

# Alaska Fire Standards Council Fall Meeting

## Minutes for September 24, 2023, at 9:00 am

### ***On-site Council Meeting***

Valdez Fire Department  
407 W Pioneer St, Valdez, AK 99686

### ***Zoom Participation Information***

<https://us06web.zoom.us/j/81350823231>, Meeting ID: 813 5082 3231

#### **1. Call to Order – 9:01**

#### **2. Roll Call**

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

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

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

**Hartley, Christian** (Houston) Chief Admin Officer/Fire Chief/volunteer staff – Partially Present

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

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

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

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

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

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

**Simonds, Benjamin** (Anchorage) Alaska Professional Fire Fighters Association – Present

**Graham, Colt** (Palmer) Fire Fighter Representative/ASFA – Present

**Denise Carbuccia** (Anchorage) BFAST Office Assistant II – Present

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

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

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

#### **3. Visitor Recognition**

Welcome Jarvis Schultz BFAST Fire Training Specialist A Detachment, Stephanie Russell BFAST Fire Training Specialist D Detachment, Michel Barte BFAST Office Assistant II, Eric Schultz KESA, Joe Kahles Homer VFD, Steve Rydeen South Tongass, Erik Skilbread Valdez VFD, Hans Nelson NWAB, Charles Foster Selawik VFD, Ernie Misewicz Salcha VFD (Via Zoom), Kyle Green University FD (Via Zoom), Todd Russell Butte VFD (Via Zoom)

#### **4. Approval of Agenda**

*Move to approve – Mathis*

*Second – Graham*

*Approved*

5. Approval of Spring 2023 Minutes

*Move to approve – Knowlton  
 Second – Sprehe  
 Discussion: none  
 Approved*

6. Technical Advisory Committee – Progress Reports

## AFSC NFPA Standards Overview...

Standard	Descriptor	Previous Edition	Current Edition	Next Edition	Last AFSC Adoption	AFSC Committee Pri/Alt	BFAST Coordinator Pri/Alt	Remarks
NFPA 1072 472	HM-Awareness HM-Operations HM-Technician	None	2017	2022 (NFPA 470)	9/23/2018	Tyler Bones Don Werhonig	Stephanie Russell Lisa Shield	
NFPA 1001	FF I FF II	2013	2019	2024 (NFPA 1010)	3/20/2021	Rocky Jones	Lisa Shield Stephanie Russell	
NFPA 1002	FADO-Driver FADO-Pumper FADO-MWS FADO- Aerial	2014	2017	TBD	9/25/2017	Todd Russel Rocky Jones	Jarvis Schults Virginia McMichael	
NFPA 1003	AFF	2015	2019	TBD	3/16/2016	Darcy Perry	Stephanie Russell Lisa Shield	
NFPA 1005	Marine FF	2014	2019	TBD	3/16/2016	Rob Mathis Bryan Crisp	Jarvis Schults Mark Brauneis	In Committee
NFPA 1006	Tech Rescue	2013 & 2017	2021	TBD	3/20/2021	Don Werhonig	Jarvis Schults Stephanie Russell	In Committee
NFPA 1021	FO I FO II	2014	2020	TBD	3/20/2021	Dan Grimes	Mark Brauneis Virginia McMichael	
NFPA 1033 Alaska	FI AKFIT	2009	2022	2027	2/2/2015	Bryan Crisp	Mark Brauneis Virginia McMichael	

**NFPA 470/1072: Haz Mat – Tyler Bones**

No progress since last meeting waiting for info from Admin. Feedback to TC to improve skill sheets. Need it updated and website updated. Goal is to get to NFPA 470 to the new standard ASAP.  
 No questions.

Sidebar: **Grimes** – (Overview of status of BFAST/AFSC Administrator.) Lloyd is stepping in to assist with meeting. (Overview of hiring process from the state.)

**NFPA 1001: Fire Fighter – Rocky Jones**

**Jones** – I am new so this will be in process for update.

**NFPA 1002: Driver Operator – Todd Russell**

**T. Russell** – Waiting for NFPA updates.  
**Grimes** – Is this going to be rolled into 1010?  
**T. Russell** – Yes

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

None

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

**Mathis** – Waiting for info from AFSC and NFPA

Sidebar: **Grimes** – Explained the chart colors.

**NFPA 1006: Technical Rescuer – Don Werhoni/Tyler Bones**

**Bones** – No movement, waiting for info from AFSC, lots of interest. HazMat and Tec Rescue had talked about bringing a workgroup in to make updates.

**NFPA 1021: Fire Officer – Dan Grimes**

**Grimes** – Current with 1 & 2, 3 was being worked on with previous lead, Alex Boyd just stepped down. Will contact him.

