**Arkansas Fire Protection Services Board**

Minutes from September 10, 2014

Meeting held at the Arkansas Fire Training Academy in Camden, Arkansas.

Members Present:

John Blackburn, AFC Tim Grimes, APFF Chad Mosby, APFF

Larry Brewer, ASFFA Chris Jones, ASFFA Rachel Nix, AFTA (ex officio)

Michael Cossey, APFF JP Jordan, AAFC Tim Stuckey, AAFC Shane Dallas, ASFFA David Kirkpatrick, ARVFA Jim Tolewitzke, ASFFA

David Dayringer , AAFC Rob Medford, APFF Lindsey Williams, AFMO (ex officio)

Members Absent:

Stacey Caplener , AAFC David Maxwell, ADEM (ex officio) Fred Taylor, ARVFA

Reporting Guests:

Amanda Gibson, AG Office Richard Drilling, DF&A

Kendell Snyder, ADEM-Fire Office Roger Smith, Legislative Rep

Meeting called to order by Chairman JP Jordan.

Chairman Jordan welcomed all members and guests to the meeting. **MOTION:** to approve the minutes was made by Tim Stuckey. Second was made by David Kirkpatrick. Motion was approved.

DFA REPORT:

Richard Drilling reported the Act 833 financials are performing well. This quarter, the program received around $3.5 million and for the year it has received a total of $9.7 million. The program has distributed close to $6.7 million to certified fire departments. Richard reminded everyone to get their department’s applications in by the program deadline of October 31. And he informed the Board that the Act 833 funds being held in White County have been distributed.

ARKANSAS DEPARTMENT OF EMERGENCY MANAGEMENT:

Before Kendell Snyder began his presentation, Shane Dallas announced that Snyder was the recognized as the ADEM State Employee of the Year for 2014 at the recent Emergency Management Conference. Kendell then announced that Shane Dallas had been recognized as the Emergency Management Coordinator of the Year at the same conference. Moving on to business, Kendell informed the Board that he had attended 3 County Fire Chief’s meetings this quarter, Lonoke, Cleveland and Garland counties. He also performed site visits at Strong Fire Department in Union County, where he helped get them back on track and Wheeling Springs Fire Department, where more information was requested. Snyder also hosted the annual Fire Coordinator’s meeting, in August, where 53 counties were represented. There was networking among coordinators where successes were shared with others. There are about 20 Act 833 applications ready to send to Richard and about 50 more to work on before they are ready to send. That leaves about 300-400 fire departments still to apply for their funds.

ARKANSAS FORESTRY COMMISSION:

John Blackburn advised that there were big things happening recently with the Federal Excess Vehicle Program, where there was changes in the question of ownership transfer. At one point, the Federal government changed the ability to transfer ownership to the local fire department but after a lot of calls and attention to the negative changes, they will again allow transfers of ownership to the local fire departments, after the FDs meet some Arkansas Forestry Commission guidelines. Now AFC trucks are back on the roads picking up trucks and generators. Blackburn reported on a summary of items obtained from June thru August: Freightliner apparatuses valued at a little over $1 million; 5,499 items other than trucks, valued at $157,000; other vehicles, valued at $420,000. There were also 13 Wild land Fire courses taught, with 117 VFDs represented and 319 students. There were 7 interest-free loans given, valued at $77,462. And a new Rural Fire Coordinator was hired and her name is Olivia Newton. And Blackburn reminded everyone about the upcoming Rural Fire Show at the Greenbrier site on Saturday, October 25 from 11a-2p, lunch will be provided.

