

## AGENDA OF MEETING – DRAFT MINUTES

<b>Purpose of Meeting:</b>	Fire Standards Council Spring 2019 Meeting		
<b>Date:</b>	March 31, 2019	<b>Location:</b>	Anchorage Regional Fire Training Center <b>GoToMeeting Online Classroom</b>
<b>Time:</b>	0900 – 1700		
<b>Agenda Version</b>	190529 V0		
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<b>I. Call to Order –Chair – Dan Grimes</b>	<b>0911</b>		
<ul style="list-style-type: none"> <li>• House rules – Chair, Dan Grimes – Review</li> <li>• No potluck today; take a break for lunch</li> <li>• Coffee, cell phones, breaks.</li> </ul>			
<b>II. Roll Call - Chair – Dan Grimes</b>			
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>• Seat A/ *Brian Long</li> <li>• Seat B/ ***Christian Hartley</li> <li>• Seat C/ Sara Garcia- Vice Chair</li> <li>• Seat D/ Jerome (Jake) Bender</li> <li>• Seat E/ James (Bryan) Crisp</li> <li>• Seat F/ Chris Steeves</li> <li>• Seat G/*Arlen Skaflestad</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>• Seat H/ David Lundin</li> <li>• Seat I/ Walt Weller</li> <li>• Seat J/ David Gibbs</li> <li>• Seat K/ Gordon Descutner</li> <li>• Seat L/ Dan Grimes Chair</li> <li>• AFSC Certification Clerk- Dawn Bundschuh</li> <li>• BFAST Administrator- Gordon Descutner</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>• Seat A/ *Brian Long</li> <li>• Seat B/ ***Christian Hartley</li> <li>• Seat C/ Sara Garcia- Vice Chair</li> <li>• Seat D/ Jerome (Jake) Bender</li> <li>• Seat E/ James (Bryan) Crisp</li> <li>• Seat F/ Chris Steeves</li> <li>• Seat G/*Arlen Skaflestad</li> </ul>	<ul style="list-style-type: none"> <li>• Seat H/ David Lundin</li> <li>• Seat I/ Walt Weller</li> <li>• Seat J/ David Gibbs</li> <li>• Seat K/ Gordon Descutner</li> <li>• Seat L/ Dan Grimes Chair</li> <li>• AFSC Certification Clerk- Dawn Bundschuh</li> <li>• BFAST Administrator- Gordon Descutner</li> </ul>	<ul style="list-style-type: none"> <li>• *Call in</li> <li>• **Absence Excused</li> <li>• ***Absent</li> </ul>
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<b>III. Approval of Agenda – Chair – Dan Grimes – Action</b>			
<ul style="list-style-type: none"> <li>• Motion to approve by David Lundin</li> <li>• 2<sup>nd</sup> from Christopher Steeves</li> <li>• Motion carried</li> </ul>			
<b>IV. Approval of Minutes – Chair – Dan Grimes – Action</b>			
<ul style="list-style-type: none"> <li>• Motion to approve by David Lundin</li> <li>• 2<sup>nd</sup> from Christopher Steeves</li> <li>• Motion carried</li> </ul>			
<b>V. Visitor Recognition- Chair – Dan Grimes- Action</b>			
<ul style="list-style-type: none"> <li>• Welcomed visitors Dale Butts from Seward, Robert Dennard from Sitka, Michael Sweet from Portage, and Jon Misewicz from Anchorage</li> <li>• Recognize BFAST attendees April Eichhorn, Virginia Lauer-McMichael, and Lisa Shield</li> </ul>			
<b>VI. Review Statute &amp; Mission/SWOT Grid– Chair – Dan Grimes – Review</b>			
<ul style="list-style-type: none"> <li>• Exhibits 3 &amp; 4 – comments on statutes, weakness, threats grid</li> <li>• No comments</li> </ul>			
<b>VII. Review Strategic &amp; Operations Plan – Chair – Dan Grimes – Report</b>			
<ul style="list-style-type: none"> <li>• Strategic and Ops plans in place; continuing guidelines at this point.</li> <li>• This is the existing plan and Gordon Descutner: has an update on operations under New Business.</li> <li>• David Gibbs: Annual Legislative Audit did meet, were you satisfied with strategic objectives; any report summarizing the accomplishments; yes</li> <li>• Dan Grimes – We do have several exhibits; however, not as single documents; the exhibits reference the comprehensive plan (short discussion between David Gibbs and Dan)</li> <li>• David Lundin asked about the target dates for spring of 2019.</li> <li>• Gordon Descutner: Performance is a little down for fall numbers. An update for the Strategic Plan is in process and we will work will correlating performance measurements with state requirements.</li> </ul>			

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**CHANGE TO THE AGENDA:** Dan Grimes – we have a couple of guests and instead of waiting until **XI. Public Comment**, let's give them an opportunity to speak now. Is anyone opposed to make this change to the agenda? No opposing views; this is Approved.

The Chair recognizes Robert Dennard, from Sitka – **Committee Report**  
Mr. Dennard sent a letter last month regarding FFI testing. Resources are harder to get into town and he explained their issue. Robert Dennard is looking for options for accomplishing testing in a timely manner. Following the November 30, 2018 Anchorage Earthquake, his class had to wait almost seven (7) weeks to finish their session. This was stressful for the students and he is looking for alternatives or options for covering these issues that adhere to the IFSAC and ProBoard guidance.

Dan Grimes: Thank you, Robert Dennard; I will paraphrase for specificity – a CO had to cancel because of the earthquake and because of their response to the earthquake – about 6 hours before the test. Southeast region is the back-up alternative in an emergency.

Robert Dennard: While this is not a big deal to me, it was to the 10 people that had to reschedule. Work schedules and travel schedules were coordinated about 3-months in advance. While a rare occurrence, in this circumstance we could go find a trooper that is not teaching (available) or someone from the regional EMS office to ensure things are done the way they should be.

Dan Grimes: Any comments for Robert Dennard.

Sara Garcia – We have talked about partnering across the board to provide more CO classes and we could certainly reach out the EMS classes. There could be some workarounds.

