

MINUTES OF MEETING

Client: Fire Standards Council
Job No:
Date: 30 March 2006
Page: 1 of 21

Location: Fire Training Center
Corres. No.:
Date Issued: April 3, 2006
Recorded By: Julie LaFountain

Purpose of Meeting: Fire Standards Council Meeting

ATTENDEES

Greg Coon
Gcoon@ci.kenai.ak.us

Jeffrey Dobson
jsdobson@yahoo.com

Doug Frey
grrmay@gci.net
freydd2@bp.com

Richard Leipfert
richl@city.ketchikan.ak.us

Greg Moore
Greg.moore@nana-colt.com
mailto:moore@mtaonline.net

Carol Reed

Jodie Hettrick
Jodie_hettrick@dps.state.ak.us
(Bryan) Buddy Lane
blane@gci.net

Rocky Jones jonesgr2@bp.com
Rocky.jones@matsugov.us

Yvonne Kopy
planning@theborough.com

ABSENT

Brian Davis

Day II

Day I

Mark Barker

Gary Powell
Rusty Belanger
Mark Barker
Steve Schreck

Task Groups

FFII Leadership/Skill Sheet

Jodie Hettrick
Greg Coon
Buddy Lane
Rocky Jones
Mark Barker

Legislative Affairs (2)

Greg Moore - Chair
Carol Reed

Criminal Background Language (1)

Rich Leipfert
Yvonne Kopy

Council Long Range Planning (3-4)

Buddy Lane
Carol Reed
Jeff Dobson

Standards Council Funding (2)

Buddy Lane
Greg Moore - Chair
Yvonne Kopy

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	2 of 21	Corres. No.:	Date Required By

1. Chair – Doug Frey –Interim Chair	
1.1 Roll Call	
2. Call to order	
3. Communications – Letters from Governor	
3.1 Full Slate – full committee	
3.2 Jodie Hettrick – State Fire Marshal or designee 3.3 Yvonne Kopy – Public/Restricted/2500 or less 3.4 Bryan (Buddy) Lane – Chief Admin Off/Fire Chief/paid staff 3.5 Brian Davis - Fire Fighter Representative 3.6 Rocky Jones – Volunteer Fire Fighter/restricted/2500 or less 3.7 Richard Leipfert – Chief Admin Off/Fire Chief/volunteer staff 3.8 Jeffrey Dobson – Fire Fighter Representative 3.9 Greg Coon – Fire Fighter Representative 3.10 Carol Reed – ASFA Admin.Officer Rep. 3.11 Greg Moore – Public/Community 2500 or more 3.12 Doug Frey – Volunteer Fire Fighter/restricted/2500 or more	
4. Election of a Chair	
4.1 Nominations – Jodie nominates Doug Frey 4.2 Doug declines 4.3 Jodie asks that he accept because of his continuity, attention to detail, respect that everyone has for him, best way to serve the council, and logistical support of staff. 4.4 Rocky Jones seconds nomination. 4.5 Richard Leipfert moves to close nomination 4.6 Buddy Lane seconds move to close 4.7 Greg M opens floor for debate and to say that he (Doug Frey) would be a great president. 4.8 Jodie asks how long the term of chair is, several folks agree that it is a two-year term.	
4.9 All those in favor- 10 say yes, one opposes, Doug.	
4.10 Richard Leipfert asks if the other officers' positions are in place. Richard Leipfert was put in secretary roll; Jeffrey Dobson was put into Vice President roll. 4.11 Nominations for secretary were unanimous for Richard Leipfert to serve another two-year term.	
5. Consent Agenda – Approval of past meeting minutes 09/05	
5.1 Review of past meeting minutes by all 5.2 Greg Moore; moves to approve minutes from 09/05 5.3 Motion was approved, and seconded	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	3 of 21	Corres. No.:	Date Required By

5.4 All in favor – unanimous, none opposed. 5.5 Job Descriptions were given; Jodie's team was waiting for feedback. 5.6 She is going to see if she can find the descriptions. 5.7 Motions to table the job descriptions are approved. 5.8 2nd and approved.	
6. Juvenile Fire Setter Intervention Specialist 1	
6.1 Needs to be upgraded to 2005 standard, it was 2002. 6.2 Doug - Wants TEB to be defined, Training & Education Borough 6.3 Certification program 3rd page, under personal background checks, should there be a definition for grounds for denial? 6.4 Greg Moore wants a definition of background check to be clarified, a criminal background check be stated, vs. a credit background check. 6.5 Buddy Lane wants to know what the standards are. 6.6 Jodie Hettrick says that it is "Alaskanized" but kept as close to the minimum as possible. 6.7 Richard Leipfert wants to take a step back. This issue was addressed several years ago. A conclusion wasn't addressed. Doug said that if someone has a criminal driving record they may not be able to be an emergency EMT, but they may still be able to talk/work w/ children. 6.8 Doug – review amendments at home, and bring to committee, vote in meetings, this board approves the standards for the state of Alaska and then this is the standard that the state of Alaska uses for basis training/certification processes. 6.9 Juvenile Fire setter & Public education were talked about a couple of meetings ago. 6.10 Greg – On one of the skill sheets, 9.4, line item number 1 – Is there a definition to legalities in different job descriptions? 6.11 Jodie – Policies w/in your jurisdiction, would be more appropriate for "your jurisdiction." AHJ. They have to be aware of what parameters are in their jurisdiction for the interview. 6.12 Jodie – Policies w/in your jurisdiction, would be more appropriate for "your jurisdiction." AHJ. They have to be aware of what parameters are in their jurisdiction for the interview. 6.13 Bullet "A" under requirements for certification Juvenile Fire Setter Intervention Specialist 1 & 2 will be taken out. Applicant must be certified public fire and life safety educator 1 or demonstrate equivalent knowledge. And under Juvenile Fire setter it says applicant must be certified public fire and life safety educator. These will be stricken from the minimums. 6.14 Clarification on background checks: A criminal history background	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	4 of 21	Corres. No.:	Date Required By