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

**Shield** – Council was working on this. TC wanting to move all skills to local evaluation.

## ...AFSC NFPA Standards Overview

Standard	Descriptor	Previous Edition	Current Edition	Next Edition	Last AFSC Adoption	AFSC Committee Pri/Alt	BFAST Coordinator Pri/Alt	Remarks
NFPA 1035	Youth Firesetter FLSE I FLSE II	2010	2015	2024 (NFPA 1030)	3/24/2017	Kyle Green Tanya Beckley	Virginia McMichael Stephanie Russell	YFIS In Committee FLSE I In Committee FLSE I In Committee
NFPA 1041	FESI I FESI II FESI III	2012	2019	TBD	7/16/2020	Dan Grimes Alex Boyd	Virginia McMichael Jarvis Schults	FESI II Admin Formatting FESI III Admin Formatting
NFPA 1041	LFI LFI IC	2012	2019	TBD		Jason Buist Jason Dolph	Stephanie Russell Virginia McMichael	LFI Admin Formatting LFI IC Admin Formatting
NFPA 1407	RIC				2/3/2014	Dan Grimes	Lisa Shield Jarvis Schults	In Committee
NFPA 1521	FSO	2015	2020	2024 (NFPA 1550)	9/26/2021	Jake Bender	Stephanie Russell Jarvis Schults	Admin Development
Alaska Only	Rural Fire Protection	2019	2019		11/6/2020	Ben Knowles Hans Nelson	Virginia McMichael Lisa Shield	
Indicates:	3rd Party Accredited	Current Cert Issuance	Admin Pending Action	Overdue				

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

**Green** – FLSE 1 needs test bank review by Admin, I understand we are still sorting it out. Ready to move forward on 1 & 2 not a lot of changes. 2024 NFPA 1030 have some updates minor and duplicative. Ask AFSC to adopt 2024 NFPA 1030 FLSE 1 & 2 to update chapters 9 & 10. Are we going to stay with the 2024.

**Grimes** – We will adopt the whole standard and use the chapters we find suitable.

**Green** – Will that hold us up since there are others that are so many?

**Grimes** – No, there is still a separate process to build out the program.

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

**Grimes** – FESI 1 current, 2 & 3 work was done, test bank done, FESI II is the beta for the new skill sheets. (Quick history), we certify folks at the state level providing the framework. However, to add credibility and user ability IFSAC and ProBoard, each covering different and possibly overlap. The require a change to the format of the skill sheets. We have asked is it required or wanted?

**T. Russell** – Is there a time requirement for when this would be available?

**Grimes** – It is very close; however, the correlation sheet needs to be lined up with the skill sheets. I too was waiting to get this Tech Committee Workgroup this summer, but it didn't happen. We did it once Feb 2022 and it was great, got a lot of work done. Was supposed to be done every six months and none of them happened.

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

**Grimes** – Live Fire Instructor has been moved under the instructor standard, updates have been provided to the admin however, no feedback. If you have it, then it is expired. There is a hold on this.

**Shield** – Clarification requested for renewals that happened.

**Grimes** – Yes, no renewals should have been done. We will have the AFSC Clerk review renewal certs for live fire in IMPACT.

### **NFPA 1407: AK Rapid Intervention Technician – Dan Grimes**

**Grimes** – I am the new lead, review has been done, needs to see correlation from IFSAC. Minimal changes needed. Looking for members to join as it has been a challenge finding people.

Sidebar: Grimes – We would really like TC members SME's as without them none of this can happen. Please help recruit people if we do not have volunteers it doesn't happen. The more people there are the easier it is to complete the work.

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

**Grimes** – Not sure if he stepped down.

**Bones** – I will take over the lead.

### **AK Rural Fire Protection Specialist – Hans Nelson**

**Nelson** – (Introduction of his position.) There is a need for RFP committee members. (Gave committee members names.) The standard is needed and was originally created this standard. We have been looking at NFPA standards that all apply in part. How many of you have seen this standard? (4 people responded.) Over 200 communities need this, and many do not understand what their needs are. (Overview of why and what is needed from this standard.) We went up to NSBFD and even with all their resources they can't get up to FFI certification. They can't meet it, so they are also in need of this Rural Standard. We need good direction and clear vision from the council. (Previous Admin quoted regarding the needs.)

**Misewicz** – We need the standard to bridge the gap between FFI and Rural to get what we need. What does AFSC want and expect so they can move forward to work with the committee?

**Nelson** – We can speak more during the agenda item for this.

**Grimes** - We can speak more right now.

**Nelson** - Yes

**Misewicz** – We are trying to bridge the gap and correlate it to the material being taught. We need to have a few changes to make it work. We need to present a product for approval to the council. I see that there is an item in Old Business.