Gordon Descutner: We have met with EMS and are looking to partner with other agencies especially in roadless areas. The goal is for a broader pool of CO's' coupling with new practices with test managements. While we are not ready to talk about it; we are looking for the ability to video practical tests for candidates in real time opening some alternatives for today's discussion. The CO pool is a challenge for us. Realistically, this is ~12 or more months out and is a work in progress.

Arlen Skaflestad: on the phone; Question: is it a possibility to send an email to CO list to see if there is anyone available to respond on short notice? A list of volunteers that can take time off?

Dan Grimes: 6 hours is rather short notice. (This test was cancelled within 6 hours due to the Earthquake)

Gordon Descutner: We did not because the entire South Central region was affected. We could query the list given enough time.

Arlen Skaflestad; the CO requests currently are only getting single responses for some reason. We have not had a situation like this to occur. Maybe in the future, every 6 months? Anyone out there that could (be available) for short-notice. Could be mitigated by a day or week rather than several weeks.

Dan Grimes: (That) is a good suggestion; even in an extreme circumstance.

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David Lundin: What would (be the) ProBoard/IFSAC position?

Gordon Descutner: We would have to develop a policy; test security would need to be defined; the AFSC develops the process and follows it. This is a layer of activity we don't have time to develop at this date.

David Gibbs: Is this a future agenda item?

Gordon Descutner: Lisa Shield, RFPO, has been working on the project. Yes, this is an area of operation. As we enter into the next operational period, there will be additional technology to bring into the mix and processes to review moving forward.

David Lundin: Is there a process in place if someone is committed and cancels due to illness, etc.?

Gordon Descutner: – Operationally we are getting internal staff to handle these rather than volunteers. To obtain people on short notice is tough; those communications start weeks in advance. I can reassign folks if we need to and it's easy to make travel arrangements if needed. To get tickets for someone to make adjustments we don't have the current resources to do that; however, our staff can take it.

David Lundin: I know I don't respond to those because they are too far out; if it were only three days out I could look at those that fit with my schedule.

Gordon Descutner: (point on accreditation) We have a process management flow and 35 days is our drop for having someone on assignment; we will adjust as necessary; it may be too far out for David, but it may not be far enough for others. In the past we went away from using training staff; process management has resolved past issues, current staff are trained up, and we can put in paid staff if necessary.

Lisa Shield: Robert Dennard and I dealt with this together and there were a few things we did not foresee. I gave the option to cancel if he needed to and at the time we didn't foresee the ripple effects. We did locate a CO right away for the written exam; it was the practical portion that took longer and was another error in judgement. This was an unusual incident and we have already identified we don't have enough CO staff to cover options for retirement or to bolster the program. A lack of COs across the board has been a problem. Once we can bolster the list we can do that; we have a very small handful of CO response. All the things we are doing that are in process.

Dan Grimes – to summarize: We have a potential work- arounds if we bring in EMS. In case of emergency break-glass and use a random process is not a workable solution. Robert Dennard, do you CO? (Robert Dennard's response - No) Dan Grimes: The returns on CO's 10 year later, without some sort of regular update/training, is a challenge. This was the perfect storm of environmental issues; plus you (Robert Dennard) talked yourself out of the alternative plans; thank you for bringing the case forward.

Dan Grimes: Let's jump ahead and allow Dale Butts to comment on NFPA 1005.

Dale Butts, Senior Captain with Seward Fire Department. (Dale provided an overview of his history with the fire service area)

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Dale Butts requests an update on 1005; they are waiting for 2019 edition to be finished so the AFSC body can adopt that standard. Currently it is back with administration; the next step will be back to committee. Dale asked if we are currently waiting for it to come back to committee.

Gordon Descutner: Dale has been reaching out to me. Operationally we have not been able to get to it. Currently working the draft through committee to finalize the documents; it is not a high demand level. Dale is the one consistent voice. Gordon Descutner: will talk about this more under the agenda item. Currently, there is a little trouble getting into the administrative queue and the issued certification numbers are low from the previous revision.

AFD has requested to include this in its accreditation level approval.

Dale Butts: The Cruise ship industry indicates a 40% increase; they want to increase another 20% per year and are looking to go to Nome. Vessel traffic is increasing. Potentiality of some type of disaster is coming. He also asked about MIRT – Marine Incident Response Team for Alaska. I am one of two Marine assessors for three salvage companies; one of both would be sent to the scene to assess. They are short of manpower. Marine FF is taught about 10-12 times per year for mariners only. An Advanced 5-day class is taught ~4-5 times per year. We only have a handful of people in the state that know how to deal with fire and are trained. Trying to get that certification is big; anchorage now has a cruise ship call every year; that number will increase. 2-3 ships making anchorage stops per year.

NFPA 2019 1005; IFSTA has the 3<sup>rd</sup> edition coming out (on that board) to push this forward. Being here today will help push this forward. While they do not have a lot of people on the list, AVTEK is ready to teach this class. AVTEK has a boat and Dale has spoken to vessel operators to use their boats. Interior, marine, class A and class B fires. Dale has contacted Seward FD to use their trainer. Dale invited anyone to come to Seward to see the training center. Broke the 1200 person mark last year with AVTEK. Class next week is a basic class and it is full, open to people that work on boats and are citizens of AK.

The JPR's are finished curriculum wise, however, there is administration for test bank assistance. The Advisory council has decided to forego the marine symposium and keep it to a FF symposium. AVTEK has funds to put on the class, they now need folks to attend. We have a cadre of people to assist. Any questions?

Dan Grimes: Thank you Dale Butts. We have a lot of coastal communities. Everything you are saying is right on the money for cruise ships. Dutch Harbor article indicates they had nine (9) ships last year and plan for 20 this year. What are departments doing? Brian Long – what is Juneau doing? Juneau is training the mariners – what are they doing with FF now?

Brian Crisp Comment: Money plays in the factors; updated their response – don't think it is happening as often as it used to.

Dale Butts: Seward does the training without the certifications. Marine Fire awareness is an 8-hour class. Any coastal community should have this.

Gordon Descutner: We have certified 2 people both on are on Seward FD.