check will be crimes against children, and on a case-by-case basis. A criminal history check has to be attached to each application at their expense. Crimes related to children, or arson is what will be paid attention to. 6.15 A list should be included in the bylaws. To what degree? Crimes against children, or arson. If the person were never convicted then it wouldn't be applicable. Domestic violence is a mandatory charge in Alaska.	
6.16 Richard said he would download a copy of state barrier crimes for EMS. 6.17 EMS covers 99% of items covered above, so we will wait until we can get a copy of the EMS tomorrow. To be tabled by Richard. 6.18 Buddy L. motion to be tabled, second by Greg Moore. All in favor – unanimous. Opposed, none.	
10:00 AM Break	
Resume 10:13 AM	
Side Note: Additional funding for each region was cut from legislation per Richard Leipfert today.	
7. Apprentice firefighter Program by Steve Schreck	
7.1 Need a method to recruit firefighters in rural areas, active & growing. Specific to high schoolers.	
7.2 Have to have 6 high schoolers in Learning for Life – not practical for rural Alaskans. Up until now the state has said you need to be 18 to train to be a firefighter. Apprentice firefighters can start learning earlier. Not an NFPA standard. Not designed to limit any department in how they train. If you follow this program, the state of Alaska is willing to share in the liability for this program. 7.3 Doug Frey had some operational questions. Steve - Yes, in a sense we are telling them what they can do operationally, just for training. 7.4 Doug – the authority was granted to Fire Standards Council. Pg 2 'Meet the following requirements' what we can and cannot approve is the issue. 7.5 Background – Steve – was developed by "Learning for Life" "Explorer program" was the guide. If you exceed the "Explorer programs" minimums the state is not going to allow liability. 7.6 Greg M. – why does the state need to jump into this? It's designed for larger sized departments. To be a part of the "Explorer Program", you need to have several groups to over see. 7.7 2nd question – Liability – has this had the opportunity to go to the dept. of Law? Is there a plan to? No – Jodie says it has not because they put it off for approximately a year, so we thought we would just bring it to the committee for approval. 7.8 Doug to Mark, a question of liability. Mark, the state should give	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	5 of 21	Corres. No.:	Date Required By

the communities clear suggestive guidance. Steve – if we compare it to NFPA, there is nothing that says we can't do more. This is a training guideline, this is not meant to be operational – Steve. Greg Coon thinks there should be a list of Do's instead of a list of Do Not's, so it's a little clearer. Communication needs to be consistent per Doug. Jeffrey Dobson – there are departments that are not registered with the state. If they are not registered will the state issue liability? Jodie – No, you have to be registered.	
7.9 Yvonne K. would like to add some testimony from King Salmon/Rural community representative. This program is relevant in her community of only 10 adolescents. Her fire chief is very excited about this program. 7.10 Jeffrey D. would like to see them added to the fire service conference. Carol would like to see some changes to the meat of the document. Buddy is still not convinced on the wording of training 1.1.4 7.11 Steve S. – At 15 they can begin the Explorer Program, and at 16 they can pass the test and are issued pagers and are then able to respond to calls. If you decide to go beyond the standards, you have to talk to your city risk manager. 7.12 Define liability – Lots of discussion... 7.13 Program should be adopted at the department level. If you are training you need to have clear definitions. 7.14 Doug – this is very important. Go back to 1.1 general as a group so everyone can get their comments on the table to see if we need to modify. Let's plan to stop at noon and recess for lunch.	
8. Explorer/Cadet program	
8.1 You need to be able to know how to put on the gear, but you shouldn't ever be put into a situation where you need the gear.	
8.2 Anchorage, Matsu, Fairbanks North Star doesn't need this program. Places like Kwethluk need this program and don't have the gear. 1-12 (Steve) none of these are they doing interior attack. Pg 15 is also 1-12. Fighting interior fire from the exterior of the building through doors and windows. This was not designed to be equipment specific. If Kenai fire department wanted to adopt this then they could, so we don't want to say it's "rural". 8.3 Definition of Fire Service Instructor should be conducted with the live burn standard. Needs to be clarified. Greg – what are the minimums? Steve – you can get everything off of our website to start training each other and then get signed off. The fire chief will sign off on the training. 8.4 Jodie – this is not a rural issue, it's also an urban issue. We can only advise a dept. on what to do or how to train. 8.5 Authority Having Jurisdiction – AHJ. Repeating acronym. 8.6 Carol R. – Is 1-1.1 limiting what they can do?	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	6 of 21	Corres. No.:	Date Required By

