

**Fire Policy Committee  
Minutes  
February 15, 2008**

The Fire Policy Committee of the Board on Public Safety Standards and Training held a regular meeting at 9:00 a.m. on February 15, 2008 at the Oregon Public Safety Academy in Salem, Oregon. Chair Jim Whelan called the meeting to order at 9:00 a.m.

**Attendees**

**Committee Members:**

James Whelan, Oregon Volunteer Firefighters' Association, Chair  
Kelly Bach, Oregon State Fire Fighters Council, Vice Chair  
Charles Chaffin, Oregon State Fire Marshal's Association  
Larry Goff, Oregon Fire District Directors' Association  
William Klein, Community College Fire Programs  
William Lafferty, Oregon Department of Forestry  
Rod Smith, Oregon Fire Instructors Association  
Don Palmer, Portland Fire & Rescue (for Chief Dave Sprando)  
Sue Otjen, Oregon State Fire Marshal (for State Fire Marshal Nancy Orr)

**Via Telephone Conference Call:**

Mark Prince, Oregon Fire Chiefs' Association

**Committee Members Absent:**

Kevin Gray, Non-Management Firefighter

**DPSST Staff:**

Eriks Gabliks, Deputy Director  
Terry Riley, Fire Program Supervisor  
Julie Olsen-Fink, Senior Fire Certification Coordinator  
Tina Diehl, Fire Certification Specialist  
Bonnie Salle, Certification Coordinator

**Guests:**

Ed Fitzgerald, Portland Fire & Rescue  
Steve Straily, McKenzie Fire & Rescue, SWFTA

1. **Minutes from August 17, 2007 meeting**

*Kelly Bach moved to approve the minutes from the August 17, 2007 Fire Policy Committee meeting. Rod Smith seconded the motion. The motion carried in a unanimous vote.*

2. **NFPA 1041 Standard for Professional Qualifications for Fire Service Instructors**

Julie Olsen-Fink reported that she had the pleasure of meeting and organizing with the NFPA Fire Instructor Task Force. The mission was to review the NFPA 1041 Standard for Fire Service Instructor Professional Qualifications, 2007 Edition, and compare it to the 1996 standard that Oregon is currently working under.

The Task Force met and concluded their work on December 5, 2007 at the Oregon Public Safety Academy. The Task Force unanimously determined after reviewing the 1996 and 2007 editions it would benefit Oregon fire service professionals to adopt the 2007 NFPA Standard.

The NFPA Fire Instructor Task Force recommends that the Standard be approved as there were no substantive changes noted between the two standards and that the request is presented to the Board for final approval.

If the Committee adopts the recommendation of the NFPA Fire Instructor, the Task Force recommends approving the following proposed rule language:

The following revised language for OAR 259-009-0005 contains recommended deletions (~~striketrough text~~) and additions (**bold and underlined text**). For ease of review, only the recommended new language has been included. (If the proposed language is adopted, subsequent sections of the current rule will be renumbered as required.)

**259-009-0005**

**Definitions**

**(19) NFPA Instructor I means a fire service instructor who has demonstrated the knowledge and ability to deliver instruction effectively from a prepared lesson plan, including instructional aids and evaluation instruments; adapt lesson plans to the unique requirements of the students and authority having jurisdiction; organize the learning environment so that learning is maximized; and meet the record-keeping requirements of authority having jurisdiction.**

**(20) NFPA Instructor II means a fire service instructor who, in addition to meeting Instructor I qualifications, has demonstrated the knowledge and ability to develop individual lesson plans for a specific topic including learning objectives,**

**instructional aids, and evaluation instruments; schedule training sessions based on overall training plan of authority having jurisdiction; and supervise and coordinate the activities of other instructors.**

**(21) NFPA Instructor III means a fire service instructor who, in addition to meeting Instructor II qualifications, has demonstrated the knowledge and ability to develop comprehensive training curricula and programs for use by single or multiple organizations; conduct organization needs analysis; and develop training goals and implementation strategies.**

**259-009-0062**

(2) The following standards for fire service personnel are hereby adopted by reference:

(g) The provisions of the NFPA Standard No. 1041, Edition of ~~1996~~ **2007**, entitled "Standard for Fire Service Instructor Professional Qualifications," are adopted subject to the following definitions and modifications:

**Action Item 1:** Determine whether to recommend approval to the Board to file the proposed rule language for OAR 259-009-0005 and OAR 259-009-0062 with the Secretary of State as a proposed rule. (Note: the remaining definitions would be renumbered sequentially.)

**Action Item 2:** Determine whether to recommend filing the proposed language for OAR 259-009-0062 with the Secretary of State as permanent rule if no comments are received.