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<p>Dale Butts: Marine fire awareness should be doing more; that is in place.</p> <p>Gordon Descutner: Since the Land-based Marine Firefighting class in Sitka, this has not been done again.</p> <p>Robert Dennard: We did it for the Sitka fire conference.</p> <p>Dan Grimes: Any other questions?</p> <p>Next will be Sgt. Darcey Perry – committee chair for NFPA 1003.</p> <p>Let's take a break - Back to session 10:25am</p>	
<b>Break</b>	<b>1015</b>
<b>VIII. Administrator's Report – Administrative Staff – Gordon Descutner</b>	<b>1025</b>
<ul style="list-style-type: none"> <li>• Communications Report</li> <li>• Using standard channel – list server; trying to keep communications listed to action items; talking with Dawn Bundschuh we have a 30-day requirement to post by next month.</li> </ul>	
<ul style="list-style-type: none"> <li>• Budget Report</li> <li>• Summary of the details; exhibit 6 a,b,c;</li> <li>• 6a – we have a lot of monopoly money – our statute authority \$202 can be collected. Money has to be encumbered; numbers are a projection only</li> <li>• ARLEN SKAFLESTAD – sorry to interrupt; 911 has to depart.</li> <li>• QB is not up to date and we have not had time to compare internal to fiscal numbers. As we move forward we have three new computers to put on line; including the new Quickbooks so all administrative staff can assist with the entries. Some excess moneys over last fiscal and vacancy with AFSC clerk; \$40K; \$80K carry over; receipts up from last year's cycle;</li> <li>• Exhibit 6C \$75K w/expenditures projected, this is similar to previous fiscal year; as we improve operations and not to carry so much forward.</li> <li>• New Director for the Division, his involvement and how AFSC budget fits in – Rich and Gordon Descutner are working on how to help the AFSC with shared resources; more info coming.             <ul style="list-style-type: none"> <li>• Excess funds: result of increased receipts and AFSC Clerk vacancy</li> </ul> </li> </ul>	
<p><b>CO Program &amp; Test Management Report</b></p> <ul style="list-style-type: none"> <li>• Exhibits 7 a-d; not closed out yet of FY19; exhibit 7A, test management test report – or internal staff have been assigned.</li> <li>• 7a CO Test overview- To date we have had 43 total tests for FY 19; compared we had 60 tests; down about 17 tests; have several more pending and likely to have a few more. We are fairly close to where we were for total tests for 549 candidates and 624 candidates for FY18. Pending tests account for another 201 candidates; more total tested this year and 750 tested in FY19 under Co management</li> <li>• 7B – Proctored test reports – written only; may or may not be done by CO which are retests mostly or equivalency. Numbers on this report spill over – 106 people tested so far; FY18 had 170; which is down a</li> </ul>	

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	<p>little bit on proctored tests and is variable based on people's ability to complete first test.</p> <ul style="list-style-type: none"> <li>• Finally for 7C: pending tests – 14 additional; 57 this year; 60 last year.</li> <li>• CO activity 7D: CO's assigned and for what tests.</li> <li>• Questions on CO test report? No questions.</li> </ul>
	<p><b>Certification Outputs</b></p> <ul style="list-style-type: none"> <li>• Changes made based on this meeting; track certification trending; history as of today, 3/31/2019, 2018 calendar year issued / exhibit 8a; 859 total certificates issued. Trending back up for three year average moving forward slightly. Calendar year 2019 will give a better indication. Slight uptick in certifications / cyclic movement. Dan Grimes' commented on the core certifications – bulk of folks have achieved baseline certifications. HMA/HMO = new folks.</li> <li>• 8b: Snapshot of certifications offered.</li> <li>• 8c – revised version of 2 yr. compliant document. Following Dales' 1005 standard would be 11/5/2020.</li> <li>• BFAST admin Rev. Status column: some updates still need to be done by the admin staff. Green is more than 2-years, Blue is less than 2 years, Yellow is less than a year; Red is lapse – beyond 2-yr. timeline. May or may not be an issue; accreditation levels.</li> <li>• Listed in order of priority. Not an action item unless directives from this body; we looked at this administratively in terms of operations and what will need to get done on our end. Some work will be through this body, such as the standard adoption. There are two things: 1) volume of actual meat and potatoes certification activity under the council or, 2) sheer volume of administrative work on 1072 (472) for Haz Mat; and 1001 for FFI/II</li> <li>• The sooner we get it done the more mileage we get out of the material, up to a 7-year window. Previously there has been a lot of last-minute work to meet the IFSAC 3-yr compliance date. It is best to map out what we think is important and why.</li> <li>• The other piece of this project is under old business. How we prioritize development and implementation and why? The BFAST group should be primary SME for input to group for recommendations and come up with the rationale more than just adopting the standard. All the work after that is fairly staff saturated; we are trying to shift responsibilities back to paid staff when we can. This is the latest on the 2-year compliant list and what we think needs to happen moving forward towards fall meeting; looking at top 7 current priorities. Relevance will be talked about further in the report.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Legal/Regulations and Ethics Report</b> <ol style="list-style-type: none"> <li>1. No activity between last meeting and now.</li> </ol> </li> </ul>
	<ul style="list-style-type: none"> <li>• <b>IFSAC/ProBoard Report-</b> both are current as of March 2019             <ul style="list-style-type: none"> <li>○ IFSAC completed in 2017</li> <li>○ ProBoard wrapped up our overdue audit in March 2019; couple of recommendations otherwise they felt we were doing a really good job on things.</li> </ul> </li> </ul>

