

## MINUTES OF MEETING

<b>Purpose of Meeting</b>		Fire Standards Council Spring 2011 Meeting	
<b>Date</b>	January 31, 2011	<b>Location</b>	Capital City Fire and Rescue, Station 1, Juneau Alaska
<b>Agenda Version</b>		101220 Version 3	
<b>Page:</b>	1 of 7		

<b>I. Call to Order- Chair – Buddy Lane- Action</b>	1030	
House rules – Chair – Review, Coffee, cell phones, breaks.		
<b>II. Roll Call - Chair – Buddy Lane- Action</b>		
Seat A/ Greg Coon- Vice Chairman Seat B/ Bryan (Buddy) Lane- Chairman Seat C/ Al Stevens 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.- Aubrey Raby	*Absent/ excused
<b>III. Approval of Agenda – Chair – Buddy Lane- Action</b>		
1. Brian Davis moves to approve agenda, Jodie seconded.		
<b>IV. Approval of Minutes – Chair</b>		
September 27, 2010 Jodie Hettrick moved to accept minutes. Dennard seconded. Passed in the unanimous.		
<b>V. Visitor Recognition- Chair – Buddy Lane- Action</b>	1040	
Joseph Masters- DPS Commissioner- <i>Unable to attend</i> Jason Hooley- Office of the Governor, Boards & Commissions- <i>Unable to attend</i> Nancy Barros- Alaska Council on Emergency Medical Services- <i>No longer with ACEMS/Unable to attend</i>		
Fred Piechota- ProBoard Presentation  Introduction to the ProBoard. Is there value to being dual accredited? Focus is directed to the person on the street, everything we do is to support that effort by the accredited entities. The makeup of the board provides a great balance to ensure what is done truly benefits the individuals on the street.  Goal is to have every firefighter able to get at least basic Firefighter I certification through an accredited agency.  Since you are already accredited with IFSAC the hurdles are significantly reduced. While the documentation piece of it would be time consuming, the administrative arm would be minimally impacted.  Certificates- Individuals can issue the certificate for a fee, or you can print the logo onto your state certificate. The main ProBoard webpage has a		

**MINUTES OF MEETING**

<b>Date:</b>	January 31, 2011
<b>Page:</b>	2 of 7

<p>certification search.</p> <p>Fish- Has the accreditation ever been brought into question in a fire investigator law suit?          Fred- No, the ProBoard has not been brought into a case.</p> <p>Davis- How is the count of agencies looking?          Fred- The count of accredited agencies is increasing slowly. Are also seeing a good amount of interest in the international level.</p>	
<p>Brian Parch-Alaska Professional Firefighters Association- Report</p> <p>A presence in Juneau for 90 days. Have resources available that could benefit the AFSC. Seeking a seat on the board. Asking the council to consider reappointing one of our seats to the Alaska Professional Firefighters Association.</p> <p>Steeves- Should your request not be granted, will your resources still be available.          Parch- We will always allow our resources to be available.</p>	
<p>Jeff Tucker- Fire Chiefs Association- Report</p> <p>They have a grant for training on Landbased Marine Firefighters and are interested in the outcome of the boards</p> <p>Petitioning for a seat on the council. Having a management perspective on the board is important. Would like the board's support before they attempt the legislature. Up to the council to determine if they want to replace a seat or add a seat.</p> <p>Coon- There are already designated chief seats on the council, but not as official members of the Chief's Association.</p> <p>Tucker- Would like someone who officially represents the Chief's Association directly.</p>	
<p><b>VI. Council Body Photo– Moved to fall meeting</b></p>	
<p><b>VII. Administrator's Report – Gordon Descutner- Report</b></p>	1130
<p>Communication</p>	
<p>Changes to programs have been communicated real time through the list serves.</p>	
<p>Budget Report          Actually rolled over 15k. Slight increase in general funds due to changes in the union contracts. Step increases do not automatically result in an increase in general funds.</p>	
<p>Missions &amp; Measures Results Delivery Report          15-20% Increase in certification issuance.</p>	
<p>Certifying Officer Program Update          All recertification seminars have been held. Only a handful of CO's have</p>	

