

# Arkansas Fire Protection Services Board

Minutes from December 11, 2013

Meeting held at Arkansas Department of Emergency Management in North Little Rock, Arkansas.

**Members Present:**

John Blackburn, AFC

Larry Brewer

Stacey Caplener

Shane Dallas

Bob Davis

Chris Jones

JP Jordan

Chad Mosby

Jim Tolewitzke

**Members Absent:**

David Kirkpatrick

Rob Medford

Mike Scrima

Jim Sierzchula

Fred Taylor

**Ex Officio Members**

David Maxwell, ADEM

Rachel Nix, AFTA

**Reporting Guests:**

Richard Drilling, DFA

Amanda Gibson, AG Office

Kendell Snyder, ADEM-State Fire Office

Meeting called to order by Chairman JP Jordan.

Chairman Jordan welcomed all members and guests to the meeting and asked if there was an announcements for the group. Chairman Jordan asked for a motion to approve the minutes from the last meeting. **MOTION:** to approve the minutes was made by Stacey Caplener. Second was made by Chad Mosby. Motion was approved.

DFA REPORT:

Richard Drilling advised that they are still working on the final payments for the year. The final payment checks should be in the mail on this Friday. And the redistribution will go out the following week. The total Act 833 program funds collected this year are the highest ever at \$12.3 million. The program is on track to distribute roughly \$11.7 million. This will leave \$1.2 million as a balance at the end of the year. There are several reasons for a higher than normal ending balance, including counties without a redistribution clause and a couple counties with large carry-over amounts: Crittenden County at \$100,000 and Desha County at \$100,000. And the litigation issue in White County is responsible for \$300,000 that is waiting for a distribution formula to distribute the funds. There is a possible hearing set for late February for the White County suit. The final number report for Act 833 will be sent at a later date.

ARKANSAS DEPARTMENT OF EMERGENCY MANAGEMENT:

Kendell Snyder informed the Board that his office has certified approximately 950 fire departments this year. There are 2 departments that cannot be certified, Mars Hill in Lafayette County for training hours issues and Floral FD in Cleburne County for no expenditure report issues. Snyder reported that site visits/reconciliations were done for 5 fire departments: Alpine FD in Clark County-site visit, Okolona FD in Clark County-site visit, Curtis FD in Clark County-site visit, Kingsland FD in Cleveland County-reconciliation, and Montrose FD in Ashley County –reconciliation in the office. Snyder also attended 4 Chiefs meetings, located at: Lonoke County,

Montgomery County, Garland County and Lincoln County. And Snyder is scheduled to attend the Jefferson County Chief's meeting next week. This past quarter, Snyder participated in the Arkansas Forestry Commission's Fire Show and worked with ADEM Operations and the Arkansas Association of Fire Chiefs on a deployment exercise and issuing MRP for local Fire Departments and an EMAC exercise, where the International Association of Fire Chiefs held a staging exercise in Central and North West Arkansas. Kendell updated the Board on his work with Shelby at Arkansas GIS on the updating of Fire Department GIS data into the system. There was some discussion on the idea of creating an annual award for Fire Coordinator of the Year. And the topic of large amounts of carry forward funds for many departments and ways to help the departments identify these funds were discussed. And lastly, there are 2 departments that are working through some issues: Cotter Municipal Fire Department in Baxter County is investigating the claim of training hour credit being falsely documented and Wheeling Springs Fire Department in Clark County has a new fire chief and investigations are underway into the financial expenditure reports kept by the former fire chief.

#### ARKANSAS FORESTRY COMMISSION:

John Blackburn reported that the AFC Fire Show was held on October 26, 2013, with over 600 attendees. A set of new extrication equipment was awarded to the Hardin VFD in Jefferson County. From January-November 2013, 134 Department of Defense trucks, valued at \$12.8 million, were provided to FDs, 24 generators, valued at \$450,000, and 58,842 warehouse-type items like jackets, boots, tools, shovels, tires, jacks, lights, water tanks, hazardous material supplies, diesel engines, etc., valued at \$5.77 million. And the AFC has taught 69 wild land fire courses to 581 VFDs and 1650 students.