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<ul style="list-style-type: none"> <li>• <b>AFSC Current Seat Status update</b> <ul style="list-style-type: none"> <li>○ All seats filled; thank you Walter Weller for stepping into the vacant seat.</li> <li>○ Walter Weller is from Pelican, AK; population 68; They have different Fire Fighter needs than the cities; They have very little equipment to work with and represent very small communities. They want to know what's in it for them and what they can take away. Member from 2500 or less public.</li> <li>○ Rich Boothby is the new Alaska State Fire Marshal -</li> <li>○ 9a. first page is an internal document and shows who was in the seat previously.</li> <li>○ 9b – public facing document and now shows Jake is updated. And we took specific mailing addresses out as some had their house address.</li> <li>○ 9c shows the different seats.</li> <li>○ Seat report completed -</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Database Management Platform Update</b> <ul style="list-style-type: none"> <li>○ Nothing new; Lisa Shield has been working on training component. We are shifting gears towards NetExams.</li> <li>○ Purchased NetExam; meeting on Friday and another meeting on Monday 4/1 a few will sit in on.</li> <li>○ High stakes testing platform and a learning area as well. We have been working on IMPACT build, however, NetExam may already have some plug and play; we should have a better description for our Fall meeting. We want to avoid redundancy between the two. While it may be necessary to keep IMPACT around for a few years to keep a seamless through web interface. The test management is a huge change for BFAST, with a goal to move away from paper tests. We may have some hiccups with test management / electronic testing. We are purchasing 'tablets' along with the software. Electronic written tests and practical examinations. We will have multiple interfaces for plug in / stand-alone or to plug devices in when we are back in a service area. Can download the information. We will have additional details moving forward</li> <li>○ Change in accreditation policy manual updates to come.</li> <li>○ BYOD: Bring Your Own Device – doesn't have to be a test through our tablets – can set up tests on ANY device. Can lock down a number of devices. Can do retests in a lot of different ways then in the past. A big step moving forward.</li> <li>○ No Questions.</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Bureau of Fire Accreditation, Standards and Training Operations Update</b> <ul style="list-style-type: none"> <li>○ Org Chart</li> <li>○ Ops Chart Hierarchy</li> <li>○ AFSC STNP – Update from Gordon Descutner</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Overview of what our operations really look like – the Red colored items are the carry over under BFAST; Purple is in the middle indicating AFSC assistance. The Admin clerk does the majority; BFAST assist in purple.</li> <li>○ 11b – org chart/hierarchy</li> <li>○ 11C – this is a ‘pie in the sky’ chart that includes the position cut by the legislature. The best fit for the council appears to be the addition of a Fire training Specialist. Gordon Descutner will take care of the high level work; however, the AFSC SME will need to do the work. No current update. Rich is working with Director and Commissioners office for future fiscal years.</li> <li>○ Rich Boothby: Unofficial update from the Senate side is that there is a possibility of both positions returning. However, there is no indication if the Governor will keep that position. As a bridge, staff brought up the idea for short term position at specialist level and the Commission and Dept. Commissioner liked it. This will be a 90-day position w/30-day extension (120 day). The plan is for a position with the Fire Standards Council and one for DPS. The Senate grilled Rich; the House was less organized. Dan Grimes and some of the fire Chiefs were heard from as well,</li> <li>○ 11d – This document has the specifics for the short-term position pulled from the AFSC previous Executive Director’s position description draft. We would like to get the seven (7) items completed under this position. This is for a Short-term non-perm incorporated with BFAST. The Budget currently indicates \$70K excess and that can be used to accomplish work we are not able to get done. This makes sense to put forth the funds towards the work to be done.</li> <li>○ We have a lot of flexibility to target a Subject Matter Expert (SME). We are looking for a technical support person; base rate at ~\$30-45 per hour. We want a person that is familiar with making revisions and the term is for 3-months, with a 1 month extension (120-days). We would then need to wait 6-months and repeat again next year to get back on track.</li> <li>○ Rich Boothby: State Human Resources usually targets a position, and they will allow us to do just that. If you have someone in mind that is the easy one. Even if the position is approved it would be prudent to move forward with the term person to at least have the bare minimum done.</li> <li>○ Sara Garcia asked is there are any reasons not to do that.</li> <li>○ Gordon Descutner: There is plenty of pressure from staff over the amount of work being performed for AFSC.</li> <li>○ Dan Grimes: Break time – 10 min.</li> </ul>	
	<ul style="list-style-type: none"> <li>● <b>Break</b></li> </ul>	



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<b>IX. Technical Advisory Committee- Progress Reports (reconvene 11:13)</b>	<b>1045</b>
<b>Standards and Certification Summary-</b>	
a. Current List Review	
<b>NFPA 10:</b> Portable Fire Extinguishers- TBD (Christian Hartley)	
<ul style="list-style-type: none"> <li>• See old business – discuss under Old Business</li> </ul>	
<b>NFPA 472/1072:</b> Haz Mat- Sara Garcia for Tyler Bones	
<p>Sara Garcia will speak on this; skills sheets 472 will be okay with slight modifications until we adopt 1001. Tyler Bones reported to Dan Grimes and Sara Garcia has provided great support!</p> <p>2 yr. compliance date is August 21, 2019- lapse? Past that date we cannot put ProBoard seals on those items. Dates are coming rapidly. To make an announcement, we may not have a large enough window; any testing out after August and we cannot put ProBoard seal on certificates. 1072 is not ready; we are relying on technical advisory for timelines and this is an administrative item. We need to ensure a big enough window for transition.</p> <p>1072: We have the option to do 472 or 1072 when we do the update to 1001. A question we are hearing is: What should I buy for new standards questions are coming.” We may have a gap and are missing some people, however, we will be ready to support the 2017 and 2019 editions. By the end of the year we should have both of those updated.</p> <p>Q: Christopher Steeves – reciprocity for those that don’t get ProBoard Seals? Currently have some for FADO class that need IFSAC.</p> <p>We are not expecting drastic changes; just a few.</p>	
<b>NFPA 1001:</b> Fire Fighter – Sara Garcia	
<b>Same as 1072</b> – 2019 standard is out; have a person to be the committee lead. Not that many changes.	
<b>NFPA 1002</b> Driver Operator- Gordon Descutner for Tony Prior	
Update? No, back to prioritization list – testing to 2014 edition; 2017 material is out; adopted the standard. #5 on the priority list. We are currently compliant.	
<b>NFPA 1003:</b> Airport Firefighter- Darcey Perry	
<p><b>Update:</b> Over the last year bringing up to 2015 standard. Finally – had grace period, didn’t have anyone testing until 2018. Quite a few changes to skill sheets, vetted tests, had three through the testing and all passed. Skills sheets were much better. Wanted them before the testing, Academy Is not on the electronic system. Darcey Perry will send Gordon a tickler to post them. (AFF) First 8 skill sheets were one movement; broken up – and put them into one movement. 2019 skills sheets.</p>	
<b>NFPA 1005:</b> Marine FF for Land Based Firefighters- Dale Butts	