## MINUTES OF MEETING

<b>Date:</b>	January 31, 2011
<b>Page:</b>	3 of 7

<p>been dropped from active status. Disciplinary process outlined for low CO feedback.</p>	
<p>FY 2010 Certificate Report- Processed 1161 applications and issued 1228 fire certificates</p> <ul style="list-style-type: none"> <li>o 310 HMA</li> <li>o 226 Firefighter</li> <li>o 139 HMO</li> </ul>	
<p>Credit Card Processing Report-</p> <ul style="list-style-type: none"> <li>o Switch to new CC company</li> <li>o Modification to form for increased security- all payments manually processed via phone call</li> </ul>	
<p>Legal/Regulations Updates</p> <ul style="list-style-type: none"> <li>o Several requests for legal representative to meet with AFSC Director regarding this concern, has not been able to get a time scheduled to discuss issue. Will put another request for meeting in.</li> </ul>	
<p>AFSC Council Seat Appointment Process Update</p> <ul style="list-style-type: none"> <li>o Seat expirations have been adjusted to get all seats on a rolling 4 year cycle.</li> <li>o All seat expiration dates moved to October 15</li> </ul>	
<b>Lunch Break</b>	1200-1330
<b>VIII. Advisory Committee- Progress Reports</b>	1330
NFPA 1001: Fire Fighter- Greg Coon- CPR criteria update	
<p>Recommends the modifications outlined in Exhibit 2 be adopted to clarify the CPR requirement of Firefighter I certification. Must be current and signed off on the training record by the Training Officer. First Aid can be met by in-house training.</p> <p>Davis- Need clarification on what is acceptable on the first aid component. Why are we allowing the AHJ to conduct in-house training on the first aid component, but not at the CPR level?</p> <p>Jodie- At the FFI level it would still be appropriate that candidates be current since it is an entry level position.</p> <p>Coon- makes a motion to eliminate the word current from the training record and other documents from the FFI certification. Davis seconds.</p> <p>Descutner- maybe have the review committees determine and include in the program document suggestions who the AHJ is for each level.</p> <p>Vote- favor 2, oppose 6. Motion failed.</p> <p>Decision to implement the original recommended modifications. No changes are made to existing CPR requirements.</p>	<p>Descutner- add AHJ definition to review committee checklist.</p> <p>Descutner- Implement CPR modifications recommended.</p>
Jump to Marine Firefighter and then Public Comment- Agenda flow modification to facilitate presenter's timeline.	1420
<p>Marine Firefighter –Todd Kollar Recommending we adopt Washington standard, which is based on the training program 1405. Recommends it be adopted without revision.</p> <p>Gibbs- Would like to review the final report in August.</p>	<p>Aubrey- resend WA link to council.</p> <p>Add Adopt item</p>

## MINUTES OF MEETING

<b>Date:</b>	January 31, 2011
<b>Page:</b>	4 of 7

Jodie- TEB will create an Alaska program based on the Washington standard and have it available for review by August.	on Sept conference.
<b>IX. Public Comment- Report</b>	1450
<p>A. General Comments not otherwise listed below</p> <ul style="list-style-type: none"> <li>• Dave Potashnick- EMS expresses their appreciation for the open lines of communication and hopes the communication will continue. AKEMS meeting is Thursday and Friday 8am until 5pm at state EMS building.</li> </ul> <p>B. John George- Letter submitted as Exhibit 3 from Geoff Coon.</p> <ul style="list-style-type: none"> <li>• Requesting more formal statistical review processes.</li> <li>• Also requesting a copy of the test available for review by the Training Officer during the written test period.</li> </ul>	
<p>Steeves- feels allowing the TO to take the test during the written period would be in the best interests of the industry.</p> <p>Fish- Can departments with successful batch scores share their curriculum?</p> <p>Jodie- Might be best to generate the reports Geoff is requesting.</p> <p>Buddy- Combine both approaches.</p> <p>Coon- Would like to see the results breakdown separated by if it's an HMO only class, or if it's from a combined class.</p> <p>Jodie- suggests getting pass fail rate for all our tests during one meeting a year.</p>	Aubrey- Add pass/fail rate review to agenda.
<b>Advisory Committee- Progress Reports- Cont.</b>	1520
<p><b>NFPA 472:</b> Haz Mat- Mike Fish</p> <ul style="list-style-type: none"> <li>▪ HMA- Phasing out with some limited use (VPSO and few smaller departments that are not prepared for HMO)</li> <li>▪ HMO- Test bank revised (6-month schedule)</li> <li>▪ Minor revisions made to decrease workload for combined tests. Eliminated 30% of skill sheet "fill in the blanks" and dropped two skill sheets HMA/HMO</li> <li>▪ Public comment being addressed regarding the suggestion of a continuing "problem" with the test bank</li> <li>▪ Correlation sheets pending</li> </ul>	
<p><b>NFPA 1021:</b> Fire Officer- Robert Dennard</p> <ul style="list-style-type: none"> <li>• Program updates underway</li> <li>• Skills final draft complete</li> <li>• New test bank drafted with pilot issued with high success</li> <li>• Question bank packets ready for review</li> <li>• Implementation of new material April 2011</li> </ul> <p>Davis- Recently conducted course in Fairbanks. As an instructor, it would be beneficial to have been able to review the test during the written period. Skills testing is more subjective than would be ideal. Needs more role-play for scenarios.</p>	
<p><b>NFPA 1002:</b> Driver Operator- Gordon Descutner</p> <ul style="list-style-type: none"> <li>• Initial program draft complete <ul style="list-style-type: none"> <li>○ Driver Operator, Pumper Operator, Aerial Operator, Mobile Water Supply Operator</li> </ul> </li> <li>• Skills review underway</li> </ul>	

