

The Utah Fire Service Certification Council

Minutes of January 6, 2016

The Utah Fire Service Certification Council met on January 6, 2016 at 450 N 3400 W, Hurricane, UT.

Welcome Council Members and Visitors - Scott Spencer

The meeting was called to order at 2:00 p.m. – Scott Spencer.

In attendance: Don Adams, Brett Ostler, Paul Bedont, Jason Earl, David Youngberg, Scott Spencer, Chris Trevino, Shane Freeman, Ray Stokes, Merlin Spendlove, Craig Stanley and Rod Hammer

Declaration of Quorum – Scott Spencer

Scott Spencer declared the presence of a quorum.

Approval of minutes from the meeting of November 18, 2015 – Scott Spencer

Ray Stokes proposed that the verbiage in the last paragraph under “Discussion of requiring technical writing for Inspector, Investigator and Officer”, which reads “The Council unanimously supported...”, should be changed to read “The individual Council members supported...”.

Brett Ostler motioned to approve the minutes to include the revised verbiage. Shane Freeman seconded. The motion was approved.

Approval of the agenda for the January 5, 2016, meeting – Scott Spencer

Jason Earl motioned to approve the agenda. Rod Hammer seconded. The motion was approved.

Resignation of Council Member –Scott Spencer

Council member Rod Hammer is resigning to take an appointed position on the Fire Prevention Board. Scott presented Rod with a plaque of appreciation for his time on the Certification Council.

Testing/Certification & Failed Skills Report – Hilary Kline

Hilary reviewed each of the reports with Council members. She explained the ebbs and flows of the testing and certifications during the year and how certifications “catch up” with testing over time.

Report on Standards and Training Council – Ray Stokes

Ray had nothing to report.

Wildland Issues and Updates – Shane Freeman

- Wildland in their training season.
- State Training and winter quarterly meetings are coming up.
- Wildland in doing RX burnings.
- Tracy Dunford retired.

Executive Session – Scott Spencer

Scott called for a motion to convene to the Executive Session; Don Adams motioned. Ray Stokes seconded. The motion was approved.

Scott called for a motion to end the Executive Session. Rod Hammer motioned. Jason Earl seconded. The motion passed.

As a result of the Executive Session; Paul Bedont motioned to deny the students a third attempt and that they cannot re-enter the testing process until they re-take the HazMat Operations class. Merlin Spendlove seconded. The motion passed unanimously.

Paul Bedont motioned to suspend the tester's privileges to proctor for one year; effective January 6, 2016. Also, to suspend the In-house testing privileges for the department-Parowan, for one year; effective January 6, 2016. Chris Trevino seconded. The motion passed with one "Nay".

Discussion on "raising the bar" for testing – Lori Howes

Lori opened the floor for discussion on "raising the bar" for ways to improve testing. She encouraged the Council members to inquire around to different departments for input. Discussion of this topic will continue throughout the year.

Discussion on 2016 Certification Tester Seminar – Lori Howes

Lori presented the tentative dates and locations (pending confirmation) for the upcoming Tester Seminars:

- Feb 29th at UFRA- A morning and an evening presentation.
- Mar 1st at Salt Lake Co.
- Mar 2nd at Cache Co.
- Mar 3rd at Davis Co.
- Mar 9th at southern part of the state.

Lori will be presenting updated/new policies which will include, the use of Smart phones and wearing hats. She will also address the problem with cheating during in-house testing.

Brad Wardle will be presenting training on consistency with training and testing.

Chuck Query and Gary Kilgore will be doing Instructor Training.

Update on Technical Rescue: Swift Water, Surface Water, Ice – Lori Howes

Lori purchased three books to determine which book will best suit our needs to draw exam questions from. She gave them to Chris Trevino for review. New test banks will be created for each level. Lori is pushing for the Standard to be ready for approval in March. It needs to be completed by March so it can be submitted to IFSAC for accreditation.

Update on AARF Standard – Lori Howes

Lori will be taking it off the agenda until the end of the year.

Discussion and motion on updated Policies & Procedures – Lori Howes

Lori presented policy changes to items 12.3, 14.3 and added a new section which would include forms and instructions.

Ray Stokes motion to approve and adopt the changes made to the Policies and Procedures handbook. Brett Ostler Seconded. The motion passed.

Discussion and motion on submitted petitions – Lori Howes

Lori presented a petition submitted by Kristta Backus from Washington Terrace Fire Dept. She requested a new 2nd attempt for Firefighter II written exam due to distracting behavior by the tester. Ray Stokes motioned to approve a new 2nd attempt for written exam pending verification of the accusations. Chris Trevino seconded. The motion was approved.

New Business – Scott Spencer

- Lori verified with Ray Stokes that he would be attending an Officer II presentation on Jan 15th in Ogden. She asked if anyone else from the Council was available to go as she preferred at least two members to be in attendance. Paul Bedont and Chris Trevino tentatively agreed.
- Lori asked for help with correlation sheets for HA, HO, and HT. Paul Bedont, Chris Trevino and Scott Spencer all offered to help.
- Lori asked for volunteers to help with the correlation sheets for Fire and Life Safety when they are ready.

Scott presented an issue concerning verification of training hours and who can verify those hours for retired firefighters who are instructors and/or testers who are not affiliated with a qualifying department or agency. Lori suggested that the Council should put in writing who is allowed to certify, what constitutes a department or agency, and who is allowed to test what. Ray recommended that the topic should be added to the agenda for further discussion at the next Council mtg.

Old Business – Scott Spencer

There was no old business to discuss.

Next Council Meeting, Wednesday, March 16, 2016, 10:00 a.m. at UFRA, Provo, UT

Scott Spencer called for a motion to adjourn. Ray Stokes motioned, Chris Trevino seconded.

The motion was approved.