8.7 Steve – Yes because one person can handle a hand line at 125 gpm. It's dangerous. It's also out of the industrial standard. Carol is asking – is there anywhere else in the document that it exceeds 125? Steve – No, not to my knowledge. 8.8 1-1.2 Why 16? – Richard Leipfert. Steve – My bosses won't authorize anything less than 16 years of age. 8.9 1-1.3 The meat & potatoes of the program. 8.10 1-1.4 Strike the whole thing. Except the safety equipment is necessary while riding on an apparatus, whatever "it" may be. 8.11 Steve – Fire Marshal has molded and would like to see something under this (1-1.4). 8.12 1-1.3 is good 8.13 1-5 Fire behavior – 1-5.3 Greg how would we recognize them? Jodie – photo, video or an actual fire, they should be recognized. Steve would have no problem updating 1.4. 8.14 1-6.6 Change "Fire Service Instructor" to "Instructor Authority having Jurisdiction". 8.15 1-7 they (the cadets) need to know what it is, what it's used for, and if you don't have it, don't get yourself into the situation where you would need it (safety equipment of all kinds). Doesn't necessarily have to be bunker equipment, you should wear whatever they do have. Pg 4 under 4-7 should be listed. 8.16 1-8 Personal Injury – Looks good 8.17 1-9.8 – Greg demonstrating the breaking of window and or glass. Steve – you don't have to break the glass, you just have to demonstrate that you can break it. Buddy – How?	
8.18 If someone/community doesn't have the 1", 2 1/2" hose then they cannot get certified. If they don't have it then they can contact the state fire marshals office and they will get it out to them. Every dept. has portable, structural pumps etc. 1-10 8.19 1-11 Greg – is it essential to have foam for the apprentice program in rural communities? Steve – Yes because there is a big push. 8.20 1-12 Change the wording on Fire Service Training Instructor. Greg – 1-12.2 Extinguish combustible - pan fire – Buddy. Greg – there isn't a size on this, should we set a size? Jodie – I don't think it would be a bad idea to insert a size for reference. Steve – are we going to set a size limit on the interior fire as well? See skill set sheet. Buddy – common sense needs to be left to the instructor. 8.21 Jodie – motion to break for lunch. Doug – all in favor – unanimous. 8.22 Restart at 1:16	
9. Resume at 1:39 Day One	
9.1 Steve – At lunch he thought it (1-12.2) would be applicable to take what is said in the skill sheet and insert it into 1-12. Jodie thinks it would be great. Steve – to state the following: "While operating as a member of a team, the candidate shall be able to extinguish an	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	7 of 21	Corres. No.:	Date Required By

ignitable liquid fire by blanketing a foam fire stream over the fuel's surface, re-ignition is prevented, and team safety is maintained." Jeffrey D. says that before you were telling them generics and now you are being very specific. Move the foam to the above in section 11 and move it to three (III). You can also move it to letter D. Greg said "Would it fix the issue if it said: get rid of extinguishing agents?" This is what it should read – Steve – "Using a foam fire stream extinguish or control a combustible liquids live fire working as a member of a team under direct supervision and using the appropriate protective equipment, fire fighting tools." 9.2 1-12.3 Greg C – does it need to be explained? Jodie – No because it is not the curriculum, and not the guideline. 9.3 1-13 looks good. 9.4 1-14 Water Supply – Nothing needs to be changed 9.5 1-15 Fire Prevention and Public Fire Education. Jodie – behind the word secondary, add "prevention." 9.6 No need to go through the skill sheets because they were noted on the apprentice fire fighter training standard. 9.7 Also the social security number is going to be taken off the skill set sheet. Now it will be the first three of your name + the last four of your social security number. 9.8 Motion to pass. All in favor? Unanimous. All those opposed? None.	
10. Public Fire & Life Safety Educator 1, II, III	
10.1 Conformed to NFPA 2005. Basic edition.	
10.2 Greg, Doug – Should a public educator be certified? Jodie, she didn't really know what to put there. Greg, Doug think there should be an in between class so more folks will be apt to go be educated. Perhaps a Citizens' academy etc. 10.3 Who is the target for this program? Greg M. Jodie, historically it has been elementary school teachers that have been targeted to go apply for these positions of public fire education. Also, why would I want to become part of this program? Greg. Jodie, because you may want to take this to progress in your position. Yvonne, are you going to target the public as well for this program? Jodie, Yes. Yvonne K, if you want to get public involved it would work well to have the citizens academy. Jodie - My focus was to have rural communities be involved. The words need to be changed to: "Applicant must complete the fire behavior bridge course." Jeff D. – what is included in the bridge course? Jodie, there has to be some component of live fire I believe. Jeff – how far are you going to go? Jodie, they have to complete some kind of education program. I can find money if they want to complete some type of fire educators program. If they saw some live fire that would be good. The basics for fire behavior are a necessity in order to answer basic questions. Richard L., the basic course	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	8 of 21	Corres. No.:	Date Required By

