

## **The Utah Fire Service Certification Council Minutes of January 16, 2019**

**The Utah Fire Service Certification Council met on January 16, 2019 at UFRA in Provo, UT.**

### **Welcome Council Members and Visitors – Scott Spencer**

The meeting was called to order at 10:00 a.m.

In attendance: Scott Spencer, Don Adams, Paul Bedont, Chris Trevino, Hoss Tomkinson, Wade Snyder, Shane Freeman, Craig Stanley, Ray Stokes, Jeremy Raymond, Merlin Spendlove

Excused: Jason Earl

Visitors: Jolene Chamberlain, Patrick Carlson

### **Declaration of quorum – Scott Spencer**

Scott Spencer declared a quorum.

### **Approval of minutes from the meeting of November 14, 2018 – Scott Spencer**

Don Adams motioned to approve. Chris Trevino seconded. The motion was approved.

### **Approval of the agenda for the January 16, 2019 meeting – Scott Spencer**

Paul Bedont motioned to approve the agenda. Ray Stokes seconded. The motion was approved.

### **Council term expiring – Lori Howes**

Lori Howes reported the end of Shane Freeman's council term. Shane has served on the council since January 2007, and has added a great amount of value to the council. Scott Spencer presented a plaque to Shane on behalf of the entire council. Shane expressed his gratitude for his time on the Council and the support from his fellow council members.

### **Appointment of new Council Member, Wade Snyder – Lori Howes**

Lori Howes introduced new council member Wade Snyder, representing Forestry, Fire and State Lands. The Fire Prevention Board approved his appointment with high regard. Wade began his fire service in 1999, and has worked in Oregon and Utah. He worked on the UFRA wildland internship program, and both the Lone Peak and Alta hotshot crews. He is enjoying his new position at the Division of Forestry, Fire and State Lands and looks forward to his time on the council.

### **Testing/Certification & Failed Skills Report – Jennifer Lindley**

Jennifer Lindley presented reports for testing and certification as well as failed skills.

### **Report on Standards and Training Council – Ray Stokes**

Ray Stokes reported that one of the main agenda items for the council is the recertification of the ATCs. They will be completing the reviews the next few months.

### **Wildland Issues and Updates – Wade Snyder**

Wade Snyder reported the Division of Forestry, Fire and State Lands is currently combing through policy. Wade clarified certain NWCG requirements for red card, including how to obtain wildland training; field day and testing must be proctored by a qualified Crew Boss. As of 2009 NWCG no longer recognized the mile and a half run for arduous level physical fitness testing. Lori Howes told Wade that our Policies & Procedures will be updated to recognize the change.

### **Report on Submitted Petitions – Lori Howes**

Lori Howes reported that there were no submitted petitions since the last meeting.

### **Report on hiring process for Certification Testers – Lori Howes**

Lori Howes reported that there were 30 applications. Of those applicants, 24 individuals were hired. On December 13<sup>th</sup> the new testers training was held here at UFRA and they are currently in the process of shadowing and being evaluated by other testers.

### **Report on changes to R710-12, Hazardous Materials Training and Certification – Lori Howes**

Lori Howes reported that the HazMat Advisory Council has made some changes, approved by the Fire Prevention Board. It is currently going to the legislature. A certification has been created by the Utah Fire Marshal's office for HazMat. The Fire Marshal's office would like to train and certify non-fire agencies. This new certification will not be eligible for use as a prerequisite to any of the certifications offered by the Utah Fire Service Certification program.

### **Report on 2019 ProBoard Site Visit – Lori Howes**

Lori Howes reported that the ProBoard site visit is scheduled for completion by June 30<sup>th</sup> but would like to see it done in May. She is working on a self-assessment document, which entails reviewing Policies & Procedures. This will ensure any needed changes can be brought to the March council meeting. This year the ProBoard is requiring us to use their correlation sheets.

### **Executive Session – Scott Spencer**

No executive session was held.

### **Discussion and motion on allowing M410 as a prerequisite for Certification Tester – Scott Spencer**

Scott Spencer opened up the discussion for whether or not to allow M410 to be used in place of the tester requirement of Fire Instructor I certification. Hoss Tomkinson motioned to allow M410 as a fulfillment to Instructor I for new testers. Ray Stokes seconded. The motion was approved.

### **Discussion and motion on 2019 Tester/Instructor Seminar – Lori Howes**

Lori Howes reviewed dates and locations for the 2019 tester seminars. Lori also mentioned that she is using an online registration system this year. The council discussed various ideas for topics that need to be addressed as well as scenarios that can be practiced during the upcoming seminars. Lori gathered many valuable ideas for tester seminar topics and thanked the council for their contribution.

### **Discussion on HazMat – NFPA 1072 Taskforce – Lori Howes**

Lori Howes notified the council that Brad Wardle has put together a HazMat Task Force committee. They will be meeting to discuss the changes and updates between NFPA 472 and NFPA 1072. The objective of this meeting is to provide an opportunity for the HazMat Advisory Council to learn of and provide support for the update to 1072. Lori encouraged the council members to attend if possible.

### **Discussion on approved HazMat Technician Standard – Lori Howes**

Lori Howes reported that she does not feel that the correlation sheet meets the NFPA 1072 Standard. Lori will be meeting with Ryan Peterson to review the standard again together to ensure the correlations sufficiently meet the new standard.

### **Discussion and motion on updated Policies & Procedures – Lori Howes**

Lori Howes reported that the mile and a half run was removed from the Red Card Information packet. Ray Stokes motioned to approve. Merlin Spendlove seconded. The motion was approved.

Lori Howes also reported that a candidate has recently returned from four years of active duty. His certifications expired, and Lori suggested that someone actively serving our country should be allowed to recertify, should they lapse during deployment. The council agreed and suggested that the candidate should have affiliation with an agency, and complete in house training to show proficiency on skills. Lori will be proposing a policy to support this option.

### **New Business – Scott Spencer**

Lori Howes reported that the goal for the council this year is to review the Policies & Procedures. Lori also reported that she is working on ideas to provide better customer service and efficiency throughout the state.

Jolene Chamberlain reported the update to our Filemaker database, and the efficiency in staff performance and customer service the update will provide.

Jeremy Raymond expressed the need for more training in his region. Jolene Chamberlain mentioned that Dave Owens is working on developing specific training packages that are non-certification based.

Lori Howes announced the mileage rate is now .58 cents/mile. She will also be attending a ProBoard meeting this month and will be reporting any pertinent information that comes from the meeting.

Lori Howes asked the council for feedback on the wallet card and possibly offering online printing options. Feedback included other agencies, such as the Bureau of EMS offers online printing. The hard plastic card is nice to have but not necessary; it is a great resource to provide proof of employment/affiliation to the fire service for discounts and other verification purposes. Lori plans to start offering more online services for our customers in the near future.

### **Old Business – Scott Spencer**

Lori Howes reported the revocation of Jason Llewellyn's IFSAC and ProBoard certifications.

### **Next Council Meeting, Wednesday, March 20, 2019, 10:00 a.m., Provo, UT**

Chris Trevino motioned to adjourn the meeting. Craig Stanley seconded. The motion was approved and meeting adjourned.