

Minutes of the June 10, 2013 meeting held at the Vermont Fire Academy in Pittsford.

Roll Call:

<u>Organization Representatives / or Sub</u>	<u>Ex-Officio Members</u>
Vt. Career Chief Assn.	Troy Ruggles
Dept. of Education	Alexander Northern
Vt. Fire Chiefs Assn.	Wendall Mansfield
Dept. of Forest, Park & Rec.	Lars Lund
Vt. Professional FF	Aaron Collette
Dept. of Health	Mike Leyden
Vt. State FF Assn.	Al Barbar - Absent
Dept. of Labor	Absent
VT Domestic Insurance Rep.	Gary Ouellette
Div. of Fire Safety	Mike O'Neil – Director of Fire Safety
Div. of Fire Safety	Keith Flynn – Commissioner of Public Safety - Absent
General Public	John Marcus
Committee Chair	Neil Fulton
Visitors:	James Litevich
	Terry Farr
	Dan Zimmer
	Michael Skaza
	Bill Jones

Minutes accepted with the following amendments: Mike O'Neil Director of Fire Safety, not Public Safety. Minutes passed unanimously.

Report from the Division: Mike O'Neil (Director):

- Legislative session ended well.
- Division of Fire Safety ended with a surplus this year. Would like to hire more inspectors but probably won't happen.

Report of the Chief of Training: James Litevich

- Hand out with summary of numbers for programs however it is not up to date because programs are still wrapping up.
- Update on Aerial Driver/Operator, Williston pilot completed and Vergennes pilot postponed, may be looking for another location to hold that.
- Accreditation paperwork for Aerial is at ProBoard waiting for approval.
- CPAT coming up early in August. Discussion of the enrollment numbers for CPAT and how to get the word out, social media versus newspaper ads.
- NFA three state weekend will be in September of 2013 and next years will be in March of 2014.
- Discussion of USAR classes, Rescue Team Manager and Task Force Leaders were completed. Structural Collapse and Heavy Vehicle and Machinery are scheduled.
- Cascade system is at VTC but is waiting for electrical work.
- VSFA Cadet Academy will be at VTC this year.
- Seven departments are using CPAT
- Discussion of why Vergennes did do Aerial program. Vergennes wanted to push it back into September/October but Academy wants to push ahead so may need to pick another location for the Pilot. Vergennes will get one but will not the second Pilot.
- Discussion of student numbers trending down in Firefighter I, II and Combined classes.
- Request for how many Online students finished, how many originally enrolled.

Committee Reports

Curriculum Committee – Neil Fulton

- Discussion of the curriculum review/approval process.
- Flowchart of the new process they wish to adopt which will entail subject matter experts.
- Discussion of the flow of the work and different people/groups involved.
- Discussion of how to “vet” someone to be an SME. O'Neil suggests that a policy on how to “vet” .

Ruggles makes a motion to accept the format and asked the VFA to report how the process is going. Seconded by ??Ouelette or Lars. Amendment to motion that the timeframe for report of feedback on the process be two Council meetings. Motion carries.

Statute & Policy Review Committee – No Report

Unfinished business:

- Discussion of Aerial program in Williston.
- Report from Lead Instructor Poole from that program is handed out.
- VFA is waiting for student feedback and discussion of exam results and how the Williston class went.
- Discussion of the validity of the questions, we need to have a committee do review of the questions.
- Discussion of if VFA instructors did not get a 85 do they have to take it again.
- Zimmer mentions that Aerial was requested by Norwich, perhaps we go there.
- Terry Farr explains why the Vergennes Aerial course fell through and suggested that we go somewhere else to keep the process moving.
- Collette suggests we move forward somewhere else. Litevich agrees that we push ahead in Norwich and then eventually give one to Vergennes when they are ready.
- Discussion of how Firefighter I being a prerequisite to the Aerial and PADO class can sometimes turn interest away because people have experience but not FF I certification. Followed by a discussion that it is sometimes perceived experience not reality.
- Firefighter I certification has to be a prerequisite to meet the standard. Students can audit programs if they don't have FF I as long as the program meets the 15 student minimum.
- Discussion of Challenge test results.

