

## Firefighter and Fire Safety Inspector Training Subcommittee

MINUTES	DATE	TIME	LOCATION	
	July 9, 2013	10:04 a.m.	ODPS – Division of EMS 1970 W. Broad St., Columbus, Ohio 43218	
ATTENDEES	<p><u>Committee Members:</u> Jim Steele, Dudley Wright, Eric Waltemire, Richard Sacco, Phil McLean, Steve Robertson</p> <p><u>ODPS-Division of Emergency Medical Services (EMS) Staff:</u> Rachel Moore, Mel House</p> <p><u>ODPS Staff:</u> None</p> <p><u>Visitors:</u> Steve Goheen, Ohio Society of Fire Service Instructors/Clark State; Jay Louks, Columbus State Community College; Dave Belcher, Ohio Society of Fire Service Instructors/Violet Township Fire Department; Aaron Dupree, State Fire Marshal/Ohio Fire Academy.</p>			
ABSENT	Committee Members: Mark Lundy			
AGENDA TOPICS				
TOPIC	<b>Welcome</b>			
DISCUSSION	<p>The meeting was called to order at 10:04. The meeting minutes from May 14, 2013 were reviewed and approved without change; McLean made the motion, Waltemire 1<sup>st</sup>, Sacco 2<sup>nd</sup>.</p> <p>Lt. Steve Robertson of Columbus Fire was introduced as the newest member of the committee; he is the designee of Jim Davis.</p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	
None				
TOPIC	<b>Executive Director Report</b>			
DISCUSSION	<p>Doug was sitting in an IT meeting today, where the purpose is to go through and revamp and fix all the current IT issues in the fire testing system, the certification database etc. There have been three individuals from the IT department who are assigned to see this project through to completion for the next 18 months. Their number one priority is to fix up the new Fire Testing system, and their number two priority is to get the Certification process fixed. Getting the Fire Testing system fixed up will benefit not only the Division, but the Program Directors, students, and proctors who use it as well. Mr. House would like to be able to keep track of the passing rates of all the schools doing fire testing, and also be able to identify all the bad questions that may be on the tests. In our current testing system, that is not possible. In the first two weeks of the IT project, they will be focusing on the urgent fire testing, and certification issues. They are working to make it easier for all people who are applying for Fire and EMS certifications. The fire testing system was only set up to work with Internet Explorer for security purposes, but many of the schools use other internet systems; that is one of the changes that will need to be made in the fix. Also, a user guide has been created to assist in answering many of the questions that come up while working with our testing system.</p> <p>EMS/OMTB merger, the operations department merged seamlessly into our office. The EMS Board appointments are in limbo, as they haven't yet made it from the Governor's office. The committee could end up changing; there will be six members on the committee now, down from the original eight. This will make it very critical for all the committee members to attend all of the meetings so a quorum will be able to be established. Mr. Wright is up for a spot on the EMS Board, so very soon he could be leaving the Fire Committee, or he could choose to appoint himself to sit on the Fire Committee as well. It is possible to convince the organizations to increase the number of people on the Fire Committee; a change in the rules would need to be added in order to accomplish this, but could be pushed through with the assistance of Director House.</p> <p>Fire Rules, they are at the Common Sense Initiative office currently being reviewed. We need to wait for comments to be made on them before they go to JCARR. They will most likely be at the CSI office for 6-8 weeks. Everything that is referenced in the rules needs to be defined in the definition section. All forms and applications that are referenced in the rules will need to be sent in along with the rule changes. There have been some significant rewrites to the rules to make them consistent to resolve issues with definitions, to bring</p>			

them in compliance with the new rules. Every form, application, and every objective check-off sheet needs to be filed as well before the whole rule packet goes on to JCARR. Hopefully should be to JCARR in August or September.

Fire Skill Sheets, Mr. Robertson stated that he felt that there were a lot of mistakes on the skill sheets and they need to be fixed. Mr. Robertson feels that a lot of the changes that were made on the Skill Sheets during the special meetings were not on the one's posted to the state website.

The Committee is looking at having a special meeting to sit down and work on the course objective sheets that will be used for training in Ohio, and to also work on getting the winners of the Fire Awards selected. They are tentatively looking at August 14<sup>th</sup> or 15<sup>th</sup>.

The Live Fire Training Course: the Division is working to collect bids for an outside contractor who will be able to create the course; this will be the 24 hour course and the four hour awareness. They will need to submit the bid, and state what they will be able to provide as far as the course creation. The eligibility requirements will be set so that they can determine who will be able to submit the bids. Part of the 1403 Live Fire Training is modeled after the Columbus Fire Training. The individual/company that wins the bid will meet frequently with the fire committee, to keep them continually informed on the status for the course creation. The committee feels that before too long they will no longer be using acquired structures, as there are too many factors making the houses unusable as far as Live Fire Training, most likely they will be moving to using all burn buildings.

NFPA 1031, standard for Fire Safety Inspectors: Mr. House would like the committee to consider making a Company Officer Inspector Certification in addition to an inspector who works in the Bureau. So one would be a 32-40 Inspector, and the other would be an 80 or so hour Inspector. Mr. Steele feels OFOA would be a good group to work with on this proposal. Mr. Robertson feels that this is a great idea, especially when considering the large departments around the state who have trouble getting enough CE's for their people in a certification period.