**Grimes** – It is there but we can provide an answer now. The council has met on this many times, we have clarity, and they did the work. It was decent and nearly complete; however, it was part way there. Admin at the time said it was complete enough and would take it from there. It is critical and needed and people outside rural communities do not understand this. There is no one size fits all, so it needs to be flexible. The old one only referenced the 1992 standard, and the last Training Specialist kept it that way. NFPA 1001 was not the best fit and the new one referenced many parts of various NFPA standards. AFSC wanted to have our first Alaska only standard not attached to NFPA. Vision from council was to create an AK standard, take this very strong capable program and reference them to the source documents. What started this was an update to 1001 but not to the Rural standard. If it is changing, then we need to know where it is coming from. Build the program and reference the material so it can be updated and repeated. If we are teaching people to use a pump and drop it in a pond, then use the forestry document to reference that. That way when forestry updates we can update. Build it and reference what you are

doing now and connect it to a source document. It will look bad if we revise everything else but not that one.

**McMichael** – What we did with this is to have Ernie and Hans to do this program and see what worked well and what didn't. Our office is going to do assessments with communities first then send someone out there to do training. Mark was working with southeast native corporation to have curriculum created.

**Nelson** – The reference material does have NFPA standards referenced. You can see that in the standard. I think that you all need a package that you can go through.

**Grimes** – Yes, it hasn't been published. We saw the 9/10 product but not 100%.

**McMichael** – Quick comment, you will get emails from the Fire Training Specialist as we need to confirm your participation.

Grimes – 10-minute come back at 10:12

## 7. Administrator's Report - Nakano *Roster Update*

<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: akfire24@gmail.com	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>Benjamin Simonds</b> (Anchorage), Alaska Professional Fire Fighters Association Email: bensimonds@me.com	8/8/2023		12/1/2026
<b>Graham, Colt</b> (Palmer), Fire Fighter Representative/ASFA Email: cgraham@palmerak.org	9/11/2023		12/1/2024

**Nakano** – We will need to submit names for the 3 expiring seats. I will work on that in Nov.-Dec.

**Grimes** – If you are in a seat that is representing an Assn. then a list of 3 names must be submitted by the Assn. They need to see your Assn list not an individual submission for those specific seats. Those are not coming open.

**Nakano** – Expiring seats will need names to be presented. I will get it done.

**IMPACT CERTIFICATIONS ISSUED: 24,743**

*Certification*

*Calendar  
Year*

- 2023 YTD – 918** (Reciprocity 75)
- 2022 – 1,105** (Reciprocity 78)
- 2021 – 1,051** (Reciprocity 47)
- 2020 – 1,007** (Reciprocity 82)
- 2019 – 1,058** (Reciprocity 71)
- 2018 – 911** (Reciprocity 59)
- 2017 – 998** (Reciprocity 70)
- 2016 – 1,277** (Reciprocity 103)
- 2015 – 1,117** (Reciprocity 87)
- 2014 – 1,682** (Reciprocity 47)
- Pre-IMPACT – 13,619** (Reciprocity 40)

Grimes – Will we pass the thousand certificates issued mark this year?

Shield – I expect we will if the certs are issued from the tests that are happening in the last quarter.

*Finance Report*

*Finance Report – General Fund\**

	<b>FY Authorized</b>	<b>YTD Expended</b>	<b>Projected Expenditures</b>
<b>Personnel Services</b>	\$ 87,700.00	\$ 17,179.14	\$ 70,520.86
<b>Travel</b>	\$ -	\$ -	\$ -
<b>Contractual</b>	\$ 31,400.00	\$ 255.00	\$ 31,145.00
<b>Commodities</b>	\$ -	\$ -	\$ -
<b>Equipment</b>	\$ -	\$ -	\$ -

**Total YTD Expended & Projected Expenditures \$ 119,100.00**

\*Note: Expected to fully spend down as attempted each year

# Finance Report – Quickbooks Dashboard

## Last 365 Days

Open Invoices	\$ 75.00
Overdue Invoices	\$ 800.00

	Last 365 Days	FY23	FY22
<b>Total Sales</b>	<b>\$ 68,690.00</b>	<b>\$ 63,792.50</b>	<b>\$ 49,335.98</b>

## Finance Report Fiscal Year 2024 – Program Receipts\*

FY23 to FY24 Carry Forward	\$95,524.79
Fiscal Year-to-Date Collected	\$10,125.00
Projected to Collect - FY24	\$38,475.00
<b>Total Revenue</b>	<b>\$144,124.79</b>
<b>Projected Carry Forward to FY25</b>	<b>\$47,046.26</b>

