

FINAL

**FIREFIGHTER AND FIRE SAFETY INSPECTOR TRAINING COMMITTEE
MEETING MINUTES
August 14th, 2007**

Chaired by: Phil McLean

Meeting Date and Location: August 14th, 2007, Ohio Department of Public Safety, 1970 West Broad Street, Columbus, Ohio 43223

Committee Members Present: Brent Gates, Terry Gill, Jim Steele, Richard Sacco, and Mark Mankins

Committee Members Absent: Bob Babb and Mark Lundy

Staff Present: Richard Rucker, Heather Reed Frient, John Kennington, Tom Macklin, Doug Orahood, Yvonne Tertel, Karen Unver, Melissa Vermillion, and Aleta Dodson

Guests: James Holcomb, Patricia Foor, Mary Paulins, Stew Atwood and Michael Vedra

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

REVIEW AND APPROVAL OF THE JULY 10th, 2007 FIREFIGHTER AND FIRE SAFETY INSPECTOR TRAINING COMMITTEE MINUTES

ACTION: Motion to approve the July 10, 2007 Committee. Steele first. Gill second. None opposed. Motion passed.

OPEN FORUM

Mr. McLean welcomed the guest, committee members and staff to the August meeting. Patricia Foor, Superintendent, and Mary Paulins, Director-North Campus, of the Delaware Area Career Center were in attendance.

DELAWARE AREA CAREER CENTER

The center presented a strategic plan on a consent agreement that was conducted based on a violation that occurred with their fire charter program.

Ms. Foor gave a presentation on the centers strategic plan for improvement.

Ms. Foor stated she felt the center has come a long way in the last several months from when the initial consent agreement was signed in May 2007.

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Ms. Foor introduced the director of the north campus who is responsible for the fire program, Ms. Mary Paulins.

Ms. Foor stated that the center has been under a period of suspension during the summer and that as of September 1, 2007 the center goes under the authority of working with the department. The center is no longer under suspension and is able to begin offering programming again under close supervision. Ms. Foor then went through, read and addressed verbatim each item in question that was on the consent agreement.

Ms. Foor made reference to the organizational chart that was included in the packet of information which showed both high school and adult fire programs now report to one district director and it was approved by the Board of Education on June 21st, 2007. That is a change from previously when they had a director for the high school program and a district director for the adult education program. There was also a revised job description for the charter coordinator included in the packet and it was approved by the Board of Education on July 19th, 2007. Ms. Foor stated they have been conducting interviews for the fire charter coordinator position and two of the local fire chiefs were a part of the interview team. Mr. William Grubb who has been acting as interim coordinator since April was interviewed and selected for the position.

*****Mr. Gates arrived at 10:18 a.m.*****

Mr. McLean asked what his qualifications were.

Ms. Foor said he is licensed as an instructor through the Department of Public Safety, works full time with the Columbus Fire Department, and has worked in the centers adult education program for several years.

Mr. McLean asked Ms. Foor if they have lead instructors that conduct the classes and lead each class.

Ms. Foor said the lead instructor Michael McKine is the person who is identified as being the lead instructor for the adult and the list is being developed.

Mr. Orahod asked who would be handling the junior year students.

Ms. Foor stated that Mr. German will handle the junior and senior students.

Mr. Orahod asked where the training records for both high school and adult education be maintained.

Ms. Foor said they would be maintained in the charter coordinators office.

Ms. Foor said that prior to starting any official training classes all instructors must go through an 8 hour instruction provided from someone outside their district during the time of suspension and then following the suspension, if approved by Mr. Orahod that Mr. Grubb or someone within the organization will be able to teach it.

ACTION: Motion to accept the strategic plan from Delaware Area Career Center. Steele first. Mankins second. None opposed. Motion approved.

CERTIFICATION PROCESS, John Kennington

Mr. Kennington explained the process regarding certification of all fire fighters in the state. Mr. Kennington stated there are roughly about 86,809 fire fighters in the state of Ohio. The number shows 103,000 because the fire safety inspectors are included. Out of the 86,809 there are 29,460 that are also certified as EMTs. The plan is to get them certified and issue a card that will expire on their birthday.

