The Utah Fire Service Certification Council
Minutes of March 18, 2015

The Utah Fire Service Certification Council met on Wednesday March 18, 2015 at Utah Fire and Rescue Academy.

**Welcome Council Members and Visitors – Shane Freeman**
The meeting was called to order at 11:06 a.m. – Shane Freeman

In attendance: Jason Earl, Craig Stanley, Ray Stokes, Shane Freeman, Merlin Spendlove, Chris Trevino, Brett Ostler, Don Adams and Scott Spencer.

Shane Freeman was asked to fill in for Scott Spencer as he was delayed.

Jason Earl was asked to act as proxy for Dave Youngberg.

Visitors: Steve Lutz

**Declaration of Quorum- Shane Freeman**
Shane Freeman declared the presence of a quorum.

**Approval of Minutes from the Meeting of January 7, 2015- Shane Freeman**
No corrections were necessary.
Brett Ostler motioned to approve the minutes, Jason Earl seconded. The motion was approved.

**Approval of the Agenda for the March 18, 2015 Meeting-Shane Freeman**
Shane Freeman called for a motion to approve the agenda. Ray Stokes motioned to approve the agenda, Don Adams seconded. The motion was approved.
Test/Certification & Failed Skills Report – Jennifer Lindley
Jennifer reviewed each of the reports with council members. Testing numbers are increasing.

Report on Standards and Training Council – Ray Stokes
Ray reported that the Standards and Training Council is functioning as should. Meetings are being scheduled and held as needed.

Wildland Issues and Updates–Shane Freeman
Shane reported that:
- Letters for Utah Fire Department Assistance Grants were mailed out March 18, 2015.
- A letter will be sent out to each department informing them that they can now order GSA equipment on their own.
- Fire Department Engine workshops will be beginning in April throughout the state. Expected participation is about 500 individuals.
- A ditch burning exercise in Summit Co. got out of control and burned approx. 5 acres.

A question about whether or not IS-700 is required for re-certification was raised. Proof of IS-700 has been required for new certifications since 2012. Shane said he would do some research through NWCG to verify. Letters will be sent out immediately to inform departments of the new requirement.

Executive Session- Shane Freeman
None required.

Discussion and Motion on Proposed HazMat IC Standard – Jason Earl, Lori Howes
Lori reported that the HazMat Advisory Council tabled review of this standard until their next meeting.

Discussion and Motion on Proposed ADO-Pumper Standard–Jason Earl
Jason reviewed the updates made to the ADO-Pumper standard which included allowing calculators, provided by UFRA, to be used during testing. Ray Stokes motioned to accept the
changes to the standard effective immediately, with a grace period until June 1, 2015. Merlin Spendlove seconded it. The motion was approved.

**Discussion and Motion on Proposed ADO-Aerial Standard-Jason Earl**

Jason reviewed the changes to the ADO-Aerial Standard. Don Adams motioned to approve the changes effective immediately with a grace period until June 1, 2015. Chris Trevino seconded. The motion was approved.

**Discussion and Motion on Proposed TR-Chapter 5 and Ropes Standard-Ray Stokes**

Lori proposed the following changes to Technical Rescue:
- Changing the title *Rescue Technician* to *Technical Rescue* as it was already changed on the NFPA Standards previously.
- Changing the Technical Rescue written exams to reflect separate levels I and II with 30 questions for each level instead of the current 60 questions.
- Changing certain Technical Rescue levels to scenario based testing. (This will be reviewed and discussed in Policies and Procedures.)
- Requiring all certification levels except Officer I and Inspector I, to sign a consent form before skills testing. (This will be reviewed and discussed in Policies and Procedures.)

Scott Spencer motioned to approve the title change; *Technical Rescue* and changing the number of test questions for TR written exams from 60 to 30 for each level I and II. Ray Stokes seconded. The motion was approved.

Ray presented changes to the Standards for Technical Rescue Chapter 5 and Ropes. Additional changes were made. Scott Spencer motioned to accept changes made to the Standards effective immediately. Jason Earl seconded it. The motion was approved.