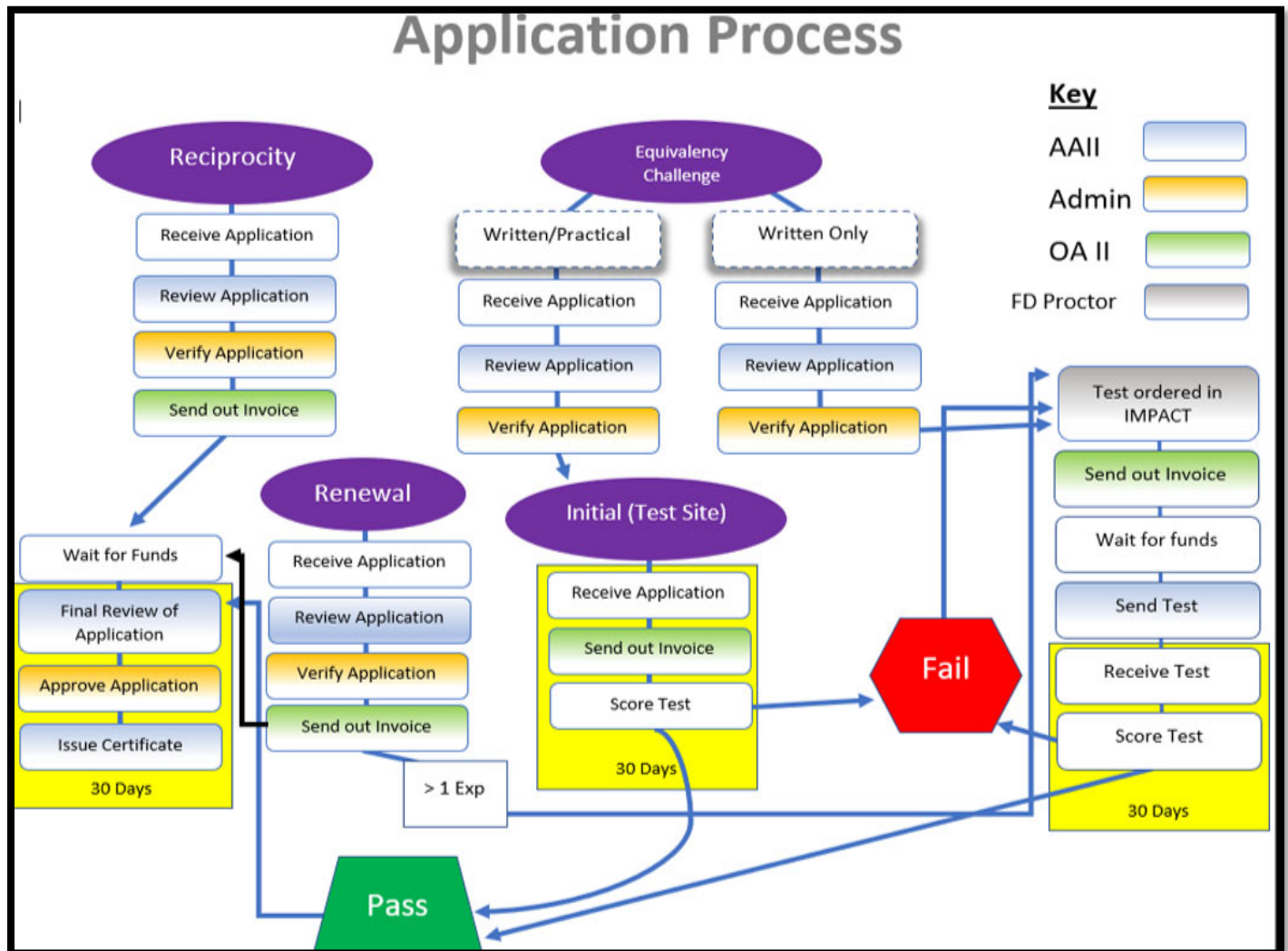
\*Note: Official FY24 projections will be worked on in October

### Current Events

1. Anchorage Office Assistant, Denise Carbuccia started in late June.
2. Recently acquired temporary office space withing DPS HQ Building, all Anch staff have desks.
3. Operational focus on IFSAC Audit scheduled for November 14-19, 3-day visit, 16<sup>th</sup> is set.
  - a. WA onsite mid-June and assisted in a preaudit review and preparation
  - b. Brauneis to support one IFSAC Visit between June and September – pending
  - c. Scheduled weekly audit preparations with all BFAST staff
4. Process successes
  - a. Resolved phone communication issues with new equipment
  - b. AFSC Home Page website update
  - c. Timeline for score reports anecdotal average is 2-5 business days.
  - d. Certificate issuance has held consistent days, with anecdotal averages at 2 weeks\*.  
\*This does not include unpaid applications, problem applications, or certifications awaiting portfolio review or IFSAC update.

See next slide for flow chart of application processing.

## Application Process



**Shield** - explained the flow chart.

**Shield** - Mark and I take care of the admin stuff; I take care of that at my desk.

**Grimes** - What is your desk.

**Shield** - some of the admin stuff

**Grimes** - let the record show that the AFSC only pays for 2 positions.

**Shield** - Thank you for clarification.

**Shield** - Any questions?

None

**Grimes** - Are you seeking permanent housing.

**Nakano** - No, there is a study happening and they are looking to move others and keep us in 5700 E. Tudor Road.

**Grimes** - We just want you guys to have a home that we can meet with you and help you guys to have a perm home. What can we do to help you?

**Nakano** - We are waiting on a study that has come back for direction. Possibly more teleworking for other divisions but not for us which will allow for more room for our division.