doesn't require an interior attack right? Jodie, No, it doesn't. Jodie will develop an 8-hour bridge course. 10.4 Doug, do you (council members) want to approve one document at a time? Or as a package? 10.5 Greg C, I make a motion to approve one document at a time. 10.6 2nd Greg M. 10.7 Discussion: Public Fire & Life Safety Educator 1 – Presentations 10.8 Level II is someone who develops presentations. Level IIIs are program managers. Jodie would like to see one in each department, write budgets, grants and supervise. 10.9 Doug F. - Everyone in favor to document this one doc at a time. Unanimous Opposed? None 10.10 Doug F. – motion to adopt program. Approved – unanimous, denied – none. 10.11 Jeffrey Dobson, when I look at the skill sheets I interpret this as you giving me some documents and me taking them home and reading them. They are simply presenting and deciding on the audience. 10.12 Carol R., what is a tracking form? Jodie, it helps you figure out what is working and what is not. Some depts. have developed this and others have not. 10.13 Buddy L., one of the fire behaviors is “explain fire behavior to 20 5th graders”. Greg, once the fire bridge course is developed, would the skill sheet be developed? Jodie, yes, I think we would have to develop that.	
10.14 Jeffrey D. – on page 5 what is a distribution plan? Jodie, if they are doing are going to a neighborhood how are they going to distribute material? Mail boxes, door-to-door etc. 10.15 Buddy L., what is the conversion program? Jodie, they have to show documentation. 10.16 Greg C. – in rural areas 20 is often an unachievable number. Jodie, right but this is for a test and we can amend the number if it is necessary for this area. 10.17 Greg M. would like to make a motion that Basic public fire and life safety educator I is fine. All in favor? Almost all, except one – Jeffrey D. just because he thinks it is more towards an educator II.	
Break 3:00, return at 3:10	
Resume 3:15	
10.18 Public Educator II needs to meet the standard as I, more duties such as design presentations. 10.19 Greg M. – 6.2.3 who is management? Jodie, one way to fix high fatality is smoke alarms (example). Must be able to justify and write public policy, give it to the fire chief and the fire chief would bring it to public council. Reword management to administration. 10.20 Greg M. – 6.3.2 Collaboration? Jodie could be w/ another	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	9 of 21	Corres. No.:	Date Required By

agency or w/ the school district. Should have the skills to contact other groups and develop partnerships. We could put other organizations and or agencies. 10.21 Carol R. – who will be the evaluators be, and how do you determine if it will be an effective measure? Jodie - I will determine if they can be certified. Level II is more focused on their package and their program. 10.22 Greg – in the final skills test, I notice they parallel a lot of the same as level I, except you've added people w/ disabilities, is that on purpose? Jodie -Yes, because level II has to adapt the material for that group. 10.23 Greg – is there ever a time when the level II has to present? Jodie, yes, because they have to test on I. 10.24 Buddy – who is your target for level II? Jodie, State. 10.25 Move to accept as amended. All those in favor? Unanimous, Opposed? None. 10.26 Level III is someone who manages budgets, makes recommendations, directly interacts with legislature and is a senior officer. Some don't feel that we can test for the abstract skills necessary for this position, I do - Jodie. 10.27 Carol R. – Do they recruit volunteer staff? Jodie, Yes for a reason for example fire corps. 10.28 Buddy L. – Jodie, you did a great job on this!! 10.29 Richard L. – Jodie I'd really like your input on the Officer program.	
10.30 Continued. We should do testing a lot like real life jobs, not necessarily in front of an oral board. 10.31 Greg – 7.5.1 the student will present public health surveillance. Jodie, we have to justify why we spend money where we spend it. In order to see where your problems are, that can be like an observational study like standing on a corner and taking notes on when someone is wearing a seatbelt. The candidate needs to be able to explain why they are spending the money in each category. Polling is a success. 10.32 Greg M With that in mind is there a strategic plan outlined or am I missing it? Jodie, it should all be tied into that one issue when you pick one. It's how you evaluate how your program is working. It's your evaluation tool. 10.33 Doug, we have a motion to adopt as amended, all those in favor? Unanimous, all those opposed? None.	
11. Where we are.	
11.1 Jump to NFPA response because Mark B. wants to be here for tomorrow. 11.2 Richard, The background information is a successful background check for everyone? Jodie, it's all right with me.	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	10 of 21	Corres. No.:	Date Required By

11.3 Juvenile fire setter intervention specialist I is where the background check came in. 11.4 Buddy – TEB was going to be inserted, criminal added into background check, grounds for denial, 11.5 Doug, all those in favor to bring the tabled discussion back onto the table for juvenile Fire Setter I. 11.6 Richard would like to move that it be written as amended. 11.7 All those in favor? Unanimous. Denied? None. 11.8 Greg – are we going to have 1000, 1001? Jodie, yes, I will have it on my computer. I'll also have IFSAC, '97 and '02. 11.9 Jodie – Did fires councils not approve the standards? Doug, we were asked to prove fire investigator and the program was turned back. Also a quick point, RIT class is a specific training program that has been approved which is different then all of our other stuff. Doug, one of Marks' visions is that we start approving our programs and that when we start taking away lesson planning etc. And then the standards council will do your work for you. Then he felt so strongly on RIT because of the RIT are a tightly controlled program and that only certain instructors are allowed to teach it. That's what I recall. Is that correct? Buddy, yes, and actually there are only a handful of people that can do it. Jodie, and that's why I bring it up because the folks that are teaching it want to move on to other things and she wants them to move on.	
--	--

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	11 of 21	Corres. No.:	Date Required By

11.10 NFPA response. Doug F. – History there has been a long-standing argument between several factions in the fire standards community and the issue is “do you need to have CPR and first aid certification and is it required at the firefighter I and II level?” Mark was in the job, we are firefighters, and we need to do this. Doug was supposed to write a letter to NFPA and went back and read the standard, it was clear to him that it was a waste of his time and was a waste of time for NFPA's time. Doug to read letter here. 4:03p. He then read the email to Bill that he wrote.4:05p

