

**Iowa State Fire Marshal's Office**  
**Iowa Fire Extinguishing and Alarm System Certification Advisory Board**  
**Meeting Minutes –October 21, 2020**

**Members Present-by phone:**

David Gutfreund  
Jason Davis  
Steve Dunham  
Jeff Elliott  
David Kuhn  
Don Faux

**Members Present-by phone:**

Frank McGuire  
John Hadley  
Kristen Spina

**Members Not Present:**

Justin Frederick  
Doug Richard

**State Fire Marshal Staff Present:**

Jeannie Guttenfelder, Management Analyst 3  
Rich Bolten-Building Code Commissioner  
Sarah Jennings-DPS Legislative Liaison

**Public Present:**

Jason Lindquist

The Iowa Fire Extinguishing and Alarm System Certification Advisory Board meeting was held via conference call on Wednesday, October 21, 2020. The meeting was called to order at 10am by Co-Chair David Kuhn

The meeting minutes from September 23, 2020 were discussed and a **motion** to approve made by Frank McGuire. Steve Dunham **seconded** the motion and the minutes were **approved** with no changes unanimously.

Jeannie Guttenfelder reviewed the proposed changes to administrative rule chapters 661-275, 661-276, and 661-277 related to the fire protection and alarm system licensing programs. A **motion** to approve board recommendation for the proposed changes to chapter 661-275 was made by Jason Davis and Mr. McGuire **seconded** the motion. A vote was taken by roll call and the proposed changes **approved** unanimously. A **motion** to approve board recommendation for the proposed changes to chapter 661-276 was made by Mr. Dunham and Don Faux **seconded** the motion. A vote was taken by roll call and the proposed changes **approved** unanimously. A **motion** to approve board recommendation for the proposed changes to chapter 661-277 was made by Mr. Kuhn and Mr. Dunham **seconded** the motion. A vote was taken by roll call and the proposed changes **approved** unanimously.

The board members took under consideration the Electronic Security Technician Level I certification program from Complete Electrical Academy and voted to approve board recommendation for acceptance of the program as a qualifying certification for alarm system installers under endorsements for security alarm, alarm system maintenance inspection, and dwelling unit alarm systems. A **motion** was made by John Hadley and Mr. Davis **seconded** the motion. A vote was taken by roll call and the proposed changes **approved** unanimously.

There was no other board business and no public comments. The next board meeting is tentatively scheduled for Wednesday, January 20, at 10am and will be held by conference call-in only. The board meeting adjourned at 10:50am.

Respectfully submitted,

Jeannie Guttenfelder, Management Analyst 3