**Grimes** - How long would it take to get past applications and tests scanned in?

**Parker** - Mark had said we can get a contractor to scan files, but months.

**Shield** - Many, many, many boxes

**Grimes** - Would like to suggest starting with the newer ones.

**Shield** - It will be hard given that they aren't alphabetical.

**Bones** - What is the retention policy? Are we using the scantron?



**Parker** - We are using the sheets but not the machine.

**Shield** - Permanently

**Nakano** - We can investigate this.

**Shield** - We will need to look at NFPA retention policies.

**Grimes** - Are we using scantron machine.

**Parker** - I am grading them by hand, which is why we are not getting the answer to which questions are being missed most. We are working on a way to get that too.

**Grimes** - Is it because the system is too old or test banks.

**Shield** – The Scantron company is no longer doing support and we don't have training to update LXR, scantron broke and won't read any longer. But not due to test banks I am currently working on getting tests into NetExam. Staffing was the issue. Now being pushed do to audit. Once it is up, it won't be able to be used by everyone in the state, we will still be using scantrons.

**Grimes** - Should we investigate something in between.

**Shield** - Would you like me to put my time into Net Exam or looking into a new system?

**Grimes** - You answered the question with a question. I think you answered it. Your time will be better served getting NetExam up.

**Grimes** - Thank you for getting the tests out so quickly.

**Shield** - Anecdotal was due to the request for documentation on the process.

**Grimes** - ok

### ***2023 Spring Action Items Update***

- Nakano - Verify that names have been submitted for vacant seats on the council for the Alaska Professional Fire Fighters Association and Fire Fighter Representative/ASFA.
  - ✓ Status: New members updated online
- Mark - Typo on collected \$540,000, we will look into that.
  - ✓ Status: \$158,073.34 is the correct number.
- Mark - Add "remote" testing verbiage into the CPM for testing candidates at computer labs. Clarify in the CPM what the differences are regarding remote testing.
  - ✓ Status: Review complete, actions deferred to a later date.
- Mark - We will put together training for test reviewers to include clarification on the term "distractors".
  - ✓ Status: Pending
- Mark - Council related Google drive to put docs for review. 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.
  - ✓ Status: In-progress
- 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".
  - ✓ Status: Desk phones for AFSC- done, email- cost pending & hidden files- pending
- Mark - AFSC NFPA Standards, the website is being updated now and will be up next week.
  - ✓ Status: Complete
- Mark - Looking for a lead for NFPA 1001: Fire Fighter Technical Committee.
  - ✓ Status: Rocky Jones

- Mark - NFPA 1003: Airport Firefighter found some verb issues within skill sheets that will need clarification.
  - ✓ Status:
- 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.
  - ✓ Status:
- Mark- Fire Officer 2020 for I & II update documents online this week.
  - ✓ Status: Uploaded
- Mark - NFPA 1521: Fire Department Safety Officer, we will move on this in June.
  - ✓ Status: Tech Committee Report
- Mark- Set up CO training for Council to fund initial training to include Step A and Step B.
  - ✓ Status: Pending
- AFSC - Add two council seats specific to postsecondary and industry.
  - ✓ Status:
- AFSC - Move to amend Sec. 18.70.350. Powers. Where it states "The council may" to "The council shall" items 1-4, 18.70.350.
  - ✓ Status:
- 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.
  - ✓ Status: In-progress

**Nakano** – I do not have a lot of info and so I do not want to give inaccurate information until I can talk with Mark.

**Sprehe** – Please remove the "checkmark" if it is not completed.

**Parker** – We will change that.

**Nakano** – If there is something you need, let me know.

**Grimes** – We can remove completed items and not carry them over.

**Shield** – I didn't remove them to show completion, they will be removed once they are reported to the council as complete.

**Knowlton** – What is IFSAC and ProBoard exactly?

**Grimes** – (Summary of what they are.)

**Mathis** – ProBoard is USA and IFSAC is international. If IFSAC issues seals, then reciprocity to ProBoard and vice versa. It is very similar to us but allows us to issue the certs.

**Sprehe** – The action item list says to get 2 new council positions and place on the agenda. What has happened with that?

**Grimes** – I think that it has been modified once before, but Boards and Commissions needs to be asked. I will contact them to find out what needs to be done.

## 8. Public Comment Period

**Grimes** – Anyone with public comment?

**Nelson** – I am new to the council meetings; I have met some of you through conference. It is cool to see you all throughout the state. I really appreciate the time and attention you all have given me in this learning process. The higher-level training and getting up to speed and I appreciate your time.

**T. Russell** – You must be at the level or above to be a CO. Also, I have not been getting all the emails and for over a year I have tried to get it resolved.

**Grimes** – Desired to be at the level, we have made exceptions, and it is in the CPM. We strive to have the level.

**Shield** – The number of CO's is misleading since many of them are inactive, and Mark and I have been working on this. We have sent out emails to verify this information. All CO's that have not done an assignment in over a year will need to reach out and do a refresher.