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Had an update to this earlier in the meeting	
<p><b>NFPA 1006:</b> Technical Rescuer- Bryan Crisp  <b>No new update:</b> Tyler Bones plans to do a Kodiak class; Gordon Descutner will need to follow up with Tyler. First class for certification. Need to update this again. Under the older standard this is a general technical. We have adopted the new course now have to adopt skill sheets back to awareness. Tyler Bones and Manch Garhart (Girdwood FD) want to assist with the conversion.</p>	
<p><b>NFPA 1021:</b> Fire Officer- Gordon Descutner for Alex Boyd, AFD  <b>Gordon:</b> No changes to standard/material; however, there is work to do – administrative Officer II, III, IV; working with Alabama fire college for Train the Trainer on FOIII; after we have a big enough group through FOII. We need to ready material for folks under FOII, FOIII, and FOIV.</p>	
<p><b>NFPA 1033:</b> Certified Fire Investigator – Bryan Crisp  <b>Still current;</b> At last year’s Arson conference; test bank a little crazy. Went to Arson board for discussion; finalized to a Jones/Bartlett test; have the test bank. Ernie/Don, Dan Yeager (Juneau) vetting questions at this time. Turn them around in a week or two; back to Gordon Descutner. Ready for the conference in Ketchikan the end of April.  <b>Gordon Descutner sent Brian Crisp the CFI email:</b> Two people in Fairbanks converting to CFI took 206 class at Fire Academy; this was outside 3 yr. testing for class. Board members support they will have to attempt to re-certify for 206, NAFFI, or come to Arson Conference for 40-hr refresh before they can re-certify (following the Council Directives). Alaska Association of Arson Investigators has to renew through one of those processes. Better to do in person with one of those organizations rather than 40-hours of online training.</p>	
<p><b>NFPA 1035:</b> Fire Life Safety Educator/YFIS- Virginia McMichael  <b>Both need review;</b> Class scheduled – YFIS class in August; taking week long class Emmetsburg in May; Florida State Fire College to get an idea how they do it there.</p>	
<p><b>NFPA 1041:</b> Fire Instructor- Dan Grimes  <b>Fairly recent:</b> No major changes to levels of instructors; moved live fire instructor material in 1041 to have another instructor – Live Fire Instructor and Live Fire Instructor In Charge  <b>No drastic changes overall.</b> Need to align documents moving forward. David Lundin - Q: 1403 goes away? 1403 stays; instructor portion stays. Gordon Descutner: Some items under 1403; most will be in 1041 – some overreaching components. Still relevant and part of the program  Dan Grimes: Answer Virginia: Anything that has a recertification – Instructor/CFI only – doesn’t speak to very specific ways. If the standard is specific the council program will reflect; if here are no specifics then the council will step in with direction. Only because the standard does not provide deep details.</p>	
<p><b>NFPA 1403/Live Fire Technician-</b> Jason Buist – Ft. Wainwright Fire</p>	

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<p>Dan Grimes w/report: New edition of the book coming out this spring to take a look at the updates needed for skill sheets.</p>	
<p><b>NFPA 1407/AK Rapid Intervention Technician-</b> Gordon Descutner for Tony Prior Gordon Descutner - No updates needed.</p>	
<p><b>NFPA 1521:</b> Fire Department Safety Officer – Jake Bender (assigned by Chair)  Gordon Descutner brought to the attention of the executive board. Adopted, no updates done at this time. Gordon Descutner suggestions – appoint a committee lead as there are agencies interested.  Dan Grimes – if someone is interested; let Gordon know. Jake Bender said yes and will discuss with Gordon Descutner. Darcey Perry will assist.</p>	
<p><b>AK Rural Fire Protection Specialist-</b> Lisa Shield (Related: Apprentice &amp; Basic FF programs)  VPSO is written in statute; Basic FF and Apprentice FF are basically the same program for 16-18 year olds. Rewriting the program will effect the AK Rural Fire Protection program. VPSO will need the entire program redone with a public education component focus. VPSO and other community members fight fire without Trimax30 or a water supply. How do we do that? The Concern with using 1001 is no public education component. We would have to take a number of standards 1035, 1001, investigator items, and rural fire protection and put them together into something special. This program cannot be based entirely on one standard. Can we create an incremental FF program? Basic FF is the level to tie them together and keep the program unique for the 180 communities that cannot get to FFI. Include a separate certification to keep this in tack. Kind of “1035” community fire person. Communities can mitigate their situation with a 1-day program instead of a 3-day program. Some cannot afford Fire extinguishers; how can we provide tools to communities that do not have a water source? We are missing communities because our minimum is BFF, they have to be registered, and they have to have fire suppression equipment. They do not have that. Rural fire Protection is in the VPSO program. Other than a technical meeting, we have BFF this summer. The plan is to dig through it, reorganize, and experiment with a few things. The more the merrier; Walt Weller volunteered to be a test ground for a BFF in Pelican. Trooper VPSO program is looking for ways to avoid having to do the FF portion as they are spread very thin. Some communities only have the VPSO candidate trained in FF. VPSO to be able to train the community, VPSO has to have the authority to register, get training, for resources. Alternating fire academy years. VPSO went from 105 to 42 when the hand gun component was introduced.  Gordon Descutner: Troopers asked council to look at the program. Had some correspondence to revise the program; current benchmarks – which are not real clear. Lisa Shield is working on this and will try to have a report for the next meeting. If 1001 will not work, what will work for rural communities? Take the national standard or develop our own standard.</p>	

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	<p>Marine Dockside awareness is an example. Valuable and will help from an operational perspective. Rural support moving parts; currently difficult to give a consolidated package. What it will take to support and sustain moving forward.</p> <p>Richard Boothby: VPSO program was the hardest beat-up on in the reductions. The commissioner gave marching orders to go back to the statute; it does not state they MUST carry a handgun. The move is back; no one saw the consequences to the academy. Since we don't know who will carry, they all go through the 16-week class. However, we now put them through ETT and FF training. Why not just hire a new state trooper? They are now hiring VPSO as state troopers. That will work better for the villages for what they were intended. Had some good saves; down in Kasaan, a VPSO arrived and the Fire department wouldn't arrive in time so they used an excavator to stop the fire.</p> <p>Fire Grenades – YouTube video and that was the fire training. It didn't work so the excavator was used.</p> <p>Dan Grimes: We have a curriculum to build for rural Alaska to cover NFPA 1001, forestry, cover a wide range of materials. That does not exist, we have to build it. We will need resources and time.</p> <p>Lisa Shield: Specialized and bits and pieces are needed to pull it together. It is a big task.</p> <p>Walt Weller: Pelican volunteers for the experimental platform – Pelican volunteers.</p>	
	<b>X. Association Reports – move to after lunch</b>	
	<ul style="list-style-type: none"> <li>• Alaska Fire Chief's Association</li> <li>• Alaska State Firefighter's Association</li> <li>• Alaska Professional Fire Fighter's Association</li> </ul>	

