

**Vermont Fire Service Training Council  
Minutes of the January 8, 2018 Meeting**

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The meeting was held at Vermont Fire Academy in Pittsford on January 8, 2018 and called to order by Chairperson Corbin at 1:30 p.m.

**ROLL CALL:**

**Organization Representatives**

Vermont Career Chiefs Association	Absent
Secretary of Education	Alex Northern (designee)
Vermont Fire Chiefs Association	Absent
Commissioner of the Department of Forest, Parks & Recreation	Lars Lund (designee)
Professional Firefighters of Vermont	Christopher Corbin, Chairperson
Commissioner of the Department of Health	Lindsey Simpson
Vermont State Firefighters Association	F. Tom Estey
Commissioner of the Department of Labor	Absent
Vermont Domestic Insurance	Jeffrey Pryce
Division of Fire Safety Director	Michael Desrochers
General Public	John Marcus – Vice Chairperson
Commissioner of Public Safety	Absent

Visitors: Peter Lynch, Michael Skaza, Jessica Pomainville, Terry Farr, and William Jones

New Business:

Standard Operating Guideline Discussion:

1. Retests for Certification Exams -  
Having students wait two weeks to retest gives them time to remediate and the 60 day retest window encourages students to complete within a reasonable amount of time.  
Being able to challenge every five years t is new and it is in line with the discussion of the change of the Council rules.  
The effective dates will change from January to March.

**Motion to approve the Retests for Certification Exams SOG made by Northern and seconded by Estey. Motion passed.**

2. Prerequisites for Programs and Courses -  
Seeks to bring us more in line with the Standards however, leaving the medical clearance and job related physical up to the sponsoring department.  
Firefighter I is no longer a prerequisite for the Driver/Operator programs since the NFPA took it out of the Standard.  
SOG will be accepted with a change to Wildland from 16 hours to 9 hours.

**Motion to approve the Prerequisites for Programs and Courses SOG made by Northern,**

**Vermont Fire Service Training Council  
Minutes of the January 8, 2018 Meeting**

**seconded by Estey. Motion passes.**

3. Requesting of Awarding and Courses and Programs -  
Firefighter I and II requests are handled a little differently than most other programs and courses. Priority enrollment will be allowed and groups will be allowed to receive priority not just individual departments. Discussion on whether priority enrollment will come into play if a class is self-sufficient with instructors.

**Motion to endorse the Requesting and Awarding Courses/Programs SOG made by Estey, seconded by Northern. Motion passes.**

4. Course/Program Module Equivalencies -  
Review of the SOG, breaking down equivalencies that may be accepted. Lars Lund would like all of 3 3 iii to be deleted. The rest can be left in. The Council has already passed the next three SOG's the however the Academy is bringing them back in front of the Council since they have been changed since they were originally approved.

**Motion to endorse the Course Module Equivalency SOG as edited by Lars Lund made by Lund and seconded by Estey. Motion passes.**

5. Expiration and Regaining of Vermont Certification -  
The first change is in item three where a one-year time period was added. Number four is completely new and gives students options for regaining certification and their options depend on whether they certified within two editions of the current standard or not.

**Motion to approve to the updated Expiration and Regaining of Vermont Certification SOG made by Estey and seconded by Northern. Motion passes.**

6. Registration Process update  
Some Vermont Fire Academy courses and programs serve responders outside the fire service. A change has been made to item seven that will allow for members of other Emergency Response agencies to count towards course minimums.

**Motion to endorse the updated Registration Process SOG made by Lund and seconded by Marcus. Motion passes.**

7. Course and Program Student Minimum and Maximum Requirements -  
Items ten and eleven are additions to the SOG since the last time the Council has seen it. Item ten addresses the National Fire Academy direct deliveries, the NFA requires a 45-day registration deadline and the minimum is 15 and the maximum is 30 students. Item eleven allows for courses and programs to be held with less than the student minimum if a class cannot meet the student minimum provided the course or program is paid for by the requestor. Discussion on if this makes classes getting cancelled because minimums are not met more because of money than anything else. Many bordering states and Canadians take Vermont Fire Academy classes and the Academy is trying to figure out if those from neighboring states should count towards student minimums/maximums in both courses and

**Vermont Fire Service Training Council  
Minutes of the January 8, 2018 Meeting**

programs. Discussion that if the Vermont Fire Academy is training mutual aid departments then citizens of Vermont are benefiting. Discussion of what number is the right number for a minimum. The Academy has always tried to use resources wisely. Discussion on updating item seven in the Registration Process SOG that would allow non-Vermont applicants to count towards the student minimum as long as there was 8 Vermont Firefighters registered. The Council chair asks if this SOG should be tabled until the Fire Academy has had a chance to work on this. The Chief of Training asks that the Council makes a decision and the Vermont Fire Academy staff will continue to work on it.

**Estey makes a motion to endorse this SOG as updated, seconded by Northern.**

Northern opens discussion on the motion. Northern wants clarification. Estey wants to move forward with it as it is with the Chief of Training having a conversation with the VFA staff and Director and come back with some updates at the March meeting.

**Motion passes.**

No comment from a member of General Public.

Corbin would like to move the Council meeting to the fourth Wednesday in March, June, September and second Wednesday in December so that Alex Northern can attend because his teaching schedule at VTC interferes with the Council meeting dates. Next meeting will be Wednesday, March 28<sup>th</sup> at the Division of Fire Safety Central office in Berlin. The Council Chair requests that the VFA staff email the new dates to the Training Council.

The Chief of Training would like to start sending out all FYI SOG's via email the week prior to the Council meeting and if anyone wants to discuss any of them they can contact the Chief of Training to have the SOG added to the meeting agenda, otherwise FYI SOG's will not be on the agenda.

**Motion by Lars to adjourn, seconded by Estey. Motion passes.**