AFSC Fall 2017 Meeting Minutes

Purpose of Meeting:	Fire Standards Council Fall 2017 Meeting				
Date:	September 25, 2017		Alaska State Firefighter Conference		
Time:	0900 – 1700	Lagation	Harrigan Centennial Hall at 330 Harbor Drive Sitka, Alaska 99835		
Minutes Version	171005 V0	Location:	Web participation:		
Page:	1 of 10		GoToMeeting access		

I. Call to Order –Chair – Dan Grimes		0912
 House rules – Chair – Dan Grimes - Review Coffee, cell phones, breaks. 		
II. Roll Call - Chair – Dan Grimes		
Seat A/ Brian Long - Present Seat B/ Christian Hartley - Present Seat C/ Sara Garcia- Vice Chair - Present Seat D/ Jerome (Jake) Bender - Present Seat E/ James (Bryan) Crisp - Present Seat F/ Chris Steeves - Present Seat G/*Arlen Skaflestad Absent, 11am Seat H/ *David Lundin Seat I/Benjamin (Ben) Endres- Present Seat J/ *David Gibbs Seat K/ David Tyler - Present Seat L/ Dan Grimes Chair - Present BFAST Fire Trng Administrator- Gordon Descutner - Present AFSC Clerk- Lisa Shield - Present		*Absence Excused
III. Approval of Agenda – Chair – Dan Go Seek a motion to approve Motions: 1 st <u>Hartley</u> 2 nd	Steeves	
Outcome: Approved		
IV. Approval of Minutes – Chair – Dan G	rimes - Action	
A. March 24, 2017 Minutes		
Seek a motion to approve		
Motions: 1 st Crisp 2 nd Long		
Outcome: Approved		
V. Visitor Recognition- Chair – Dan Grimes- Action		
Arlie Colvin – Unalaska/Dutch Harbor Fire Chief		
Dickie Moto – NABFD & Kotzebue Fire Department		
Steve Schreck – ORFP		
Abner Hoage – Fire Chief Ketchikan & AFCA		
VI. Review Statute & Mission/SWOT Grid- Chair - Dan Grimes - Review		
Specific to today's meeting:		
18.70.350 #3 Employ an administrator #4 Charge and collect fees determined by the Council to be necessary.		
18.70.355. Certification optional: No mandate from the State for FF to be certified.		
Tyler- Regulations are easier to adopt than		
Grimes – Yes thank you.		

Date:	September 25, 2017		
Page:	2 of 10		
VII. Rev	VII. Review Strategic & Operations Plan – Chair – Dan Grimes – Report		
Last rev	ised in the fall of 2016.		
Executi	ve Notes- the following are the basis for discussion within this agenda.		
about a	/T1: Hire additional AFSC admin staff. Previous discussion focus was dding a PCN under the AFSC, but the FY18 budget cut one of the two s. One new position is now a return to previous staffing levels.		
SG1/O2	/T3: Expand electronic database portal		
SG1/O2	/T3: Target Rural Alaska Fire Service Needs		
SG2/O2	/T1: Adopt NFPA 1072 2017 edition		
SG2/O3	/T1: Draft basic firefighter for rural needs		
SG2/O3	/T2: Draft AFSC directive for Rural Fire Protection Specialist		
SG2/O3	/T1-3: Rural FF and modular FF certification		
SG4/O2	/T1-2: Maintain in-state accreditation and currency		
SG6/O1	/T1: Draft regulations for fire service certification		
SG7/O1 service	/T1: Consult, cooperate, and partner with others for statewide fire support		
SG8/O1	/T1-2: Set fees determined by the council to be necessary		
VIII. Descuti	Administrator's Report – Administrative Staff – Gordon ner	0930	
,	A. Communications Report		
E	3. Budget Report		
	 \$128.5k reduction (55%) w/\$107.1k UGF remaining 		
	o PS \$104.7		
	 YTD receipts \$73.9k (w/\$68.3k carryforward) 		
	 All additional spending for shared DPS, travel, supplies, audit, equipment, subscriptions, memberships are receipt funded 		
	 Governor's original FY18 budget- this is the original with a 3% reduction and does not reflect the actual 55% reduction 		
	 FY17 Profit/Loss revenues of \$23.5k (above the expenditure) 		
	 Surplus of \$68k carry-forward in AFSC year-end report (cumulative from previous years carryforward) 		
	-Total profit less total expense. Loss of UGF will create nearly 100% reliance on receipt funds to sustain all other expenditures		
Hartley -	- If we don't have GF do we have enough to come out of receipts?		
	er – Yes, we don't want to carry forward too much each year. Only get need to use.		
Shield -	We can carry forward all the receipts that we don't use.		
Tyler – I	don't see an issue with carry forward in terms of the legislative process.		
	er – Right now we are ok with upcoming expenses. Will be working with make a plan to sustain AFSC ops with the loss of that position.		