**Action Item 3:** Pursuant to ORS 183.333, determine whether there is a significant fiscal impact on small businesses. *Consensus agreed.*

*Chuck Chaffin moved to approve Action Items 1 and 2 to recommend the proposed rule language and move it forward. Kelly Bach seconded the motion. The motion carried in a unanimous vote.*

**3. NFPA 1005 Standard for Professional Qualifications for Marine Fire Fighting for Land-Based Fire Fighters**

Julie Olsen-Fink reported that DPSST received a request from Joey Davis of Clatsop Community College requesting the state adopt a new standard in Marine Fire Fighting for Land-Based Fire Fighters. This request was presented to the FPC at the February 16, 2007 meeting.

The FPC recommended DPSST conduct outreach to the state for a comment period to determine if this standard would benefit the Oregon fire service. DPSST received several responses that were reviewed by the FPC in June, 2007. Upon further recommendation from the FPC, DPSST then conducted further outreach which demonstrated State training and certification agencies across the country

offered a number of training courses in this area but no certification standard. As a result of these findings, the FPC directed DPPST to create a task force.

The Task Force met and concluded its work on October 22, 2007. The Task Force reviewed the proposed standard and unanimously agreed this standard may not necessarily benefit all of the State of Oregon; however, it will benefit those fire service agencies that provide this type of service. DPSST created a Task Book and application which reflects the standard and was approved by the Task Force for use subject to the approval of the FPC.

The Marine Land-Based Task Force recommends that the standard be approved as a level of certification for the Oregon fire service and that the request be presented to the Board for final approval.

If the Committee adopts the recommendation of the Marine Land-Based Task Force, the Task Force recommends approving the following proposed rule language:

**Proposed Changes:**

Staff is requesting the FPC approve the proposed changes to OAR 259-009-0005 and 259-009-0062 to reflect the updated standard and include a definition of Marine Fire Fighting.

**Issue 1:**

The following revised language for OAR 259-009-0005 contains recommended additions (**bold and underlined text**). For ease of review, only the recommended new language has been included. (If the proposed language is adopted, subsequent sections of the current rule will be renumbered as required.)

**(31) “NFPA Marine Land-Based Fire Fighter” means a member of a fire service agency who meets the job performance requirements of NFPA 1005.**

**Issue 2:**

The following revised language for OAR 259-009-0062(2) contains recommended additions (**bold and underlined text**). For ease of review, only the recommended new language has been included. (If the proposed language is adopted, subsequent sections of the current rule will be renumbered as required.)

(2) The following standards for fire service personnel are hereby adopted by reference:

**(d) The provisions of NFPA Standard 1005, 2007 Edition, entitled “Marine Fire Fighting for Land-Based Fire Fighters Professional Qualifications,” are adopted subject to the following definitions and modifications:**

**(A) “Authority having jurisdiction” means the Department of Public Safety Standards and Training.**

**(B) Delete section 2.2 (Note: these references NFPA 1500);**

**(C) Delete sections of 2.4 (Note: This references NFPA 1000, NFPA 1081, NFPA 1405, NFPA 1670 and NFPA 1710.)**

**(D) 5.1 General. Prior to certification as a Fire Service Agency NFPA 1005 Marine Land-Based Fire Fighter, the requirements of NFPA 1001 Fire Fighter II, as specified by the Department.**

**(E) All applicants for certification must complete a Department approved Task Book for: Marine Fire Fighting for Land-Based Fire Fighters and signed off by the Agency Head or Training Officer before an applicant can qualify for certification.**

**(F) Transition Phase:**

**(i) An application for certification in Marine Fire Fighting for Land-Based Fire Fighters must be submitted to the Department no later than June 30, 2009 to receive consideration for certification without having to complete a task book.**

**(ii) All applications received on or after July 1, 2009, will need to show completion of the approved task book.**

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**Action Item 2:** Determine whether to recommend filing the proposed language for OAR 259-009-0005 and OAR 259-009-0062 with the Secretary of State as permanent rule if no comments are received.

**Action Item 3:** Pursuant to ORS 183.333, determine whether there is a significant fiscal impact on small businesses. *Consensus agreed.*

*Don Palmer moved to accept Action Items 1 and 2 as read as it pertains to NFPA 1005. Kelly Bach seconded the motion. The motion carried in a unanimous vote.*

#### **4. NFPA 1403 Standard for Professional Qualifications for Live-Fire Training Evolutions**

A memorandum and progress report from the January 30, 2008 Live-Fire Task Force meeting was handed out.

Julie Olsen-Fink gave an overview that this Task Force was created at the recommendation of the FPC. DPSST organized a Task Force and Rob Dahl of Boring Fire District is the Chair.

This Task Force has had one meeting and scheduled to have another meeting on February 20, 2008. They have come up with four main points that they would like the FPC to discuss and consider:

- A. Develop a “Best Practiced” document to address compliance with NFPA 1403 and how to conduct safe and proper live-fire training and addressing concerns regarding “missing” standards or information in the standard.
- B. Develop a comprehensive training program on NFPA 1403 and how to conduct safe and proper live-fire training.
- C. Develop a specific set of competencies for “fire behavior” to address the inadequacies of NFPA 1403 on this topic and establish them as required training within an existing certification program, such as Firefighter II.
- D. Eventually developing a live-fire instructor certification process and complete training program, in an effort to continue to be a pro-active state fire service in addressing firefighter safety and survival issues.