**Discussion and Motion on Proposed TR-Confined Space Standard-Scott Spencer**

Scott presented the changes made to the TR-Confined Space Standard. Merlin Spendlove motioned to approve the changes made effective immediately. Ray Stokes seconded. The motion was approved.
Discussion and Motion on Proposed TR- Trench Standard- Lori Howes
Lori presented the changes made to TR- Trench Standard. There were no changes made to the Standard only an Edition change. Ray Stokes motioned to approve the changes effective immediately. Scott Spencer seconded. The motion was approved.

Discussion and Motion on Proposed TR-Structural Collapse-Lori Howes
Lori presented changes to the TR-Structural Collapse Standard. Chris Trevino motioned to approve the changes made to the Standard effective immediately. Brett Ostler seconded. The motion was approved.

Discussion and Motion on Proposed TR-Vehicle Standard-Lori Howes
Lori presented changes made to the TR-Vehicle Standard. Don Adams motioned to approve the changes made to the Standard effective immediately. Scott Spencer seconded. The motion was approved.

Report on 2015 Certification Tester Seminar-Lori Howes
Lori reported that to date, there has been 173 persons in attendance with one more seminar scheduled as a make-up date. Final attendance will be updated at the next Council meeting. She also reported that during the seminars, a Tester Agreement Form was given to each tester as a reminder to follow policy, complete paperwork and exhibit professionalism. Each tester was required to sign the agreement in order to continue to proctor tests. Overall the seminars have been excellent.

Discussion and Motion on Updated Policies & Procedures: Lori Howes
Lori presented the following:
- Updates to LIVE Fire Exam Request Form
The updates to the form were discussed. Scott Spencer motioned to approve the updates to the LIVE Fire Exam Request Form. Chris Trevino seconded. The motion was approved.
- Changes to the Lead Tester Instructions on the Instructions for Manipulative Skills Exam form.
The changes were discussed. Ray Stokes motioned to approve the changes to the Lead Tester Instructions. Don Adams seconded. The motion was approved.

- Updates to Policy 12.37 regarding skills testing.

The Council discussed the allowance of scenario based testing. Scott Spencer motioned to approve the updates to Policy 12.37. Ray Stokes seconded. The motion was approved.

- Policy 23.5 was presented for discussion. Policy 23.5 refers to granting reciprocity for candidates who are looking for certification in Utah from another state whose certificates are IFSAC and/or ProBoard certified including those levels at which Utah is not accredited for.

Lori did not feel that Utah certifications should be granted if Utah is not accredited at the level that is being requested particularly where it concerned Officer II and Inspector III. Currently UFRA is not honoring the policy when these two levels or higher have been requested. Policies are in place that would allow for certification to be granted for those levels that are currently accredited in Utah. Lori suggested the removal of Policy 23.5 from Policies & Procedures. Scott Spencer motioned to remove Policy 23.5 from Policies and Procedures. Craig Stanley seconded. The motion was approved.

- Changes to the Officer I Standard

The Officer I Standard was changed to read *Calculators are NOT allowed on manipulative exams.* Ray Stokes motioned to approve the changes to the Officer I Standard. Brett Ostler seconded. The motion was approved.

**Discussion and Motion on Submitted Petition—Lori Howes**

Lori presented a petition that was submitted by a candidate. His request was to re-take a second attempt Inspector I skills exam due to lack of designated time allowance.

After review and discussion the Council determined the complaint to be invalid and only a third attempt could be taken.

A motion was made by Ray Stokes to not allow an additional second attempt but to allow a third attempt only. Scott Spencer seconded. The motion passed.
New Business—Shane Freeman
Ray Stokes presented a concern about the Diking and Damming Skill. Should the skill be changed from a 3 person to a 2 person skill, as it does not allow for the third person to actively participate in the execution of the skill?
Lori suggested the skill could be changed to a 2 person skill with an additional Safety Officer, with the Safety Officer not being tested. She said she would make this recommendation to the HazMat Advisory Committee.

Old Business—Shane Freeman
There was no old business to discuss.

Next Council Meeting is Wednesday, May 20, 2015, 10:00 a.m., UFRA, Provo, UT
Ray Stokes motioned to adjourn the meeting. Craig Stanley seconded. The motion passed, the meeting was adjourned at 1:20 p.m.