



ERIC J. HOLCOMB, Governor
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY
302 West Washington Street
Indianapolis, IN 46204

BOARD FOR FIREFIGHTING PERSONNEL STANDARDS AND EDUCATION

Agenda

Winchester Fire Department
191 Middle School Rd
Winchester, IN 47394

NOTE: All variance request must be received no less than 2 weeks prior to the Fire Board Meeting to be put on the Agenda.

- A. Call to order at 6:16 PM – Chairman E. Dreiman - Thanked Winchester FD for hosting the meeting

Board Members Present

Eric Dreiman (Chair); Eric Gentry (Vice Chair); Rob Lund (Secretary); Tom Hanify; John Smith; Chris Johnson; James Greeson; Brandon Wood; Jason Rogers

Board Members Absent

Genois Brabson; Burke Jones; Greg Wyant

- B. Consideration and approval of February minutes

- Motion to approve minutes Chris Johnson – 2nd by Eric Gentry – Motion Passed

- C. New Variance requests (staff recommends approval)

1. Joseph Green 6452-6662, requesting Fire Officer III – he did turn in a completed Variance Request Packet.

- Motion to approve Chris Johnson, 2nd Brandon Wood – motion approved

2. William Devries PSID 8636-0616, requesting Trench Rescuer Ops/Tech; Swift Water Rescuer Ops/Tech; Confined Space Rescuer Ops/Tech; Rope Rescuer Ops/Tech; based upon his skills and course completed through Harrods Creek Fire Dept. Louisville, KY – Staff recommends the board approved skills transfer over and grant variance pending he takes and passes the certification test(s) for each of these certifications.

- Motion to approve the skills transfer over - stipulation William Devries will have to take the tests for each area he has 1 year to pass the test(s) for each area by John Smith; 2nd by Rob Lund - motion approved



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3. Johna Wilson PSID 3345-5564, Instructor I (she does have PI for EMS) –
Reciprocity Test Passed on: **March 29, 2017**
- Motion to approve James Greeson, Fire Marshal; 2nd Jason Rogers – motion approved
4. Clayton Garard PSID 2442-8377, Instructor I (he does have PI for EMS) –
Reciprocity Test Passed on: **April 11, 2017**
- Motion to approve Chris Johnson; 2nd Tom Hanify – motion approved
5. Seth Burton – Request Variance of time (3 months) on his Skills he took for FF I/II on 1/14/17 until September 2017 - he has not been able to complete the HazMat Operations Class as it keeps getting cancelled or too far away. District 8 will have a HazMat Awareness/Ops class 7/17/17 – 8/17/17.
– Motion to extend Firefighter I/II skills for 3 months to September 2017 by Eric Gentry; 2nd by Rob Lund – motion approved

D. New Variance requests (staff recommends denial)

1. City of Lawrence Adam Reine: Requesting 14 Firefighters be certified as FFI and FFII – they are all First & Second Class FF as well as Instructors1 and/or Fire Officer I. These certifications were all from approximately 1988 – 1996. –
 - Chief Reine was present at the Fire Board meeting and spoke to the reason the City of Lawrence is requesting the board to allow these staff members receive a variance letting them be Firefighter 1 and Firefighter II. He stated during an audit of the City of Lawrence' Firefighter certifications they realized these 14 firefighters needed to move from First & Second Class Firefighters to Firefighter I and Firefighter II. Spoke to the equity of these firefighters teaching and proctoring Firefighter I/II courses but not having the actual certification. They are teaching under their 1st and 2nd Class Firefighter certification.
 - Chris Johnson asked if there was a grandfather in rule back when the state switched from the Red Book to the NFPA Standards.
 - John Buckman stated there was no grandfathering in. He also stated if the board allows these firefighters to receive the variance making them Firefighter I/II that we are saying they are trained and certified to today's standards not the pre 1996 standards. This is not the only Fire Department facing this challenge. IFD came and asked to take their test out of order to get all of their Firefighters up



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to the new standards which was granted. However, we have not faced this problem in many years.