11.11 Buddy L. – you need to toss requirement for II. Jodie, part of this has been changed through the certified officer training program. It used to be in the past, that the certifying officers were told they needed to show and prove that they had it. That means that they don't trust the certifying officer, which isn't fair. What we did to improve the process is to change the paperwork to show. Pencil whipping will be caught during the audit process. Are we going to make it a requirement for FFI? I think it should be a requirement for FFI. Greg C. – I think it's an opportunity to force them to be current. Greg M. – what is the downside to having current training? Richard L. – as a state agency should we go above and beyond the AHJ requirements? Doug F., No, I think we shouldn't go beyond them because this body is the acting AHJ. Richard L., at the national level there is no certification requirements. Jodie H., and there aren't that many, it's not a huge number of departments. Richard L. – but it is a huge issue. Greg C. – if you look at the new roll out program for CPR. If someone had a card 5 years ago, you want someone to go through the system today, but you can't get him or her in the field today. Buddy L., but if they meet NFPA they could get it today. Greg C. – then they could have done it 15 years ago. Buddy L. – I will not sign off on what was done 10 years ago. Greg C. You can show up w/ a 10-year-old card and be able to pass; you can also show up w/ no card at all.

11.12 Greg M. – in our accreditation manuals in the back, it says that all they have to do is comply. Richard L. – Our position is do we want to impose the standard? Jodie H., and then we have to decide if we want to say that FFII have it as well? Buddy L. – I think we need to have a recertification program statewide. Greg C., we've seen it.

11.13 Doug F. – Consider “does a FFII candidate who has FFI certification does he have to have a valid CPR card as he does in FFI?”

11.14 Richard L., I want to make a motion that the candidate testing for FFII is required to satisfy section 4.3 1001 w/ respect to emergency medical requirements. Greg M. 2nd it.

11.15 Discussion – Buddy L., all they have to produce is their FFI card.

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	12 of 21	Corres. No.:	Date Required By

11.16 All those in favor? All but one are in favor, Greg C. is opposed. Dan Grimes needs to get the answer from Buddy L. Doug F., if we have time we can bring it up in future business items.	
12. Motion to adjourn for today. All in favor? Unanimous, Opposed? None.	
Time 4: 28p	
Day II	
12.1 Address from Fire Marshal Gary Powell 12.2 Thanks for yesterday, your time and efforts 12.3 The change in our office is that someone stepped down so Jodie H. is stepping in. 12.4 A House Bill 14 Fire Safe cigarette is happening today. If council would like to stand behind it I think that would be good. It would be nice if a resolution of support for this bill. It is basically for the manufacturer to make the cigarette harder to burn. It's not new legislation; it has already passed in NY, Canada and a couple other states. 12.5 Buddy L. – what is the verbage we should use? FM – change the funding source from receipts to general funds. 12.6 Yvonne Kopy – Who are you? Gary Powell, State Fire Marshal, we are the support for the fire standards council. 12.7 Carol R. – on Funding, how actively did you pursue the council? Did we really make a push for the 2% fund? FM – I don't think it has been direct in that pursuit; there have been other pursuits. The insurance companies have to pay a premium tax to the standards council, but if they donate then they can get a tax break. I don't know how much they have been lobbied. We have not pursued them very hard. Carol R. – I have gone to several conferences and other states have a lot of money in place for insurance premium taxes. FM – if you want to put it together for presenting to the legislation that would be great. Jeff D. – I recall Scott Elder who is down in Sitka, initiating a letter some time ago. Rich L. – yeah I recall that also, we didn't get a lot of good feed back. Carol R. – we get the money from the insurance companies but the legislature doesn't give it to the fire stations. Rocky Jones – we were asking for 250 - 300K for a years funding and it wasn't received very positively. Buddy L. – In order for us to get the 2% it needs to be switched to general fund right Gary? Where can we get a copy of that? Carol R. has a copy. Buddy L. – if we were successful do the funds go directly to the council? FM – I think 242 rolls over then we would ask remainder it to be rolled over to the next fiscal year. Also, give us a couple years of seed money because we have the authority to get an administrator and decide where the money goes and how the administrror works the issues. The house already passed the drop rate budget. Over the next couple of weeks they'll be closing out in mid April. The house did	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	13 of 21	Corres. No.:	Date Required By

not pass it; it would have to be concentrated on the senate. We have Lyda Green and someone else in the Fairbanks area. It's pretty small in the scope of things. You also need to define regulations and if you want to exceed the authority through regulation, what's your vision, what is the council going to do as far as certification accreditation what you are going to charge people. Any other questions?	
13. Unfinished business six months waiting period between FFI & FFII.	
13.1 Richard – I find that ultimately some of the concerns are 1), when a smaller department can afford to send someone out to get the training, its nice to send them out at one time vs. waiting the 6 months and then sending them out again. 2) In my opinion a waiting period is not productive to the rural departments. What is the benefit? I can understand in the larger departments, but it doesn't make sense for smaller depts. It doesn't mean they have to function at that level until you're comfortable at that level as an administrator to progress them up. 13.2 Greg M. – Can we read through the actual wording of both job descriptions? 13.3 Jodie H. – to read the '02 guidelines from the web. 13.4 Mark B – I realized that the skill sheets are incorrect because he took them from the state of Washington. When I wrote the FFII skill sheets I didn't realize that I didn't analyze them enough. There are two areas that I was incorrect on. I think we should roll back the team leader requirement for the foam standard, and then articulate what we really mean on the intior fire attack. 13.5 Greg M. – it makes sense that we roll back, but what would the difference be between those two components. 13.6 Mark B. - FFI is someone who is working under direct supervision. FFII is under general supervision can be like 20 ft. away. I think we should work w/ Jodie's office to find exactly what it means to be a team leader because some view the guy in the front seat as the team leader. It was never meant to be like that. It's not the guy running the whole operation. If we articulate at what level we mean by the team leader thing, then we can easily determine where the FFI & FFII program should be. 13.7 Buddy L. – on the IFSAC side of this- does this waiting six months throw a bone into that? Jodie, I think so. 13.8 Greg C. – I get a huge amount of flack for doing the courses back to back. 13.9 Buddy L. – by definition alone you can answer that. 13.10 Greg C. – The impression that people have. The six-month timeline would do nothing. 13.11 Mark B – you can't be a certified FFII until you are a certified FFI, you can't do it all quick enough because someone can pass the FFII and fail the FFI class.	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	14 of 21	Corres. No.:	Date Required By

