



Dudley H.A. Wright II, Chair
Kent Appelhans, Vice Chair

Dr. Carol Cunningham, State Medical Director

FIREFIGHTER & FIRE SAFETY INSPECTOR SUBCOMMITTEE

STATE BOARD OF EMERGENCY MEDICAL, FIRE AND TRANSPORTATION SERVICES OHIO DEPARTMENT OF PUBLIC SAFETY MEETING MINUTES FINAL May 12, 2020

Committee Meeting Location: via Microsoft Teams Virtual Meetings

I. **Call to Order**

The meeting was called to order at 9:58 a.m.

II. **Roll Call**

- a. Committee Members Present: Timothy Thomas (Chair); Dudley Wright (Vice Chair); TJ Cullison; Jeremy Guenther; Bill Mastroianni; and Phil McLean
- b. Committee Members Absent: None
- c. DPS and EMS Staff Members Present: Robert Wagoner, Interim Executive Director of EMS; James Burke, Chief of EMS Fire & Education; Ted Kienzle, EMS Program Administrator II; Mike Wise, ODPS Attorney; Joseph Kirk, ODPS Rules Coordinator; and Jayn Mayton, EMS Administrative Professional IV
- d. Public Present: Dave Belcher, Tim Feldman, Patrick Ferguson, Dick Glessner, Johnny Mason, Jack Smith, and Scott Walker

III. **Open Forum**

Review and approval of the Firefighter & Fire Safety Inspector Subcommittee Meeting minutes of November 12, 2019

The draft Minutes of the Firefighter Fire Safety Inspector Training Subcommittee meeting minutes from November 12, 2019 were reviewed and approved.

ACTION: Motion to approve the Firefighter Fire Safety Inspector Training Subcommittee meeting minutes from November 12, 2019. Mr. Cullison – First. Mr. McLean – Second. None opposed. None abstained. Motion approved.

IV. Interim Executive Director Wagoner Report

Director Wagoner addressed the activities of the Ohio Division of EMS (DEMS) in implementing one of their primary goals during this pandemic: continuing to supply the pipeline forward for new and renewing first responders, so that agencies affected by temporary staffing shortages will be able to have enough personnel to meet their escalated needs. In particular, the ability of fire charters to continue with testing, while meeting restrictions for the safety and health of staff and students, has been accomplished with notable efforts. However, the need for social distancing has created unique challenges for these fire charters. DEMS staff, firefighters and some of this committee's members have been working on this issue, and we will see progress on this in the near future. This has impacted skills and capstone testing, live fire course requirements, live burns, and the like. Also impacted have been high school courses, in particular those for students who are in their junior year expecting to complete the FFI and FFII classes as graduating seniors. We have worked with the Ohio Department of Education and assured their schools that the students will be able to matriculate, provided that schools reopen during the fall.

On the EMS side, there is a current rule that course testing must utilize traditional classroom settings. Director Wagoner has asked for a review of the rules to see if it's possible for EMS programs to administer the end of course and testing sessions by remote options.

Ohio Department of Public Safety Director Stickrath and Assistant Director Huey have organized a weekly Wednesday call with the Ohio Fire Chiefs Association where there is collaboration working through any COVID-19 pandemic issues. Availability and distribution of PPE and transportation issues have been common topics recently.

As an update on the activities of the Ohio Emergency Operations Center (EOC), Director Wagoner recognized Chief Houk for doing tremendous work in the EOC with Ohio EPA Geographic Information Systems (GIS) to locate all available fire and EMS resources to better mitigate shortages of all types. This includes identifying surrounding agencies that can provide staff when a nearby agency is short.

He acknowledged the efforts of this committee's members and of the ODEMS staff in addressing problems while adapting to this challenging environment.

V. State Fire Marshal Report

Mr. Smith reported that there are no operational updates. OFA has been working with The Ohio State University Department of Health and the Ohio Department of Health to create a document laying out in detail recommended safety protocols for schools and training institutions. This collaborative effort has resulted in a five-page document that will be a living resource, open to revisions as more information becomes available and changes arise.

We are in discussions with ODEMS about the possibility of non-State-certified courses being online, including testing, and what security measures are available to ensure the security of online tests.

In response to a question about the availability of the live fire burn building and other shared parts of their facility, Mr. Smith said the OFA is waiting for guidance from the federal and state government.

VI. Ohio Fire Organizations Reports

Ohio Society of Fire Service Instructors (OSFSI)

Mr. Belcher submitted his report of the amended 2020 OSFSI calendar of events:

- On May 16th, the Spring Meeting will be held via Zoom. OSFSI will be presenting resources for Fire CE training.
- The 2020 Ohio Weekend at the National Fire Academy has been cancelled.

- The OSFSI October Instructor Development Symposium is currently scheduled

VII. Other

There were no other reports.

