

# Iowa Fire Service & Emergency Response Council

## Meeting Minutes December 2, 2025 Fire Service Training Bureau

### **Council Members Present:**

Bridget Edson – *IA Emergency Medical Services Association (via Zoom)*  
Ellen Hagen – *IA Firefighters Association (via Zoom)*  
Jeff Kling – *Public Member (via Zoom)*  
Lonni Koch – *IA Firefighters Association (via Zoom)*  
Jamie Lee – *IA Fire Chiefs Association (joined at 10:14 via Zoom)*  
Cody Nicely-Green – *IA Professional Firefighters (joined at 10:14 via Zoom)*

### **State Fire Marshal and FSTB Staff:**

Jess Dunn – *FSTB Bureau Chief*

### **Absent (Excused):**

Dan Wood – *State Fire Marshal*

### **Guests:**

Kim Fensterman – *Iowa Community College Coordinator (via Zoom)*  
Adam Lathrop – *Ex-Officio/Iowa Division of Labor (joined at item VI via Zoom)*  
Nathan Moore – *Legislative Services Agency – Fiscal Services Division (via Zoom)*

### **Call to Order:**

Chair, Jeff Kling, called the meeting to order at 10:00 AM on December 2, 2025. Roll call taken (see above).

### **Approval of Agenda:**

#### ***Motion***

Ellen Hagen made a motion to approve the December 2, 2025, agenda. Seconded by Bridget Edson. Approved 4-0.

### **Approval of Minutes:**

Jess Dunn emailed the draft August 5, 2025, minutes to the council members for review. No corrections were received. No further discussion.

### ***Motion***

Lonni Koch made a motion to approve August 5, 2025, minutes. Seconded by Bridget Edson. Approved 4-0.

### **State Fire Marshal Update (SFM Dan Wood):**

SFM Wood was unable to attend today's meeting. Senate File 659 Update – The Senate file 659 study committee meets every two weeks. They are still working through this. Not much progress to report since the August IFSERC meeting. The committee will complete this study on June 30, 2026.

### **Fire Service Training Bureau Update (Bureau Chief Jess Dunn):**

Acadis Update – The buildout is about 75% complete. Currently in the process of inputting special programs, field programs and certification into the new system. We have had two classes hosted, two exams hosted, and two fire departments have signed their members up for accounts in Acadis. All testing has been successful. Data from FileMaker was migrated successfully into Acadis, moving over 50,000 records. This includes certifications and ten years' worth of training data. Moving forward in Acadis, the bureau will only house ten years' worth of training data. Anticipated go live for the new software system is February 2026. Training will be provided during the 101<sup>st</sup> Annual State Fire School. Individuals will be able to request portal accounts, log in, etc. The new software will be a major uplift for the fire service of Iowa.

Curriculum Update – Reminder, on July 1<sup>st</sup> the bureau switched the FFI and FFII curriculum to Jones & Bartlett. Started offering J&B test on July 1<sup>st</sup>. Offering both J&B and IFSTA testing banks through July 1<sup>st</sup>, 2026. Driver Operator Pumper curriculum will be transitioning to J&B on January 1<sup>st</sup>, 2026. Students will no longer be able to “challenge” the DOP test. Many students are challenging the test without taking the class, resulting in a 38% pass rate. Starting January, students will be required to take the DOP class prior to testing.

Field Programs – The bureau had its first successful FF1 academy at Camp Dodge. There were 22 students that completed their training at the end of November. Students tested the following week. It was a well-received class.

The bureau has ordered a new forcible entry prop that will be put out on the road next week. The forcible entry prop is one of the most popular props used. The old forcible entry prop will be moved to the training tower where it will be used there. The bureau also received funding for a new car fire prop through the AFG grant award. It is still currently in the bidding process. None of the bidders met the specifications in our requests for bids. All bids were rejected. It was reposted for bids and will close in the next couple of weeks. More to be determined.

Certification/Accreditation – Once Acadis goes live the bureau will no longer allow students to bill their department for certification testing. We are still spending a lot of time making phone calls and tracking down payments. We are in the process of setting up a payment processor with Tyler Technologies to communicate with Acadis so students will be able to pay their invoices directly from their portal accounts online with a credit card or ACH. It is the individual's certification. If students would like to be reimbursed, they can submit their invoice to their department for reimbursement. The bureau will still allow bill my department for Fire School and the two-week Arson Investigator School.

FF1 classes have a 60% passing rate. HazMat Operations continues to be a problem. We are unsure why. There have been no changes made to the curriculum or the testing banks. Advanced level classes have 70% to 80% passing rates.

Question on Acadis system – Each student will create an account. Russ will work with community colleges to input community college classes into Acadis. Students will then be able to register for the class. Students are unable to report hours for their training. Training hours will be reported by the bureau.

**Osha Update:**

No major updates on emergency response and heat standards. Not ruled out but not moving forward at this time.

Asking for guidance on how to relay information to smaller and volunteer fire departments that they need to report injuries to OSHA if there is an incident. Adam will draft a letter, and the bureau will help push that message out to the departments. Other suggestions received for putting an announcement in the Iowa Fire Fighter's Association monthly newsletter, the Iowa Fire Chief's Association Q and A website, and community colleges are willing to put documentation in the FF1 program.

**Old Business:**

(None)

**New Business:**

(None)

**Community College Update:**

Northwest Iowa Community College has four FF1 classes that are happening with 86 students. Two FF2 classes with 36 students. No DOP currently. Concerned about testing availability because test sites fill up quickly. Adam with Mason City has one FF1 class with 14-16 students. Indian Hills Community College has two FF1 classes with 14 students per class. No FF2 or DOP classes at this time. Dan Neenan at Peosta/Calmar has two FF1 classes with 16 students per class. Kirkwood has three FF1 classes with 55 students. One FF2 class with 15 students. Will be running an additional FF2 class. No DOP classes until new curriculum is available. Concerned about testing availability because test sites fill up quickly. Will work with Gary for testing concerns.

**Public Comments:**

None received.

**Action Items:**

No action items. The next meeting will be on Tuesday, March 24, 2025, at 10:00 am.

**Consideration of Applications for Revolving Loan Fund – Shelby Fire and Rescue:**

Jess received the initial application in October. He feels there is a need for that department, and their application was complete. However, there were discrepancies in their NFIRS reporting. As of January 2024, they are current on their NFIRS reporting. The loan application asks for 5 years of reporting. However, the administrative rules say they just need to be current. It is a new administration at Shelby Fire and Rescue, and reporting is being completed as it should.

***Motion***

Ellen Hagen made a motion to approve, seconded by Jamie Lee. Approved 6-0.

**Selection for Commitment to Community Service Award:**

This award is presented at the state fire school every year. There were three nominations for the commitment to community service award: Chief Schipper from Le Mars Fire Department, Charlie McCardle the former Chief for the Independence Mental Health Hospital, and Duane Weise the Assistant Chief of Camanche. The council elected to nominate Chief Dave Schipper.

***Motion***

Lonni made a motion to nominate Chief Schipper. Seconded by Bridget Edson. The council voted 5 - Yes, 0 - No, 1 - Abstained. Passed 5-0.

**Adjournment:**

***Motion***

Cody Nicely-Green motioned to adjourn the meeting at 10:35 am. Seconded by Bridget Edson. Passed 6-0.