ARKANSAS FIRE TRAINING ACADEMY:

Director Rachel Nix welcomed everyone to the Camden site. She reported on the number of classes/certificates from last year from July 12-June 30 were: 2004 classes with 19,163 certificates issued. For this year, there have been 271 classes taught. With the new curriculum of chapter-based delivery, there are smaller class sizes. Nix invited the Board and guests to tour the training site, administration building, EMS props, look at the grounds and new and improved props being used all over the campus. Nix said that there was great staff here at AFTA. Nix asked everyone to send in Course Request Forms at least 30 days out and applications should be sent in at least 2 weeks out so pre-requisites can be checked, especially for live fire training. Nix reported that the EMT class started in July and the most we can have is 20 students, at $700 per student. Three of these students did not show up and that cost 3 students a spot in the class and lost revenue. The same thing happens in the Firefighter Standards School. There is always a certain percentage that does not show up. We already have a waiting list for the next class. Nix asked the Board to help with a solution to this reoccurring problem. She advised that she is open to suggestions and solutions. In a rare situation last year, Rookie school started with 33 students and graduated with 18. She is looking for help on this. **Chairman Jordan established an AFTA sub-committee, consisting of: Chad Mosby, APFF, Tim Stuckey, AAFC, Jim Tolewitzke, ASFFA and David Kirkpatrick, ARVFA.** Chad Mosby asked Nix to get the numbers for how many of these are re-enrollments and Nix advised that she would but thought the number would be low. Nix said that any recommendations and changes probably would not go into effect until the August 2015 class. **MOTION**: to make the AFTA sub-committee a standing sub-committee to help address future AFTA issues that arise by Chad Mosby. Motion was seconded by Rob Medford. Motion was approved.

OLD BUSINESS:

Chairman Jordan asks for a report from the Reimbursement Form committee. Chad Mosby reports the Michael Cossey, David Dayringer and Mosby were tasked with working on this form. This form was distributed for review. **MOTION**: to add the authority statement to the Uniform Fire Department Insurance Billing Reimbursement Form and approve it as a working document where changes and updates can be made in the future by Chad Mosby. Seconded was made by Shane Dallas. Discussion: Tim Stuckey said the terms “under existing ordinance” seemed to affect inside the city limits, where this form affects outside the corporate city limits. Rob Medford added that this form only applies to billing the insurance company not any other entity. Roger Smith said that the “as in effect date” may need to be updated or the amendment of the schedule, this was never to interfere with any local ordinances inside the city limit. This was for outside the city limits. In section 1, it was targeted at recovering 100% of the expendable items. In section 2, it sets the limit of $1000 for volunteer FDs. Smith also recommended rewording the specific wording on FEMA schedule. Chad Mosby stated that this Board will not dispute insurance claims. All billing claims are between the insurance company and the FD. Tim Stuckey asked who will educate the firefighters about this process, where will the form be located for FD access, will it be on the ADEM website? Kendell Snyder said he would like to see the form and a FAQ section together for answer continuity. Snyder would like to work through the local County Fire Coordinators to get this information out also. Roger Smith stated that there are past laws that the FDs may not be aware of, like the exemption from paying road tax on FD fuels purchased. Can laws and things like this also be added as a FYI information section? Chairman Jordan called for a vote on the motion. All were in favor and none were opposed. Now, it moves to the Rules & Promulgations committee for appropriate adoption procedures.

Jim Tolewitzke asked about revisiting the issue of reimbursement for Board members travel, via mileage or per diem. Roger Smith advised that the AFPSB has $0 budget. The Arkansas Fire Prevention Commission has about a $30,000 budget. **MOTION**: to express interest from the Board and pursue avenues to ask for an appropriation for the AFPSB by Rob Medford. Second was made by Jim Tolewitzke. Motion was approved. Richard Drilling advised that this could be by either per diem or mileage but he would research the law.

NEW BUSINESS:

David Dayringer said he would like to brag on the Arkansas Forestry Commission a bit. The Fayetteville Fire Department got a grant for complete wild land personal protective equipment, including shelters and the AFC is coming to train the FFD on how to use all that. Roger Smith announced that they will need help with the Legislature on the requested budget appropriation issue. Chairman Jordan announced that the next meeting will be held on December 10 at the Arkansas Department of Emergency Management facility in North Little Rock,

**MOTION** made to adjourn and seconded. All were in favor and the motion passed.