

*Motion to approve by Windrow 2nd by Kelley, Motion passed*

## **TENNESSEE COMMISSION ON FIRE FIGHTING PERSONNEL STANDARDS AND EDUCATION**

### **WORK SESSION**

NOVEMBER 29, 2017

9:00 A.M. Central time

Memphis Fire Training

4341 O.K. Robertson Road

Memphis, Tennessee

### **Minutes**

#### **I. CALL TO ORDER**

Meeting was called to order at 9:00 AM by Vice Chairman - Commissioner Biggs

#### **II. ROLL CALL – (Director Fox)**

##### **Commission Members Present:**

Commissioner Brian Biggs

Commissioner Tommy Kelley

Commissioner Michael Naifeh

Commissioner Stephanie Specht

Commissioner David Windrow

##### **Commission Members Not Present:**

Commissioner Toran Hedgepath

Commissioner Matthew Sorge

Commissioner Jay Moore

Commissioner Darryl Kerley

Commissioner Julie Mix McPeak

A quorum has been established.

##### **Commerce and Insurance / Fire Prevention Staff Present:**

Steve Majchrzak – Assistant Commissioner - Dept. of Commerce and Insurance

Randy Fox – Executive Director – Fire Commission

Michael Mirada – Fire Coordinator / Educational Incentive Pay Mgr. – Fire Commission

Joseph Underwood – Chief Counsel – Fire Marshal's Office

Jeffrey Elliott – Fire Service Program Director – TFACA

##### **Guests:**

Kory Green – Martin Fire Department

Carl Alexander – Jackson Fire Department

David Dorris – Jackson Fire Department

Jana Compton – Jackson Fire Department

Blake Boros – Bartlett Fire Department

Mason Ball – Tennessee Office of the Comptroller

COMMISSIONER BIGGS: Declare we have a quorum. First item on the agenda is a policy amendment. Director Fox recommendation is we adopt the bold lettering below to our current policy.

DIRECTOR FOX: We have been doing it annually with you all. We just didn't have it worded in policy. We need to add this for continuity of operation purposes.

**COMMISSIONER SPECHT: Make a motion to adopt**

COMMISSIONER BIGGS: Motion by Commissioner Specht to adopt the wording as submitted.

**Motion to amend Policy 05-3 with "Upon first appointment to and annually thereafter while serving on the Commission, each Commission Member shall complete and sign conflict of interest and conflict disclosure forms as provided by the Division of Fire Prevention. Additionally, the completed forms shall be forwarded to the Department of Commerce and Insurance's Director of Human Resources and a copy of the forms shall be kept by the Director of the Commission on Firefighting Personnel Standards and Education."**

**COMMISSIONER KELLEY: Second.**

**Motion Passes**

Discussion on Possible Continuing Education Requirement for Certification Renewal

DIRECTOR FOX: CE -- continuing education requirement. At several of our meetings in the past, this has come up, and most of the time it's after a trip to an IFSAC or Pro-Board conference where NFPA or the National Fire Academy, Dennis O'Neil, or others have spoken. And one of the things that they keep talking about is somewhere the down road possibly in the near future having a CE requirement added to firefighter 1 and firefighter 2 possibly. This document here is from the state of Ohio. It kind of gives you the framework of how another state has implemented that. I'm not advocating doing anything today. I just want us to have a conversation to talk about what that might look like for Tennessee if it gets put into the standard for the next firefighter 1. I think we need to be ahead of that curve. This by no means is something that I say we need to make ours. I want it to be something that works for Tennessee, but I did want to give you an example of what some other states have done. You know, currently there is a recertification hours in the Tennessee now for licensed fire inspectors. We don't manage that, but we know the Fire Marshall's office does. I believe its 36 hours; is that right?

COMMISSIONER NAIFEH: Over three years.

DIRECTOR FOX: Over three years for continuing Ed. And there is a lot of different ways to get that. I know in the past our conversation has been those people that are in the educational incentive pay program probably would get these continuing education requirements through the educational incentive pay with the 40 hours of in-service training or substitutions or whatever they might do to earn those continuation education hours. But we have to be mindful of those people that aren't in educational incentive pay programs.

