



STATE FIRE MARSHAL DIVISION

STATE FIRE SERVICE & EMERGENCY RESPONSE COUNCIL

FIRE SERVICE TRAINING BUREAU

Notice of Meeting Agenda

Date: April 17, 2019 Time: 10am

Location: Fire Service Training Bureau

Call to Order:

Roll Call:

Approval of Agenda

Approval of Minutes: 11/21/2018

Community College Update: (Kim Fensterman)

Iowa Society of Fire Service Instructors: (Jerry Eslick)

State Fire Marshal Update- Fire Marshall Dan Wood:

FSTB Update- Bureau Chief John Kraemer:

Old Business:

- Computer Based Testing
- Revolving Loan Fund
- Local Fire Protection and Emergency Medical Services Grant
- Account Balance
- Guidelines



STATE FIRE MARSHAL DIVISION

STATE FIRE SERVICE & EMERGENCY RESPONSE COUNCIL

FIRE SERVICE TRAINING BUREAU

New Business:

Election of Officers:

-Chair

-Vice Chair

Review of Council Seats to Expire/Filled in 2019:

-Jeff Kling, Public Member 6/30/19

-Justin Adams, Iowa Association of Professional Fire Chief's 6/30/19

-Iowa Professional Fire Fighters Association

Other Business:

Council Member Comments:

Action Items:

Public Comments:

Adjournment:



STATE FIRE MARSHAL DIVISION

STATE FIRE SERVICE & EMERGENCY RESPONSE COUNCIL

FIRE SERVICE TRAINING BUREAU

Meeting Minutes

April 17, 2019

Fire Service Training Bureau

Council Members Present

Justin Adams, Chair - IA Association of Professional Chiefs

Jeff Kling, Vice Chair - Public member

Mike Bryant - IA Association of Professional Firefighters

Thomas Craighton - Emergency Medical Services

Ellen Hagen - IA Fire Chiefs Association

Pam Kenkel - Public member

Lonni Koch - IA Firefighters Association

Ray Reynolds - IA Association of Professional Fire Chiefs

State Fire Marshal and FSTB Staff Present

Dan Wood - State Fire Marshal

John Kraemer - FSTB Bureau Chief

Steve DeJoode - Former Interim Bureau Chief

Jim Kenkel - FSTB Special Programs Manager

Gary Howard - FSTB Certification/Accreditation Program Manager

Russ Grossman - FSTB Field Programs Manager

Dawn Beisner - FSTB Information Specialist

Absent

Joe Mullen - Division of Labor, Iowa Workforce Development, Ex-Officio member;

Deb Krebill - IA Fire Chiefs Association

Alicia Lidtke - IA Firefighters Association

Guests:

Kim Fensterman - Kirkwood Community College

Jerry Eslick – Iowa Society of Fire Service Instructors

Chief Dave Rierson -Iowa Association of Professional Fire Chiefs

Call to Order:

Chairman Adams called the meeting to order at 10:04 AM.

Approval of Agenda:

Motion to approve agenda by Ellen Hagen; second by Thomas Craighton. Approved.

Approval of Last Meeting's Minutes:

Motion to approve amended minutes by Ray Reynolds; second by Jeff Kling. Approved.

Community College Report (Kim Fensterman):

Many new Fire Coordinators at the community colleges. Kim has provided Russ Grossman with a list of those members, and she will work with him to arrange a community college meeting.

Action item

Ray Reynolds requested that the community colleges provide a breakdown of tuition costs for the various certification levels. John Kraemer will work with Kim to get that added to the agenda for the next community college meeting, and will report back to the Council.

IaSFSI Report (Jerry Eslick/Thomas Craighton):

Past President, Jerry Eslick, introduced Thomas Craighton as the new President of the IaSFSI. Thomas Craighton report:

- Looking forward to the Annual Instructors Conference in December 2019.
- Based on the results of a survey sent out to the membership, the instructors showed an interest in having two conference per year - Spring/Fall.
- He is working with the FSTB to make the conferences a joint effort to help standardize processes and procedures for instructors.
- John Kraemer stated that he would like to concentrate on investing in the continuing education of the Field Staff to ensure that they maintain competency, and would like to implement a Code of Conduct to promote the professionalism of the position.

