	210320 v0		
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I. Call to Order –Chair		0900
II. Roll Call - Chair		
Seat A/ Brian Long Seat B/ Christian Hartley Seat C/ Michael Hanson! Seat D/ Jerome (Jake) Bender Seat E/ Christopher Edsell Seat F/ Christopher Steeves Seat G/ Joseph Dingman Visitors:	Seat H/ David Lundin Seat I/ Dorianne Sprehe! Seat J/ David Gibbs Seat K/ Richard Boothby Seat L/ Dan Grimes - Chair AFSC Clerk – Dawn Bundschuh Administrator - Mark Brauneis	! New Members *Call in **Absence Excused Exhibit 2a, b, c
III. Visitor Recognition – Chair –Action		
A. Welcome New Members <ol style="list-style-type: none"> 1. Michael Hanson 2. Dorianne Sprehe B. Welcomed visitors		
IV. Approval of Agenda – Chair		
A. Motion – Christopher Steeves B. 2 nd – David Lundin – motion passed		Exhibit 4
V. Approval of Minutes – Chair		
A. Motion – Christian Hartley B. 2 nd – Richard Boothby – motion passed.		Exhibit 5
VI. Review Statute & Mission/SWOT Grid– Chair / Administrator		
A. Administrator to review the mission and values. B. SWOT is somewhat dated and will need to address on the administrative side.		Exhibit 6
VII. Review Strategic & Operations Plan – Chair / Administrator		
A. Strategic goals and colors review by Administrator B. Colors are Green for ongoing, yellow are in adjustment, red are not meeting the standard or goal; more when we get to the technical committees. C. Strategic Goal three has everything under review and not a lot of changes. Looking at target one and two much closer as they fall within our realm of responsibility. D. Strategic Goal four is also ongoing by developing a publicly viewable matrix for the website to identify and track changes for the status of each		Exhibit 7

<p>standard. Development of a crawler format on the bottom for relevant information. Target two is red. We lost accreditation for Hazardous Materials under ProBoard. The package is about 80% complete; we will be able to turn that to green in short order.</p> <p>E. Strategic Goal five is currently incomplete. The certification policy review has been initiated, but not complete. What specifically is being targeted?</p> <p>F. Strategic Goals six, seven, and eight are under review as completed or green. These will be adjusted for the next meeting.</p>	
<p>VIII. Administrator's Report</p> <p>A. Financial Report – funding, projected expenditures, carry-forward funding.</p> <p>B. Budget year is at 67% through the fiscal year. Nothing significant to report on personnel services; one employee. There are no significant contractual obligations and commodities spending is pretty minimal.</p> <p>C. Carry Over was \$1,223 and had an additional \$30 carried forward. Our Delta is we going to leave 21 projected to 122001; 200 or less in carry forward. A wrap up will come at the fall meeting.</p> <p>D. Significant retraction in overdue invoices; essentially cut that in half in the clerk's office. Quickbooks dashboard showing profit and loss statements presented; we will continue to reduce outstanding invoices.</p> <p>E. Testing and certifying activities. Three-year test average is at 941, with 77 certificates issued to date. Test quality was discussed and reviews. Administrator wants to review the tools we are utilizing.</p> <p>F. NetExam review. BETA testing Hazmat Awareness. Identified a couple of technical glitches that NetExam will need to address. Paper manual print and manual grade BETA tests will be administered at the end of March. Once this test is performed and graded the results will be packaged up for the technical committee.</p> <p>G. Third-party accreditation with IFSAC. We are current for 1072 standard. Follow up to come.</p> <p>H. Standards data sheet and status explanation of information before moving to the Technical Committee reports. Management controls are to work similarly to the JFA grant process in a roundtable calendar driven twice or three times a year process to get the work done in a matter of days remove SOA personnel from the lead role and introduce a council member. If you have suggestions for the committee leads, please contact Mark. Standards in Red will need a follow-up with the committee for clarification. The standards that show in the Yellow, those have very minor challenges. Primarily, letters to IFSAC will resolve those. Chair addressed NFPA 1041 should be red, not finished in 2019. NFPA 1072 typo, we are green with IFSAC and pursuing ProBoard. Window of opportunity for transition between Hazmat 472 and 1072.</p>	<p>Exhibit 8</p>
<p>IX. Technical Advisory Committee- Progress Reports</p>	
<p>Standards and Certification Summary-</p> <p>A. Current List Review</p>	<p>Exhibit 9</p>
<p>NFPA 10: Portable Fire Extinguishers – Christian Hartley</p> <p>1. International fire code does not require level one, level two or level three. Level two is annual inspection and level three is</p>	<p>Shield</p>