COMMISSIONER SPECHT: Yes, because requiring 54 hours from the volunteers is very I -- don't think that would go very well.

DIRECTOR FOX: And like I say, today is just more of a conversation piece to kind of get the pulse and start a dialogue not only for today but in the future by where this may go when it -- I will say it will probably come to fruition. I can't say it will be in this next cycle or be in the next cycle, but I know it's something that's been discussed a lot at the national levels and at the national conferences that I attend for both pro-board and IFSAC.

COMMISSIONER NAIFEH: I noticed on the Ohio one it has volunteer fight fighter as a classification. I know other states have that. Is that an IFSAC pro-board recognized classification?

DIRECTOR FOX: It can be if it meets the intent of the standard. I mean, it's not a level that's in the standard, but some states have that accredited because it meets the NFPA 1001 standard.

COMMISSIONER BIGGS: Any other discussion of the document before you?

DIRECTOR FOX: Yes, it's Agenda item WS4. And one of the things that is in there that I think we should pay special attention to is probably the requirements for fire instructor. And one of the reasons I say that is we depend on our fire instructors to instruct our students so I wouldn't want you to just think that firefighter 1 or firefighter 2 or volunteer firefighter or whatever would be the only thing that needed to be looked at. I think instructor and maintaining continuing education in that is a pretty good thing to look at, too, what qualifies an instructor and what allows them to maintain that qualification. Now, the conversation in the past has been that these things would not be retroactive at the national level, but they would be whoever got certified at x-date forward would have to meet the recertification requirements. So those things are up to discussion and debate amongst you as a board whether you want it to be retroactive or just be a cut-off date, draw a line in the sand and go from there forward.

COMMISSIONER NAIFEH: The way I read this, it's -- is it saying 54 for 36 months? Is that --

COMMISSIONER KELLEY: Three years.

DIRECTOR FOX: Yes.

COMMISSIONER KELLEY: Three years. You've got to have 54 hours in three years.

COMMISSIONER NAIFEH: I would hope that all of our firefighters across the state, volunteer or career or anything in between is getting at least an hour and a half a month of training.

COMMISSIONER BIGGS: Well, that's -- to add to the discussion and I appreciate the record work on this and I've voiced my opinion about this on a number of occasions. I think it's something that is vital to the professionalism of the fire service across the state. We have individuals who have gotten certification years and years ago that have had no additional training but yet they walk in through a -- what they call - - come on the scene, they apply for positions, and there has been no follow up training whatsoever. And if we just look at our cohorts in law enforcement and what they require from the post-commission

side, yes, they have reserve officers, volunteer officers, whatever you want to call them. They are required to have the same in-service training that's -- and if we're going to take fire service to the level of where we are trying to upgrade which should be the -- in my opinion the point of this commission as a whole, I think we have to look at something to require.

COMMISSIONER SPECHT: Well, here's my argument with that. And this is classes aren't free and voluntary departments don't have the money available to just work out for all these continuing educational classes. If this is something that we're going to require, I think there needs to be free classes offered.

COMMISSIONER NAIFEH: Well, as Commissioner Biggs pointed out, I would hope -- and I know that obviously some of us have combination of departments along with our volunteers. You're only talking, what, an hour and a half a month of training.

COMMISSIONER SPECHT: Well, this to me reads that if its 36 months or more since you've gotten that cert, you have to have 54 hours a year.

COMMISSIONER NAIFEH: I think you could follow suit with what the state does now and make it instead of numbers within three years, you've got to have this number just like you do with all your other certifications in the state; building inspector, fire inspector.

COMMISSIONER SPECHT: But to me this means that you have to have this annually.

COMMISSIONER BIGGS: Well, you can do it -- you can. You can do it in your first year and turn it in and submit it and get it -- you know, and renew your certificate.

COMMISSIONER SPECHT: So is this a one-time thing that we're talking or is this something you're wanting to do annually?

