

**FINAL**

**FIREFIGHTER AND FIRE SAFETY INSPECTOR TRAINING COMMITTEE  
MEETING MINUTES  
December 9, 2008**

Chaired by: Phil McLean

Meeting Date and Location: December 9, 2008, Ohio Department of Public Safety (ODPS), 1970 West Broad Street, Columbus, Ohio 43223

Committee Members Present: Bob Babb, Brent Gates, Terry Gill, William Mallory (for Mark Lundy), and Jim Steele

Committee Members Absent: Mark Lundy, Richard Sacco

Staff Present: Aleta Dodson, Heather Frient, John Kennington, Tom Macklin, Doug Orahod, Richard Rucker

Guests: Mark Burgess, EMS Board; Jeff Cotner, Ohio Society of Fire Service Instructors (OSFSI); James Holcomb, Violet Township/EMS Board; William Mallory, EMS Board; Michael Vedra, Columbus Fire Department; Scott Walker, Ohio State Fire Marshal/Ohio Fire Academy

The meeting was called to order at 10:05 AM.

**REVIEW AND APPROVAL OF THE OCTOBER 14, 2008 FIREFIGHTER AND FIRE SAFETY INSPECTOR (FFSI) TRAINING COMMITTEE MINUTES**

**ACTION: Motion to approve the October 14, 2008, committee minutes.** Steele first. Babb second. None opposed. Motion approved.

**OPEN FORUM**

The Ohio Fire Academy (OFA) is planning another “train the trainer” course in February, 2009, for the National Firefighter Near-Miss Reporting System. Ohio is one of eleven states receiving this training free of charge due to the number of firefighter fatalities in Ohio. This is a voluntary database that collects information regarding near misses and will be able to show near miss trends nationally and by individual states.

Mr. Jeff Cotner, Ohio Society of Fire Service Instructors (OSFSI), distributed copies of a proposed lesson plan for the Volunteer Firefighter course. He will review the questions with Mr. Orahod to eliminate ones not relative to the course. A disclaimer will be put on the bottom of the lesson plan indicating the course “does not train individuals to go into burning buildings”. This disclaimer should discourage fire chiefs from allowing individuals with only this training to enter a fire. Mr. Cotner believes this course could be done online, thereby eliminating differences in training across the state. Once this course is finalized, the committee will then develop modules to bridge to an FFI level, providing the training required to enter burning structures.

## STAFF REPORTS

### DIRECTOR'S REPORT, Richard Rucker

Mr. Rucker informed the committee that the Division has received applications from firefighters who are not certified in the database, are past the grandfather date of July 2, 1979, and cannot provide documentation to prove they passed the test. Mr. Rucker suggested implementing a system to allow firefighters be added to the database if their fire chiefs verify their training and service at their department. The time period impacted is for professional firefighters after 1970 and volunteers after 1979 up to 1992. Mr. Orahood said the Division has microfiche documentation from 1993 to current and can verify that data. They might be able to get a T & I certificate or a course completion certificate, but not the testing records to show they passed the test and made application for certification. Mr. Orahood would like a process defined where they can provide a letter from their chief or other records showing they took the course.

Ms. Frient pointed to rule 4765-20-10, certification in lieu of completing chartered training program. Paragraph (A) of this rule states a fire training certificate can be issued in lieu of completing a chartered training program to an applicant who submits an application and documentation establishing when they began serving as a firefighter including but not limited to personnel records, historical records, and any other affidavits required by the Executive Director to clarify the employment dates. Instead of a specific rule change, Ms. Frient suggested expanding upon the current application so that it applies to the instances listed above and said specific criteria regarding documentation needs to be defined on the application.

After a brief discussion, it was decided acceptable documents could include: a letter from the Fire Department of the applicant's current activity, a Firefighter II's pay record from the department, a Fire Inspector card from the time when an individual had to be a firefighter in order to receive an inspector certification, minutes from township trustee meetings, copies from wall plaques, and financial documents showing a township or city paid for the training course.

**ACTION: Motion to adopt procedure using criteria above and create application form.**  
Gates first. Gill second. None opposed. Motion approved.

Mr. Orahood will email the revised application to members and Ms. Frient for review. The committee requested Mr. Kennington track such special applications.

Mr. Rucker distributed copies of the investigation report on fire cases.

### STAFF LEGAL COUNSEL, Heather Frient

No report was given.

### FIRE CHARTER REPORT, Doug Orahood

Mr. Orahood distributed copies of the October and November fire training monthly activity and certification report, including individual county statistics. Mr. Steele requested this report be e-mailed monthly to committee members so it can be forwarded to others in the fire community.

Mr. Orahood will be training the Cuyahoga County Fire Chiefs on the online continuing education tracking system Friday. So far, 110 departments are utilizing the system.

Mr. Orahood thanked Chief Steele and Mr. McLean for making presentations at the October EMS/Fire Coordinator Conference.

The OmniPath online training system has been approved by the Department of Administrative Services (DAS). Staff is finalizing the CHEMPACK course and expects it will be online in January. Mr. Orahood asked for suggestions from the committee on what training they would like to see online. Ms. Frient said rule changes for online training have been filed for the EMS side, but would need to be done for fire. Ms. Frient said it takes 75 days from the date of filing for the rule to go into effect. The EMS rules that have already been filed could be used as a template for the fire rules. Mr. Orahood will provide the committee with a copy of the EMS rules.

Mr. McLean asked if this is the Working Fire group who gave a presentation to the Fire Committee and Mr. Orahood said it is not; however, if they are interested in donating courses for free, they could be offered on our website. Mr. Rucker said the Division is not going to get into competition with training providers. Mr. Rucker said the initial main focus of implementing this program was to provide online training for those courses difficult to find, such as the trauma triage, the impetus for starting down this road.