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- **Public Comment Period – not otherwise listed**
- Louis LaRousse (Butte FD) and Michael Shipton want to address Out of Sequence Testing. Michael Shipton (Butte FD) commented on the problems with Hazmat Ops and the need basic FF skills first?
- Sara Garcia – you can train to FFI; but won't get final certificate until Hazmat is completed. FFI now encompasses HMA/HMO.
- Michael Shipton: Policies indicate one year if out of sequence.
- Gordon Descutner: Directive requires Hazmat to achieve. Testing out of sequence has a 1-year requirement.
- Michael Shipton: We understand testing sequence and the Policy and directive from the state and standards. Testing sequence? Understand when policies were written. If they do FFI first, have 1 year to complete. Directive shows if they take FFI test, shows 3-years to complete testing. New Hazmat 472 and 1072; more basic FF skills in Hazmat – we should be doing FFI first and it shouldn't be a testing out of sequence. If they do Hazmat initially it is not as thorough for people that have no FF experience at all. Expecting they have a lot of common sense to do the Hazmat first and pass; instead of doing the FF first. As we keep going along there will be a lot more basic FF added in; the question there – we have a PowerPoint to send up to the State and the Board to review. We have plan A, B, and C with solutions to try to help out.
- Gordon Descutner: Will you will follow up and get us the information to review?
- Louis – yes, we would like to do that. A lot of departments in consensus with us. Fire I needs to be taught before Hazmat. Could we have a meeting in between? Get on record.
- Gordon Descutner – for clarification – we don't have a requirement to when the training has to be completed.
- Louis: Had FFI, can't get in a Hazmat course within a year or they get in and fail Hazmat; remedial, etc. and they miss the one year window. Now they have to retest FFI, even if they passed it originally.
- Gordon Descutner: we can't certify under FFI without the Hazmat. We don't dictate the order of presentation at the local level.
- Louis LaRousse: Three years to complete fire certification is reasonable; however, the 1-year stipulation (is short) rather than a 2 or 3 year.
- Dan Grimes: We could look at a 3-year window instead of a 1 year.

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<ul style="list-style-type: none"> <li>• Louis LaRousse: At least a 2-year window would help; our plan shows a 2 or 3. Eliminating a lot of difficulties with failed tests, remedial training, passing the courses. State Statute, 3-year to keep the applications. In a nutshell that is the direction.</li> <li>• Louis LaRousse requests to touch base with Dan Grimes &amp; Gordon Descutner on their plan. Yes, please do.</li> <li>• Justin Boddy, DoD Fireman: Commented he is looking to see how they can maintain involvement; offering their assistance to the Council.</li> </ul>	
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<b>XI. Old Business –Chair – Dan Grimes – Reports and Action Items</b>	
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<ul style="list-style-type: none"> <li>• Live Fire Training Alternative for Eligibility             <ul style="list-style-type: none"> <li>• Review of previous draft</li> <li>• Just passed most recent audit by an accreditation service</li> <li>• Also, talked to IFSAC/ProBoard – frank discussions. No good answer; our situation is more unique than most – rural areas everywhere. Trying to find a way forward.</li> <li>• Talked about doing the items tabled – work underneath for guidelines; if you can't do Live Fire – this is what you can do without a fire event. Giving them outreach to develop a system that will assist.</li> <li>• Most recent direction from the Council</li> <li>• UPDATE FROM GORDON DESCUTNER:</li> <li>• No action on this today – work pending from administration – Gordon Descutner and the Live Fire Committee / 1001 Committee how to make/meet the Live Fire elements. Not enough Live Fire instructors; guidance from State Attorney General regulating Live Fire activities. None of this has moved forward. Recommendation: Table until the fall – keep on radar, nothing to discuss at the moment.</li> </ul> </li> </ul>	
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<ul style="list-style-type: none"> <li>• Alternative Funding Research Update             <ul style="list-style-type: none"> <li>• Review and recap</li> <li>• Dan Grimes – 2<sup>nd</sup> year specific lobbying sessions with legislature – alternative funding method for AFSC. 2 January's ago – not well received. Solid conversations this year; much more active interest. We may be in for the long haul over multiple legislative sessions; we do not have a sponsor. In February, when Dan Grimes was in Juneau – Sara Vance, appeared interested in being the sponsor. They would heck with their legal services. Spoke to Ben Carpenter, David Knapp, Sarah Vance, &amp; Peter Micciche, gave the draft bill. Funding for AFSC and BFAST. Alternative concept – small fee on insurance premiums - \$1-\$3 premium policy with a fire rider.</li> </ul> <p>Rich: After the February meeting, March Commissioners office was contacted. There is traction for this idea; it will be a longer haul project. It is good that we haven't received 'nay' or road block questions. They are dwelling and this was the right way to do it.</p> </li> </ul>	
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<ul style="list-style-type: none"> <li>• Standards Prioritization Review, Report, and Implementation             <ul style="list-style-type: none"> <li>• Review and recap</li> </ul> </li> </ul>	
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	<p>Gordon Descutner: Previous discussion for prioritizing most important standards. Requests we prepare something for the process of prioritizing. Shared Exhibit 8C. In operations plan there will be more details. Work is in progress for the standards.</p>
	<ul style="list-style-type: none"> <li>• Initial Adoption of NFPA 10, most current edition             <ul style="list-style-type: none"> <li>• DFLS status update and regulation timeline</li> <li>• Gordon Descutner: For discussion; previous reviewed at exe. Level. Statutory oversight – yes, fits in operation. Operational support – life safety inspection is struggling. It is looking to be moved from BFAST to AFSC. Hung up on the Code development and standard referenced was NFPA 10. Council works with most current standard.</li> <li>• Rich: Code cycle – just finished 2018 codes for NFPA. If we stay on consistent cycle, we will do an update every 3 years. Goes to correlation, issue on code side – jurisdiction side. A lot of correlation issues with standards. When we adopt put in amendments for correlation.</li> <li>• Gordon Descutner – does it have to be specific to the edition?</li> <li>• Rich: each edition comes with correlating NFPA and the Year. If we don't go with book, cross out and put in what we are using.</li> <li>• Gordon Descutner: Target date is July 1 for live test. Coming up soon. If we do not have an adoption under the council</li> <li>• Rich – opening case for public comment on administrative code – May/June (?) then goes to legal; comments? Update. Then to LT. Governor's desk for signing.</li> <li>• Gordon Descutner: unable to consult with Christian H. – look at it from a committee perspective. Ad-hoc meeting to address between now and fall meeting. Table at discretion of Chair. Could be ready to go before</li> <li>• Chris Steeves is willing to assist Christian with this. Not as a committee lead.</li> <li>• Gordon Descutner – follow up with Christian; Chris S. Can step in if necessary.</li> <li>• Chris S. Currently it is free</li> <li>• Gordon Descutner: we could keep it at the \$25 increment</li> <li>• Dan Grimes: <b>Table yes</b>, behind the scenes administratively have some targets. Keep working on the electronic deadline. Keep moving ahead.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Tracking Changes Within Standards Development             <ul style="list-style-type: none"> <li>• Review and recap with Brian Long: School has been overwhelming. Finish school; time sensitive; hand off.</li> <li>• Dan Grimes: Building a program so to speak to make it better</li> <li>• Brian – graduate in December.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Fire Officer II Delivery Alternatives             <ul style="list-style-type: none"> <li>• Compliant with IFSAC?</li> <li>• Eligible for AFSC certification?</li> <li>• Gordon Descutner: Recap of last meeting; CSU, Online Portal, Authorization for certification. Answers to a couple of the key</li> </ul> </li> </ul>

