

## **DRAFT MINUTES**

Fire Service Training Commission

October 18, 2007

Continuing Education Building, Lawrence, Kansas

**Attending Commission Members:** Mark Bradford, Dan McLaughlin, Kathy Elkins, John Lloyd, Bob Renton, Jim Long, Rodney Redinger, Jim Lubbers, Jim McDiffett.

**Absent Commission Members:** Mark Sayler, J. R. Behan, John Mattox.

**Attending Continuing Education Staff:** Glenn Pribbenow, Fred Pawlicki, Gina Cregg, Coleen Lewis, Angela Spurgin.

**Quorum:** A quorum was confirmed and Chair John Lloyd called the meeting to order.

The Commission welcomed Mark Bradford, Chief of Lawrence/Douglas County Fire & Rescue, who was appointed to serve in Larry Garcia's position until January 2008.

**Approval of the Agenda:** Dan McLaughlin moved that the Agenda be approved as submitted; Rodney Redinger seconded the motion. The Agenda was unanimously approved.

**Approval of August 16, 2007, Minutes:** Jim Lubbers moved that the August 16, 2007, Minutes be approved as submitted. Kathy Elkins seconded the motion. All voted in favor. Motion carried.

**Chair's Report:** Nothing at this time. John Lloyd will do a brief report on funding under **Unfinished Business**.

**Vice Chair's Report:** Absent, no report.

**Director's Report:** Glenn Pribbenow reported that KF&RTI received resignation from *Program Manager Rick Deibert*. Rick is going to Iraq to fight fire. His last day with KF&RTI will be October 19<sup>th</sup>. Thanks to Rick as he has been an asset to the Institute and developed the technical rescue program to a full fledged high quality program. Dave Couvelha will be taking over the technical rescue program. We have a number of qualified instructors for this program that will continue to instruct under Dave.

*The Fireman's Fund* has just completed its first quarter of the year. This is usually the slowest part of the year for KF&RTI. To date we have held 16 events with the interior burn trailer training 265 participants. This accounts for approximately \$12,000.00 of the \$50,000.00 grant that was awarded to KF&RTI.

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*Winter Fire School Seminars* will begin the first of the year. KF&RTI has met with several from the Wichita area (mainly from the homeland security group). We have also met with southeast region, Fort Scott, and been in communication with Garden City to set up a meeting there. Positive feedback and interesting suggestions have been received. We were hoping for more feedback; however, we will proceed with what we have. We have already started contacting individual organizations and people.

The *Community College Agreements* will be converted into a program that does not need to be signed or renewed each year. At the last FSTC meeting our intent to meet with the community colleges along with Mark Saylor was discussed. Hutchinson Community College, Barton County Community College, Butler County Community College, and Garden City Community College participated in the meeting. Cloud County Community College and LaBette Community College were not in attendance. Johnson County has an excellent program but has chosen not to participate as it does not fit with what they are trying to accomplish. Kansas City Kansas Community College has voiced some interest but has never followed through.

*Insurance* needs have been discussed in the past. We have been working with University Purchasing and a PFD has been put out recently seeking bids. This would be for replacement costs not depreciated value. The process closed on October 17<sup>th</sup>; it is a negotiated procurement where we have to go and negotiate with the insurance company. We will keep the Commission informed and updated.

On the *LP Trailer* nothing yet has been completed. We should have specifications completed and will have detailed information for the Commission soon. As far as we know there is no one out there that has this type of prop for us to get input from.

We had an excellent *Instructors Conference* and received very positive feedback not only directly to KF&RTI but to other groups. It is going to be an annual event. We are very pleased with the way everything went. There are no plans to host the Conference in Lawrence each time.

The *Field Instructors Program*: We are modifying policies and procedures and revising the program rules. After the first of the year we will be sending all field instructors a letter asking if they want to continue as an instructor for KF&RTI. If they do, they will have to complete a form for us. Along with completing the form there will be some continuing education things that will be required. We plan to offer a number of continuing education workshops and professional development events over the next year. These revisions will include new titles and the discontinuation of the "Field Instructor" title and the creation of two new categories of instructors. The category of Associate Instructor will be used for those instructors who work for the Institute and are paid wages. The category of "Fire Department Instructor" will be created for instructors who only teach within their home fire departments.

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These actions are intended to update our contract instructor program and increase the quality of instruction within our system.

### **Unfinished Business:**

*Funding.* Chair John Lloyd reported that the Fire Chiefs Association met with Fred Pawlicki and Glenn Pribbenow on September 20, 2007, to address some of the concerns on the reduced funding. Several topics were covered. Chief Hudson will be sending Executive Director Pawlicki a letter to share with the FSTC listing the concerns. The fire service community has difficulty believing that the University is supportive of the fire service when they are reducing funding to Kansas Fire & Rescue Training Institute. The consensus is that it is extremely important for the University to have a “buy in” like we have a “buy in” to the University. Discussion followed on courses and where we thought this needs to go and how to expand on it. The latter will be addressed in a report later from Glenn Pribbenow. The Fire Chiefs Association discussed with Fred Pawlicki the possibility of a four-year degree. A brief coverage of the Commission and how it started was given. Executive Director Pawlicki stated that he is supportive of the Institute and the FSTC. He also stated that he needed a plan and the ability to present a clear need to the university in order to get funding reinstated. Once this was accomplished, he would take it to the university administration.