New Business:

- Review of Jones and Bartlett 3rd Edition with a handout.
- Staff recommendation to just use the new edition since minimal changes were made.
- Discussion of not donning for time.

Collette makes the motion that the Vermont Fire Service Council put a maximum time limit of donning SCBA skill drill be 1 minute. Seconded by O'Neil.

- Discussion that this is a performance issue.
- Discussion of noting critical skills on exam skill drill sheets.

Motion by O'Neil that the Training Council approves the Jones & Bartlett 3rd Edition, without the deletion of timed donning, seconded by Northern. Passes unanimously.

- Discussion of doing away with practical skill evaluation for PADO because instructors validate the skill drills as the class goes.
- Discussion of the testing/skill validation process.
- Discussion of the RIT program being released in August by Jones and Bartlett and other similar programs being released.
- Fireground Survival class is not moving forward due to funding.
- Discussion of revising the Flashover program. The FEMA Changing Home Fires workshop that they held in January which puts emphasis on science that perhaps the Fire Academy should work into the program.
- Discussion of compressed Natural Gas facilities are increasing and that the Flammable Gas class needs to integrate that and that perhaps the company would help with funding.
- Discussion of adopting a Fire Inspector I program.
- Discussion of the Fire Officer program being delivered in a weekend format. Handout of the proposed schedule.
- Discussion that the Fire Academy is eligible for FireAct Grant for the first time ever.

Short break

- Discussion of course location.
- Council asks Chief Litevich if he can put a recommendation in front of the Council.
- Discussion of one per county and proximity to one another.
- Discussion on how many classes were offered versus how many will actually get the student minimum.
- Discussion of the course load and not holding more than 14.
- Does the Council need to decide locations, or can the VFA decided what is best.
- Chief Litevich wants the backing of the Council to make this decision and so that the Council can see where the requests are coming from.
- Fire Ground Survival class is not moving forward due to funding.

Department of Health – Mike Leyden

- Jessica Friere is the new State Training Coordinator, liaison for all things training in EMS.
- Launched online Learning Manager System.
- Discussion of using this system for Fire Service personal who are both Fire and EMS, looking for direction.
- Discussion of EMS changes in continuing education.
- EMS conference will be October 24 – 27 and will be held at Jay Peak.

Department of Education- Alex Northern

- More Paramedic classes need to be held around the and that VTC would like to branch out into teaching the program. Would like to start it in 2014.
- Would like to turn the Fire Service degree into a bachelor degree, since they would add Paramedicine to it.
- Discussion of VTC Fire Service program enrollment being up.

Career Chief's report – Troy Ruggles

- International Chief Convention is in Springfield next week.
- Bob Gowan of Montpelier is going to become the new director of the group.

Vermont State Firefighters Assn. - Al Barber

- Absent

Vermont Chief's: Wendall Mansfield

- **No Report**

Dept. of Forest, Park & Rec. – Lars Lund

- Phone call from Tom Hardy from Randolph Tech School wanted to become Wildland certified to teach the class. Lund suggested just letting ANR teach it for them.
- Gearing up for Wildland assignments.
- ANR was able to do a few planned burns.
- Wildland Fire Response is now activated by calling Emergency Management and then ANR will be paged out. Information went out to the Fire Wardens.

Professional Firefighters- Aaron Collette

- Matt Vinci took a position in the PFFV and so Ben O'Brien took over as the President.

Insurance: Gary Ouellette

- No report

General Public – John Marcus

- No report

Other Business:

- None

Motion to adjourn passes unanimously.

Next meeting scheduled for: **Monday, October 7th at the Division of Fire Safety Central office in Berlin** at 9 am.