

MINUTES OF MEETING

Purpose of Meeting		Fire Standards Council Fall 2010 Meeting	
Date	September 27, 2010	Location	Holiday Inn Express, Seward Alaska
Agenda Version	101008		
Page:	1 of 7		

I. Call to Order - Chair – Buddy Lane	
House rules – Chair – Buddy Lane - Review Coffee, cell phones, breaks.	
II. Roll Call - Chair – Buddy Lane	
Seat A/Greg Coon- Vice Chairman Seat B/Bryan (Buddy) Lane- Chairman Seat C/ Reed R. Reed Seat D/ *Brian C. Davis Seat E/ Michael Fish Seat F/Chris Steeves Seat G/ Michael E. Nemeth	Seat H/ Robert Dennard Seat I/ John Downes Seat J/ David Gibbs Seat K/ *Jodie M. Hettrick Admin.-Gordon Descutner Admin.- Raby Raby
III. Approval of Agenda – Chair – Buddy Lane - Action	
A. Descutner- Brian Belaga requested to call in for public comment section at 1:15 pm. B. Descutner- Add ProBoard and IFSAC report under New Business. C. Coon moves to approve agenda, Reed seconded. Passed unanimously.	
IV. Approval of Minutes – Chair – Buddy Lane - Action	
A. March 6 & 7 2010 Meeting Minutes B. Downes moves to approve minutes, Coon seconded. Passed unanimously.	
V. Review Priorities List– Chair – Buddy Lane - Action	
VI. Administrator’s Report – Administrator – Gordon Descutner - Report	
A. Communication – Director has maintained communication channels with the committees.	
B. Budget Report- <ol style="list-style-type: none"> 1. Uptick in receipts, 27k last year, 35k this year. <ol style="list-style-type: none"> a) Buddy requested a history of receipts collected. b) Gibbs - try pulling the conversion and grandfathers out of receipt total for normalized numbers. 2. 20k surplus this year, fiscal reports we can only carry 10k over. <ol style="list-style-type: none"> a) Reed- were test banks needed this last fiscal year? Descutner- no, we do however need to purchase 4 this fiscal year. 3. Clerk position being reviewed for re-classing. 	
C. Funding Request <ol style="list-style-type: none"> 1. No clear need established for a funding request increase at this time. 	
D. CO Program <ol style="list-style-type: none"> 1. Dec 31 this year is final attendance deadline for CO’s to refresh their certification. Will be forwarding information to the CO lists. 2. There are no test coverage issues with our CO pool. No significant issues with the new testing programs. TO’s are allowed to request CO reassignment. 3. Buddy- are the test sites able to provide feedback on the Co’s? Descutner- Yes, feedback forms are required from CO’s and TO’s. Results are retained and tracked. Director follows up with all concerns voiced in feedback forms. 	

AGENDA OF MEETING

Date:	September 27, 2010
Page:	2 of 7

	<p>4. Buddy- are there policies outlined on consequences of multiple negative feedback reports on any CO? Descutner- not as clear as it needs to be. Will be clarified in the next revision. AFSC office tries to update online documents with corrections within 24-48 hours.</p> <p>5. Coon- speaking as an end user of the CO program. Where we are today, compared to where we started, is vastly improved. End users are very pleased with the evolved process.</p> <p>6. Reed- How large is the CO base, and is it adequate? Descutner- we currently have 25-30. We have a good group who volunteer regularly. Need one or two more in South East region. Would suggest having a CO committee formed to help review and improve process. Lane- Could create a contract for offering to pay travel to out of region for Step B check offs, if candidate agrees to submit for consideration for 3 classes in next 3 years.</p> <p>7. Dennard- is it a definite policy that candidates are not allowed to do step A and step B under same CO. Descutner- That is the policy thus far. Exceptions would need to be clearly justified.</p>
E. Credit Card Report –	<p>1. Up and running. Lots of positive feedback. No fee trickle down to the users at this time. After a year or so of use we will have a better picture of fees we are being charged, and can discuss user fee revisions.</p>
F. Barrier Crimes Update –	<p>1. Reviewed list with attorney and legislative representative. Both feel it's acceptable. Draft is still pending time allowance to pursue finalization. Will be drafting finalization with AG's office.</p>
G. Reappointment process-	<p>1. Gibbs- can clarification be provided on the reappointment process? It seems clunky this time. Descutner- Delays have been taking place on the Board and Commission's side. Last determination was to postpone any action until after the meeting. Gibbs- There were interviews this time, questions were more like a vetting process for the council body.</p>
Break	
VII. Advisory Committee Report – Chair – Buddy Lane - Report	
A. NFPA 1001: Firefighter – Greg Coon	<p>1. Coon- major undertaking to get done, fortunate to work through the process and host the first testing. Found they did save a lot of time due to revision of the skill sheets.</p>
B. NFPA 472: Hazardous Materials – Mike Fish	<p>1. Fish- Main question was: When testing skill sheets come out, will it be a two day period? Descutner- Skill sheets are developed as stand alone programs, Awareness alone is still available. Written exam takes 2 additional hours to complete all the table top exercises. Might be able to trim total skill sheets down by one or two.</p> <p>2. Buddy- Can a reply come back to the TO stating what action was taken on Question Quality Comments? Descutner- feedback would need to be generalized to protect test content.</p>
C. NFPA 1002: Driver Operator- Carol Reed	<p>1. Reed- Will be meeting with Steve Schreck to develop a rural Driver Operator program.</p>