**T. Russell** – How many CO exceptions are made, why are so many exceptions being made.

**Shield** – I would have to look back at all tests, but it is not common.

**Misewicz** – What is the status of the proposed training for CO? This is reference to Marks

email request for interest back in July 2023.

**T. Russell** – What is the status of the CO training status that Mark purposed?

**Grimes** – Nothing at this moment, as a council, we purposed that we pay someone to get CO training steps out of the way, it is a 3-step process, the step A and B was being done on your own, unless it was being done in your town. We would like to do a pay training process. AFSC ADMIN said in Spring Meeting that they would like to do this and AFSC Council approved. We have heard nothing from Admin on this process. We need to get an update.

**Nakano** – We will put out another email.

**Grimes** – Can we get a list?

**Nakano** – Yes

**Simonds** – I am getting emails that I was not getting before.

**Parker** – I am sending a back door email.

**Simonds** – I am not a certifying officer.

**Parker** - That is my mistake I will correct.

**T. Russell** – I am not getting emails through IMPACT.

**Grimes** – So this is being done a back doorway.

**Parker** – Yes, in conjunction with the normal way. To make sure it gets out.

**T. Russell** – Please update to my personal email.

**Parker** – Ok

**Virginia** – I am not getting them either.

**Grimes** – Can reach out to you Parker?

**Parker** – Yes

**Edsell** – I have had a lot of people in my area ask why we have a renewal for Instructor. Is there a way to make it easier or drop it or make it applicable only to some of the levels?

**Grimes** – There are not requirements, but states or departments may require it. We need to look at our guiding documents to be sure that the requirements are met.

**Knowlton** – If there is no current instructor in their community how can they meet the renewal requirement?

**Grimes** – Explored many options to meet requirement.

**Shield** – Contact our office to resolve this.

**Misewicz** – Going back to the question on status of "Certifying Officer Training", to confirm potential Certifying Officers (those who submitted interested letters/applications) will be receiving an email updating them on status of this training?

**Grimes** – We need to get those emails to be able to follow-up. No one in this room has those emails. Maybe the new administrator will get access or can resend this.

**Misewicz** – To confirm, where did the emails for CO go.

**Grimes** – They went to Administrator, if we can't get them, when the new Admin starts, we will start over and rebuild.

**Green** - Update as to why recerts are needed.

**Grimes** – OK

**Green** - 1030/1035 I am concerned that we are not being consistent across the board, and we need to review this. What and why it is needed

**Grimes** – We are aware of this and started working on this 3 years ago. We started tracking this so we could do a better job of recommending departments. We want to be a conduit to assist this process. FFI is good forever, this should be looked at in our current system. Tracking certifications through time. Brian Long is the Chair of this comity. FAQ's is it tied to IFSAC

**Green** – I am concerned that there is inconstancy with these requirements between standards.

**Grimes** – There was an interest in tracking these a few years ago that did not get completed, we are still wanting to track them over time. Brian Long is the chair of that committee that is active.

**Green** – I appreciate and recognize this, who is the Authority of Jurisdiction?

**Grimes** – The AFJ changes and we recognize this.

**Shield** – AFSC require at the time for us to track this which is why there is a renewal.

**Grimes** – Might be worth pulling up NFPA standards, but we can look at this later.

**Llyod** – It is in NFPA.

**Mathis** – Is there an easier way to prove this? Yes, because every application requires training officer or chief to sign off. The question is can we make this change? Make it simpler.

**Bones** – Instructor Directive link on page 5 is broken.

Grimes – 11:50 Break for Lunch Reconvene at 12:35

## 9. Association Reports 12:37pm

### a. Alaska Fire Chief's Association

**Grimes** – This would be better covered under old business. The report is that we support the council and worked with the legislature to add positions to the office.

### b. Alaska State Firefighters Association

**Graham** – No official report, spoke with Justin Boddy, the president, that several folks had concerns about the renewal process for FSI.

### c. Alaska Professional Firefighters Association

**Simonds** – No official report, had our May meeting to outline the legislative session items, 2 bills outstanding.

## 10. Old Business

### a. Rural Fire Protection

**Misewicz** – We will have something to present in the next meeting.

**Nelson** – This is not IFSAC or ProBoard and changed it from Basic Fire Fighter to Rural Fire Protection.

**Grimes** – We are not moving in that direction however I think there are other states that would benefit from it.

**McMichael** – Changes to RFPS for VPSO program to do half in the classroom and half in the community.

**Nelson** – We are working to get all the detailed lesson plans J&B style.

*Move to table until the Spring meeting. – Knowlton*

*Second – Mathis*

*Discussion: no additional*

*Approved*

### b. Strategic & Operations Plan Review/Rewrite

**Grimes** – We have had an old version of these 2018 and 2017.

**McMichael** – Hartley and I contact other councils to see theirs but didn't see any. Verbal review of the document and noted that this is something that the council needs to work through that only a couple people can do.