COMMISSIONER NAIFEH: I would say every three years they need to -- or something. Now, it's up for discussion obviously, but --

DIRECTOR FOX: And understand, this is just an example of what another state has done. This is not to say you've got to do this. I'm just saying there is probably going to come down the road in years or -- ahead, and that could be the next cycle with NFPA 1001. I'm not for sure. I think it's 2018. And we would have two years to adopt that under pro-board and three years to adopt it under IFSAC. But I guess what I'm saying is, we need kind of an idea of what that framework would look like, not that it has to look like this.

COMMISSIONER SPECHT: All right. I'm all for continuing education. However, I think it needs to be kept in consideration of volunteer hours --

DIRECTOR FOX: Oh, I know that. I agree.

COMMISSIONER SPECHT: -- because, you know, we can't make it excessive to where -- because people don't get anything for volunteering other than satisfaction of helping the community. They get nothing.

DIRECTOR FOX: But they should still be if something happens and they are injured in a fire, still statistically it affects the whole fire service across the whole state.

COMMISSIONER SPECHT: I agree. I'm not saying I don't agree with continuing education. I think we just need to make it a more reasonable amount.

DIRECTOR FOX: I agree. I mean, we can work on that, the numbers. I think that's just what he's found.

COMMISSIONER NAIFEH: If they're not -- if they're in one of the 36 counties that are exempt from -- under law -- I mean, we don't have a volunteer Certification.

DIRECTOR FOX: Right. We don't.

COMMISSIONER NAIFEH: So we don't even have to have that -- on ours wouldn't even have to be there because we can only hold accountable -- and really we can only hold accountable those that are getting money.

COMMISSIONER NAIFEH: And we can revoke their certificate if they are not active.

DIRECTOR FOX: Within the 36 months.

COMMISSIONER NAIFEH: Right. And if we input -- but I mean, I don't know that -- we don't have a volunteer category and we certainly don't have any since the state law about 36 counties opt out of any training -- out of minimum training. So again, that has to be factored in at some point.

DIRECTOR FOX: Well, I wouldn't think that this would be a policy. This would have to be a law to enforce this, wouldn't it, Joe?

COMMISSIONER UNDERWOOD: Well, it sounds like a rule, but what is your rule going to impact. I mean, your strongest leverage is over those who are get paid something.

COMMISSIONER NAIFEH: Who get paid something.

COMMISSIONER UNDERWOOD: Unless you certify them and pay them something.

DIRECTOR FOX: But where this comes into play with us is anybody that's certified to the standard. And the standard comes out and says you have to have continued education.

UNDERWOOD: So, yes, our matrix may only look like firefighter one and firefighter two because we don't have a volunteer firefighter certification.

MR. FOX: Right.

UNDERWOOD: But you have volunteer firefighters who are certified. So think about the burden, and that's what I think Commissioner Specht is concerned about.

COMMISSIONER NAIFEH: Yes, and I understand it. I mean, it affects me as well in my district, but it affects all of us in our districts we represent. I mean, there are volunteer firefighters in the majority of the departments across the state that we all represent. I understand what she's saying, but I think we can come to a happy meeting somewhere.

COMMISSIONER SPECHT: I'm just looking at it cost-wise.

DIRECTOR FOX: I think what you're thinking is that these volunteer firefighters will no longer seek certification.

COMMISSIONER NAIFEH: I think that could be a repercussion. I mean, is that what you're saying?

COMMISSIONER SPECHT: Right. It's just the financial burden for these departments, you know. If we count in-house training, that's one thing.

COMMISSIONER BIGGS: And I think that can be worked out where you can.

DIRECTOR FOX: I think that's -- COMMISSIONER BIGGS: That's the intent of it. You can count that absolutely.

COMMISSIONER SPECHT: But I don't want it to have to be -- because this says you have to have a certificate.

COMMISSIONER BIGGS: Correct. But I think that the record is exactly right, though. I think even in the next cycle or the cycle after that it's going to be a requirement.

COMMISSIONER SPECHT: Right. Well, I understand that.