VIII. DEMS Fire Education Report

a. Volunteer Course Review

Mr. Burke and Mr. Kienzle presented the Volunteer Firefighter Course Packet, which is a comprehensive guide for offering this foundational course. They divided the topics into those that are required, which are under the red heading, and those that are additional, which are under the blue heading. The proposal is to pilot this process with a few fire charters and evaluate the test scores, with the Subcommittee's approval.

ACTION: Motion to move forward with piloting the Volunteer Firefighter Course with several Fire Charters, as outlined in the course packet. Mr. McLean – First. Mr. Cullison – Second. None opposed. None abstained. Motion approved.

b. Volunteer Course Requirements

Mr. Kienzle brought the Subcommittee's attention to the Volunteer Firefighter Course Objectives Check-Off Packet, in particular the fact that a signature is required from a fire chief. There is not a requirement for this signature specifically spelled out in the Ohio Revised Code. A discussion ensued as to when and why this originated. It was agreed that during the time of revamping the course in 2008 or 2009, the fire chief's signature was included as a way to emphasize the awareness-level status of the course, to both the student and the fire chief. The student's training is restricted to exterior activities only. The original intent was not to stop anyone from getting accepted into a volunteer course. It was pointed out by Mr. Burke that, although it is not included in the course objectives in the OAC, it is included by reference to the course objectives.

c. Revised Burn Plan

After presenting the ODEMS Live Burn Plan application to several program directors, the final version was presented to the Subcommittee members. Mr. Burke pointed out that the program director is required to sign the burn plan on page two, and that if there are any changes to the burn plan already on file, only a revision detailing the change needs to be submitted. This allows updates to be added to the original burn plan already in the permanent file. Once there was a clarification that the Burn Building Live Fire Evolutions Pre-Burn Plan provides a template only of what can be submitted as a burn plan, the Subcommittee members approved the request to make this the official burn plan for ODEMS.

ACTION: Motion to move forward with the burn plan as presented. Mr. Guenther – First. Mr. McLean – Second. None opposed. None abstained. Motion approved.

d. Request Approval for Fire Safety Inspector (FSI) Skill Sheets, and

e. Request Approval for Hazard Recognition Officer (HRO) Skill Sheets

Chief Burke reported that after our last meeting, the FSI and HRO skill sheets were sent out to program directors for comment. We revised them according to their feedback, and the result are the handouts before the Subcommittee members -- the final FSI and HRO skill sheets for approval. It was pointed out by a Subcommittee member that in the heading of the Hazard Recognition Officer handouts, each heading says Fire Safety Inspector I. The reason for this is because, according to the NFPA standard, it is titled "NFPA Inspector I". However, in Ohio, it is "HRO." Mr. Burke will change the heading for clarification. It was agreed to continue this item to the next meeting in order to give Subcommittee members more time to review the HRO skill sheets. We have an effective date target of January 1, 2021.

Chief Burke also brought an issue to the attention of the members of the Subcommittee regarding the state of the skill sheets. We are currently working with IT to ascertain when our current in session classes are at their lowest. We feel this would be the best implementation date for the new skill sheets, in order to ensure no course is affected by the change. So we are looking at an effective date as late as January 1, 2021, because our class sizes go down at that time. There were no objections to a delay on action to the skill sheets at this time.

Action Items:

Change headings from Fire Safety Inspector I to Hazard Recognition Officer in the HRO Practical Skills Sheets – Chief Burke

Continue the "Request Approval for HRO Skill Sheets" item to the next meeting – Ms. Mayton

f. ODEMS Calendar; Stay Connected Options

Ms. Mayton led the members and visitors through a PowerPoint with instructions for accessing the FFFSI Training Subcommittee schedule through the www.ems.ohio.gov website, and how to add the committee meetings to personal electronic calendars. Also in the PowerPoint was how to access the Stay Connected feature on the same website, through which one can sign up to receive regular newsletters and notifications on a variety of EMS-related subjects.

IX. Old Business

a. Review Feed Back from Program Directors on HRO and FSI Skill Sheets

This item was discussed under **VIII. d.** and **e.**, above.

X. Other

Chief McLean asked that the Subcommittee members consider revisiting the discussion of starting an Instructor Emeritus position. Chief McLean will bring any original supporting documents to a future meeting in order to refresh everyone's memories on the concept of the Instructor Emeritus position. Chair Thomas agreed to reactivate this discussion in a future meeting.

Action Item: Add Instructor Emeritus to the Agenda in the future – Ms. Mayton
Bring documents illustrating the concept of the Instructor Emeritus position - Chief McLean

XI. New Business

There was no new business.

XII. Adjournment

A motion was made to adjourn the meeting at 11:02 a.m.

ACTION: Motion to adjourn the meeting of the Firefighter Fire Safety Inspector Training Subcommittee at 11:10 a.m. Mr. McLean – First. Mr. Mastroianni – Second. None opposed. None abstained. Motion approved.

Next meeting:

July 14, 2020
10:00 a.m. – 12:00 p.m.
Venue to be determined