

**Fire Policy Committee
Minutes
February 16, 2007**

The Fire Policy Committee of the Board on Public Safety Standards and Training held a regular meeting at 1:30 p.m. on February 16, 2007 at the Oregon Public Safety Academy in Salem, Oregon. Chair Jim Whelan called the meeting to order at 1:30 p.m.

Attendees

Committee Members:

James Whelan, Oregon Volunteer Firefighters' Association, Chair
Kevin Gray, Non-Management Firefighter
William Klein, Community College Fire Programs
Nancy Orr, Oregon State Fire Marshal
Mark Prince, Oregon Fire Chiefs' Association
Dave Sprando, Portland Fire & Rescue
Rod Smith, Oregon Fire Instructors Association
Joel Stein, Oregon Fire Marshal's Association
William Lafferty, Oregon Department of Forestry

Committee Members Absent:

Kelly Bach, Oregon State Fire Fighters Council
Larry Goff, Oregon Fire District Directors' Association

DPSST Staff:

Eriks Gabliks, Deputy Director
Tammera Hinshaw, Director's Office
Terry Riley, Fire Program Supervisor
Julie Olsen-Fink, Senior Fire Certification Coordinator
Anita DeVilliers, Fire Certification Coordinator
Tina Diehl, Fire Certification Specialist
Thelma Denney, Fire Program Support Specialist
Anita Ascarrunz, Fire Certification Specialist
John West, Fire Training Coordinator
Steve Roehl, Fire Training Coordinator
George Jamieson, Fire Training Coordinator
Jason McKinnon, Fire Training Coordinator
Cody Goodnough, Training Coordinator
Bonnie Salle, Certification Coordinator
Theresa King, Professional Standards Coordinator
Lorraine Anglemier, Legal Services Coordinator

Guests:

Randy Simpson, Oregon State Fire Marshal
Pat Davies, Portland Fire and Rescue
Genoa Ingram, Oregon Fire District Directors Association

1. Minutes from September 15, 2006 meeting

Joel Stein moved to approve the minutes from the September 15, 2006 Fire Policy Committee meeting. William Klein seconded the motion. The motion carried in a unanimous vote.

2. Proposed Rule Change – OAR 259-009-0067 Lapsed Certification

Julie Olsen-Fink reviewed the issue before the committee.

The Department received a comment from Legislative Counsel indicating that the rule language in OAR 259-009-0067 authorizes a *Fire Chief or Training Officer* to apply to have a fire service professional's certification reinstated and authorizes the fire service agency, on behalf of the fire service professional, to request reinstatement of certification.

Staff has amended the language to address Legislative Counsel's concern and ensure the rule language does not exceed the agency's statutory authority. The proposed language does not change the substance of this rule, which was adopted pursuant to Fire Policy Committee recommendation and Board approval.

One Public Comment was received on December 7, 2006 from Mike Nokes, Captain/Training Officer, Halsey-Shedd RFPD. His concern was on the verbage "employed to utilized" and "re-employment to re-utilized".

Proposed Language for OAR 259-009-0067:

259-009-0067

Lapsed Certification

(1) All levels of certification of any fire service professional shall be considered lapsed if the individual has not been utilized as such for more than twelve (12) consecutive months.

(2) A fire service professional whose certification has lapsed must apply for re-certification upon re-utilization as a fire service professional.

(a) The fire service professional must complete a Department task book, task performance evaluation or approved training;

(b) Upon successful completion of the appropriate testing or evaluation, as verified by the signature and recommendation of the agency head or designee, the fire service professional whose certification has lapsed, must request reinstatement of his/her certification. The request must be made to the Department by submitting the appropriate form.

Action Item 1: Determine whether to recommend approval to the Board to file the proposed rule language for 259-009-0067, as originally proposed, with the Secretary of State as a permanent rule.

Action Item 2: Determine whether to recommend approval to the Board to file the proposed rule language for 259-009-0067, as amended by public comment language, with the Secretary of State as a permanent rule.

Mark Prince moved to accept and file the original rule language for OAR 259-009-0067 with the Secretary of State as a permanent rule with the changes noted. Nancy Orr seconded the motion. The motion carried in a unanimous vote.

3. Fire Policy Committee By-Laws

Eriks Gabliks gave the report on this issue to the committee. By-laws are reviewed with each of the policy committees on an annual basis. The by-laws explain how the Fire Policy Committee operates. DPSST Staff believes the by-laws are working well for the meetings and there is no recommendation to change them.

Dave Sprando moved to renew and accept the current by-laws as written for another year. Bill Klein seconded the motion. The motion carried in a unanimous vote.

Jim Whelan opened nominations to elect a new Chair and Vice-Chair for 2007. Currently the Chair is Jim Whelan and the Vice-Chair is Kelly Bach. The Chair and Vice-Chair must be members who are on the Board.

