

Iowa State Fire Marshal's Office
Iowa Fire Extinguishing and Alarm System Certification Advisory Board
Meeting Minutes –December 18, 2019

Members Present:

Justin Frederick
David Gutfreund
Doug Richard
David Kuhn
Frank McGuire
Jeff Elliott-by phone
John Hadley-by phone

Members Present:

Kristen Spina-by phone
Steve Dunham-by phone

Members Not Present:

Don Faux
Jason Davis

State Fire Marshal Staff Present:

Rich Bolten-Building Code
Commissioner
Jeannie Guttenfelder, Management
Analyst 3

The Iowa Fire Extinguishing and Alarm System Certification Advisory Board meeting was held in the public conference room 125 of the Public Safety building on Wednesday, December 18, 2019. The meeting was called to order at 10am by Chair Doug Richard. Public attendees were Keith Martin and Troy McCann with General Fire and Safety and Jonathan Baxter and Jason Lindquist with Complete Electrical Academy.

The meeting minutes from September 18, 2019 were discussed and a **motion** to approve made by Justin Frederick. Steve Dunham **seconded** the motion and the minutes were **approved** with no changes unanimously.

A discussion was held regarding acceptance of the Elite CEU certification programs; however, Greg Gutfreund recommended, due to changes in the testing content of nationally accepted certification programs from when the statute was enacted and today, rather than continuing to independently review and accept various new programs, a subcommittee should be established to review the program overall and recommend a list of core competencies that certification programs may be measured against. Justin Frederick and Doug Richard were in agreement.

The board recommended tabling approval of Elite CEU certification programs and the Complete Electrical Academy program at this time. Mr. Gutfreund will write a subcommittee scope and email it to Jeannie Guttenfelder to send out to the entire board to call for subcommittee participants. A subcommittee meeting will then be scheduled. Ms. Guttenfelder also suggested the same review be completed for the fire suppression licensing programs and asked Jeff Elliott if he would be willing to put together a similar subcommittee scope. Mr. Elliott agreed to assist and will email a scope to Ms. Guttenfelder to be sent out to all board members for participation. The suggestion to add an automatic sprinkler system inspection endorsement will be tabled as well until that subcommittee meets to review licensing requirements.

Although the approval of any additional programs was tabled by the board, Jonathan Baxter and Jason Lindquist were still asked to present information on their certification program through Complete Electrical Academy (CEA). Ms. Guttenfelder will make certain the CEA information is part of the alarm system subcommittee review for consideration.

There was no other board business and no public comments. The next board meeting is tentatively scheduled for Wednesday, March 20, at 10am. The subcommittees for the alarm system and fire protection programs will plan to meet in January 2020, pending the assembly of board member participants once the scope statements have been received and reviewed. The board meeting adjourned at 11:13am.

Respectfully submitted,

Jeannie Guttenfelder, Management Analyst 3