The Division's telephone system has been revised, so that people calling in can speak with a person, and not be directed to a recorded menu. General email boxes have been created as well, and will be shared so that they can be monitored daily and all the questions coming in will be responded to in a timely manner. Also the website is being redesigned to make it more user friendly to everyone.

Mr. Waltemire questioned what decision was made regarding the objective check off sheets currently being used for the Firefighter 1 and 2 training courses; he wanted to know if there was a decision as to what should be done with them. It was stated that they didn't believe one had been made by the committee. Mr. Waltemire feels that the current format is all over the place, there is no order what so ever. Mr. Robertson agreed saying he feels the check off sheets are redundant.

They are looking at putting the Volunteer Firefighter check off sheets into a similar format as the Firefighter 1 and Firefighter 2 check off sheets. They won't change the content; just make the set up similar; there won't be objective numbers to it, because the Volunteer Firefighter course doesn't meet the NFPA.

There was also discussion regarding the Division's online testing process. The need to improve the login process when setting individuals up to take the certification tests in our new testing system. They want to prevent multiple entries in the EMS database for people. A possible remedy could be to have the proctors type in the information, and then have the students verify whether or not it is correct.

The Division of EMS will be getting two new assistant attorney generals in place of Yvonne Tertel who is been working with the division for a number of years. The assistant AG's will be Brandon Duck, and Summer Moses. Also the division attorney that is assigned by Legal Services from the Department of Public Safety is Anna Firestone.

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ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
None			

TOPIC	Ohio Society of Fire Service Instructors		
DISCUSSION	<p>Another successful weekend was held at the National Fire Academy, there were about 140 participants from Ohio who were able to attend they will be limited to only 150 next year.</p> <p>An Instructor Development Symposium is going to be held at the Ohio Fire Academy on November 1 &amp; 2, for all Fire Instructor's around the state who are able to attend, and they can also gain continuing education credits for this.</p>		

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
None			

TOPIC	State Fire Marshal		
DISCUSSION	<p>The Fire Marshal is looking to add a Firefighter 1 Transition course to their charter program with some of the money that was supplied in their budget. An additional \$500,000 was added to their budget, they are working to distribute money to some of the schools around the state which are not as fiscally sound. Based on the current curriculum standards, this is going to be kind of like a scholarship fund for the departments for training needs. It will be based on the most current curriculum at the time.</p>		

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
None			

TOPIC	Chair's Report		
DISCUSSION	<p>There was discussion involving the Fire Skill Sheets. The committee wants to get the skills sheets corrected and sent out before the September Fire Committee meeting. Mr. Robertson mentioned that he has issues with sending the skills sheets out now the way that they are, because he feels that there are some changes that need to be made on the random skills. They need to be tested and have comments made on them and have those changes incorporated as well. There are a few changes that need to be made on the mandatory skill sheets as well, but for the most part, the mandatory skill sheets look good.</p> <p>Mr. Steele feels that the workgroup that sat down and hashed out all the changes on the skill sheets should get together again and review the content and make final changes before the skill sheets go out to all the fire schools. The committee wants to make sure that the skill sheets have been properly corrected, so that the skill sets that are taught and tested can be standardized at all the fire schools around the state.</p>		

Mr. Goheen stated that if these corrected skill sheets can be used and maintained around the state, there will be more commonality in the training wherever one goes to complete the training in Ohio. He also feels that the workgroup should reconvene after a time that all the schools are using the skills sheets so that they can make any changes to the skill sheets, based off the feedback from all the schools. There should be a period of time to get the feedback, and to refine the skills.

Mr. Steele feels that the 1403 training program should be a separate work session and should be able to be hammered out before the year is over. He also feels that the 1031 is going to require a separate work session and he is for the idea of involving OFOA in this process, Mr. Wright is happy to carry the request to move forward on this with OFOA.

The skill sheets will be done and pushed out before the September meeting, stated Mr. House. The skill sheets need to be cleaned up; there are still a lot of issues with their set up. The skill sheet group is going to try to get together at the Ohio Fire Academy again and work to get these finished up. The skill sheets should start to show the benefits after they have been used for a while, this can create a more universal training standard in Ohio.

Mr. Steele stated that he feels the committee needs to pitch in and help Mr. Orahood more on these many tasks assigned to him by them. He stated that he realizes that Mr. Orahood is an extremely busy individual, and he has many things to do, not counting all the things given to him by the committee.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

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None	

**ADJOURNMENT**

A motion to adjourn was made by Mr. Steele, Waltemire, first. Wright, second. Meeting was adjourned at 11:19.

**NEXT MEETING**

Next meetings: (Every other month, 2<sup>nd</sup> TUESDAY. 10:00 am)

- o Tuesday, September 10, 2013
- o Tuesday, November 12, 2013
- o Tuesday, January 14, 2014
- o Tuesday, March 11, 2014

**MINUTES APPROVED**

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Jim Steele, Chair

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Date