Date:	Son	tember 25, 2017			
Page:	3 of				
	C. CO Program & Test Management Report Descutner/Shield – Review of reports and clarifications.				
Descutner/Snield – Review of reports and clarifications. D. FY17 Final Certification Report Current Cert Levels, Compliance					
	Chart	·			
	•	There are 518 certifications issued to date in 2017. CY/3-Year Average Comparisons; Previous 3-year average ('14-'16) was 1224. 9-year average is 1149 certs issued annually.			
	•	Current Standards and Certifications Levels posted to web			
	•	2-Year Compliance Guide is updated			
	E. Le	egal/Regulations and Ethics Report			
	•	No legal or regulatory reports			
	•	Ethics report for CY17 2nd Quarter filed with no incidents to report			
	F. IF	SAC/ProBoard Report			
	•	The IFSAC audit is scheduled for Nov 7-9, 2017. Through the Executive Board, the AFSC Admin requested and received a 6-month extension, 8-10 thousand dollar estimate			
		 No IFSAC operational changes affecting AFSC programs occurred since our last meeting. 			
	•	The ProBoard audit is tentatively scheduled for Nov 14-16, 2017, with the renewal cost estimate of approximately \$2500			
		 No ProBoard operational changes affecting AFSC programs occurred since our last meeting. 			
(G. AF	FSC Current Seat Status update			
	•	All seats are currently filled			
	•	David Tyler is currently representing the SFM seat			
	•	Dan Grimes, Brian Long, and Chris Steeves were set to expire in October 2017, but I was notified by B&C on 9/18 that all three were reappointed by the Governor			
	•	AFSC Public Roster is current online			
	•	AFSC Seat Designator breaks down the representation			
I	H. D	atabase Management Platform Contract Development update			
ı	IMPAC	CT Planning Development:			
	•	Database revision overview			
	•	Recent system design/build completion for class/course creation tools for calendar updates to address. This includes adding internal and external classes for statewide view. Functionality will include the ability to register for courses through the calendar and queue information in the database. When applicable, certification application information will populate to limit duplication and speed up processing for test requests			
	•	Next phase is the design/build for accreditation management to support the entire in-state accreditation process. Fire department accreditation processing tools will streamline requests resulting in seamless electronic accreditation management			

	WILLTING WINGTLS	
Date:	September 25, 2017	
Page:	4 of 10	
	. Review of administrative action items from previous meeting	
	 AFSC loss of Administrative position (See 18.70.350[3]) 	
,	J. Bureau of Fire Accreditation, Standards and Training	
į	Administrative Operations Update:	
	 The merger consolidated admin resources to enhance operability between the AFSC and fire training services with a goal to increase the state training role in the development and administrative support for the functions of the AFSC Revised Scope of Responsibility under the Office of the 	
	State Fire Marshal	
	 Operational Staffing Assignments- AFSC admin position was eliminated and the BFAST Fire Training Administrator is overseeing the certification and training components. The Admin Asst II position is the Council funded position and still primarily responsible for testing and certification. 	
	 BFAST process and document consolidation underway with the integration of operational priorities to meet constituency expectations, maintain AFSC directives, and provide training support in the current governance environment 	
	Break	1018
X. Tec	hnical Advisory Committee- Progress Reports	1035
	Standards and Certification Summary- Current List (online) Review	
	NFPA 472: Haz Mat- Gordon Descutner (for Tyler Bones)	
	No action to report since the last meeting.	
	NFPA 1001: Fire Fighter - Sara Garcia	
	(Related: Apprentice & Basic FF programs)	
	No action to report since the last meeting.	
	NFPA 1002: Driver Operator- Gordon Descutner (for Tony Prior)	
	No action to report since the last meeting., but the 2017 edition is ready for adoption under new business	
	NFPA 1003: Airport Firefighter- Gordon Descutner (Darcy Perry)	
	No action to report since the last meeting. We will be updating the test bank	
	NFPA 1005: Marine FF for Land Based Firefighters- Chris Lau (for Dale Butts)	
,	Skill sheets 75% done, Dale is reviewing them	
	NFPA 1006: Technical Rescuer- Bryan Crisp	
	Adopted new standard but have had issues with conversion, official NFPA vote for Tentative Interim Amendment (TIA) has not been released	
	NFPA 1021: Fire Officer- Chris Lau (for Alex Boyd)	
	No action to report since the last meeting. We have FO II test back to finalize in the test bank. Should be able to be done with it in the spring.	
	NFPA 1033: Certified Fire Investigator – Bryan Crisp	
FSC MM 1	<u> </u>	

