



# Utah Fire Service Certification Council

## Minutes of July 19, 2023

The Utah Fire Service Certification Council met July 19, 2023  
online TEAMS

- 1) **Certification Council meeting called to order by Council Chair - Scott Spencer**
- 2) **Welcome council members and visitors - Scott Spencer**  
Members Attending: Scott Spencer, Ted Black, TJ Brewer, John Evans, Ron Harris, Krista Horting, Jeremy Raymond, Wade Snyder, Rod "Hoss" Tomkinson, Chris Trevino, Chris Whetton, Dave Youngberg.  
Merlin Spendlove online TEAMS  
Guests: Brad Wardle, Jolene Chamberlain, Jon Ritchie
- 3) **Declaration of quorum - Scott Spencer**  
Scott Spencer declared a quorum.
- 4) **Approval of minutes from Certification Council held on May 17, 2023 - Scott Spencer**  
TJ Brewer motioned to approve the minutes of May 17, 2023. Chris Trevino seconded the motion. The motion passed.
- 5) **Approval of agenda for the July 19, 2023, meeting - Scott Spencer**  
TJ Brewer motioned to approve the agenda for July 19, 2023. Chris Whetton seconded the motion. The motion passed.
- 6) **Report from Forestry Fire & State Lands – Wade Snyder**  
Wade Snyder reported having an abnormally slow season, but the heat wave continues. They expect an increase in monsoonal activity in the next few weeks.  
Canadian cooperators are not able to help at this time. 80 acres burned in Flaming Gorge, under control.
- 7) **Report on testing, certification, failed skills, and upcoming exams (3 months) – Joan Aaron**  
Joan presented the certification report for Jennifer Lindley  
Failed skills report: Very similar to the normal skills missed.  
Activity Report: 547 certifications for March through May. June was busier. We are transitioning to a new FileMaker database that is causing slower processing times.  
Upcoming test sites list was presented for council members to visit.
- 8) **Report on Fire Prevention Board meeting - Scott Spencer**  
Scott Spencer didn't attend due to illness. Ted Black reported it was a typical meeting. UFRA is required to submit a report every 3 years, that report has been submitted. Nothing to bring to the Certification Council.
- 9) **Discussion and motion to approve the following submitted portfolios:**
  - a. Steve Chaffin (Inspector II) – Scott Spencer
    - Scott Spencer is still reviewing and would like to present it to the next meeting.
  - b. Aaron Byington (Fire Officer III) – Krista Horting
    - Krista Horting is still reviewing and would like to present it to the next meeting.

**10) Update and motion to approve certification/recertification requests – Joan Aaron**

- a. A letter from Division Chief David Chugg is requesting certification/recertification for Instructor I. - C. Davin Halvorsen (Instructor I) – Salt Lake City Fire Department. The council had a discussion regarding Davin and his records.

Jeremy Raymond motioned to issue Instructor I for C. Davin Halvorsen. TJ Brewer seconded the motion. The motion passed.

- b. Stephen Stenquist (HazMat Technician) – South Jordan Fire Department  
The Certification office received a letter from Chief Chris Dawson regarding Captain Stephen Stenquist, (all his other certs expire in June 2025). South Jordan is requesting recertification based on the information noted in the letter. Our office asked for training records for the past six years.

A discussion by the council was made. Chris Trevino motioned to have the department respond with required training records (6 years) and paperwork. Without the records for the previous years, he will need to retest. Krista Horting seconded the motion. The motion passed.

**11) Executive Session – Scott Spencer/Joan Aaron**

The Council held a thorough executive session.

**12) Discussion and motion on submitted petitions and/or appeals – Joan Aaron**

Nothing to present.

**13) Review, discussion, and motion to update Policies and Procedures - Joan Aaron**

- a. Update policy Section 12 to include verbiage regarding unauthorized guests during skills exam, secure testing environment.
- b. Update policy Section 12 to include verbiage regarding unauthorized video/filming during skills exam.

The Council agreed to make no changes at this time. Joan will follow up with guidelines from IFSAC/Pro Board and ask how other state agencies are handling these situations.

- c. Updates to policies and procedure for Section 17.4 and 26.7.  
Wildland red card verbiage was removed from the Policies and Procedures.
- d. Section 11.4.1 was modified to include Section 17 Certification/Recertification Request verbiage. (Section regarding Officer I-IV certification exams for out of state firefighters)

Jeremy Raymond motioned to remove verbiage on Wildland “red card” and approve updates in the Policies and Procedures 17.4, 26.7, and 11.4.1 as indicated. TJ Brewer seconded the motion. The motion passed.