13.12 Yvonne K. - got from her fire chief to relay to the committee "No to the six month waiting period." 13.13 Buddy L. – there is nothing in any regulation anywhere that they have to have the certification II class in order to take the class. 13.14 Jodie H. – If there is a remote area and a plane going there we can get testing materials back to the office in a matter of two days and we will not issue certifications until they have passed the tests.	
13.15 Mark B. – this is from WA. Standard says coordinate an interior attack line for team's accomplishment for team's assignment. And their belief was this person needs to have a modicum of leadership. Foam – operate as a team lead. This is where the confusion is is where the leader thing is. 13.16 Greg M. – The team leader can be assigned here under 6.22 it says the FFII could be assigned to be a leader. It also says that the FFII could be coordinated as a team. There is a piece that says that it's a team lead. 13.17 Doug F. – The issue is a six-month waiting period. In September an issue was brought up that we do it for EMTI and EMT II why wouldn't we do it for FFI & FFII. 13.18 Buddy L. – we do parallel FF to EMT a lot, but in this case we shouldn't because there are a lot of differences. 13.19 Greg C. - it would make sense if we were looking for leadership. 13.20 Buddy L. – I recommend we put out a motion to repair the wording. 13.21 Doug F. – When we get into new business I'd like to assign two people in this group to work w/ Jodie's office. 13.22 Richard L. – Motion to rescind the 6-month waiting period. 13.23 Greg M – 2nd 13.24 Doug F. – Greg C do you want to rescind your vote because of yesterday's ethics video? Greg C. – yes because I do have a vested interest. 13.25 Doug F. - All those in favor? Unanimous anyone opposed? None 13.26 Doug F. – remaining business and then maybe assign some tasks to Jodie's office. 13.27 Doug F. Who with Mark, would like to work w/ Jodie's' office to resolve the skill sheets? Mark, Rocky Jones, Buddy and Greg C.all volunteered. Jodie will be the chair of the task force. Mark wanted to be clear that we do not want to make the classes combined.	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	15 of 21	Corres. No.:	Date Required By

14. Doug – next item is House Bill 4-13 Fire Safe Cigarette.	
14.1 Buddy – I move that this council draft a letter for the council. 14.2 Motion 2nd by Richard L. 14.3 All those in favor of the draft – unanimous Opposed? None. 14.4 Break at 10:12 ten minute recess 14.5 Restart 10:30 14.6 Yvonne K. to read letter drafted for council. 14.7 Action on the letter? Carol R. will bring to committee to read aloud. 14.8 Jeffrey D. – should we all sign it? Doug F. – yes with signatures of each person and the area they are representing. 14.9 Jodie to retype the letter as a resolution form.	
14.10 Greg M. – a letter would have more impact.	
15. New Business	
15.1 Jodie H. – Funding for Standards council regulation needs to be addressed. 15.2 Buddy L. – there is no state statute that says you can go put on an air pack and run into a burning building w/o a certification. 15.3 Jodie H. – we can charge for certification. We do not have to charge for apprentice or other entry programs. But we can charge for FFI & FFII applicants. It will improve the ability for the certifying officers program; we have to pay for the class, the travel. We try to do it as cheap as possible and that has caused conflict in our business. The certifying officer program is not a huge expense, but if you have 10 test and \$25 people, \$250, and the co will charge \$25/hr. Not a lot of income, but it's some. 15.4 Greg F. – How many people in Alaska right now are certified at some level? Jodie H. - we have about 6,000 in Alaska right now. Greg F. – on an annual basis how many? Jodie H. – 1200, FFI, FFII that's IFSAR, IFSAC certifications and that fluctuates. Greg F. – Do people use different budgets? Jodie H. – I have nobody that only has one job. When we charge for a class we only charge 10% for the administrative fee. We try to pick someone within the region to minimize expenses. 15.5 Jeff D. – How much does it cost for me to go test for EMT? Buddy L. - \$25. 15.6 Doug F. – what about fire systems permits? Jodie H. – that is actually a license, not a certification. 15.7 Jeff D. – does it take an act of legislation? Jodie – yes, but nobody has taken it into their own hands. 15.8 Buddy L. – I can go to the legislation and talk to them. 15.9 Doug F. – we can send in the legislation affairs council. Jodie H. – once we go down that road people are going to complain, but that is where we should head. Carol R. – we don't have a FF going out	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	16 of 21	Corres. No.:	Date Required By