WIEETING WIINUTES	
Date: September 25, 2017	
Page: 5 of 10	
Just had Arson Assn meeting on the 15 th , questions came out about the prerequisite for HMA. Will talk about more with new business.	
NFPA 1035: Fire Life Safety Educator/YFIS- Gordon Descutner (for Mike Warzewick)	
Adopted by AFSC last meeting. No action to report since the last meeting. Plan to report in spring 2018 meeting.	
NFPA 1041: Fire Instructor- Dan Grimes	
No action to report since the last meeting.	
NFPA 1403/Live Fire Technician- Gordon Descutner (for Jason Buist)	
No action to report since the last meeting.	
NFPA 1407/AK Rapid Intervention Technician- Gordon Descutner (for Tony Prior)	
No action to report since the last meeting. We need to make sure we message info about the similarity to previous RIT test requirements.	
AK Rural Fire Protection Specialist- Steve Schreck	
(Related: Apprentice & Basic FF programs)	
Standard was rewritten in JPR format and tested with the last academy. Student demo changed. Old program and new are the same but new changes make it clearer. A big change is with the education requirements for the VPSO's to hire them where they have to have a HS education or equivalent.	
Endres– New hiring has reduced the number of VPSO's going to academy.	
X. Association Reports	1045
 A. Alaska Fire Chief's Association – Grimes No updates from the Chiefs, they have made it clear that alternate funding will be very supported. B. Alaska State Firefighter's Association – Garcia No updates they have made it clear that alternate funding will be very supported. C. Alaska Professional Fire Fighter's Association – Bender No updates 	
XI. Public Comment Period	1100
A. General Public Comment not otherwise listed No public comment	
XII. Old Business – Chair – Dan Grimes – Reports and Action Items	1110
A. Live Fire Training Alternative for Eligibility Grimes – Tabled from last meeting. Descutner – Other overreaching priorities haven't allowed time to complete since last meeting. No action. Grimes – What is our role when we are out at a site with training and the department has issues with training? Last audit Proboard concerned that someone can get FF I with never having fought under live fire conditions.	
We have gotten the word out about this via surveys which will help us and let the audit run its course and proceed accordingly. Revisit after audits. B. Alternative Funding Research Update	
White Paper Revised	

Date:	September 25, 2017	
Page:	6 of 10	
	 Legislative intent for fees AFSC Highlights 	
•	need to tell the legislators what the funding is covering.	
	er – Recap of report.	
	 FD in Glennallen area we need to be very sensitive to the departments ng a tax base or revenue. 	
	er – Council needs to take this on directly as my position is funded under	
	S as the Fire Training Administrator, so I am now restricted with how	
much I	an help. Use this information for talking points to make message clear	
on one		
	 Update it to show that we only have 1 staff member. 	
	- We should all be in conversations with our legislators and reps at a	
	el. No one has officially taken this on. We need a sponsor and a co-	
	Please, if you have a rep, talk to them. Standards Prioritization, Review, Report, and Implementation	
`	 See page previous minutes, pp 10-11 	
Talked a	about doing it and it is still pending. Descutner plans to have something	
	meeting. He has had to reprioritized the reprioritization project due to	
	taffing and other priority projects.	
	D. Initial Adoption of NFPA 10, 2013 edition	
	er - No report, not an easy update due to the way things are adopted	
	e building codes. We can manage it if updates are done using our	
•	We can't take over the responsibility if the existing LSIB test process	
isn't cha	The LSIB process is not user friendly and we want it moved to AFSC	
office.	- The Lold process is not user menaly and we want it moved to Ai Go	
	When we do the next adoption we can make that change.	
	er – We would like to have this ready in the spring if we have the time to	
work on it. The Council can move it up for prioritization under the AFSC strategic		
plan.		
	Adoption of Revised NFPA 1002, 2017 edition	
	ner – I was unable to get in touch with Tony Prior over the past week,	
	is the committee lead. Prior made these recommendations verbally/via	
	nd I wrote the report so that you can vote to adopt it (or not) before the that we don't need to update an old test when we have a new updated	
	w skills added in the 2017 edition are the same skills in 1001.	
	 Instead of a prerequisite for FFI certification we can move the specific 	
skills o	er to the mandatory skills for FADO.	
Descut	ner – Prior wants to work on the new test when he gets back.	
Seek	a motion to approve adopt NFPA 1002 as written.	
Motions	1 st Crisp 2 nd Grimes	
	e: No discussion, adopted.	
F	Initial Adoption of NFPA 1072, 2017 edition	
	 No report, will forward this for the spring meeting. 	
XIII.	Lunch 20 min break then have a working lunch	1145
	lew Business – Chair – Dan Grimes - Reports and Action Items	1227
	A. CFI- Hazardous Materials Awareness Requirement — Someone asked me "Why is HMA required for CFI?" The way	
Firefigh		

