

Certification Board Meeting Minutes

Saturday, January 21st, 2017

8:30 am – NOON

Embassy Suites San Marcos Hotel, Spa & Conference Center

(Spring Lake Room A)

1001 E McCarty Ln, San Marcos, TX 78666

I. Call to Order. Meeting called to order at 8:30 by Chairman Gary Williams.

II. Roll Call

Chairman/Zone 6	Gary Williams
Vice Chairman/Zone 03	Frankie Marcinkiewicz
Secretary/Zone 04	R. J. Thomas
Zone 01	Brian Scheffer
Zone 02	Edwin Baker
Zone 05	Ubaldo Perez
Zone 07	Will Raines /Jason January
Zone 08	Patrick Dooley/Jim White
Zone 09	Mick Moffitt
Zone 10	Nate Mara
Zone 11	Clay Deatherage
Zone 12	William Tidwell
Zone 14	Brent Allen
Zone 15	Scott Garris
Zone 18/EMS Liaison	Andy Dexter
TEEX Representative	Cary Roccaforte
TFS Representative	Steven Carter
Exec Bd Representative	Mike Richardson
Exec Bd Representative	Richard Van Winkle
Non-Voting Staff Liaison	Kevin Creamer

III. Acceptance of Minutes from November Teleconference. Minutes not available at this time.

IV. Communications

A. Executive Director/Board

The ED Board met with Mr. Robert Moore and Director Baron, Testing and tests. The next list of Test to be developed. The cost of SME test development is about 10 to 12 thousand dollars a test. Next test will be Pumping Apparatus Driver Operator. Goal is August 1st 2017. Two a year will be the goal for new test development.

B. SFFMA Staff

Programmers are continuing on the conversion of data from the old system to the new system. Kevin Creamer will be exchanging information with the programmer over the weekend and the conversion should start this coming week. There are roughly 14 million data files to transfer. Will start with 2016 files first. A 3.1 Question and Answer session is offered this weekend after the districts officers meeting. Submit training progress reports in the new system. Roster maintenance is still best done in the old system. The system is not broken. Additional functions are under development and available in the future.

In 2016 for FF I we had 41 testing sessions across the State. We had 368 students take the test, 213 passed for a passing percentage of 57.8. For FF II we had 235 students take the test with 148 passing for a passing percentage of 62.9. There are 697 people who could test for FF I and 593 for FF II. The top 75 missed questions were reviewed against the IFSTA Essentials Manual and all 75 were in the book. You have to read and know the book to pass the test. It was discussed that the short the time gap between finishing the training and taking the written test is key to increasing passing percentages. Practice testing for the written and skills tests can be tool used to increase pass percentage.

C. TEEX Staff

Gordon Lomeyer. We had a record-breaking year at Brayton Firemen's Field we trained 100,418 first responders. This is the first time we have exceeded 100,000 trained. The break down is 58,938, at the training field, 41,229 through DHS cooperative Agreement, 1.874 million contact hours including those from 66 foreign countries. We have an annual budget of just over 44 million dollars. Through regional schools they have training 27,000 volunteer firefighters. Also in 2016 18,000 industrial customers. The largest external floating roof industrial storage tank in North America is our newest completed project. Other

new project in process are new SCBA facility, engineering study of waste water treatment facility, and AFG grant supported 144 Scott SCBA for recruit academy.

Director Chis Baron welcomes us to San Marcos. End of year financial situation is the not the best but no means the worst. Sales were down \$200,000 this years. Membership is good we are maintaining 22,000 to 23,000 members. Toward the end of the year 3 of the 8 employees were laid off. We have rehired one these positions back. Luis Martinez is the newly hired SFFMA International/Administrative Assistant. The 3.1 system is not broke. He expressed some level of frustration on hearing the system being described as broken. The Executive Board is supporting the Certification Board. The ED Board has provided over \$140,000.00 last year on software for the training program. This month another \$40,000.00 is set to be provided. With TEEX and the McAllen Fire Department we have hosted the International Training Conference and Convention which included Incident Safety Officer, HAZMAT and Driver Simulator. Additional international training is being planned. We may have been hacked over Christmas break. Six names will be added to memorial in Austin this year.

Committees

1. Volunteer Fire Chief – Scott Garris, R.J. Thomas, Ubaldo Perez, and Billy Tidwell

Chis Baron reported last year's Fire Chief's Academy was a great success. We have received funding from Texas Mutual Insurance Company and VFIS of Texas to do year two of the Academy. First year saw 28 graduates. There is a high demand for this class.