AGENDA OF MEETING

Date:	September 27, 2010
Page:	3 of 7

2. Reed -Skill sheets are being drafted by AFSC office for Reed's group to review.
D. NFPA 1033: Fire Investigator- Michael Nemeth 1. Nemeth – Update and test bank review finished.
E. NFPA 1021: Fire Officer- Robert Dennard 1. Nothing to report.
F. NFPA 1005: Landbased Marine Firefighting- Todd Kollar 1. Schreck- Asked to review proposed standard. Recommends not to use it at all. Several issues and holes. Movement in nation to have it thrown out all together. Worked with region 10 states before and WA developed a program, used in WA and OR. Uses NFPA 1405 and wrote objectives and adopted it as standard. Approached as three levels: Awareness, Operations and Technician levels. Recommends adopting the WA program. 2. Kollar – Concurs with Schreck's statements, recommends adopting WA program. 3. Descutner- is the WA program something that can be adapted to AK's needs and presented before this body for adoption? Schreck- Yes. 4. Descutner- grant funds through chief's association was geared towards getting a state certification program in place? Jeff Tucker (president of state chief's association)- Grant requires activity completed in five years. Purpose of grant is to develop and deliver a state certified program as this level. Does not believe grant states it has to be an NFPA standard. Schreck- suggests that participants of a pilot program be granted a certificate retroactively upon program adoption. 5. Gibbs- would like to hear summary for adopting something other than the national standard. Descutner- WA's program is IFSAC accredited so there is portability. Gibbs- are other regional programs available for review for hybrid-ing into any adopted program? Schreck- We can, but doesn't feel there will be significant differences. Crosby fall 2011 cycle. Offers to assist with insight and status of committee. 6. Schreck- WA state standard is on WA website for review. 7. Coon- Requests to set a goal date to have a standard reviewed and adopted. Descutner- If recommendation of the committee is presented at the next meeting the body should be able to adopt at that point. Schreck and Kollar feel this timeline is acceptable. Tucker – has funds to help pay for the development process.
G. NFPA 1003: Airport Firefighter- Dan Grimes 1. No report.
H. NFPA Representative - Crosby Grindle 1. New representative for this region. Contact for any information you need. Appreciates support of Chief's association in fighting the anti-sprinkler motion. Please apply to serve on committees if you are interested. 2. Coon- Why was Pub Ed removed from FFI? Grindle- committees of peer members determined this was best course. Public can make recommendations to put it back in. 3. Descutner- Could use help for council as first point of contact for direction on where to begin processes. 4. Grindle – NFPA 13b – new sprinkler systems are banned from having anti freeze. Must be factory mixed solution in existing systems that are configured to use it.
Lunch Break
VIII. Public Comment

AGENDA OF MEETING

Date:	September 27, 2010
Page:	4 of 7

A. Investigator Public Comment- Brian Balega

1. Interprets the council's authority to create certification programs for only fire personnel certification. Feels that if we open the certification up to any public person, we are exceeding our authority. If a certified person retires, they are no longer associated with a fire organization and their certification should lapse.
2. Coon- Clarify what law you feel should be changed and state again how you think it should be worded.
3. See Article 03 Sec. 18.70.350. Powers. Should change to "any person" wording. "Established fire personnel" is the current wording.
4. Gibbs- Email refers to public fire service. How would you include public fire brigades in this definition? Balega- Organized fire services is defined as a group of persons organized and trained for prevention and control of loss of life and property from fire, except that the term does not include groups of persons regulated under AS 18.65 or persons regulated under AS 18.08 who are performing within the scope of their certificates acquired under those chapters.
5. Buddy- Wants to see the actual statue before further action is taken.
6. Gibbs- Legal council for the body should review the recommendation.
7. Coon- The question pertains to the statue wording which applies to all certifications, not the CFI level only.
8. Nemeth- Regulation refers to community.

IX. Old Business – Chair – Buddy Lane - Report

A. Plaque- Outstanding contribution- Descutner

1. Any suggestions from the body on the purposed outline of nomination criteria.
2. Buddy- Suggests the vote be by secret ballot, simple majority. Coon agrees. Would like to entertain a motion to adopt.
3. Steeves- Council member would need to nominate.
4. Downes moved to adopt outline as submitted, seconded by Steeves.
5. Gibbs- why have two sections? Merge individual and team sections into one list.
6. Dennard- Will names added be recognized at the end of conference banquet?
7. Gibbs- will we limit it to one nomination per year?
8. Downes- names to be submitted for nomination by a council member in writing and states how criteria meet and voted on at Spring meeting. Administrative staff are eligible to make nominations.
9. Amendment: Nominations shall be submitted by the spring meeting and presented at fall meeting. Secret ballot and simple majority. Nominations by council member or administrative staff in writing and what criteria they meet.
10. Motion to vote on amended document by coon and seconded by Fish. Passed unanimously.
11. Motion to adopt original with amendment by coon and seconded by Fish. Passed unanimously.