SFM Update (SFM Dan Wood):

- Inspection Bureau - 2 new hires – Inspections Bureau behind in school inspections
- Fire deaths at 25 this year - 56 fire deaths in 2017, and 39 in 2018
- No change to Building Code/Electrical Bureau
- Any legislative bill that has to do with the fire service will require a cost analysis moving forward

Legislative Update as of 4/17/2019

- House File 711 - \$100/yr for volunteer firefighters still alive
- House Bill 1113 - Propane Gas Association proposes to give SFM one SAC position and three inspector positions to regulate propane - they would fund the whole process - still alive
- Senate Bill 1042 - School inspections - SFM recommended to follow NFPA 3000 - SFM Wood suggested that it would make sense to use County Emergency Managers since there are 99 of them - still alive
- House File 9 - Licensed electricians only need to be on site 25% of time - dead
- Senate File 67 – New rules for commercial buildings (movie theaters, skating rinks, etc) - argued that enforceability of this not possible
- Senate Study Bill 1035 - Fireworks control - take away all local control, no zoning, nothing to control where fireworks stands can be located - died
- House Study Bill 193 - Give cities and counties ability to cite codes for fireworks violations giving locals more control - still alive

Account Balances to Note

- \$656,160 - Revolving Loan Fund 2017 - 2018
- \$397,874.07 - Fireworks Fund 2017 - 2018

FSTB Update - Bureau Chief John Kraemer:

FSTB positions

- Replacing 2 positions due to retirements – Accounting Technician 3 (Linda Thede) and Fire Service Technical Assistant (Carl Link)
- John Kraemer and Robin Snider sharing accounting duties

- Jim Kenkel and Russ Grossman will cover training prop deliveries

Budget

- FY19 GF Appropriation (FT salary/benefits): \$815,345
- FY19 Volunteer Firefighter Training Fund: \$825,520
- Paul Ryan Fund: Varies based on firefighter license plates purchased.
- Firefighter Training Income Tax Check-Off Fund: Varies based on individual donations. Most vulnerable as it competes with the Veterans Fund.

NFA Grant

- FY19, NFA awarded Iowa \$20,000 grant to be applied towards course offerings (instructor, officer). FY20, this grant was not put into the federal budget by NFA. FSTB will continue to support coordinating 6 instructor and officer classes using own training funds.

Fire Equipment Revolving Loan Fund

- John Kraemer suggested that the Council allow interested parties to apply anytime.

Motion:

Motion by Mike Bryant for Council that any applications for \$100,000 or more be accepted and brought to Council for approval when received and as funding allows. Seconded by Ellen Hagen. All approved. Motion Carries.

Reminder: Volunteer Firefighter Training Fund Purpose

- Pays for basic and advanced firefighter training - reimburses FSTB and our partners in providing such training (PRI, NECAS, Customized Fire, community colleges and other entities).

FSTB Operations Account

- This account comes from administrative fees, which fluctuates based on the number of courses offered. This pays for all operational costs - lease, lights, IT, repairs, and all necessities to provide and support the Bureau in providing such training.
- Expenses have increased and we are at "CAPACITY" - need to have money to cover increasing costs and provide services - training needs are critical.
- Currently have 100 Temporary Training Specialist 1's positions - DPS working on allowing another 25 positions – need to increase capacity to add more good instructors.
- Lease increased from \$60,000 to \$112,400, per year beginning on July 1, 2018
- In addition, ISU began charging an 8% finance fee on July 1, 2018. Since financial operations have moved from ISU to DPS, FSTB now will save between \$3,000 to \$4,000 per month on finance fees.