After an extensive discussion the FPC agreed on the following motion:

*Kelly Bach moved to ask staff to develop an awareness class that provides information on the NFPA 1403 standard including a work group’s recommendations for any additional class items to provide a clear focus. Bill Klein seconded the motion. The motion carried in a unanimous vote.*

##### **5. Mandatory and Discretionary Criminal Disqualifiers**

A list of Measure 11 Mandatory Crimes and a list of Discretionary Disqualifying Crimes were handed out.

Julie Olsen-Fink reported that after five years this task force has completed everything and it was adopted into The Oregon Administrative Rules (OAR) as of January 15, 2008.

The Department of Public Safety Standards and Training would like to thank and recognize the current and past members of the Task Force for their diligent work and commitment to this process.

Jim Whelan, Chair, Stanfield Fire Department  
Jim Beery, Portland Fire & Rescue  
Steve Schneiderman, Oregon Volunteer Firefighters Association  
Mark Prince, Hillsboro Fire & Rescue  
Kevin Gray, Springfield Fire & Life Safety  
Gene Fisher, Chemeketa Community College  
Kelly Bach, Tualatin Valley Fire & Rescue (OSFFC)

Tina Diehl and Allison Sebern of DPSST are LEADS approved staff. Starting this week, all applications and F9-F's received and PAF's that are adding new employees are being run thru a LEADS check. If we receive a flag on one of these two lists from the LEADS check, we turn it over to Theresa King, who is also DPSST staff assigned to Professional Standards, and she will advise us as to what direction we need to go. We also have access to OJIN which allows us to look at what that individual's activities may have been in other states. A letter will be sent to the agency if we are unable to process an application due to our LEADS evaluation check. It is the employing agency's decision if they want to look into it further. A time study is being done and a report will be forthcoming at the next FPC meeting.

## **6. 2008 Upcoming Task Forces**

Julie Olsen-Fink reported that 2008 is proving to be a very busy year for fire certification. We are in the process of the Live-Fire Task Force which will be ongoing for quite some time so other task forces will also be opening-up.

NFPA 1001 Fire Fighter I is a 2007 standard and will be opening-up the first of March. There looks to be no substantive changes between the 2003 and 2007 standard.

NFPA has somewhat settled 472 Hazardous Materials which now includes intro to Weapons of Mass Destruction which is an Oregon specific application. DPSST will be looking at adopting another level of certification that would be NFPA.

The following 2008 Task Forces are upcoming but not yet posted:

- NFPA 1002 Driver/Operator
- NFPA 1006 Technical Rescue
- NFPA 1021 Fire Officer
- NFPA 1031 Fire Inspector \*
- NFPA 1033 Fire Investigator \*
- NRPA 1037 Fire Marshal \*
- NFPA 1035 Public Fire and Life Safety Educator

**\* Combined into one task force**

Task Forces will be formed as NFPA releases updated standards.

Eriks explained that US Fire Administration, Department of Homeland Security is moving forward with recommendations for Incident Management Teams whether they are local, regional, statewide or national. The Governor's Fire Service Policy Council had a work group come together and did some of the front work. They are at a point now where they believe the standard needs to be adopted by DPSST. They have asked the FPC to create the training and certification standards for Incident Management Teams. Their recommendation was for Type II and Type III. After discussion, the FPC wanted Type IV and Type V to also be

addressed. That would put us all on the same page as far as what is required for the different people in those different positions.

The posting for interested participants on this Task Force will be soon.

## **7. Good of the Order**

Eriks Gabliks reported that at the next FPC meeting there will be a list of nominations from Portland Fire & Rescue for the Fallen Fire Fighter Memorial. These are deaths from earlier years that have happened within Portland Fire & Rescue. Staff is looking at each nomination to see if they meet the criteria for the Memorial. The FPC approves the addition of names to the Memorial.

Eriks Gabliks gave an update that Patrick Wineman is leaving our organization and taking a Battalion Chief position with Marion County Fire District #1. That leaves a vacancy in our Metro office at Hillsboro. We are recruiting for that now. Patrick is still working for DPSST on his days-off to keep that office open.

DPSST hosted the Oregon Fire Instructor Association (OFIA) Safety & Survival Symposium that was the first-ever event that has been done in Oregon. There were more than 500 people in attendance. There were a lot of high-level speakers that do a lot of national conferences. This will become an annual event for OFIA and DPSST.

This weekend is our annual Winter Fire School. There should be over 300 people here for two days of National Fire Academy classes. The facility is doing a lot more things with the fire service and we're really just getting started.

The next FPC meeting is 5/16/08 and falls on the same weekend as the Fire Expo in Portland. Staff asked if the meeting could be moved to the Portland area. The FPC agreed as many members attend the Expo and Awards Banquet. Portland Fire & Rescue will look into a location for the meeting. A time and location will be announced.

Meeting adjourned at 10:25 a.m.