COMMISSIONER BIGGS: I understand. It would -- I don't think you're going to have to have -- and I'm just using them because they are part of us. You're not going to have to have Jeff Elliot and his guys come out and actually do the in-service in every department across the state. I think it can be some in-house training that's approved somehow.

DIRECTOR FOX: Well, basically, when you look at their criteria there, it's the courses may be completed online at a fire training institution or through in-service training programs conducted by your affiliate fire department. So I mean, in their framework no doubt they participate in that.

COMMISSIONER SPECHT: I just want to make sure it's very specific because we cannot put any more financial burden on these volunteer departments.

COMMISSIONER BIGGS: I agree. But I think this is just the groundwork, but I do want to recognize Coordinator Miranda. He has a comment.

COORDINATOR MIRANDA: I will try and use this as a platform to propose additional funding for the fire commission, but this type of implementation would create an excessive strain on our current staffing situation.

DIRECTOR FOX: I would agree.

COORDINATOR MIRANDA: There is 693 departments in the state and only 110 of them are career. And if they are going to be submitting in-service programs --

COMMISSIONER BIGGS: Oh, yes.

COORDINATOR MIRANDA: They are not going to be as scrutinized as the current as there is no fiscal --

COMMISSIONER BIGGS: We're definitely a long way from implementing an office.

COORDINATOR MIRANDA: We have to document, the hours per -- honestly I don't have information in front of me to know how many actual certified firefighters there are in the state volunteer and career to add that to it. It's going to exponentially increase our workload.

COMMISSIONER BIGGS: And a lot of it, a lot of your -- it would be very simple for a lot of your career combination departments to receive an educational incentive because they are going to meet this requirement on the front end. So you're only talking about the ones that are not doing any type of -- we don't have any recorded training. But, yes, it is going to put a workload on my office for sure.

COORDINATOR MIRANDA: Yes, number, career 5 to 1 department-wise.

COMMISSIONER BIGGS: Correct. You're right. Any other comments? I mean, obviously,

Director Fox wasn't ready for us to pass anything today. Just something to start looking at for future meetings and putting our brains together and trying to come up with something fair for everybody across the state.

DIRECTOR FOX: And I will try to keep you apprised of what's happening at the national level to keep you informed so we can be better prepared because, again, like Chief Naifeh said, I see it coming because I see it being pushed at a national level. Whether it makes it through the NFPA process or not, I don't know, but I think NFPA is on board with it. I know the National Fire Academy people are on board with it.

COORDINATOR MIRANDA: The credentialing for type of teams on all these deployments. I mean, it's just all -- there is not one -- these are all interconnected pieces.

DIRECTOR FOX: Yes.

COORDINATOR MIRANDA: Because if we deploy again, they want to know that firefighter one from Tennessee is the same as firefighter one from Texas. And it should be with IFSAC, but if they have no CEs --

COMMISSIONER BIGGS: Right. And I think -- you know, earlier we had that conversation. And it's about -- was it Illinois or Indiana? Illinois wasn't it.

DIRECTOR FOX: Right. Basically that was what I wanted to share with you today, and you've gone through it pretty quick so I don't know if you want to expand on it anymore or not.

COORDINATOR MIRANDA: Director, are there any other states that you're aware of that require it?

DIRECTOR FOX: Texas does. And I don't have a copy of their framework, but I'm sure we can get you a copy.

COORDINATOR MIRANDA: That's what I was going to ask if possible if we could get a copy of the framework or we can look on our own if you want to send it out.

DIRECTOR FOX: Okay.

COORDINATOR MIRANDA: Just to give us something to look at and compare as we move forward with this process to determine what is fair, what is doable for certainly the volunteer departments and so forth. And I will go back to what I said again. And I fully understand the volunteer side of it. It's part of the gap in the state law in my opinion from the fire service to law enforcement in the state and I have to live with both worlds I guess to a large degree. But the level of training and requirement on the law enforcement side is much higher than it is on the fire side, and that's a gap in the state law that hopefully one of these days we can close in some degree, form, or fashion. But, you know, I think this is something that -- if NFBA is going to require for the levels of certification. Anyway, so we can look at it and make it doable.