Joel Stein moved that Jim Whelan maintain the position of Chair and Kelly Bach as Vice-Chair for next year. Bill Klein seconded the motion. The motion carried in a unanimous vote.

4. 2007-2009 DPSST Fire Program Budget

Eriks Gabliks gave an overview of DPSST's budget and specifically the Fire Training and Certification Program. The Fire Program is funded by the Fire Insurance Premium Tax (FIPT).

DPSST has four primary funding sources:

- Criminal Fines and Assessments (police, corrections, parole & probation)
- 9-1-1 Telephone Tax (9-1-1 telecommunicators and emergency medical dispatchers)
- Private Security
- Fire Insurance Premium Tax - fire training and certification

The Governor's Recommended Budget includes \$3,954,841 and 15 positions (14.50 FTE) for the Fire Training and Certification Program at DPSST. Three of these positions are contained in Policy Option Package 121. These three positions

(2.50 FTE) are recommended in addition to training services/supplies, tactical tower equipment, equipment for fire trucks, SCBA equipment, and acquisition of a skid truck to be used for a Code 3 driving program. The 2.50 full-time equivalents (FTE) are listed in this manner because the positions are phased in during the biennia. One of these positions will be assigned to the Academy to coordinate and deliver training programs on-site so that the Regional Fire Training Coordinator assigned to this region can focus on off-site classes. The other two positions are for the development and delivery of Code 3 Driver Training classes both at the Academy and on a regional basis.

Eriks reported that on 2/15/07 DPSST had its third day of budget testimony in front of the Ways and Means Public Safety Sub-Committee. DPSST Board and Fire Policy Committee member Mark Prince testified on behalf of the Oregon Fire Chief's Association. Chief John Fowler of the Pendleton Fire Department and President of the Oregon Fire Chief's Association also testified in support of the budget and the needs of fire departments and districts in Eastern Oregon. Genoa Ingram, Executive Director of the Oregon Fire District Director's Association, testified in support of DPSST's budget and the need for training programs especially for volunteer firefighters and members of rural fire protection districts. Some of the testimony was about the potential carryover in the Fire Insurance Premium Tax (FIPT).

At the November 2006 Legislative Emergency Board meeting, some people at the legislature looked at the ending balance in the FIPT as a good vehicle to pay for fire mobilization costs that occurred last summer. There is some work going on behind the scenes to invest these FIPT funds into programs that will benefit the Oregon Fire Service. Nancy Orr has asked DPSST to take a stronger role in the delivery of training for fire inspectors and fire marshals. Likewise, the issue identified in the Fire Policy Committee's Strategic Plan may be possible.

5. Revocation and Denial Task Force

Chair Jim Whelan gave an overview of this project to the committee. The Fire Certification Section of the Department of Public Safety Standards and Training (DPSST) was asked by the members of the Fire Policy Committee (FPC) in 2000 to create a Task Force that would evaluate the process of certification for those individuals who are either incarcerated or have been charged with felony convictions. They were also tasked with determining whether individuals with felony crimes should be allowed to be certified due to the public nature the fire service provides.

DPSST was unable to move forward with the recommendations of the Task Force due to the lack of Legislative Counsel's support. Since that time, the 2005 Legislature has addressed the issue which has allowed DPSST the authority to move forward.

DPSST has renewed the Task Force and added additional members representing the Oregon Fire Service to complete the process.

Those currently serving on the Task Force are:

Jim Whelan, Chair, Oregon Volunteer Firefighters' Association
Jim Beery, Portland Fire & Rescue
Steve Schneiderman, Oregon Volunteers Firefighters' Association
Mark Prince, Oregon Fire Chiefs' Association
Kevin Gray, Oregon State Firefighters' Council

The Task Force held its first meeting on January 5, 2007 and has since scheduled further meetings for January 23, 2007 and February 15, 2007.

The Task Force believes they will have concluded their work and will have a final report for the next FPC meeting.

Jim Whelan reviewed the handout overview. He suggested that everyone take it back to their respective organizations and share it with them and get their input. There is an aggressive timeline in the back of the minutes that the Task Force is trying to keep that will keep the process moving forward. Jim Whelan and Julie Olsen-Fink thanked the members of the Task Force for the hard work and dedication.

6. Marine Firefighting for Land-Based Firefighters

Julie Olsen-Fink reported that the Fire Certification Section of the Department of Public Safety Standards and Training (DPSST) recently received an e-mail from Joey Daniels of Clatsop Community College. Mr. Daniels is asking if the state should adopt a new standard in Marine Fire Fighting for Land-Based Fire Fighters.