**14) Review, discussion and motion to approve an update to the Wildland Firefighter I and II standard.**

- a. NWCG certificate verification prior to Wildland testing. The tester verifies and initials the Training Record that NWCG certificate copies are completed and attached to the candidates Training Record.

New verbiage added to the WLFF I & II standard and Training Records and Checklist.

**A brief history:**

Prior to **December 31, 2020**, UFRA issued red cards with their Wildland certifications. At that time, the certification specialists verified students had their NWCG certificates before issuing their UFRA certifications and red cards.

After **January 1, 2021**, the UFRA Wildland I and II certifications met IFSAC and ProBoard accreditation standards. The Cert Specialists no longer accessed files to verify NWCG courses were completed.

Some confusion with departments have occurred since then. Wade Snyder, Dan Cather, Jolene Chamberlain and Joan met to discuss a solution. One was to verify the students have completed their NWCG training, by requesting a copy of their NWCG certificates prior to testing along with their training record.

The Wildland I & II standard & training records include NWCG/FEMA Verification:

***“Wildland FF I***

*Candidates must show completed copies of NWCG/FEMA certificates S-130, S-190, I-100, L-180, and I-700 (as outlined in PMS 901-1) to the tester prior to testing.*

***Wildland FF II***

*Candidates must show a completed copy of NWCG/FEMA certificate S-131 (as outlined in PMS 901-1) to the tester prior to testing.*

*Candidates must have a completed and certified NWCG Firefighter I task book from an authorized organization (i.e., State of Utah, BLM, U.S. Forest Service, etc.). (Attach a copy of the Verification/Certification on page 2 of the completed task book.)”*

TJ Brewer motioned to approve the NWCG changes as presented.

Chris Trevino seconded the motion. The motion passed.

**15) Review, discussion and motion to approve an update to the new Structural Collapse standard to include:**

- a. Certificate of completion from the online TEEK course (9P2630,9P2631) – Joan Aaron (See page 3 & 8 in the standard)
- b. FEMA certificate of completion for skills training (See page 3 & 8). Verbiage added.

Dave Youngberg motioned to update the Structural Collapse standard as presented. Chris Whetton seconded the motion. The motion passed.

**16) Review, discussion and motion to approve the new 470 Hazardous Materials standard – Joan Aaron**

Joan presented updates adding new verbiage.

Ron Harris motioned to approve changes to verbiage in Hazardous Materials standard as presented by Joan. TJ Brewer seconded the motion. The motion passed.

**17) New Business – Scott Spencer**

- a. July 27<sup>th</sup> we have a Train-the-Tester for Fire Investigator at 9 am
- b. A second Train-the-Tester for new testers is scheduled for August 24<sup>th</sup> – Joan Aaron
- c. Cancer initiative for firefighters – Jolene Chamberlain

Brad Wardle presented Multi-Cancer Early Detection program. Fire listed as a Class 1 carcinogen. UFRA is working to get funding to provide testing for all Utah firefighters. The Grail Test is a Gallery Test being offered to Firefighters at a large discount. Currently, 40 years of age and older with 8 years of experience, will get tested. UFRA is working with State Chiefs to get private donations as well working with like-minded people to get the testing done for all firefighters.

Jolene shared that a survey has gone out about the program, which encourages participation in the survey.

We are sharing information with departments about AFG grants to apply for funding.

Jolene Chamberlain encouraged all firefighters to go online to the National Registry for Firefighters for Cancer. Fill in that information to build their database and it gives them vetted information.

- d. The current Hazardous Materials Awareness, Operations and Technician will expire on December 31, 2023. The new standard will be implemented on January 1, 2024.
- e. The deadline to test confined space, machinery, and structural collapse on the old I & II levels is extended to December 31, 2023.

**18) Old Business - Scott Spencer**

- a. The new Fire Investigator was approved by Pro Board and implemented on July 1<sup>st</sup>. Candidates can no longer test on the old Fire Investigator standard.

**19) Next Certification Council meeting at 10 am on Wednesday, September 20, 2023 at UFRA.**

Ron Harris motioned to adjourn. TJ Brewer seconded the motion. The motion passed.