COMMISSIONER SPECHT: Like I said, I'm very pro-training and --

COMMISSIONER NAIFEH: I know that. I know that.

COMMISSIONER SPECHT: And fire department training, but there is a lot of departments out there that just don't have that money to -- so as long as they are take care of and the hours are not outrageous, then I definitely support it.

COMMISSIONER NAIFEH: You would definitely be able to in a three-year period. You can get your license a year from expiration. You only have to have ten hours.

If you're two years out, you get the whole 20 hours for EMT or whatever it is. The other problem, initially we'll have to sell that, too. You know my guys, you know they will meet and they will be crying, well, I already got to have 36 hours for inspector; I got to have 36 hours for EMS. I got to have --

COMMISSIONER NAIFEH: But your guys already do the 40 hours a month.

COMMISSIONER BIGGS: Well, we'll have to make sure they understand. But that only affects 100 departments that are in salary something.

COMMISSIONER NAIFEH: Correct.



COMMISSIONER BIGGS: The other 600 and something –

COMMISSIONER NAIFEH: The other 500 and something, I understand, yeah. I agree.

COMMISSIONER BIGGS: They are going to cry like --

COMMISSIONER NAIFEH: But the majority of the departments are doing the training. They just need to document it.

COMMISSIONER BIGGS: Any other comments or questions from the commission? How about from the audience?

(No response).

COMMISSIONER BIGGS: Comments or questions on this?

(No response).

DIRECTOR FOX: The next item I have on your planning session for this morning would be the dates of future meetings.

COMMISSIONER SPECHT: **Make a motion. Travel on the 12th. Meet on the 13th. In Brentwood.**

COMMISSIONER WINDROW: Second.

**Motion Passed**

COMMISSIONER BIGGS: **Motion by Commissioner Naifeh to travel on April 22nd to Gatlinburg and meet on April 23rd.**

COMMISSIONER KELLEY: Second.

COMMISSIONER BIGGS: Any other discussion?

**Motion Passed**

COMMISSIONER BIGGS : Both meetings will be at 9 a.m. Local time.

COMMISSIONER BIGGS: Hearing none I'll entertain a motion to adjourn.

COMMISSIONER SPECHT: Motion to adjourn. (WHEREUPON, THE MEETING ENDED AT APPROXIMATELY 10:15 A.M.)



**THE TENNESSEE COMMISSION ON FIRE FIGHTING  
PERSONNEL STANDARDS AND EDUCATION**

**REGULAR BUSINESS MEETING**  
**November 29, 2017**

The meeting of the Tennessee Commission on Firefighting Personnel Standards and Education was called to order by Vice Chairman Brian Biggs at 1:00 P.M. Central on Wednesday, November 29, 2017, at the Memphis Fire Training Center, 4341 O.K. Robertson Road Ridge, Memphis, TN.

- I. **PRAYER** - (Commissioner Windrow)
- II. **PLEDGE OF ALLEGIANCE** – (Chairman Naifeh)
- III. **ROLL CALL** (Director Fox) –

Members Present:

Commissioner Brian Biggs  
Commissioner Tommy Kelley  
Commissioner Stephanie Specht  
Commissioner Michael Naifeh  
Commissioner David Windrow

Members Not Present:

Commissioner Darryl Kerley  
Commissioner Toran Hedgepath  
Commissioner Jay Moore  
Commissioner Matthew Sorge  
Commissioner Julie McPeak – (ex-officio non-voting member)

A quorum has been established.