and getting an extinguisher permit to make extra money. 15.10 Greg M. – The State tried to do this a couple years ago and the letters poured in. 15.11 Jodie H. – only IFSAC and PROBOARD are utilized or referenced on the Documents. 15.12 Buddy L. – I think we should charge for FFI and FFII and above. 15.13 Greg M. – You're penalizing me because I'm not a rural applicant now. 15.14 Buddy L. – I don't need the state to train my people. That's part of the problem is because we don't have any teeth. In order to run as an EMT you have to be certified, where as the FF dept. doesn't. 15.15 Greg M. – is there anything that says you have to do accreditation?	
15.16 Greg C – I also agree that charging for the certificate makes sense. But then you get to the value of charging for the certification. I can be fire chief and have no formal training. 15.17 Doug F. – where do we go from here? 15.18 Buddy L. – We need to change where we are at; it is an item that needs to be funded by the legislature. The police are funded by tickets/receipts. Jodie H. – another option is a portion of a plan review fee accepted by our office funds the fire standards council. 15.19 Richard L. – How are you going to defer that? 15.20 Greg M – That would be out of our authority as drafted in our charter. 15.21 Jeff D. – What's the typical fee? 15.22 Jodie H. – It's 60% right now. We are charging the minimum. 15.23 Jeff D. – a 10K sq. ft. structure how much am I going to pay? 15.24 Greg M. – It's very low. 15.25 Buddy L. – If we won't look at the EMS side, why don't we look at the Police side? Rich – the regions are non-profits. It's through HSS general fund. 15.26 Doug F. – How do we move forward? Why don't we get our standards council task group to look at all these options, until we meet again to come up w/ 1 or more recommendations to come back and review and move forward with? 15.27 Rich L. – It's nice to have something drafted. 15.28 Doug F. – if that committee can bring it in the fall meeting, then we can bring it to the fireman's council, before February. 15.29 Jeff D. – Our guys came up w/ a boiler plate email and all we had to do was click and send it down via email saying here it is, just please forward it. 15.30 Doug F. – Who wants to be on the Standards council funding committee? Buddy L., Greg F., Yvonne K., Doug F. 15.31 Buddy – What are the long-range plans?	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	17 of 21	Corres. No.:	Date Required By

15.32 Carol R. – a mission statement needs to be made. 15.33 Doug F. – That's why we need a long-range standards committee. The way the committee did that was try to get as many plans get reviewed. That's why I want to have a plan, a long-range plan, and that's hwy this committee needs to have direction. We've done a lot especially when you consider the very limited funding that we have, but now we need to formulate long-term ideas. 15.34 Buddy L. – is there a way we can do teleconference? 15.35 Doug F. – Are we in agreeance of putting together the standards council funding committee?	
15.36	Options for teleconferences – Jodie's son. Cost: Free Due date: TBD
16. Revisions to certifying officers manual	
16.1 Jodie H. – When there is a test for certification our office provides an officer to make sure the test runs fair and adequately. They are not supposed to check training; they just check that the eligible candidates doing it fairly. When I came in we found out that everyone was conducting it differently. The CO manual has been revised w/ input from you guys. We tightened the grey area; it needs to be in black and white. 16.2 The biggest change is the CO will not be a member of that dept. Also, we must have the qualifications page 30 days before the start of the course. If you want a certified course, you have to let us know 30 days prior to taking the course. It's a verification process for us. 16.3 Jeff D. - You can take all the training you want to and still function as a department, but it's different to be certified. 16.4 Doug F. – what's your timeline on this? Jodie – ASAP, this is not a training standard, this is how we run the certification test. 16.5 Buddy L. – we don't certify anyone do we? 16.6 Doug F. – not yet, but that was the original goal. 16.7 Doug F. – to read Fire standards council Mission statement, and Vision statement. 11:32 16.8 Jodie H. – to read job description of CO. 16.9 Richard L. – The credit dept. has the test set up and they just need to make sure that the test is set up. 16.10 Greg C. – We've had a CO come in and tell us how to run a live test. Jodie – that will be clarified on the skill sheet. 16.11 Jodie H. – We trust the training officer to do their job. If it is signed off by them, and we trust that. Our COs will not say I need to see proof, and if they do I need to have a phone call, because	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	18 of 21	Corres. No.:	Date Required By

I'm going to have a conversation with them. 16.12 Greg C. – Most COs have been good about giving us a heads up, and some COs have said this is super secret and you will be notified when we get there. Jodie –two days before the test they contact the to and tell them everything that needs to be there. 16.13 Jodie H. – the practical has remained nearly all the same, but the written exams have changed quite a bit. We now have testing binders. Inside is the application for certification. The answer sheet w/ scantron and the instructions on how to do the test. The co will read it to the student, but the student will also be able to read it. There are now 10 versions of FFI, and 10 versions of FFII test. For the most part you won't have two people taking the same test, assuring no cheaters. 16.14 Greg C. – the tests themselves, some are good, and some of them are horrendous. Is there feedback that we can let you know if something is really horrible? Jodie – yes. Contact our office.	
16.15 Jodie H. - Once test is complete the co collects everything and is then sent back to the office.	
16.16 Greg C. volunteered to be a test reviewer for Jodie. Rich L. – seconded. 16.17 Greg C. – Ratio of evaluators and students. Some co's wanted to see 4 or 5 evaluators to every 3 students. 16.18 Greg M. – It could be taken that way by the bold typed in the manual. 16.19 Jodie H. – Jeff how many evaluators do you think we need per station? Jeff – Not more than 2. 16.20 Doug F. – I would like the committee to formally review this manual, and I'm not going to do it until this fall perhaps. I think this is a TEB document and we should provide that feedback, but am inclined to agree w/ Richard to not review this at this time. 16.21 Buddy L. – this is a guideline on how to run the test. Jodie – right. 16.22 Doug F. – We need to decide what we are going to do w/ this document. A guidance review is what we can do but a formal review must remain w/ the fire marshals office. 16.23 Rocky J. – We should as a courtesy we should look at this, but then as the long-term missions come out we should look at it then. 16.24 Richard L. – Motion to get feedback to Jodie via email by May 1st. 16.25 Rocky J. seconds the motion. 16.26 Doug F. – all those in favor? Unanimous. Opposed? None 16.27 Doug F. – any further discussion? 16.28 Jeff D. – request that Jodie sends us a copy.	Greg C. newest volunteer test taker for Jodie. Feedback to Jodie by 05/01/06 by all members. Jodie to send, via email, a copy to all.