Motion by RJ Thomas and seconded by Clay Deatherage to adopt the Chief's Academy as a Master Level course.

Motion carried on a voice vote no negative replies.

2. Testing – Gary Williams Richardson, and Richard Van Winkle

Covered in previous conversation.

Liaison membership on a subcommittee was discussed. Chair will research with SFFMA parliamentarian and clarify. It was clarified that liaison members do not vote.

3. NFPA/Skills Updates – Brian Scheffer, Mark Wobus, R. J. Thomas, and Edwin Baker

Changes to fire inspector based on type of occupancy inspected is being discussed the committee is monitoring. NFPA 1001 is scheduled this year. Inclusion of HAZMAT operation as an option is possible. Monitoring the development of NFPA standards. Proposed process for update time tables for the SFFMA to update to a new published standard would as provided. Recommend place on agenda in June for consideration and approval.

Motion made by William Tidwell second by Scott Garris.

Motion passed on a voice vote no negative replies.

Review Curriculum Submission documentation uploaded to site on 01/18

09:42 Break

09:55 Call to Order

4. TEEX Course Breakdowns – William Crawford, Will Rains, Carry Roccaforte

No report

5. Continuing Education – Clay Deatherage, Brent Allen, Will Rains, Keith Tate and Glen Trahan

No Report

6. Fire Department Audit – Will Rains, Clay Deatherage, R.J. Thomas, Tim Gibson and Mick Moffitt

Received recent feedback to provide as aid to departments. Chair request input from Board members. The way an audit is triggered is a valid complaint must be presented to the Executive Board and then assigned to Certification Board or, as in the past, the Certification Board has addressed notarized written complaints.

7. Skill Examiner Credentials – Will Rains, Gifford and Andy Dexter

No longer can tests be read to participants. WEB Site has some difference from the policy provided with Skill Examination packages provided to proctors. Provided draft to correct this was reviewed. Andy Dexter motions to adopt the draft prosed ADA policy, seconded by Frankie Marcinkiewicz.

Motion carried on a voice vote no negative replies.

Draft Proctor course reviewed. Need to develop a venue based class, renewal time frame, soft launch of class and adoption as the standard for skills testing.

Andy Dexter provided report as Liaison to the EMS committee. The EMS committee is developing standards based certification for the Certification Board to consider. Program will start with EMS instructor.

Review final draft e-mailed by A Dexter on 01/07 prior to meeting and send comments to committee

B. SFFMA Online 3.1 – Status Update

Previously discussed.

VI. New Business

A. Master Application Approval (**requires Fire Fighting course completion certificates outside of NFPA 1001**)

1. Zone 6 – Pasadena FD: Jason Andreno (Frank M, Clay Deatherage, Andy Dexter)
2. Zone 8 – Flint-Gresham FD: Keith Tate (Patrick Dooley, Andy Dexter, Gary Williams)
3. Zone 9 – Eagle Mountain FD: James Davis (Mick Moffitt, Andy Dexter, Patrick Dooley)
4. Zone 12 – Slaton FD: Shane Parker (Billy Tidwell, Gary Williams, Frank M)

Motion made by Clay Deatherage, second by Frankie Marcinkiewicz

Motion carried on a voice vote no negative replies.

B. Charging of fees for Certification Workshops – Gary Williams/Frankie Marcinkiewicz

Workshops have always been free to our members. Area Schools have covered travel for coordinator in the past. An Area School now wishes to charge \$50.00 a person for a workshop. Consensus is reimbursement of cost can be done, is not required, and fees should not be charged.

Motion, no fee assessed from by SFFMA for certification workshops, if a school is charging the Board Members will not participate, made by Clay Deatherage, seconded by Andy Dexter.

Motion carried on a voice vote no negative replies.

C. Other

A personal thank you for help on Master Firefighter Certification from Jim White

Discussion on update of TEEX objectives for annual schools.

Over the last 3 or 4 years lots of changes. Many are not yet resolved. The rate of change is high, it is reported that many would like changes to slow down a bit. Most major changes are complete. Need to move the most important issues forward.

Need description on what a board member's job description should include. Description from each board member should be turned into the Chair.

New agenda items must be submitted to kcreamer@sffma.org for inclusion on agenda prior to meeting

Adjourn: 10:12

VII. Announcements

A. Next Meeting:

June 2017 – San Marcos

July 2017 – College Station

B. Other

VIII. Adjourn