**Commerce and Insurance / Fire Prevention Staff Present:**

Steve Majchrzak – Assistant Commissioner - Dept. of Commerce and Insurance  
Randy Fox – Executive Director – Fire Commission  
Michael Miranda – Fire Coordinator – Eastern Grand Division  
Joseph Underwood – Chief Counsel – Dept. of Commerce and Insurance  
Jeffrey Elliott – Fire Service Program Director – TFACA

**Guests:**

Mason Ball	TN Comptroller Office
Steven Cross	MTAS
Dennis Wolf	MTAS
Richard Hartfield	Fayette County FD
Byron Smith	Germantown FD
Blake Boros	Bartlett FD
Dennis Bryant	Memphis FD

**Guests Continued:**

David Dorris

Jackson FD

**IV. MINUTES**

**MOTION BY:** Commissioner Windrow

**SECOND BY:** Commissioner Naifeh

**Motion to: Approve the Commission Minutes from September 17<sup>th</sup>, 2017 as submitted.**

Call for the question - None

**RESOLUTION:**

Vote:            5 – Yea            0 – Nay            0 – Abstain

**MOTION CARRIED**

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**V. ANNOUNCEMENTS - NONE**

**VI. GUESTS**

Jeff Elliott- Fire Service Program Director – TFACA:

Good afternoon. I'll start by saying that the Academy had our recruit class graduate November 3rd; 100 percent of the recruits had graduated and left certified in awareness operations. In Firefighter 1 we had one that had previous certification, so he actually left with Firefighter 2. We have the next class scheduled to start February 2018. Currently we have got 24 registered for it. So it's basically full.

The last commission meeting in Oak Ridge is when we submitted our 2018 in-service classes, being not your bread-and-butter calls. We're managing the may-day and SOPs, some 21st century extrication. So currently we have 200 of those classes scheduled now to be taught basically January through June. So most of those are career fire department submitting that as part of their in-service package.

I do have the first -- I was just talking to Chief Boyd -- Fire Officer 4 class. We haven't been able to fill one of those classes my first five years at the Academy so we do have the first of those scheduled for the first of 2018 and it definitely looks like it will make. So we're looking forward to working with the Commission with that practical. It's been a class we haven't been able to fill in the past.

I just wanted to -- and I asked Director Fox to make sure I wasn't stepping on something he was going to report, but I thought the Commission would find this interesting is last Tuesday night myself, Commissioner Majchrzak, Director Fox, Brian Nicholson, and Steve Cross, we attended, basically, a recognition for Hohenwald Fire Department. And if you're not familiar with that department, it's in middle Tennessee. The combination department of 27 people: Two career and then 25 volunteers, and what we were recognizing is 25 of the 27 were certified as firefighters now. So it's been -- I believe they reported that was a 19-month project, working a lot with their local training officers with the academy and then I think Steve Cross had a big hand in working them. But it's just -- it's very rewarding to watch a

small department like that that set that goal for them, and they have achieved it. So I just wanted to report that to all.

Give you a little bit of update on the campus itself: We replaced most all the mattresses and all the air conditioning units in the dorms. So those are good news.

We have had our first meeting on our conference center. The conference center is going to be a reality. Actually, while we were in here this morning they confirmed December 8th will be the first opportunity that we get to do the first round look at the draft of the layout of this conference center. Key points that I can tell you that it will have is a 200-seat auditorium with AV capabilities to support that large a room, and then a separate room that will be rated for up to 300 attendees with a bay door with capability of holding one or two fire apparatus in it for a small expo show. And then we will have a minimum of four classrooms. One classroom will be able to accommodate 60 to 70 attendees and then three breakout classrooms to support that supporting around 24 students. And then of course just a building that size, it will have all the other space that it needs for janitorial issues, for bathroom issues, that sort of thing. If you're familiar with the campus, we're reasonably sure where it's going to be placed is on the lot right across from the memorial site. Where most people park in the grass if you're attending the memorial service, will be the parking lot. And then we anticipate the A side or the front side of the conference will actually be facing the lake. So it will lay very nice in the campus in an area that will accommodate that. Too soon to know when I could suggest to y'all that you host a meeting there, but I think it is the intent that they hope to. Will be awarded in 2018 to a contractor, and then they will have to have a little leeway for a project that size when they could actually start. But I do anticipate that it will be awarded to a contractor in 2018. And that's everything I have to report.

## **VII. COMMUNICATIONS –**

VII.a. Middle TN F.O.O.L.S E-mail - Live Fire event hosted at Fort Campbell, course was approved in September by the commission and had 14 firefighters that attended. 11 of those were from Tennessee and completed the Live Burn requirements for FFI & II.