<p>everything else. Level three is the big catch-all. Level one is the monthly examinations. Do not propose adding this in.</p> <ol style="list-style-type: none"> 2. Propose basic level start with annual inspection not monthly. Our certified to start at the Inspection level, considered level two, with some knowledge to teach co-workers. 3. Excited to look at using NetExam instead of paper tests to increase certification statewide 	
<p>NFPA 472/1072: Haz Mat – Tyler Bones Ensure we are vetting materials, including skill sheets. Administrator – Understand this is vetted ready for BETA; will utilize a manual test from NetExam for the 30th of March to test the system. Clarification both versions 472 and 1072 exist; some departments are not ready to move to 1072.</p>	Garcia
<p>NFPA 1001: Fire Fighter – Mike Hanson Administrator: 2019 Skill sheets correlation complete. NetExam is uploaded with test bank questions (J&B). Chair: Move this Standard to Adoption later in the meeting.</p>	Garcia
<p>NFPA 1002 Driver Operator – David Lundin (added during meeting)</p> <ol style="list-style-type: none"> 1. Last fall indicated he would not be able to move forward for a few months. No update at this time; Dave is requesting additional assistance from other people. 2. Appears significant failure rate with the current Aerial test. 3. Skills correlation completed for the 2000 standard and the test bank for the 2017 standard for the committee to vet. 4. Standard shows as Yellow status. 	Garcia
<p>NFPA 1003: Airport Firefighter – Darcey Perry Chair asked about the status of 2019 adoption. Administrator - We are using the 2015 standard; adopted March 2016. Future is to move into 2019. Add to Fall meeting to Adopt 2019.</p>	Garcia
<p>NFPA 1005: Marine FF for Land Based Firefighter Administrator – AFD received a grant to provide training. Yes, council is interested in continuing; Chief’s association has provided quite a bit of funding and Dale Butts did a lot of work already (before his departure).</p>	Kollar
<p>NFPA 1006: Technical Rescuer – Don Werhonig Tyler Bones: On-line shows 2013 edition, which is two behind. New version published this year, 2021, 2017 and 2021 adoption are needed. Biggest difference between 2013 and 2017/2021 is the elimination of level one and level two to match the ten series, which is a good change. 2017 removed the requirement for General Technical Rescue, which has only been taught by Kodiak Fire. Don requests to know what it would take to obtain IFSAC or ProBoard seals for this level of recognition. Chair: Move this Standard to Adoption later in the meeting.</p>	
<p>NFPA 1021: Fire Officer – Alex Boyd Administrator: 2020 correlation skills completed. Fire Officer two test bank validation uploaded to Net exam; next administration action is to gain accreditation from IFSAC. Chair: Move 2020 Standard to Adoption later in the meeting if Alex can join meeting first.</p>	Lauer-McMichael

<p>Alex Boyd was able to join call: He believes everything was done prior to Gordon's departure November 2019. He also met with Administrator; if there is additional work, he is happy to move on that – basically same report as for 1041. He does not have optics where work stands after it was submitted.</p> <p>Chair – 2020 standard to be moved forward for adoption at this meeting.</p>	
<p>NFPA 1033: Certified Fire Investigator – Bryan Crisp No current update; November 2020 meeting closed the loop for addressing removal of fingerprint requirement for renewals/recertification ONLY.</p>	Garcia
<p>NFPA 1035: Fire Life Safety Educator/YFIS (_____/Virginia Lauer-McMichael)</p> <p>Administrator: the approved levels we're looking at is the three PIO, YFIS. Chair: The current edition is 2015, we have adopted 2017 and due for new standard in 2021. Administrator: we are updating to 2021. This committee needs a council lead. Chair requests suggestions from the Council members.</p>	Lauer-McMichael
<p>NFPA 1041: Fire Instructor – Dan Grimes / Virginia Lauer-McMichael Dan: 2019 version is completed; suggestions for changes to the skills sheets. Test bank review has been completed. Skill sheets need to be revisited before published. Committee has not addressed how they want to proceed. Questions on certification under 1041 and 1043 – Live Fire Instructor. There is confusion. Administrator: FSI III has been used.</p>	Lauer-McMichael
<p>NFPA 1403/Live Fire Technician – Jason Buist Christian Hartley – Inquiry about renewing with ISFSI that only requires maintaining your membership does not seem like an appropriate skill verification process. Pause as Alex Boyd joined for NFPA 1021 update. Jason Buist joined call: All three standards now correlate. The only curriculum for 1403 is Jones & Bartletts Live Fire Instructor. Jason has been in contact with the two authors. The 2018 standard will require vetting a new test bank. Does not appear ISFSI, Society of Fire Service Instructors credential, has IFSAC yet. According to Jason and Ben Flagel, the process for recertification is pretty substantial; it's not super easy, but it's not as simple as just being a member. It's cheaper if you're a member, but when you pay the money to get recertified and you're not currently a member, you also get a membership on top of that: it's something like \$400, so it's pretty spendy. Current version is 2012; recommend staying up with the times and moving to 2018 standard. Jason believes the test bank is pretty expensive and will work with the Administrator. Jason provided this overview for the DoD online platform, the Total Force Virtual Learning System, which is available to anybody, you don't have to be a DOD person for that. So, there will be a lot of information on there. And currently you can log in as a guest and take any of their programs, obviously not for certification because you have to be a DOD member. But there's anywhere from firefighter one, airport, marine all the way to RIT, fire extinguishers, all kinds of stuff. It's available for free as a guest if anybody wants to take those courses. Chair: Move 2018 Standard to Adoption later in the meeting.</p>	Lauer-McMichael
<p>NFPA 1407/AK Rapid Intervention Technician – Jason Buist No update / Committee Lead needed for this standard.</p>	