## MINUTES OF MEETING

<b>Date:</b>	January 31, 2011
<b>Page:</b>	5 of 7

<ul style="list-style-type: none"> <li>• Still need to prepare test bank; questions broken out for each available level</li> <li>• Implementation pushed back to April 2011</li> </ul>	
<p><b>NFPA 1003:</b> Airport Firefighter- Gordon Descutner (for Dan Grimes)</p> <ul style="list-style-type: none"> <li>○ All updated, test bank under review, end of February is deadline.</li> </ul>	
<p><b>NFPA 1033:</b> Certified Fire Investigator – Gordon Descutner (For Michael Nemeth)</p> <ul style="list-style-type: none"> <li>• FIT review in process</li> <li>• Carry on with recertification of Tech until final FIT is complete</li> <li>• Committee FIT review slated for February/March for report at AAFAI meeting in April</li> </ul>	
<p><b>NFPA 1035:</b> Fire Life Safety Educator- Gordon Descutner (For Mahlon Greene)</p> <ul style="list-style-type: none"> <li>○ Program is still current, within next 2 years we need to look at it.</li> </ul>	
<p><b>NFPA 1041:</b> Fire Instructor- Gordon Descutner</p> <ul style="list-style-type: none"> <li>• Want to identify who is willing to lead this committee. Jodie suggests the new Fairbanks TEB individual might be a good candidate for leading this program. Skills and Test bank reviewed and updated in 2009, program still current</li> </ul>	Gordon to update list
<p><b>NFPA 1061:</b> Telecommunicator- Jodie Hettrick</p> <ul style="list-style-type: none"> <li>• Adopted in 2010</li> <li>• Test bank available</li> <li>• Skills not yet developed</li> </ul>	
<p><b>NFPA 1521:</b> Safety Officer- Gordon Descutner (For Jeff Dobson)</p> <ul style="list-style-type: none"> <li>• Adopted in 2010</li> <li>• Skills not yet developed</li> <li>• No test bank purchased yet</li> </ul>	
<p><b>X. Old Business – Chair</b></p>	1545
Standards Updates/Adoption	
<p><b>1407:</b> Rapid Intervention Technician – Brian Davis  This is a training standard, not a ProQual standard. Wants to get more feedback on it our program is still the best model. Will be reviewing the list of interested individuals to create his committee.  Kudos to Brian for the original work done on the RIT program. Still the only program available from the IFSAC.</p>	Brian Davis to research further
<p>Final Exam Candidate Question Comment Feedback- Gordon Descutner  Final written comments on back of test, usually they are opinions or vague comments; very few are consistent to a specific question</p>	1555
<p>Public Survey- Gordon Descutner  Need to have a specific goal before drafting a survey.  Jodie- meet with each fire service organization and create survey's based on their feedback.</p>	Tabled for future discussion
<p><b>XI. New Business – Chair - Action</b></p>	1600
<p>Adding seats- Interest by Alaska Professional Firefighters Assn/AK Fire Chief's Assn</p>	Aubrey- Add discussion to