VII.b. Letter from coordinator accreditation manager Linda Brown who notified us on November 3<sup>rd</sup> she would be leaving us on the 16<sup>th</sup> and had accepted a position with the Nashville Fire Department as a Fire Inspector.

Director Fox: As a result of Ms. Brown's letter we have started the process to fill her position.

## **VIII. DIRECTOR'S REPORT**

### **a. Report from legal – Joe Underwood**

We are just currently just preparing the rules to be reviewed by the Attorney General's office prior to filing with the Secretary of State, hopefully, by the time we meet. Next time they will be well enough to becoming effective. So we'll have an update at that time when they become effective 90 days after filing.

#### b. IFSAC

Linda and I attended the IFSAC conference in Cleveland, Ohio; and I think that was first part of October. And in that conference, the technical rescue side of NFPA is still, I guess, in limbo or trying to determine how that's going to fit into accreditation with going from Rope 1 and 2 to awareness ops and technician in the future. So accrediting bodies such as IFSAC and pro-board are trying to determine how best to allow in it these to implement that. So in the future we'll still be bringing you back information on how that's going in the future. As it stands now, we're still sticking with Rope 1 and 2 and those levels in those certification areas. In the future, it's probably going to change. The grace period on that, though, with pro board at this time is going to be farther out than what they are anticipating it being the normal cycle. They are probably going to allow entities to run with those titles longer than the standard would normally, which is typically three years, but they are talking like it could even go further than that because it's so much work involved in the technical rescue level changing that.

#### c. Pro Board

Let's see. I will be attending the Pro-Board conference in January in Orlando, and hope to learn more about some new testing processes down there that may be available to us in the near future, and I will keep you apprised of that at our next meeting as well.

Tennessee received approval from Pro Board for Fire Inspector II See item VIII.b.1

Pro Board Report for certificates from Jan 1, 2017 to Nov 7, 2017- 450 Certificates had been issued by Pro Board See item VIII.b.2

#### d. Reciprocity Report –

Coordinator Brian Nicholson will be handling this in Linda Browns absence; he is unable to attend this meeting due to teaching a Fire Inspector Course in Kingston TN.

Year to date reciprocity – Total of 589 have been issued for various levels See items VIII.d.

#### e. Training Programs(s) (Courses by Submittal) Report

Next thing I have are training programs that were submitted by -- electronically, and I have a report for that under item VIII.e. (6 courses)

#### f. In-Service Training Programs – Coordinator Michael Miranda

Reported in-service training programs that were submitted and I have a report for that under item VIII.f – 110 departments submitted for 107 programs 1005 classes for 2018 In-service, The commission will conduct Peer Review will be held at the following dates and locations:

- December 4<sup>th</sup> at the Tennessee Fire and Codes Enforcement Academy  
(TFACA 2161 Unionville-Deason Road, Bell Buckle, TN)
- December 6<sup>th</sup> at Madison County Fire Department  
(Madison Co FD, 2432 Technology Center Dr, Jackson, TN 38301)
- December 8<sup>th</sup>, at Knoxville Fire Department  
(KFD Training Academy, 3411 Vice Mayor Jack Sharp Rd., Knoxville, TN)

Coordinator Miranda Report on Rope I & II plus Haz Mat Tach

Coordinator Miranda gave a report on Rope I & II, and Haz Mat Tech certification work he was working on with fire departments in his region.