**Grimes** – Is this still something you need to keep working or do you need more people to do this?

**McMichael** – Yes, I do think we need to have more people to involved in this process.

**Grimes** – When this was asked, I think we wanted to have a presentation on what the changes need to be and then if there are differences in opinion, we can make changes.

**McMichael** – Yes, and when emails are sent, please respond.

*Move to table until the Spring meeting. – Mathis*

*Second – Bones*

*Discussion: no additional*

*Approved*

*Mathis, Sprehe and Grimes will help.*

### c. Technical work group sessions twice a year

**Grimes** – I think this needs to be removed as it is Admin work and doesn't need council approval. We have already approved this and there is no other action the council needs to

take.

*Move to remove this from old business. – Simonds*

*Second – Edsell*

*Discussion: no additional*

*Approved*

**d. Certifying Officer Program Updates**

**Grimes** – I think we may have already answered this one in the administrators report. The Council approved this and wanted to be updated. In the past this has always been offered at Fire Conference and but not this year and I do not know that a proposal was made from Admin to the conference planners.

**Nakano** – I don't think we were asked to do it.

**Grimes** - Yes, just like anyone who would teach.

**McMichael** – Mindset was that we want to offer it so that it stands alone, and attendees are not having to choose it.

**Grimes** – We would like this to be offered more often.

*Move to keep this on the agenda and ask the new admin to give an update within 60 days.*

*– Grimes*

*Second – Graham*

*Discussion: Mathis – In person or virtual?*

*Grimes – Either email is fine.*

*Approved*

**e. Legislative initiatives**

**Grimes** – We are understaffed for the AFSC office, in 2017 we had two full positions, an administrator and an assistant. We recognized that we needed another position and started to work on language to get that. In 2017 the admin position was combined with the Training Administrator. So, we now we have 50% of an administrator. Since then, we have been lobbying to get back the full Administrator position and add a third position. We have been lobbying ever since. We got traction this last year and they know who we are but we ran into issues when the Governor removed it. The SFM submitted one position that did not get to the top.

**Nakano** – When we submit it is confidential, when it left DPS it got cut but we do not know where the cut comes from.

**Grimes** – By the time we started to lobby it had already been cut. It is important to reach out to your legislators now, tell them what we need. Let them know that DPS is not asking for two positions maybe due to the political climate. We need them to know that we still believe that two positions are needed. Then when we meet with them in Juneau in February, they will already know what it is. We have unwavering support from the AFCA, the council, and the fire service. We understand that the FM office can only ask for one position. We will continue to ask for this. Last year we got the positions into the budget that were then vetoed by the governor. We met with a lot of legislators and gave them paperwork. I will get that letter out to all of you. I invite you all to come down to Juneau to help to continue to fight for this. We need each council member to get involved with their constituency to pass this on to your legislators. It was my local legislator that got this in because we were communicating on a regular basis.

**Knowlton** – We talked to our legislators, but it got vetoed by the Governors level. How do we reemphasize that these are not extra at that level?

**Grimes** – Barlow is the deputy commissioner, please stop and talk with him and explain the importance of supporting two positions for the council. My proposal is that we draft a letter to the Deputy Comm and Commissioner of DPS explaining our staffing needs. What position was asked for in the last budget?

**Nakano** – It was a range 21 – Fire Training Administrator. We are unable to share what position we are asking for this fiscal year as it is confidential.

**Grimes** – I have given this to all the legislators and gave a letter to the governor also. The

point is that we have got to keep this in front of those that make the state budget, and we serve on the governor's council, so we are doing his work, and we need to keep him informed.

*Move to draft & submit a letter to the Governor's office and DPS Commissioners office on behalf of the council indicating that we need an FTS range 19 and FTA range 21. –*

*Grimes*

*Second – Mathis*

*Discussion: Mathis – Give this to Lt Gov, etc.*

*Simmonds – None of us got into the fire service to get into politics however, to carry out our mission we must educate them. You are a member of a community, and you need to advocate to your community for them to help support this. Just because this was vetoed does not mean that it is dead in the water. Getting support from various legislators is important.*

*Approved*

- f. Add 2 positions to council: postsecondary and industry.

**Grimes** – This is from a motion to investigate this because we did not know who was responsible to get this information. Grimes has taken this item for action.

**Grimes – 10-minute Break 1:37pm**

## **11. New Business**

### **a. Terms Expiring on 12/31/2023.**

- i. Hartley, Christian, Chief Admin Officer/Fire Chief/Vol. staff
- ii. Edsell, Christopher, Fire Fighter Representative
- iii. Mathis, Robert, Volunteer Fire Fighter/Under 2500 Residents

**Grimes** – We are not acting on this item.

### **b. Letter for previous council service**

**Grimes** – Need letters created for their service on the council. We have none currently. As for letters for Outstanding service, which could be anyone, that is not the same.