Date:	September 25, 2017			
Page:	7 of 10			
back th history required Crisp –	item to be current and others could be old since it never expired. State decided back then that they would require some things. So when we looked at the history to find how this HMA became required we didn't find a specific requirement. AKFIT is built to meet the standard and we have added the HMA. Crisp – Arson board meeting everyone agrees that the HMA does not need to be a pre-requisite and that the HazWoper from CFI.Trainer can be added to the			
Hazwop	notion to take out HMA from CFI as a prerequisite and add the er class off CFITrainer.net to the AKFIT requirement to meet the requirement for CFI.			
	1 st Crisp 2 nd Bender			
	on: Crisp – Are we only going to allow that class in CFI or any			
Long – I	ndustry HazWoper greatly exceeds the 4 hour HazWoper on CFI.			
different	er – HazWoper training varies greatly, how does AFSC admin ate what is a valid certificate without third party validation, like ion seals through IFSAC or ProBoard?			
	Are there other parts of AKFIT that can be replaced now?			
	- It specifically requires a knowledge greater than high school level.			
Steeves these?	 We have industry folks too that are not firefighters that need to meet 			
	r – Administratively we would have to verify all these HazWoper certs w without any meaningful method to validate.			
CFITrair	Let's make this simple like Sara said and just make it one more part of inner.net and not make any other exceptions. e: Approved as motioned.			
Grimes standard never we specific This is a voted to	Firefighter Public Education Requirement - We moved this to FF I and took it from FF II and it is not in the I because we had felt at one point that we had too many people that ent to FF II and so wouldn't have gotten Pub Ed. This certification is so if we want them to have it we need to have them get it specifically. FF II requirement that had been moved from FF I to FF II and AFSC keep it in FF I. We have had numerous people ask why we do not have I like the standard.			
Seek a standar	notion to return Pub Ed requirement to FF II as it is in the NFPA d.			
Discussi moving that we	1 st Hartley 2 nd Grimes on: Tyler – I agree with what you are doing, but I disagree with NFPA t to FF II. The best fire is the one that is prevented. I agree with you need to follow the standards I think NFPA moved it to be sure that we have experienced people are ib Ed.			
Steeves people v training.	— We put it in FF I because of the fire fatalities and that is the level vere getting trained at. This might be our only chance to get them this Prevention should be part of our culture.			
Grimes testing.	 This will not prevent them from teaching the prevention part, just not I think we are in this room because we are the above and beyond. A 			

Date:	September 25, 2017	
Page:	8 of 10	

lot of departments are not going to teach something that is not on the test.

Garcia – Departments can teach this all through the year.

Hartley – We are adding something that we don't have as a requirement and we are still teaching it.

Outcome: One opposed, motion carries

B. Tracking Changes Within Standards Development

Grimes - We do not do a good job tracking changes from one standard revision to the next, and this is a big deal. There are dramatic changes to a standard and we need to watch it so that when we hit a tipping point we can articulate the training needed to keep their certifications current and valid to the standard as it is. I would recommend a committee to track these changes so that we can manage how this tracking is done. Need to be able to compare all the way back. I think this would have solved the issues above so that we weren't making changes on the fly to meet our needs.

Tyler – Are you saying a renewal process or continuing education? Grimes – It is both. We need to build a system so that we have a workable solution.

Descutner – This is a bigger conversation that IFSAC and ProBoard are having too. NFPA is unable to just give us the tracked changes so it is difficult to see and research.