B. AFSC Brochure – Carol Reed

1. Had 350 brochures printed. One included in each goodie bag to all conference attendees.
2. Gibbs- include seat expiration to the brochure lineup.

AGENDA OF MEETING

Date:	September 27, 2010
Page:	5 of 7

Break
C. Public Survey – Gordon Descutner 1. What would we want to include on the survey, what would we want to do with any information we would gather? 2. Gibbs- would help us with our strategic plan. Plate is full for now. Postpone till current projects are resolved. Might consider putting something online to garner public insight.
D. Advertisement Layout - Gordon Descutner 1. ¼ page ad in conference book. Where else would we use the ad spot? No other suggestions.
E. Standards Updates/Adoption-
1. NFPA 1041: Fire Service Instructor- Gordon Descutner a) Correlation Sheets- Pending
2. NFPA 1001: Firefighter - Gordon Descutner a) Test Banks- Done b) Program document updated- Done c) Skill sheets updated- Done
3. NFPA 472: Hazardous Materials - Gordon Descutner a) Test Banks- Done b) Program document updated- Done c) Skill sheets updated- Possible trimming
4. NFPA 1002: Driver Operator- Gordon Descutner a) Test Banks- Updates available, will not buy bank. b) Program document updated- Pending c) Skill sheets updated- Drafted
5. NFPA 1033: Fire Investigator- Gordon Descutner a) Test Banks- Done b) Program document updated- Done c) Skill sheets updated- Done
6. NFPA 1021: Fire Officer- Gordon Descutner a) Test Banks- Updates available, purchased. b) Program document updated- Pending c) Skill sheets updated- Drafted d) Fire Officer II- Pending
7. NFPA 1005: Landbased Marine Firefighting- Gordon Descutner a) Program development- Pending
8. NFPA 1003: Airport Firefighter- Gordon Descutner a) Test Banks- Updates available, purchased. b) Program document updated- Pending c) Skill sheets updated- Drafted
X. New Business – Chair – Buddy Lane - Action

AGENDA OF MEETING

Date:	September 27, 2010
Page:	6 of 7

<p>A. Grandfather Clause Clarification- Gordon Descutner</p> <ol style="list-style-type: none"> 1. Grandfather applicants must either live in Alaska or be affiliated with an AK Fire Department. 2. Coon- Suggests Breakout option for HazMat certificates for students who took Firefighter classes between 2001-2007. Breakout certificates are to be postdated to testing dates, and reference standard they met at the time of testing. IFSAC fee applies.
<p>B. IFSAC Report- Gordon Descutner</p> <ol style="list-style-type: none"> 1. Live fire NFPA 1403 adapted for individual certification by Colorado. Presented at IFSAC and approved. 2. Discussion around ProBoard certs getting reciprocity into IFSAC sealed certs. 3. Reciprocity for ProBoard firefighter certificates for individuals who don't have hazmat certificates. Buddy- have individual take written and practical hazmat test.
<p>C. Pro Board Report- Gordon Descutner</p> <ol style="list-style-type: none"> 1. Do we want to consider the possibility of adopting dual certification? It would allow us to get a deeper insight into what is done in that group and have more sway on how stringent they become. It would also allow us to get free LXR training. 2. Steeves- are we talking about issuing ProBoard certificates? Descutner- it would become an optional seal available for a \$5 fee. 3. Descutner- Will have representative come to spring meeting. Director and Clerk will attend the next ProBoard meeting and report on it.
<p>D. Ethics Update</p> <ol style="list-style-type: none"> 1. Review current updates- Gordon Descutner <ol style="list-style-type: none"> a) Council read Ethics Video Update (Exhibit 7).
<p>XI. Reading, Updating and Approval of Strategic Plan & Priorities List - Chair – Buddy Lane - Review</p>
<p>A. Council updated strategic plan.</p> <ol style="list-style-type: none"> 1. Fish moved to adopt revised Strategic plan and Steeves seconded. Passed in the unanimous. <p>B. Rural Fire Chiefs – Dave Miller</p> <ol style="list-style-type: none"> 1. Will be meeting on Friday, suggests representation attends. 2. Downes- Outlined community outreach to high school students.
<p>XII. Review list of Action Items - Chair – Buddy Lane - Review Responsible person(s) developed from this meeting.</p>
<p>XIII. Future Agenda Items - Chair – Buddy Lane - Review</p>
<p>XIV. Next Meeting - Chair – Buddy Lane - Report</p>
<p>A. Monday, January 31, 2011 – Juneau</p> <p>B. Tuesday, February 1, 2011 - Meet with representatives and outreach.</p>
<p>XV. Good of the Order Final Comments - Chair – Buddy Lane - Review</p>

AGENDA OF MEETING

Date:	September 27, 2010
Page:	7 of 7

XVI. Adjourn - Chair – Buddy Lane - Action