## MINUTES OF MEETING

<b>Date:</b>	January 31, 2011
<b>Page:</b>	6 of 7

<p>Davis- both organizations are valid groups. Do we add two seats? Will this open the door to other organizations? What is the process, how do we go about it? How does it impact budget?</p> <p>Coon- At what point do we discuss if we are in favor of one or both?</p> <p>Gibbs- What other user groups would request consideration?</p> <p>Lane- What fiscal responsibilities come with each seat? Write a letter once one course of action is determined. In mean time, needs to see a pro and con of each possible option (seat change or addition of seats) and breakdown of constituency.</p>	<p>the next agenda.</p> <p>Gordon- Create a pro and con recommendation list.</p>
<p><b>Standards Updates/Adoption Suggestions</b></p> <ol style="list-style-type: none"> <li>1. NFPA 1403- Live Fire Training Standard – Gordon <ul style="list-style-type: none"> <li>o Time for a committee to begin working on making sure our language matches the NFPA 1403. For discussion in the Fall. Chris Steeves volunteered to chair the committee.</li> </ul> </li> <li>2. NFPA 1035 Public Fire and Life Safety Educator – Gordon <ul style="list-style-type: none"> <li>o Not a priority, Have just under two years to get the changes implemented within policy schedule</li> </ul> </li> </ol>	<p>Aubrey – Add 1403 to Fall.</p>
<p><b>Certification Programs</b></p> <ol style="list-style-type: none"> <li>1. Fire Officer II – Gordon <ul style="list-style-type: none"> <li>o High interest in Officer I, to cultivate future leadership Officer II needs to start being reviewed.</li> </ul> </li> <li>2. Fire Investigator Technician – Gordon <ul style="list-style-type: none"> <li>• Meeting in April, with a template to discuss at the arson meeting.</li> </ul> </li> </ol>	
<p><b>ProBoard Meeting Report</b></p> <p>Workshops were worthwhile. The ProBoard process does have some advantages. We currently recognize ProBoard for reciprocity, we should have some input into the process. Becoming accredited ourselves will prevent other organizations in the state from doing so without our input. We already have the majority of the policies in place because of our association with IFSAC. Update adoption of latest standard is on a two year adoption cycle.</p> <p>Coon moves to proceed with ProBoard accreditation. Fish seconds.</p> <p>Jodie- Some organizations may want to opt out of getting the ProBoard seal.</p> <p>Al- people with IFSAC seals may opt to want to get ProBoard reciprocity when we become ProBoard accredited.</p> <p>Vote- Unanimous in the affirmative.</p>	<p>Gordon- Pursue ProBoard accreditation.</p>
<p><b>IFSAC Report</b></p> <ul style="list-style-type: none"> <li>• We do not issue new seals for reciprocity requests; we list original seal number on AK issue certificate. Individuals are required to meet the current program for reciprocity requests. Reciprocity is “honored in part,” and requisite certificate requirements must be validated for the level requested.</li> </ul>	
<p><b>Ethics Update</b></p> <ul style="list-style-type: none"> <li>• Get ethics documentation to Al for sign-off.</li> </ul>	<p>Gordon- send Al update.</p>
<p><b>Certificate Revocation</b></p> <ul style="list-style-type: none"> <li>• One Fire Officer certificate was revoked after determination that requisite certification requirements were not met</li> </ul>	
<p><b>Nomination/Election of AFSC Chair and Vice Chair</b></p> <ul style="list-style-type: none"> <li>• Jodie- nominated Buddy for Chair, Dennard seconded. No other</li> </ul>	

## MINUTES OF MEETING

<b>Date:</b>	January 31, 2011
<b>Page:</b>	7 of 7

<p>nominations. Voted in the unanimous.</p> <ul style="list-style-type: none"> <li>Steeves- nominates Coon for Vice Chair, Davis seconded. No other nominations. Voted in unanimous: Lane continues as Chair, Coon continues as Vice Chair</li> </ul>	
<b>XI. Plaque Nomination – Action</b>	1615
<p>A. Plaque nomination report and voting;</p> <ul style="list-style-type: none"> <li>No submittals to report</li> </ul>	
<b>XII. Review list of Action Items - Chair – Review</b>	1630
<p>Responsible person(s) developed from this meeting.</p> <p>Descutner- add AHJ definition to review committee checklist.</p> <p>Descutner- Implement CPR modifications recommended on paper report.</p> <p>Aubrey- resend WA link to council.</p> <p>Aubrey- Add WA Adopt item on Sept conference. Report with Action.</p> <p>Aubrey- Add pass/fail rate review to agenda.</p> <p>Gordon- Pursue ProBoard accreditation.</p> <p>Gordon- Create a pro and con recommendation list.</p> <p>Aubrey- Make reservations for Juneau council meeting next year preceding AFCA leadership conference.</p>	
<b>XIII. Future Agenda Items - Chair – Review</b>	1645
<p>Fee Schedule- Action</p> <p>Photo ID for testing- Action</p> <p>Missions and Measures- Review/Action</p>	
<b>XIV. Next Meeting - Chair – Report</b>	1655
<p>Fairbanks- Monday September 19, 2011 - Westmark Hotel.</p>	
<b>XV. Adjourn - Chair – Action</b>	1700