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<p>questions and to Alabama fire college. IFSAC is okay with how this is being done.</p> <ul style="list-style-type: none"> <li>• Gordon Descutner: Opinion – virtual class room through Alabama Fire College – they are on the campus when on line. Not in conflict with AFSC policy. AFSC certification = apply for reciprocity at that point.</li> <li>• Gordon Descutner: - mentorship for our specialists; first class was to be this week in FBX; challenges with procurement. Strong interest in Officer II; then to Officer III.</li> <li>• Gordon Descutner: Leadership courses in demand; new learning management system may assist with facilitating and delivery. (CSU process.....) This item can be closed out.</li> <li>• Dan Grimes: we don't have any other alternatives for teaching? FOII –</li> <li>• Gordon Descutner: Skill sheets not live for FOII. Can be delivered, no classes.</li> <li>• Dan Grimes: it's out there, you can teach it. Its only failure is our failure.</li> </ul>	
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<b>XII. Lunch</b>	<b>1145</b>
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<b>XIII. New Business – Chair – Dan Grimes – Reports and Action Items</b>	<b>1315</b>
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<ul style="list-style-type: none"> <li>• Operations Plan Review</li> <li>• Gordon Descutner: exhibit 13 – revised/moving target</li> <li>• Not quite as much detail as previous report. Don't need to go through. Two versions of the operation plan – look at Exhibit 13.</li> <li>• Initially; operations plan mimics strategic plan. Adjustments to the overall %; getting revisions completed; not only build time revision time is needed. 285% work load under the fire standard council that has one position. A chunk is done under the AFSC Clerk, the Test Management piece. Under the short term the test management time has gone up a bit. We may or may not gain time with the new system; bring additional levels =more test time. The work load we have, the work that needs to get done is about 2 ¾ positions. Moving forward, realistically we need another Training Specialist that operationally can be a part of BFAST. The help we need is tech support at the Fire Training Specialist level to make critical updates. Then we can have the discussion about a 3<sup>rd</sup> position identified a few years ago. Room for discussion on where that would fit in. If we stay where we are at; build plan for organizational chart we have. We need to gap the lower end for a ladder to promote up. The history of discussion with the division; from previous Fire Marshal; currently there is no way for staff to move up through the system hierarchy. Our AFSC Clerk is at a range 14; there is no bridge from a Range 14 to a Range 19 Training Specialist. We are missing the Range 16 level to have that upward mobility. Our division does not have a pathway to transition upwards to a training specialist, plan reviewer, or other positions. Current work load is approaching the 300%. These roles would provide direct support for CO</li> </ul>	
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<p>and CO training.</p> <ul style="list-style-type: none"> <li>• Gordon Descutner/Sara Garcia/Dan Grimes: Some things need to be revised and we have to overcome the backlog assists; much of the work is cyclical.</li> <li>• The desire is to create a Program Coordinator position that is a mid-level tech position of about Range 16. Gordon Descutner: A fresher revision is scheduled for next meeting. OPS overview.</li> </ul>	
<ul style="list-style-type: none"> <li>• Items not otherwise listed             <ol style="list-style-type: none"> <li>1. Brian Crisp is recognized – IMPACT, some accreditation items have gotten lost in translation. Couldn't apply for FADO, etc. Submitted new application. Want to start May 13; haven't heard back on updated accreditation. Is there a way in the system to send a notification if you are coming up on an expiration. FOII and FADO went away. IMPACT kicks you out if you paperwork is off line.</li> <li>2. Gordon Descutner: Old version of the standard.                 <p>Lisa Shield is recognized: Even if you are not current; go ahead and put in the test. Chose Non-Accredited course; once test is done / no red flags, the system will move you over to the new accreditation. I can show you.</p> <p>Gordon Descutner: Accreditation – core function of our bureau; we are not doing what we should be doing and are working on a fix. Allowing departments to add levels for self-assessment program. Patch right now until we update the system. Ties into tracking changes for new standards. We want to make sure that you are using the most current materials. Bumps you out of older levels to force you to look at the new standards. Makes sure new trainees are at current level. Call Dawn Bundschuh or Gordon Descutner; we have overlooked a couple of items. We will follow up off line. Dawn Bundschuh was not familiar with the process. Last week we wrote a routine for accepting the process. This was overlooked for a period of time. Call us midweek next week if you haven't heard from us.</p> <p>Dan Grimes: From a customer service standpoint. Could this not be handled by email or a 10-min telephone call? We have your Application; are you aware of...the new documents.</p> <p>Gordon Descutner: we will not be initiating that phone call; for us to go into the system for 50+ departments.</p> <p>Dan Grimes: When they submit the application. A human touches the document.</p> <p>Gordon Descutner: We are not stopping what we are currently doing. Never told anyone no for adding a level. We did have a lapse in the process moving forward; Dawn Bundschuh will preview, send a tickler to Gordon Descutner, then Dawn Bundschuh will send an email to the requester - Possibly within as little as 48 hours when we get rolling. Dawn Bundschuh is currently researching the file for all applications received to date.</p> </li> </ol> </li> </ul>	