**IX. Old Business 2016 Henderson-West -TN Audit**

**MOTION BY:** Commissioner Naifeh

**SECOND BY:** Commissioner Kelley

**Motion to: Approve audits from Henderson Fire Department.**

**Roll Call Vote requested by Commissioner Kelley**

Call for the question - None

RESOLUTION:

Vote: 5 – Yea 0 – Nay 0 – Abstain

**MOTION CARRIED**

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**New Business**

**X.1)a. Memphis Fire Department Training Programs (3 Courses )**

**MOTION BY:** Commissioner Windrow

**SECOND BY:** Commissioner Specht

**Motion to: Approve September 18<sup>th</sup> Training Program.**

Call for the question - None

RESOLUTION:

Vote: 5 – Yea 0 – Nay 0 – Abstain

**MOTION CARRIED**

**MOTION BY:** Commissioner Specht

**SECOND BY:** Commissioner Naifeh

**Motion to: Approve 160 Hour FF Training Program.**

Call for the question - None

RESOLUTION:

Vote: 5 – Yea 0 – Nay 0 – Abstain

**MOTION CARRIED**

**MOTION BY:** Commissioner Specht

**SECOND BY:** Commissioner Windrow

**Motion to: Approve 13 Week FF Training Program.**

Call for the question - None

RESOLUTION:

Vote: 5 – Yea 0 – Nay 0 – Abstain

**MOTION CARRIED**

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**X.2)a. Ashland City Waiver**

**MOTION BY:** Commissioner Specht **SECOND BY:** Commissioner Kelley

**Motion to: Grant waiver of the November 1<sup>st</sup> deadline for program submission due to death in the Training Officer’s family.**

**Roll Call Vote**

Call for the question - None

RESOLUTION:

Vote: 4 – Yea 0 – Nay 1 – Abstain Biggs

**MOTION CARRIED**

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**X3). Consideration to amend Incident Safety Officer Practical**

**MOTION BY:** Commissioner Specht **SECOND BY:** Commissioner Nafieh

**Motion to: Motion to amend Incident Safety Officer Practical**

Call for the question - None

RESOLUTION:

Vote: 5 – Yea 0 – Nay 0 – Abstain

**MOTION CARRIED**

\*\*\*\*\*

X.4) a, b., c. & f. Audits by Commissioner Hedgepath, Kerley, Sorge, Moore & Director Fox

**MOTION BY:** Commissioner Specht

**SECOND BY:** Commissioner Kelley

**Motion to: Approve Kingsport, Loudon, Vonore, Alcoa, Johnson City, Greenville, McMinnville, and Tullahoma Audits**

Call for the question - None

RESOLUTION:

Vote:            5- Yea            0 - Nay            0 - Abstain

**MOTION CARRIED**

\*\*\*\*\*

X.4)d. Audits by Commissioner Specht & Director Fox

**MOTION BY:** Commissioner Naifeh

**SECOND BY:** Commissioner Windrow

**Motion to: Approve Gatlinburg and Maryville’s Audits .**

**Rollcall Vote**

Call for the question - None

RESOLUTION:

Vote:            4- Yea            0 - Nay            1 - Abstain Specht

**MOTION CARRIED**

\*\*\*\*\*

X.4)e. Audits by Commissioner Biggs & Director Fox

**MOTION BY:** Commissioner Specht

**SECOND BY:** Commissioner Kelley

**Motion to: Approve Clarksville and Hendersonville’s Audits.**

**Rollcall Vote**

Call for the question - None

RESOLUTION:

Vote:            4- Yea            0 - Nay            1 - Abstain Biggs

**MOTION CARRIED**

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X.4)g. Audits by Commissioner Biggs & Director Fox

**MOTION BY:** Commissioner Kelley                    **SECOND BY:** Commissioner Naifeh

**Motion to: Approve Putnam County and Livingston’s Audits.**

**Rollcall Vote**

Call for the question - None

RESOLUTION:

Vote:            4– Yea            0 – Nay            1 – Abstain Windrow

**MOTION CARRIED**

\*\*\*\*\*

**XI.    PUBLIC COMMENTS & SUGGESTIONS – NONE**

**XII.    DATES OF FUTURE MEETINGS**

Our next meeting is scheduled and set up for, February the 13th. Business meeting at 9:00 a.m. Central time. We'll be at the Martin Center located in Brentwood, Tennessee,

After that the next meeting will be in Gatlinburg at the Park Vista on April 23<sup>rd</sup> at 9:00 a.m. Eastern time

With on other business the meeting adjourned @ 3:06 pm.