- Eric Gentry asked John Buckman when this came up in the past how we handled the situation.
- Nobody can remember this coming up in the past
- Chief Reine stated his case again about not sending these firefighters back through the classes and training, but to grant the variance. They are teaching the Firefighter I/II courses.
- Chris Johnson stated as long as we do not endanger anyone's safety he would not want any of our (the Boards) bureaucracy to get in the way of advancing anyone's career.
- Jason Rogers asked if this has any bearing on their careers. Is it going to cost them money?
- Chief Reine said no he did not see it costing them money.
- Tom Hanify stated should there be (for lack of a better term) a bridge to move First and Second Class Firefighters to Firefighter I and Firefighter II. Can they just do the skills they did not have back then in the past?
- John Buckman stated yes there could be a bridge a suggestion would be for the firefighters to take and pass the final practical scenarios for FF I (there are three final practical skills) and FF II (there is one final practical skill). That would be a bridge versus having to do all 94 skills again. This is an option for a bridge, there may be others this is what came to mind.
- Eric Dreiman – If we pass this variance what impact do you see it having statewide?
- John Buckman – you will be doing this often (maybe).
- Tom Hanify – makes a motion that the board adopt a bridge test for final practical skills for City of Lawrence. After discussion it is determined the board will ask IDHS Staff to develop a policy or procedure to make a bridge for future.
- Tom Hanify – motion to allow the First Class Firefighter for the City of Lawrence change over to Firefighter I and Firefighter II however they must meet all prerequisites for the Firefighter I and Firefighter II and they must pass the final practical skills for Firefighter I and Firefighter II. Secondly, the state needs to develop a procedure for a bridge so First and Second Class Firefighters can become Firefighter I and Firefighter II without having to go through the classes and all the course work.
- Eric Gentry 2nd the motion - Motion passed.



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E. New Variance requests (staff has no recommendation)

1. Larry Alcorn – Requesting to have his Instructor II/III (IFSA) reinstated. He let it lapse when he retired as he did not think he would need it again. He is now the Fire Chief at Brownsburg Fire Territory. While researching this the certification staff found his Instructor I is also expired.
 - John Buckman talked about wanting the board to make a decision and give guidance as how to handle this.
 - Tom Hanify made a motion to have Larry Acorn take the Instructor Reciprocity test before regaining his Instructor Reciprocity. Chris Johnson 2nd motion - Motion Passed

F. State Fire Marshal Report – James Greeson

- Remind everyone that FDIC is next week if anyone has the opportunity to come to Indianapolis it is a great opportunity to take classes and see what is new equipment wise.
- I was in Washington DC the first of the month for the Congressional Fire Service and had a great opportunity to visit six different congressional offices and met with the staff of the Vice President for over an hour. Items discussed were the funding of the Assistance of the Firefighter Grant, the Safer Grant, US Fire Administration, National Firefighter Cancer Registry, Volunteer Advocacy and general discussion about all of those items. I think we had their ear and listened quite intently and took us seriously what we talked about. Feels the Indiana Congressional delegation we spoke to is very supportive of the Fire Service Nationally and what we are trying to do and what is going on here in Indiana. It was just a really good opportunity for all of us that went. The Vice President showed up at the end and spent about 15 or 20 minutes with the group was interested in what they were doing asked questions and listened intently to our answers.
- The other day the Fire Marshal's office received a check for \$5,000.00 from State Farm Insurance, we thank them, and will take the money to buy smoke alarms to help those that are in need of help and purchase a few alarms for the Deaf and Hard of Hearing. We are applying for more grants to help fund the expense for more alarms for the Deaf and Hard of hearing. We are partnering up with the American Red Cross to distribute smoke alarms. We are going to apply for the Assistance of Firefighter grant and Fire Prevention and Safety Grant to buy more smoke alarms.