#### ARKANSAS FIRE TRAINING ACADEMY:

Director Rachel Nix said the AFTA Model Fire Station Dedication Day was held after the last AFPSB meeting. The FEMA FIREACT grant was opened up this year to allow state fire training academies to compete for a set amount of funds. The AFTA has applied for 2 categories: equipment such as gear and SBCAs, and for a mobile confined space simulator. And the AFTA is getting a small EMS grant to help funding of this program again this year. There is issues with firefighter physicals for firefighter's attending physical training. Before coming to the Academy, Firefighter Eason had a physical. But when he died on campus in January 2011, NIOSH came in to investigate the AFTA practices. NIOSH advised that the AFTA set up standards for physical requirements. These standards are now set for on-campus Rookie School. Coming are the standard physical requirements for off-campus classes like the Structure Fires series. And another new change is before a firefighter can take the Structure Fire I course, they must attend a skills competency testing class that will be scheduled immediately before the Structure Fire I course. There have been too many firefighters in the Structure Fire I class that cannot perform the basic skills necessary to participate and complete the Structure Fire I course. And Nix reports that the training curriculum company, Delmar has went bankrupt so the AFTA has decided to go back to the IFSTA curriculum, 6<sup>th</sup> edition. The new curriculum structure is chapter-based to allow for easier drill night testing and to allow the student to complete and prepare for the Firefighter I portion then after successful testing to work on the Firefighter II components. Certified Instructor I level trainers can begin teaching the new IFSTA chapter-based training after completing a Train-the-Trainer course on the new curriculum. These TTT courses will be held all across the State. The new IFSTA updates and complete change-over will be around July 1, 2014, so everyone that is working on their Firefighter I & II in Delmar can continue in this curriculum until then. The new chapter-based system will cause a redesign on the Introduction to Fire certificates to allow for the new chapter seals. Chad Mosby advised that it is important to notify all Fire Departments of the need for this change and reasons behind it. Nix advised that the AFTA will use FireMail to inform the FDs of the new curriculum after the first of the year. Nix also informed the Board that the AFTA facility experienced a lighting strike that has caused \$6,000-\$8,000 damage to the phones and internet systems.

OLD BUSINESS:

Chad Mosby noted that there is a correction to the 2014 Act 833 application, which should indicate that a fire department must have a minimum of 4 SCBAs. This update was changed in the instructions but not on the application form. Kendell said he would make this correction.

NEW BUSINESS:

Chairman Jordan updated the Board on the efforts of the Reimbursement Committee. They were given the task of creating a universal billing form for the AFPSB to approve for State-wide use, as mandated by Act 1345 of 2013. The committee presented the draft reimbursement form for the Board's review. The Board approved the form. Bob Davis made **MOTION**: To send the draft form to the Attorney General's office for review and approval before it was adopted and distributed for state-wide use. The motion was seconded by Jim Tolewitzke. All were in favor of the motion and the motion passed.

Shane Dallas gave an update on the Arkansas Fallen Firefighters Memorial. The construction is 99% complete and the Dedication Day will be on Saturday, March 22, 2014, at 1300.

Chairman Jordan advised that it was time for annual Board elections and requested nominations. For Chairman, JP Jordan was nominated by Jim Tolewitzke. **MOTION** made by Stacey Caplener to cease nominations. Chad Mosby seconded the motion. All were in favor and the motion passed. For Vice-Chairman, David Kirkpatrick was nominated by Bob Davis. **MOTION** made by Chad Mosby to cease nominations. Stacey Caplener seconded the motion. All were in favor and the motion passed. For Secretary, Shane Dallas was nominated by Chad Mosby. **MOTION** made by Stacey Caplener to cease nominations. Jim Tolewitzke seconded the motion. All were in favor and the motion passed. All Officers will remain the same for the 2014 year.

Chairman Jordan announced the meeting schedule for 2014, as follows:

March 12, 2014, at the Arkansas Forestry Commission in Greenbrier

June 26, 2014, at the Hot Springs Convention Center in Hot Springs

September 10, 2014, at the Arkansas Fire Training Academy in Camden

December 10, 2014, at the Arkansas Department of Emergency Management in North Little Rock

**MOTION** made by Stacey Caplener to adjourn the meeting. Bob Davis seconded the motion. All were in favor and the motion passed.