<p>NFPA 1521: Fire Department Safety Officer – Jake Bender / Sara Garcia</p> <p>Committee work is completed, need the final report before moving forward to Sara. Standard has not been adopted.</p> <p>Chris Steeves – clarification – this is the full program not the one-two day class on incident safety officer. Jake: Correct. David Lundin: Last adopted in 2009. Chair: We need to adopt the 2020 version</p>	Garcia
<p>AK Rural Fire Protection Specialist – Michael Hanson / Lisa Shield</p> <p>Michael: Recommends Joe Dingman as chair for this committee as he has historical knowledge. Test bank is complete; apprentice curriculum and test bank is complete. Both need the committee to vet the skills and training records. The New test policies is also drafted.</p> <p>Recommendation to use roll-over funding to send CO's to the villages for testing, state support for the rural departments. Cost estimate for a week of travel and training, depending on the flight, is ~\$1000 - \$1500 per class.</p>	Shield
X. Association Reports	
<p>A. Alaska Fire Chief's Association</p> <p>Dan: There are concerns over delays in processing new standards, validating and updating new standards. They want the council itself to recognize these concerns for their constituency, the firefighters of Alaska; and the damage that it possibly can do to their organizations and if (the council does not) continue to push hard on staying up to date on both our state processes, but also our third-party accreditation. Third party accreditation is important to many of these agencies and the constituencies within them. The Chief's want it understood that they support the council strongly and repeatedly offer their support for alternative funding and have stood beside the council repeatedly.</p>	
<p>B. Alaska State Firefighters Association</p> <p>Michael – membership update. Every year four high school scholarships are provided to association members and children. Because there was not a 2020 conference, they provide six scholarships! Sold 1496 of 1500 raffle tickets providing \$5000 to Fairbanks. They also have private insurance that provides \$10K to off-duty accidental death & dismemberment policy. New chapters this year in Cooper Landing, Juneau, Yakutat and Palmer. They paid three AD&D claims.</p>	
<p>C. Alaska Professional Fire Fighters Association</p> <p>Jake Bender: Nothing relevant to report today.</p>	
XI. Public Comment Period	
	1000
<p>A. General Public Comment – this was moved to 10am to allow the public to comment before the Committee Reports.</p>	
XII. Old Business –Chair – Reports and Action Items	
XIII. Lunch – ignored.	
XIV. New Business – Chair - Reports and Action Items	
<p>A. NFPA 1001 – 2019 Adoption</p> <ol style="list-style-type: none"> 1. Motion – to adopt all 4 editions here – Boothby 2. (STANDARDS: NFPA1001, NFPA1006, NFPA1021, & NFPA1403) 	

3. Second – agree – Hartley	
B. NFPA 1006 – 2021 Adoption (to include 2017) 1. Motion – same motion/same 2 nd 2. passed unanimously	
C. NFPA 1021 – 2020 Adoption 1. Motion – same motion/same 2 nd 2. passed unanimously	
D. NFPA 1403 – 2018 Adoption 1. Motion – same motion/same 2 nd 2. passed unanimously	
E. Nominations for Chair – Spring 1. Hartley – Motion for Dan Grimes 2. Second – Lundin 3. Dan Grimes accepted nomination.	
F. Nominations for Vice-Chair – Fall 1. Motion for 6-mos period until Fall Meeting nomination for 12 months. Dorianne Sprehe 2. Second: Dan Grimes 3. Dorianne Sprehe accepted nomination.	
G. Nomination for Outstanding Contribution 1. Motion by Dan Grimes for Sara Garcia 2. Second – Richard Boothby	
H. Shirts to Identify members and CO's 1. Motion for Shirts to identify members and CO's – Brian Long 2. Second: Christian Hartley – motion passed; sufficient funds are available.	
XV. Action Items-Chair	
XVI. Future Agenda Items - Chair – TBD A. Public of a Community over 2500 Vacancy – David Gibbs resigned his position. B. Possible Seat for Joe Dingman	
XVII. Future Meeting Dates - Chair – TBD A. Fall 2021: Sunday, September 26, 2021 in Fairbanks, AK B. State Firefighters Conference: September 27, 2021 in Fairbanks, AK	