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- Thank everyone who had the opportunity or took the time to come to the Fire Marshal Leadership Seminar
- 2017 IN Dept. of Homeland Security Grant is closed and project committee is meeting April 21st to go through the applications. Grading them on Life safety, Operations and Administration. This year we have \$106,000 this year to award. It is down from what we had in the past.
- State Fire Academy the Basic Training for Tele-communicators statewide is in a draft form and about ready to be presented to the E911 Board. We are going to ask that all tele-communicators be trained to this as the E911 Board has set aside 1.5 Million to pay for this training. This is a lot of Brandon Wood's hard work and the E911 Board. Over the next year you should see training for this.
- We filled one of our positions for the Curriculum Development/Quality Assurance Manager with Charles (Charlie) Heflin.
- Charlie gave a brief overview of his background and accomplishments.
- We have 1 position still to fill it is the Training Program Manager we did offer to someone but they turned it down. It was reposted so we hope to have this position filled shortly.
- Chief Buckman has been named the Official Director of the State Fire Academy. He will be changing some of his duties and handing off some duties to others and dedicating his time to the Directorship of the Academy. He will be working around the state to identify some additional primary training sites and maybe a central academy where we can do some leadership trainings. We are partnering with the state Fire Chiefs to develop some leadership classes to be delivered around the state and maybe some advanced leadership classes.
- Look toward sometime in either 2018 or 2019 to offer a recruit academy for those small career fire departments around the state that maybe only hire 1 or 2 firefighters a year. We would come together and put on a recruit academy. We continue to move forward and it may not be fast but we are making progress. Barring any questions chairman that is my report.

G. Director of Training/Preparedness – Brandon Wood

- The 2017 State Level Exercise is going to encompass a lot of movement from a tabletop perspective which will impact Districts 5, 6 & 7 will be impacted. We scaled that back from a Full Scale Exercise to a training opportunity. We, and I say we being facetious, as we did not do a very good job at getting the word out there to our constituents and stakeholders within those districts of what we were trying to do. I am a firm believer coming from the training



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division originally that we cannot exercise folks if we have not trained those folks. So one of the methods we are going with this year is to bring training that week (the last week of August into September) bring the Position Specific Training that week instead of doing an exercise and throwing everyone to the wolves as they haven't been trained. We are going to do a Cyber Attach scenario. With that being said as Marshal Greeson said we also have a vacant position the Exercise Training Officer which we are formally offering to someone. This means to the state that we will be able to bring more exercise opportunities from our division. Our division consists of three branches Training, Exercise and Search & Rescue. So we are going to take that exercise element and if we say we are going to do a Fire Training exercise, that is what we are going to do we will not change mid-stream.

H. Section Chief of Fire Training – John Buckman III

- The first thing I hope you all got a copy of the Re-accreditation Certificate for IFSAC. The only two we did not recertify with IFSAC is Fire Officer IV and Safety Officer. Fire Officer IV we ran out of time. We will get it done. Safety Officer we were unable to correlate to the book. The committee is working on selecting another book. We will reapply for re-accreditation once we get these completed. It is \$250.00 for each Administrative Review. Many ask why get IFSAC Accreditation, because then the certification is not my way or the agencies way or the Fire Marshal's way, but this is an outside review that validates the things that we do. And in some cases they do not validate what we do and we have to make some pretty rapid changes. This is something I hope you are all proud of, yes it costs us money, but it help bring credibility to the programs.
- The ways to develop the Fire & Public Safety Academy, I thank the Fire Marshal and his confidence in allowing me take on this task. I think we all have a similar vision. That is to improve the quality of training that is delivered to our public safety personnel. That is not just Fire or EMS but it is also our EMA, Tele-communicators and Law Enforcement all of those people. We still have some silos how do we make sure the programs we are delivering are still of the highest quality. How do we collaborate and coordinate these training programs so we are not overburdening everybody and that we are giving people ample opportunity. There is not going to be a central campus that involves some huge building project. What we need is a central focus for Fire and Public Safety Training. Some place or some facility where we can do those specialized



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courses that cannot be done locally everywhere. This is something that we will be working on over the next years.