Accreditation

IFSAC

- Gary Howard and John Kraemer attended IFSAC conference in Oklahoma

- NFPA changing firefighting Hazmat training standard from 472 to 1072. Iowa will align as well.
- FSTB maintains IFSAC accreditation - never lost it
- Next IFSAC site visit in 2023 - 2-3 day visit

ProBoard

Goal to obtain ProBoard accreditation again in Fall of 2019

- Working on procedures for computer-based testing, then can then apply for re-accreditation

Certification Exam Re-Takes

- Budget concern - no increase in fees for over 20 years while FSTB certification and other costs increased. Accreditation/Certification Program was approximately \$25,411 in deficit for FY2018.
- FSTB offering free re-takes of exams was found to be main culprit. (FSTB still paying for proctors, evaluators, travel expenses, sending out testing kits, etc.) while providing free re-takes.
- John Kraemer recommended that in order to re-coup costs from the free re-takes that there be no more free re-take of exams - charging a fee per test would cover cost of deficit in Certification.

Motion

Motion by Ellen Hagen to IFSERC Council that there be no more free re-takes beginning July 1, 2019. There would continue to be an initial certification fee of \$50.00 to cover the candidates initial written and practical examinations. If a candidate fails a written exam, they would be required to pay another \$50.00 exam fee to take the exam again. Practical exams - would have 2 chances to pass any skill on same day of practical exam. However, if a candidate would fail their practical exam session, they would need to pay a \$50 exam fee to test on another day. Candidates have one year to complete their exams to complete the certification process. Seconded by Ray Reynolds. All approved. Motion Carries.

Action Item

Homework for next meeting – John Kraemer to research what average is for certification fees in surrounding states.

Special Programs

- Bureau Chief Kraemer suggested to the IFSERC that the FSTB assess a 10% administrative fee when the FSTB is requested to assist fraternal organizations with support of their seminars/conferences, to cover costs with use of FSTB AV equipment, participant registration, and certificate printings.

Motion

Motion by Thomas Craighton that a 10% administration fee be charged to cover basic costs in support of Special Programs and Conferences. Basically, the FSTB would assess a 10% fee to cover costs associated

with seminars/conferences organized by fraternal organizations to cover registration, certificate, AV and other support needs of such events. Seconded by Jeff Kling. All approved. Motion carries.

Field Programs

Russ Grossman suggested that a 30% administrative fee be assessed to cover costs associated with support needs when FSTB partners (community colleges, PRI, NECAS, Customized Fire, etc.) coordinate and perform fire service training. Additional research will be conducted to determine actual costs.

Motion

Thomas Craighton made a motion to table the decision until the next meeting to allow for additional data to be collected and presented. If approved at that meeting, it would be effective immediately for the new fiscal year. Seconded by Ellen Hagen. All approved. Motion carries.

Old Business:

AFG Grant (Steve DeJoode)

- 2017 Grant - 2 pick-up trucks and 1 car fire prop. Trailer and all equipment was ordered.
- 2018 Grant application was submitted but haven't released awards yet.

Revolving Loan Update

- Frankville obtained a grant, and thus did not need loan.
- Other FDs interested in loan to purchase /update fire apparatus

Firefighter Day on the Hill

- Future focus is on FSTB facilities - rely on IFSERC Council to help advocate for new/improved training facilities.

New Business:

Election of Officers

- Chair, Justin Adams, IAPFC - seat expires 6-30-19
Ray Reynolds nominated Justin Adams to continue as Chair. All in favor. Approved.
- Vice Chair, Jeff Kling, Public Member - seat expires 6-30-19
Justin Adams nominated Jeff Kling to continue as Chair. All in favor. Approved.

Other Business:

Action items

- Justin requested that the presentation by Bureau Chief Kraemer be included in the Minutes
- John Kraemer reminded the Council that council members are responsible for bringing back information to their respective Associations. He will inform the IFA through his article in the "Iowa Firefighter News."

Adjournment:

Motion

Chairman Adams called for a motion to adjourn. Hagen seconded the motion. Motion carried, and meeting was adjourned at 2:37 pm.