Grimes – We have standing committees but we can improve the reporting to the recommendations.

Bender – A report would help us to follow and verify the recommendations' Tyler – I have a meeting with NFPA and can talk to them about this and see if we can get these.

Grimes – It is hard to see this because it is just put in the notes.

Tyler – I have 3 meetings before the end of the year.

Bender – Why should we take this on when we have so many and it is a local jurisdiction issue?

Steeves – We certify them to the standard at the time that they tested so I don't think we have the liability.

Grimes – Liability, no we don't have it since we specify. However, when we have a standard that has a prerequisite and that prerequisite has one then do we go back and have them get that?

Steeves – So you are telling us we have to renew?

Grimes – We could make this optional, if you want to get an updated cert you can do this.

Garcia – Now you are talking about departments that can't pay the fees to do this

Hartley – You have to have a test to every standard?

Grimes – Not a test, it would be the completion and recording of training. This is why I want to have a committee to look at these details. A lot of times we have changes that make it easier.

Hartley – How many departments would have to opt out because of cost? Steeves – Would I have to be current on all my prerequisites before moving to a new cert.

Grimes – NFPA has put it in there that you need to be current.

Descutner – This is a safety issue to be sure that we are keeping our folks safe. We have a template for the reports but we can update it and make it more usable for the Council objectives.

Grimes - Having a committee that it can go through will help

Page: 9 of 10	Date:	September 25, 2017	
when departments do training the system tracks those. Descutner – The initial vision with the IMPACT portal was to alleviate the administrative burden of keeping certs current under a renewal requirement, and it is built and operational. If the alternative funding source becomes a reality it can help resolve the renewal cost issue. Grimes –At this point I am stating my intent to form a committee for this. No exhibit C. Strategic Operation Review Seek a motion to approve the SOP as amended in the draft. Motions: 1st Skaflestad 2nd Hartley Outcome: Approved D. Operations Plan Review Seek a motion to amend the Ops plan as discussed and allow minor adminedits Motions: 1st Steeves 2nd Crisp Outcome: Approved E. Items not otherwise listed F. Nominations No Other Nominations besides the current Vice Chair, Sara Garcia Seek a motion to for Vice Chair Motions: 1st Grimes 2nd Skaflestad Outcome: Approved XV. AFSC Plaque Nomination- Members- Action 1430 A. Recognition of Council Member Service B. Plaque- Outstanding contribution XVI. Review list of Action Items - Chair - Review Responsible person(s) developed from this meeting. 3nd quarter Ethics report for filling (Admin) NFPA 1035- New goal for development and review in spring 2018 (Admin/Committee) Revisit the Live Fire Training Alternative recommendation from AFSC administration after the IFSAC/ProBoard audits (Admin) Continue to seek support for alternative funding options for Council operations and future initiatives (AFSC) Standards Prioritization project- New goal for development and review in spring 2018 (Admin) NFPA 10- New goal for adoption in spring 2018 (Admin/Committee) NFPA 1072- New goal for adoption in spring 2018 (Admin/Committee) NFPA 1072- New goal for adoption in spring 2018 (Admin/Committee)	Page:	9 of 10	
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NFPA 1033- Revise the CFITrainer to include the Haz Mat material and	person(s	s) developed from this meeting. If quarter Ethics report for filing (Admin) IFPA 1035- New goal for development and review in spring 2018 Admin/Committee) Revisit the Live Fire Training Alternative recommendation from AFSC	

Date:	September 25, 2017	
Page:	10 of 10	
	NFPA 1001- Remove the Pub Ed component for FFI (Admin)	
	AFSC Chair to form committee for currency and tracking for admin changes (Chair)	
	Jpdate and post the strategic plan (Admin)	
	Jpdate and post the operations plan(Admin)	
	Meeting Minutes final draft for post (Admin)	
• 1	Doodle calendar to Council for spring meeting dates (Admin)	
XVII. I	Future Agenda Items - Chair -Review Action Items From Meeting	
XVIII. I	Future Meeting Dates - Chair – TBD – Report	
	an Grimes directed administration to send a Doddle calendar invite for an an 2018 meeting. A final decision will follow Council member input.	
	Spring (DATE TBD) 2018, Anchorage Fall 2018, 9/24/2018, State Fire Conference in Kenai	
	Adjourn - Chair – Action	
Motions	: 1 st <u>Steeves</u> 2 nd <u>Crisp</u>	1445
Outcom	ne: Approved	