



# UTAH FIRE AND RESCUE ACADEMY

## Utah Fire Service Certification Council

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### **The Utah Fire Service Certification Council Minutes of January 15, 2020**

**The Utah Fire Service Certification Council met on January 15, 2020 at 10:00 a.m. in Provo, UT.**

#### **Welcome Council Members and Visitors – Jason Earl**

The meeting was called to order at 10:05 a.m.

In attendance: Jason Earl, Merlin Spendlove, Rod Hammer, Chris Trevino, Krista Horting, TJ Brewer, Wade Snyder, David Youngberg

Excused: Scott Spencer (Jason Earl proxy), Jeremy Raymond (Merlin Spendlove Proxy), Hoss Tomkinson (Chris Trevino proxy)

#### **Welcome and introduction of new Council members – Lori Howes**

Lori Howes introduced the two newly appointed council members: TJ Brewer, Chief of Moab Fire, and Rod Hammer, Chief of Cache County Fire and former council member. Lori stated that there will be another appointment for the vacant seat on the council and will be announced at the March council meeting.

#### **Declaration of quorum – Jason Earl**

Jason Earl declared a quorum.

#### **Approval of minutes from the meeting of November 13, 2019 – Jason Earl**

Merlin Spendlove motioned to approve the minutes. Chris Trevino seconded. The motion was approved.

#### **Approval of agenda for the January 15, 2020 meeting – Jason Earl**

Jason Earl motioned to strike number 19 from the January 15<sup>th</sup> agenda, it was inadvertently left on from the last meeting. Wade Snyder motioned to approve. Krista Horting seconded. The motion was approved. Wade Snyder motioned to approve the agenda with the changes. Chris Trevino seconded. Motion was approved.

### **Report on Certification Office staffing changes – Lori Howes**

Lori Howes announced that Marta Morrow resigned as of January 3<sup>rd</sup>, and the vacancy will not be filled until the new fiscal year. The staff will be meeting to evaluate and plan how they will meet customer needs until the vacancy is filled.

### **Executive Session – Jason Earl**

No executive session was held.

### **Report of testing/certification & failed skills – Jennifer Lindley**

Jennifer Lindley reviewed the data on the Testing and Failed Skills Reports with the council.

### **Report on Standards and Training Council – Chris Trevino**

Chris Trevino reported that Davis Technical received their reaccreditation, and West Valley should be getting reaccreditation as soon as they could provide more details for their report.

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

Wade Snyder reported that the Federal Government deployed 75 overhead types to Australia from our region to help support those efforts. The state office is currently working with DEM to clarify the EMAC process. No statistics were presented as fire season has come to a close.

### **Report on approval, if needed, on submitted petitions – Lori Howes**

Lori Howes presented a petition to the council from Jared Montgomery, who is from West Valley Fire Academy. Jared stated that the test was held in an open room, there were people talking and walking through the room, music playing; ultimately Jared felt like the conditions were a distraction. The council agreed to allow Jared another third attempt at a different location. The motion was made by Rod Hammer. TJ Brewer seconded. The motion was approved.

### **Report on Tester hiring process – Lori Howes**

Lori Howes reported that 30 testers were hired in January. Selections were based on levels of certification held and regional needs. Each tester will be required to job shadow once and successfully complete two evaluations before they are given the option to work alone.

### **Report and approval of work from Fire Officer I/II & III/IV Committees – Lori Howes**

Lori Howes reported that the Officer I/II committee has made a lot of progress. The 2020 edition of 1021 recently became available, and so the committee will be updating the standards to the newest standard. Lori reported that Officer II certification process will be built to mimic the Inspector II program with the portfolio requirement. Lori reported that Officer III/IV committee

did not meet due to scheduling conflicts. She hopes to meet within the next month or so. Lori said that she plans to bring each of these levels to the March council meeting for approval, and she anticipates a seamless IFSAC site review.

#### **Report on Firefighter I and Firefighter II update – Lori Howes**

Lori Howes reported that she will be forming a small sub-committee for I and II to go over skills. Later a larger committee will be put together to review the written test bank. IFSTA will provide textbooks free of charge for the committee, as well as codes for online books. Lori asked for any council representatives for this committee. Dave Youngberg volunteered.

#### **Report on IFSAC Site Visit 2020 – Lori Howes**

Lori Howes reported that IFSAC will be conducting a site visit April 7-9. The only additions we will have are Officer II, III, and IV. All other levels will be reaccredited. The application has been submitted and is currently under review. A few policies may need to be added, and Lori will be sending those out to the council when necessary.

#### **Update on scenarios for testing – Lori Howes**

Lori Howes had nothing to report.

#### **Update, discussion, and approval on HazMat Operations skills & testing for 1072 – Lori Howes**

Lori Howes reported that all the updates and approvals have been obtained. The HazMat Awareness skill is now being tested. Lori removed verbiage in the skill referring to SDS and shipping papers; they were unnecessary and causing confusion. Adam Davies and Randy Willden reported the standard update to the HazMat Advisory council. In March, Lori will be bringing a skill back to the council for approval. It is the donning and assisting skill; the change will involve separating the skill for an encapsulated vs. non-encapsulated suit.

#### **Discussion on 2020 Certification Tester Seminar – Lori Howes**

Lori Howes reported tentative dates for the annual tester seminar will be March 23<sup>rd</sup> – 26<sup>th</sup>. Lori is currently working on locations in the same areas which we have held seminar in the past. Lori shared a few topic ideas with the council and asked for suggestions regarding additional topics. The council gave Lori several relevant suggestions for addressing current issues and concerns.

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

None at this time

### **New Business – Jason Earl**

Wade Snyder reported that currently the Incident Management Team recruitment is currently ongoing. If there is any interest in participating, you can contact him for more details. The priority training program will also be coming soon; contact Wade for more information.

Lori Howes reported the following:

- Due to the budget challenges, training has been cutting classes which she is hoping will equate to a little less work for the certification team.
- Current council terms for Jeremy Raymond, Scott Spencer, and Merlin Spendlove will be ending this year.
- The Instructor I and II levels will be updated later this year.
- A council member is needed to represent the certification council for the Supervisory Officer Designation committee put together by Dennis Goudy. Those interested can speak with Dennis for more information.
- Thanks to Jennifer Lindley and Hilary Kline who have done an exceptional job picking up the slack for the vacancy left in the certification office.
- There will be a discussion item in March regarding what we will require candidates who obtained ICC Inspector II to receive Utah reciprocity.

### **Old Business – Jason Earl**

No old business to report.

### **Next Council Meeting, Wednesday, March 18, 2020, 10:00 a.m., Provo, UT**

Dave Youngberg motioned to adjourn the meeting. Hoss Tomkinson seconded. The motion was approved and the meeting adjourned.