It was explained what the Commission has requested Glenn Pribbenow and KF&RTI staff to put together. The history of the actual training concept which came out of the Fire Chiefs Association was discussed. At the time, Jim Keating was president. A meeting was held in Salina in 1998 or 1999 to hash out the many proposals. It was voted that it would be a stand alone concept and not tied to any college, university, etc. The Fire Chiefs Association vetoed that vote (to create a stand alone organization) after reviewing the law passed in 1949 that gave KU the authority to train firefighters. At that time the Fire Chiefs Association felt that the fire training organization needed to remain at KU.

Executive Director Fred Pawlicki stated that the meeting was very beneficial; there was good, open, friendly dialogue which really helped to hear different voices and perceptions of where we are today on this funding issue. Jim Long and Fred both believe that KU needs to be a good player and participant in the fire service. Fred stated that he invites a dialogue and invites open and frank discussion of the issues as this helps develop a tangible-plan for moving forward.

John Lloyd explained that the Executive Board of the Fire Chiefs Association was directed by its membership to contact the University to discuss the funding issue. The Commission had already addressed their concerns with the funding at the last meeting. If other associations need to meet they should request a meeting. Jim McDiffett stated that he disagreed. He felt that unless the University was willing and able to meet with all associations represented on the Commission, it

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should not go to that level. Policy should be done by this group as a Commission. Fred Pawlicki reinforced that the meeting with the Fire Chiefs Association was simply informational, no policies or decisions made. John Lloyd commented that at some point we may have a meeting with all the executive boards and the University. He had hoped to have the letter from Chief Hudson before today's meeting to share. It was pointed out that the meeting in question was held at the request of the Fire Chiefs Association and that if any other organization wished such a meeting that they too should request one with the administration.

### **New Business:**

*Review of KF&RTI.* Glenn Pribbenow distributed a Strategic Planning Report that was requested by the Commission. In looking into the future of KF&RTI and to streamline and maximize our abilities, Executive Director Fred Pawlicki and Jim Long are doing a review of KF&RTI and Continuing Education. A copy of that report will be given to the Commission when completed.

Glenn briefly covered each area of the Strategic Planning Report.

- Under *New Courses – Priority #2 (6.) and Priority #3 (3.)* Jim McDiffett asked about the Fire Inspector 3 level as professional development for Fire Inspectors and the Public Fire Educator level (FEAK). Glenn explained that the higher levels of certification have been traditionally driven by demand and that these levels have experienced low levels of demand.
- *Crisis City.* Under *New Services Prioritized List (5.)* seeking a shared training center with the Adjutant General (Salina facility), Dan McLaughlin asked if that meant more events would be held in Salina. Glenn noted that they are building a multi-use facility that has technical rescue training capabilities designed into it. We have provided feedback on what is needed for technical rescue training. Dan also added that he had heard they were not going to have live fire and don't think they realized that we do live fire training with natural gas and propane across the state. Glenn stated that he perceived they were very open to ideas, concepts, etc. nothing negative from our meeting. The partnership needs to be formalized. Dave Couvelha mentioned that they were very active in technical rescue. Per Dan they have spent \$5.5 million already. No date has been set for the next meeting; however, it will probably be after our January FSTC meeting.

John Lloyd commented that a lot of information has been presented to review. He requested that this topic be discussed at the January meeting. Before the next meeting add any ideas, etc.; this is a good time to brainstorm. In January we may decide a committee needs to be established to review all the input and comments or maybe just completely reviewed and discussed by the Commission.

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As a commission we need to set a reserve that will be kept every year for emergencies. We have to have a dollar amount there and that needs to be established. We have talked about it in the past but we need to set an amount.

Jim McDiffett asked if there was any where to get how many PIO's, Inspectors, etc. in the state. Glenn was not aware of anywhere to get where the demand is; a survey of some type could be done. A lot of what we use is content analysis, feedback that you hear, just getting out in the fire service and getting to know them, you pick up on needs that they may not even be aware of. As a state training agency, we should provide leadership, put the training out there right before they realize they need it. We should help departments go where they really need to go. Does the Council of Fire Fighters do any surveys that might have that information? Kathy Elkins will check into this.

### **Other Items from FSTC:**

*Technical Rescue Program.* Jim Lubbers asked about technical rescue classes since Rick Deibert is gone. His area and others have put money aside specifically for this training and want to be sure they will be able to get it. Director Pribbenow assured him that the technical rescue classes will continue to move forward without any problems. Dave Couvelha is very qualified to take over that program. Rick and Dave have worked very closely together. Glenn encouraged anyone with concerns or questions to give Dave Couvelha a call.

*Vision Statement.* Gina Cregg provided copies of the vision statement.

**Next Meeting:** Thursday, January 17, 2008, 10:00 a.m., at the Continuing Education Building.

**Adjourn:** With no further business, Kathy Elkins moved that the meeting be adjourned. Dan McLaughlin seconded the motion. All voted in favor. Meeting adjourned.