DPSST has a standard in place for firefighters who work from fire-rescue boats but not for firefighters who perform land-based suppression activities. The National Fire Protection Association does not have a training and certification standard for this area. A check of state training and certification agencies across the country has found a number of training courses offered in this area but no certification standard.

To date, other than Mr. Daniels' e-mail, no fire department or fire protection district has requested that DPSST develop and/or adopt a training and certification standard in this area. I have asked him to put into writing as to what he wanted to accomplish and I would carry the message to the Fire Policy Committee to open up for discussion to see if that is something that you are interested in pursuing and what actions you would potentially like me to take.

Dave Sprando spoke on behalf of Portland Fire and said that the need is necessary in Portland, but he can't speak for other agencies across the state.

Eriks asked if there's a need in Oregon to develop a standard? If so, we would treat this like the Task Force for Maritime Firefighter a few years ago. Staff would be assigned a project and work with Portland Fire & Rescue and other agencies involved and facilitate a work group to say, here's the issue and let's

develop a training and/or certification standard that addresses the need. The challenge would be starting from the ground up. Can career and volunteer agencies in Oregon meet the standard?

Action Item 1: Consensus agreed to have Julie Olsen-Fink take on the task of doing an outreach to see what the interest is and get back to the Fire Policy Committee at its next meeting with the information.

7. DPSST Listening Tour

Eriks Gabliks reviewed this issue for the committee. The leadership team of Department of Public Safety Standards and Training (DPSST) recently conducted a formal Listening Tour. The Tour was held in 14 locations around the state.

The goal of the Tour was to cover four areas. First, to share information on the work of the Board, its various committees, and the agency. Second, to share the draft of the strategic plan. Third, and perhaps most important, to receive feedback from our customers on how we are doing in serving them. Finally, to have a forum through which constituents can ask questions.

The Tour asked three specific questions for feedback:

1. What are we (DPSST) doing well?
2. What can we (DPSST) do better?
3. What are we (DPSST) not doing that we should be?

The turnout from all of our constituents was good. As you might imagine there were a number of similarities but also that the needs in each of our geographic regions was different.

We took all the listening point discussions and sat down with staff and said “These are your program areas and this is your customer base. How are we going to address these things?”

DPSST Fire Training and Certification staff is in the process of creating action plans to address many of the issues that were raised during the Listening Tour.

8. Certification Flow Chart

The Fire Certification Section of the Department of Public Safety Standards and Training (DPSST) was asked by the members of the Fire Policy Committee (FPC) at the September meeting to create a flow chart that would illustrate the process of certification for an accredited and non-accredited agency. According to members of the FPC, constituents were experiencing some difficulties in the process and believed a flow chart may ease their questions and offer another tool to utilize.

Julie Olsen-Fink created two different flow charts for the committee. One for accredited agencies and one for non-accredited agencies. This will help constituents understand how they can achieve levels of certification. It is encouraged to utilize their District Liaison Officers to help with that process.

These flow charts will be placed on the DPSST Web-Page for constituents to use as a guide when they are preparing to apply for certification.

9. Fallen Fire Fighter Memorial

DPSST staff was asked by the Fire Policy Committee at the September 15, 2006 meeting to provide further information regarding the criteria for the Fallen Fire Fighter Memorial. Eriks Gabliks stated that the memorial belongs to the Oregon Fire Service, not DPSST.

The ongoing annual maintenance of the memorial involves adding names to the wall and sponsoring and conducting the annual memorial program for the state. The Oregon Fire Service Honor Guard has taken that on as its task, to basically coordinate the annual program with all of the organizations in the state. This year's program is going to be on Saturday, September 15th at 1:00pm.

The Fire Service Honor Guard is working in partnership with the Oregon Fire Chief's Foundation who will be managing the funds that were raised for the memorial. To date there is approximately \$11,000 in this dedicated fund. The Foundation is a 501-C3, not for profit tax exempt organization. This allows people to make tax deductible donations to the memorial through the Foundation. Structural maintenance, cleaning of the memorial, and cleaning the grounds around the memorial is the responsibility of DPSST staff.

As names of new submissions come in, they will be brought to the Fire Policy Committee. The FPC will be asked to evaluate the submissions against the established criteria and determine if the name does, or does not, meet the criteria. The criteria is identical to that of the National Fallen Firefighter's Memorial located at the National Fire Academy in Maryland. This was done purposefully so the Oregon and National Memorials do not have conflicting standards.

Meeting adjourned at 3:00 pm.

Next Fire Policy Committee meeting is 5/18/07 @ 2:00pm. The meeting will be held in the Portland area to enable committee members to attend the Northwest Fire-Rescue Expo and the Oregon Fire Service Meritorious Awards Banquet. The location will be determined soon and sent out to committee members.