- I did bring Charlie Heflin to talk from a quality assurance. Even though we have increased our test scores from like a 66% to an 82% on Firefighter I/II, a big part of that is our quality assurance program. However, we still struggle (i.e. I am at a fire school kind of setting and heard an instructor come up on day 3 of a 4 day program and ask the coordinator, "What am I doing tomorrow?" The coordinator replied "I think you are evaluating the FOST program." I thought this is the 3rd day and you are just now finding out what you are going to be evaluating. That is not how we have a quality program. Additionally, John Buckman gave the example of an Instructor I course. We have got to get instructors to go along with us and come along with us to improve the quality of the training whether it is in an academy setting or just your local fire department. We have got to find a way. We are coaching the Lead Instructors and Lead Evaluators. If we are going to improve certification and improve our training we are going to start with the Instructors.
- Charlie Heflin speaking- First Project of Focus as Quality Assurance/Curriculum Development Manager - In an effort to ensure the students participating in the Mandatory Training Program are receiving an exceptional level of training, the Program Managers will be focusing on a minimum of 25 classes over the next two quarters in 2017. Since district-funded classes are typically taught with instructors who are usually vetted by the District Coordinators, we will be focusing on non-district-funded classes at this time. The Program Managers will continue to provide front-end coaching for the Lead Instructor and/or Lead Evaluator and will continue to be available for any questions that may arise during delivery of the course. Because the skills taught in the Mandatory program are vital to the success of the firefighter candidate, the focus will include site visits for all 25 programs. After we have completed the 25 course assessments we will review our findings to determine where, if necessary, additional instructor guidance is needed.
- John Buckman speaking - Versus trying to focus on a bunch of courses we are going to focus on this area. We are excited about Charlie being on board.
- I did talk to Johnathon the attorney today and even though he could not be here tonight the NFPA standards update is moving through the process. We had one standard that while this was going through the process NFPA updated another standard so we had to come back and update that standard as the emergency



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rule making says it has to be up to the “latest” standard. It is moving back through the process now.

- We are cutting off the meeting requests to be in 2 weeks before the board meeting. You cannot wait until 2 days before the meeting to get things on the agenda.
- 15 day notice of the testing process – this is about improving customer service. That is the rule, but with electronic testing may be able to process these as fast as we can. We are going to make re-test a priority and people may be able to take their retest within 3 or 4 days of requesting the retest.
- Barb had said when you take the Instructor Reciprocity test, because it is open book if you fail it you cannot take it again. You can take every one of our other test 4 time. We want to know why this test would be any different than the others. Johnathon is going to research this and let us know at the June meeting. Eric Gentry replied to this saying, “The only time I remember the board saying that you cannot retest on Instructor Reciprocity was when it came to being a District Instructor. That was the only exception.
- You were given a handout when we came in and this is the “DRAFT” not release for a survey to be completed as part of the course. So this will be a skill that must be completed. It will have the students evaluate the instructors, lead evaluators, etc. for Fire Officer I, Fire Officer II, Instructor I and Instructor II/III. This will give us feedback on the instructors and evaluators. Down the road this will give us some good feedback.
- We have realized we have three documents the Lead Instructor Planning Template, the Lead Evaluator’s Skills Handbook and now we have this. We are giving you the documentations expectations, where it is at in the book, so it is not Buckman or Heflin’s way. We are going to combine all of this into one document. Nobody will be able to say they did not get this. Evaluation components will be the same, but the evaluation process will end up being similar as there are differences in small and large fire departments.

I. Administrative Proceedings/ Non-Final Orders

- We have one appeal that is in hearing it is at the Administrative Law Judge.

J. Request for Administrative Appeals – Chairman –

- The Avon Instructor that was revoked has appealed the board’s decision.

K. Old Business – NONE



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L. New Business – NONE

M. Open discussion, comments, questions?

- Larry Curl the Indiana Volunteer Firefighters Association – about 3 years ago I approached the board with a rule that is in conflict with the state law. We all know that when we want to become a firefighter we start as a volunteer. We went to the IN General Assembly to get this changed. It has been changed in the legislature so where or how do we go about getting the board rule being changed. It is House Bill 1370 that was passed and signed in by the Governor, to be effective July 1, 2017.
- John Buckman – it is the law and we cannot go against the law.
- Larry Kurl, “I want to know if we are going to make sure the board rule to mirror the law.”
- Tom Hanify said, “The board cannot overrule a state law.
- Discussion followed as to what takes precedence and it was decided that the Law overrule the Board Rule.
- What is the process to change the rule now?
- Marshal Greeson – it is easy to change the law and it takes time for the Administrative Law to change due to the economic impact statements.
- We need to wait until next month and sit down with Jonathan to find out what we need to do.

N. Next meeting: June 15th – IN Volunteer Fire Association Conference 9AM
Clarion Hotel 2480 Jonathan Moore Pike Columbus, IN, 47201
Phone: (812) 372-1541 Fax: (812) 378-9049

O. Meeting Adjourned – Motion to adjourn, Chris Johnson motion – Brandon Wood 2nd – motion to adjourn passed.

Approved: _____
Eric Dreiman, Chairman

Date: _____