### **c. Nominations for Outstanding Service to the AFSC**

**Grimes** – Can we go back to the last meeting minutes to see if there were nominations. None found.

**Grimes** – I have two names, Jake Bender who served 8 years and worked with the Safety Officer program, even though it is not done, he helped with a lot of programs during his tenure.

*Move to recognize Jake Bender for Outstanding service to the FSC. – Grimes*

*Second – Simmonds*

*Discussion: none*

*Approved*

*Grimes – Move to recognize Alex Boyd for Outstanding service to the FSC.*

*Second – Knowlton*

*Discussion: none*

*Approved*

*Bones – Nominate Dave Lundin he was the practical guy that would see things we didn't, and his engineering brain was super helpful to us.*

*Move to recognize Dave Lundin for Outstanding service to the FSC. – Bones*

*Second – Grimes*

*Discussion: none*

*Approved*

**d. Nomination/Election of Vice-Chair (Annually at Fall meeting)**

**Grimes** – We have let this slip in the past and it happens every fall meeting. Sprehe is the current Vice Chair. I am accepting nominations for VC.

*Nominate Dorianne Sprehe for Vice-Chair. – Knowlton*

*Second – Grimes*

*Sprehe – I accept the nomination.*

*Discussion: none*

*Grimes – Hearing no other nominations we appoint Sprehe as the VC for the next year.*

**e. Letter from council BFAST Budget - Strike due to addressing above.**

**f. 1030 is the 2024 edition number change for NFPA 1035 Fire Life Safety Educator/YFSI**

*Move to Adopt NFPA 1030 2024 Edition – Grimes*

*Second – Mathis*

*Discussion: none*

*Approved*

**12. Action Items (New pulled from this current meeting)**

**Grimes** – Draft & submit a letter to the Governor's office and DPS Commissioners office on behalf of the council indicating that we need an FTS range 19 and FTA range 21.

**Grimes** – Set meeting date for the special meeting with the New Administrator.

**Grimes** – Certifying Officer Program Updates, meet with new admin to give an update within 60 days.

**Grimes** – 2 new council positions, Boards and Commissions needs to be asked. I will contact them to find out what needs to be done.

**Grimes** – 1041 Technical Committee look into the renewal process simplify or remove.

**Grimes** – Will look for people to be on committee for NFPA 1407 Rapid Intervention Technician

**Mathis, Sprehe and Grimes** – Strategic & Operations Plan Review/Rewrite

TC AK RFP

**Misewicz** – Rural Fire Protection we will have something to present in the next meeting.

**Shield** – Fix links broken in FSEI directive to renewal packets.

**Shield** – Remove the “checkmark” if it is not completed on action item list.

**Shield** – Retention policy with IFSAC, NFPA 1000 and State, can we destroy?

**Shield** – Finance Report \*correct personal to personnel.

**Shield** – NFPA 1521: Fire Department Safety Officer Lead change to Tyler Bones

**Shield** – Review of renewal certs for live fire in IMPACT.

**Shield** – Verify dates for Spring meeting in Juneau, regular 2 nights, or whole week?

**Carbuccia** – Baranoff Hotel book block ASAP for 15 minimum & a meeting room.

**ADMIN** – Outstanding Service to the AFSC, Jake Bender, Alex Boyd & Dave Lundin

**ADMIN** – Letters created for expiring service on the council.

**ADMIN** – NFPA 1035 Fire Life Safety Educator/YFSI is now 1030 for 2024, adopted, need test bank review.

**ADMIN** – NFPA 1006 Technical Rescue standard info to Don Werhonig/Tyler Bones

**13. Future Agenda Items**

**Grimes** – Open for anyone to add here? None added.

**14. Future Meeting Dates**

a. Special Meeting – New Fire Training Administrator

**Grimes** – I feel that it would be good to have a meeting where we can help prioritize council work. Would you like a special meeting with the whole council or just the executive board?

**Edsell** – I think it would be good to have that meeting with a technical committee workgroup.

**Knowlton** – We can have executive and the other virtual unless there is money to have everyone there.

**Grimes** – Sounds like it is important to the members who commented. Date to be determined, within 30 days of their hire date.

**Parker** – Maybe do these 30 days after the audit?

**Mathis/Grimes** – No because of the report we are asking for is within 60 days.

**Grimes** – I floated the executive board meeting to be aware of everyone's time. If we are going to have a meeting, we need to have an agenda. Please be thinking of what the agenda items could be; how can we help you, history of council, priorities.

**Mathis** – Welcome aboard, who we are, how can we help you.

b. 2024 Spring Meeting – February 4<sup>th</sup>, 2024, 9:00am

**Grimes** – I propose that we try to meet in Juneau for the Chiefs summit on the Sunday before. That meeting is first week of February. That Leadership Summit is 5-8, I propose that we do it Feb 4<sup>th</sup> in Juneau. Admins verify finances for regular 2 nights or whole week.

#### **15. Good of the Order**

**Sprehe** – Thanks for the shirts.

Group Photo

Individual Photos

**Adjourned at 2:35pm**