Mr. Kennington's suggestion was to take whoever's birthday is from January 1st until the end of April and issue those individuals a one year card. (28,721 to renew the first year)

For those whose birthdays are from May through August issue them a two year card. (29,306 would renew the second year)

For those whose birthdays are from September through December issue them a three year card. (28,792 would renew the third year)

However, Mr. Kennington and Executive Director Richard Rucker discussed the idea and realized that every third year, all the renewals would occur during the months of January through April and have none scheduled for the remainder of the year. Mr. Kennington started to look at a process where all individuals can renew who were born in January, April, July and October so it would be spread out over the course of a year and the numbers were almost identical.

Mr. Kennington asked the committee how they want to pro-rate continuing education to make it fair for everyone.

Mr. Mankins said 1.5 hours a month.

Mr. Kennington's suggestion would be to cut the continuing education back one year a card. (ex. 1 year card = 0 continuing education, 2 year card = 1 year continuing education, and 3 year card = 2 year continuing education)

Mr. Kennington said what we would like to do is introduce it by region and advertise it to get certain people in certain regions to renew at the period that's allotted to them.

After much discussion among committee members about the certification process, Mr. Steele suggested that something be put on paper in order to look at it and get a better grasp of the concept.

Mr. Orahod and Mr. Kennington will meet with the Information Technology Department to see if they can come up with a database for the fire chiefs to be able to extract the affiliations for individual department in order for them to see who are certified within their department and report back to the committee next month.

AG/LEGAL REPORT

New AAG, Yvonne Tertel was introduced to the committee and committee members introduced themselves and stated who they are affiliated with.

STAFF REPORT, Doug Orahood

Fire Report

Mr. Orahood handed out copies of two example reports per the request of the committee in order to get information from the web based testing. One report listed an instructor's information that showed how the instructor performed in each topic area on the Volunteer Fire Fighter test, and the other was the Examination Analysis Report.

Mr. McLean asked Mr. Orahood how the response was on the survey that was sent out to the charter directors on 36 hour questions.

Mr. Orahood said forty-five out of seventy have responded thus far, and hopes to be able to share statistics at next meeting.

Mr. Orahood stated that a sample of the open book fire safety inspector test is on line for web based testing.

CHAIR'S REPORT, Phil McLean

The Chairman said the Florida proposed program is still on going. He has been conversing with Mr. Bob Babb and Mr. Doug Ott on a regular basis. Mr. McLean stated he talked to Mr. George Brown and he informed him that the chiefs will not contribute any funding towards the project.

Ms. Reed Frient explained the ground rules and time frame for JCARR. She stated there are two different options of when to file. The rule is filed on a certain date and then within thirty-one to forty days after that a public hearing is held. Whenever a rule is filed it is at the very least a seventy-five day process from start to finish. From the time it is filed until the actual time it becomes effective. JCARR jurisdiction is sixty-five days, therefore on the sixty-sixth day you can final file and the earliest it can become affective is ten days.

Mr. McLean said the timeline is that we're meeting with the program directors on August 30th, schedule another one day work group session on September 13th with committee members for a final review and meeting with the alliance afterwards.

Mr. Gates said he will try to schedule the alliance meeting for September 20th.

The regular fire committee meeting for September will be held at 9:00 a.m., on September 13th, at Violet Township Fire Department.

The consensus of the committee was to file the rules on November 9th, which means the rules need to be voted on and approved at the meeting held on October 9th.

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ASSISTANT ATTORNEY GENERAL, Karen Unver

Karen Unver informed the committee she is taking a position with the Medical Board and introduced her replacement, Yvonne Tertel.

Rules Discussion

There were some additional revisions made to the rules for HB401 (fire training bill). Mr. Orahoad and Ms. Reed Frient will make committee changes and redistribute to the for review and discussion at the September 13th work group session.

NEW BUSINESS

No comments brought forward.

OLD BUSINESS

No comments brought forward.

ADJOURNMENT

ACTION: Motion to adjourn. Gill first. Gates second. None opposed. Motion approved.

Meeting adjourned at 12:58 p.m.