Potential courses suggested included ethanol program, volunteer, first responder, fire inspector, and fire instructor updates. Mr. Babb said the Columbus Fire Department would be willing to share their developed online classes for use on the EMS website. Mr. Orahood will present a demo at the committee meeting in January.

Mr. Steele asked Mr. Orahood if testing is now using the fifth edition for all certification testing. Mr. Orahood said the objectives should be online at the end of this week and the fifth edition test will be posted by January 1. After January 1, any test given is based on the fifth edition. He reported the Volunteer is complete, but he needs to finish the FFI and FFII. In 2009, the Fire Safety Inspector 1031 standards will be published and will need to be revised.

#### CHAIR'S REPORT, Phil McLean

Mr. McLean distributed copies of the Fire Hazards Inspector course outlining proposed objectives and required hours needed. A meeting was held November 13<sup>th</sup> with a variety of representatives. No discussion was held on the plans examiner portion and Mr. Walker discussed his concern over lack of communication on this with the Chief Deputy. Mr. McLean said the FFSI group is willing to develop this course.

Mr. McLean said the Fire Hazards Inspector Course is based on the International Fire Service Training Association (IFSTA) code enforcement book using both a written test and the "open book" test. The eight topics at the bottom of the page were identified for the 24 hour course. Mr. McLean said there is no need to develop a special book for the course as the IFSTA code enforcement book can be used. The course will cover some of the same items in the Fire Inspector I course such as egress, evacuation drills and building construction. Mr. Mike Dutton of the Ohio Fire Officials Association (OFOA) has done a lot of work on this. This will be a certified course that will be called the Fire Hazard Inspector course and would not qualify them as inspectors. Mr. McLean said a Fire Safety Inspector Instructor, which there are only 112 in the state, would probably teach the course. Ms. Frient said this would require a rule change for

curriculum, continuing education and new certification. Mr. Mallory asked if this awareness course would be for company individuals who do walk throughs in buildings and Mr. McLean said this is what it was designed for. The course would educate them on egress problems, unsafe conditions, perform systems checks, and emergency light violations. Those doing school walk throughs would also use the course for evacuation drills and ensuring bulletin boards don't have excess amounts of cotton. Mr. Babb said individuals with this certification do not have legal authority to enforce the code. Mr. Orahood said they would have to get an inspector to write up any violations found.

Mr. McLean said Mr. Orahood and Mr. Kennington receive a lot of phone calls from charter directors and others after the FFSI committees. He said Mr. Orahood is concerned about whether he should answer some of them. Mr. McLean said if Doug can find the answer in the rules, then answer the question. If the person is not pleased with the answer, then Mr. Orahood will forward to the FFSI group. Ms. Frient said Doug can contact her for assistance in terms of legal interpretation, as well as Rich Rucker with any fire-related questions.

Mr. McLean said the National Fire Protection Association (NFPA) 1403 workgroup met on October 14<sup>th</sup>. He remains disappointed that over a year has gone by and this is not in place. He distributed a DVD containing the Columbus Fire Department Power Point eight hour classroom portion covering the new standard for the committee's review. They do not have anything written for the hands on portion of the course. Mr. Orahood said the Columbus DVD could be used as an online course for the classroom portion and he could add a lesson plan and quizzes to it. Mr. Steele has been working with Cleveland Fire, Tri-C and Akron University to develop a checklist for pre-engineered building fires. NFPA 1403 has a good checklist for an acquired fire, but do not have one for pre-engineered building. Mr. Gill said the Ohio Fire Academy uses a checklist based on what the manufacturer provides.

The University of Akron trained all their 120-hour high school students in the 16-hour driver training standard with the assistance of Mr. Walker and the Ohio Fire Academy. Students were able to drive multiple vehicle types to meet the NFPA requirements. Mr. McLean said Mr. Walker put together excellent curriculum.

Mr. McLean reported that the new ethanol program is on the horizon. Regular class B A-FFF foam will not work on ethanol, which requires alcohol based foam. This would be a good time to review all foam operations and ensure alcohol based foam is on hand to combat such fires.

At the January 2009 meeting, the committee will elect a chairperson, review last year's accomplishments, and establish goals for 2009. Mr. McLean said it has been a productive year, but there are still some items that need completed.

Mr. McLean reminded members that next Wednesday, December 17<sup>th</sup> at 9:00 AM, they will be meeting with the EMS Board fire members, EMS staff and Ms. Frient to discuss disciplinary hearings.

#### NEW BUSINESS

Mr. Orahood said the FF I and FF II objectives will be online soon and plans to add the driver training to it. Mr. Steele e-mailed the first draft on the three-year module program to members.

Mr. Gates asked whether the draft check-off sheets Mr. Orahood distributed to program directors could be used. Mr. Orahood said they can be used, but the committee is making changes prior to getting them posted online. The changes are basically formatting and the objectives have not changed.

#### OLD BUSINESS

Mr. Gates attended the EMS Town Hall meeting held in Marietta. He said there was a decent turnout, and the Division staff gave a good presentation.

Mr. McLean said the Ohio State Firefighters have submitted a name to Mr. Rucker for someone to replace Mr. Mankins vacancy.

When Mr. Orahood sends e-mails for meetings, Mr. McLean asked members to respond if they will or won't be in attendance.

Mr. Orahood asked members if they have notes about possible rules changes, to bring them to the committee's attention since it appears new rules will need to be drafted and filed in the near future.

#### ADJOURNMENT

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

**Meeting adjourned at 11:44 AM.**