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<p>Gordon Descutner: New Department accreditation is on hold; adding to a current department is in place. Lisa Shield and Gordon Descutner have looked at IMPACT; haven't had the time to put into play.</p> <p>Dan Grimes: Any departments trying to do NEW accreditations that have tried to do new – Yakutat (Arlen Skaflestad) – seeking NEW.</p> <p>Gordon Descutner: Yes.</p> <p>Dan Grimes: We can't tell departments stop training; not acceptable.</p> <p>Gordon Descutner: Documentation policies and procedures is a training responsibility – council items resolve themselves. Pieces and parts for tests. Lack of support is from ASFC, it is from structure and current policy and that we have everything we need for that. It is the responsibility of my position to make the program features happen. Haven't had the time to do the level of detail required for that. Can't just change TEB to BFAST to fix the document. It is difficult to see who is to do what in the mapping. Do not have supporting documentation for what we are asking the departments to submit for the training policy. Yakutat.</p> <p>Gordon Descutner: Who is the other department, Lisa Shield?</p> <p>Lisa Shield: City of Craig are not ready for FFI.</p> <p>Gordon Descutner will talk with Arlen Skaflestad offline later.</p> <p>Dan Grimes: we strongly urge you to correct this problem for new accreditations. This is a bad thing.</p> <p>Gordon Descutner: Thank you for the directive.</p>	
<ul style="list-style-type: none"> <li>• Nomination/Election- Chair (annual)             <ol style="list-style-type: none"> <li>1. Dave Lundin - Nominate Dan Grimes</li> <li>2. Arlen Skaflestad – who has been / 2<sup>nd</sup> the nomination</li> <li>3. Hearing no other nominations – thank you for your continued support. Call for Vote:</li> <li>4. All in Favor - / No opposed – Passed unanimously.</li> </ol> </li> </ul>	
<b>XIV. AFSC Plaque Nomination – Members - Action</b>	
<p>A. Recognition of Council Member Service Not this time around</p>	
<p>B. Plaque- Outstanding contribution</p> <ul style="list-style-type: none"> <li>• Not at this time around - Gordon Descutner: plaques are in the front stair well to see before you leave.</li> </ul>	
<b>XV. Review list of Action Items - Chair – Review</b>	
<p>Responsible person(s) developed from this meeting.</p> <ul style="list-style-type: none"> <li>• Communication report 30-days from meeting- Descutner</li> <li>• Quick Books entries for profit/loss report- Bundschuh</li> <li>• Acquire Short-Term/Non-Perm position for AFSC- FTA</li> </ul>	

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<ul style="list-style-type: none"> <li>• Marine FF Training- Marine Incident Response Team cooperative partnership with AVTEC in Seward?- FTA</li> <li>• Program Coordinator for AFSC- Pursue new position or the AFSC to assist with 285% of AFSC workload for a single position- DFLS Director/FTA</li> <li>• Live Fire Training Alternative; additional info for fall- FTA</li> <li>• Pursue alternative funding; Bill and legislation- AFSC Chair/ DFLS Director/FTA</li> <li>• Consider alternatives for CO test management coverage in emergency situations- FTA/AFSC Executive Board</li> <li>• Research VPSO/RFPS training revision to current benchmarking and to address AST 2017 memo for AFSC support in standards and core training benchmarks- ORFP FTS/FTA/AFSC Walt Weller</li> <li>• Determine Spring 2020 meeting location (ANC or JNU?) based on profit/loss numbers and travel restrictions- FTA/AFSC Executive Board</li> <li>• Evaluate standards prioritization for AFSC process management- AFSC Body/FTA</li> <li>• Revise AFSC Strategic and Ops plan to account for legislative allocations and DFLS directives- FTA/AFSC Body</li> <li>• Complete technical developments for the IMPACT database for accreditation management- FTA/FTS/AFSC Certification Clerk</li> <li>• Complete technical developments for the following NFPA standards:             <ul style="list-style-type: none"> <li>○ 472/1072, 1001, 1002, 1003, 1005, 1006, 1021, 1033, 1035, 1041, 1403, and 1521.</li> </ul> </li> <li>• Develop BFAST Accreditation Policy and Procedure for integrated operations and integrate the fire department self-assessment into IMPACT-FTA/FTS/AFSC Certification Clerk</li> <li>• Design and build NetExam electronic test software- FTA/AFSC Certification Clerk</li> <li>• Seek accreditation for Fire Officer II through IFSAC- FTA</li> </ul>	
<b>XVI. Future Agenda Items - Chair — Review</b>	
<ul style="list-style-type: none"> <li>• <b>Action items – see previous</b></li> </ul>	
<ul style="list-style-type: none"> <li>• Fall 2019- Ketchikan             <ul style="list-style-type: none"> <li>• SUNDAY before the Conference – September 22, 2019 (check that conference was moved back 1 week) Fire Chief’s Association Website – indicates.</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• Spring 2020 (DATE TBD) Juneau or Anchorage</li> <li>• Conference in fall of 2020 -Anchorage</li> <li>• GOOD OF THE ORDER</li> </ul>	
<b>XVII. Adjourn - Chair – TBD – Action</b>	
Steeves: Motion to Adjourn	
Bender 2 <sup>nd</sup> :- motion carried	
	<b>14:34</b>