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	19 of 21	Corres. No.:	Date Required By

17. Jodie – quick clarification on the FFI training record.		
17.1 Jodie H. – we will move medical move on FFI application. 17.2 Doug F. – Takes care of letter C on the agenda. 17.3 Carol R. – we need to break because I need the letter and to get downtown by 1pm. 17.4 Doug F. – after lunch brief discussion of long range planning, legislative affairs, any future agenda items and then we can adjourn. Back in an hour at 1:15.		
Resume at 1:36		
18. Criminal background, basis for denial		
18.1 Richard is taking lead on this. He passed out minimum requirements for statutory requirements. 18.2 Under AS11.71 DUI falls under that, you lose your EMT for 10 yrs. 18.3 Doug F. – right now we are specifically talking about Juvenile Fire Setter, Safety Educator I & II. He can go back and get better definition on the specifics and bring it back to the committee next mtg.		
18.4 Richard L. – Domestic violence is included. DUI conviction or refusal to blow is automatic revocation.		
19. Legislative Affairs group		
19.1 Any discussion? Greg M. & Carol R. agreed to be on this committee. 19.2 Greg Moore does not mind taking the lead on this.	Greg Moore to take lead on Legislative Affairs task group.	
20. Council Long Range Planning		
20.1 Jeff Dobson has agreed to chair this subcommittee because of his history. 20.2 Doug F. – is there anything that anyone wants throw out for the first six months that we should prioritized? Obviously funding, but need other suggestions. 20.3 Buddy L. – The Fire Officer Program needs to be addressed. Jodie – their office has had several drafts that the committee can review. The goal is not to develop the curriculum, but to develop the standard. 20.4 Richard L. – Can we put that on the agenda for next mtg? 20.5 Doug F. – I don't see why not. 20.6 Jeffrey D – has been approached from someone at UAA to teach a stand-alone course. He doesn't know who the author is, but he can do more research on this.	Jeff Dobson to take lead on Long Range Planning. 1st item on agenda: Fire Officer Program.	

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	20 of 21	Corres. No.:	Date Required By

20.7 Jodie H. – Fire Officer, Certified Driver Operator and Incident Safety Officer Program that she wants to see change in the next three years.	
20.8 Doug F. – did we look at funding for long range planning? Richard – fee structures, and funding and teeth. Doug – I don't have a clue to say what exactly you need to do right now. The next 6 months will be dancing around trying to figure out what to do. 20.9 Jodie H. – a simple thing today was brought to my attention, which is letterhead. Richard L. – we did adopt the seal and the letterhead. Does anyone know if it's digital?	Digital letterhead to be found by Richard L.
20.10 Rocky J. – Job descriptions for FFI recertification, admin job descriptions. 20.11 Jodie H. – Thank you letters for prior members for service. We should go all the way back since inception. 20.12 Doug F. – how old is this committee? Rocky Jones – legislation approved in '01, but we didn't get approval until '03. Rocky Jones, Rich Leipfert, Jeff Dobson & Brian Davis are all charter members. 20.13 Richard L. – Criminal background checks should be put as an action item. 20.14 Doug F. – The next meeting needs to be discussed because typically it has been scheduled the week before the fire marshals conference, but that isn't working. Does Sunday & Monday work better for everybody? 20.15 Doug F. – can you check (Buddy L.) on meeting space?	Doug F to write thank you letters to all past members for all to sign, after he finds the letterhead and seal.
20.16 Doug F. – If no one is apposed to it, we can all meet up in North Pole at Buddy's station. Sunday October 1 st and Monday October 2 nd is the official next meeting.	Sunday & Monday October 1 st & 2 nd next meeting at North Pole Fire station. Buddy Lane to host.
20.17 Doug F. – does anybody have anything for the good of the order? 20.18 Jodie H. – would like to say thank you to everybody for everything that has gotten done this session. There are items that she has been trying to get done for a long time. Thank you to Doug for taking and running w/ your nomination. 20.19 Buddy L. – I want to say thank you as well, because I am passionate about training and the opportunity to be here and putting up w/ me. 20.20 Yvonne K. thanks everyone for letting me be here, and helping me feel comfortable. 20.21 Doug F. – I appreciate everyone's help, helping me with deciding on how to run these meetings. 20.22 Greg C – I appreciate the opportunity to be here. 20.23 Jodie H. – I need receipts from those of you that we have	Jodie needs receipts for those that are getting paid ASAP.

MINUTES OF MEETING

Date:	30 March 2006	Job No.:	Action By
Page:	21 of 21	Corres. No.:	Date Required By

covered expenses for. Especially hotel receipt and boarding pass.	
20.24 Doug F. – Motion to adjourn. All those in favor? Unanimous. All those opposed? None.	
20.25 Very nice meeting everyone! - Julie	