



STATE OF TENNESSEE DEPARTMENT OF COMMERCE &
INSURANCE COMMISSION ON FIRE FIGHTING
COMMISSION BUSINESS MEETING
Collierville Fire Department
October 27, 2020

CALL TO ORDER (Commissioner Biggs)

ROLL CALL (Director Grande)

Commissioner Brian C. Biggs
Commissioner Michael Henry
Commissioner Tommy Kelley
Commissioner William Scott
Commissioner Jay Moore
Commissioner Stephanie Specht
Commissioner David Windrow
Commissioner Gary Farley

Members not present

Commissioner Carter Lawrence
Commissioner Toran Hedgepath

A quorum has been established

Commerce and Insurance/Fire Prevention Staff Present:

Anthony Grande- Executive Director- Fire Commission
Joseph Underwood- Chief Counsel
Brian Nicholson – Fire Coordinator
Fred McCay – Accreditation Manager
Michael Miranda – Fire Coordinator
Cheryl Deener- Administrative Assistant

Jeff Elliott – TFACA Director, Fire service Program
Jason Sparks, TFACA Field Supervisor

Prayer and Pledge of Allegiance

Motion to approve minutes from previous meeting: Motion approved by Windrow,
seconded by Henry.

Motion passes.

Announcements:

Commissioner Farley: We are currently working on a date for the official ribbon cutting for the new conference center located on campus at TFACA.

Mr. Sparks: The conference center is opening September 1, 2020. There are two new hires, an East Tennessee Coordinator, Darryl Kerley, and a Instructor II on campus, Andy Soccodato. We are hosting new in-service classes starting in January 2021. The recruits graduation in November will have no outside people attending due to Covid and the new recruit class starts in February 2021. In 2020, there have been 801 classes with 230,000 contact hours of training.

Director Elliott: When TFACA re-opened from the shut down for Covid- we are requiring a negative Covid test before coming onto campus. With the grand opening of the conference center there will not be anything for people to attend because of Covid restrictions.

Communications

Director Grande: Coordinator Josh Holdeman has been quarantined due to Covid, and we are awaiting his quarantine to end. We had loaded test banks into the new Par score/Par test system and are working through the new system. We have moved open test events off campus and most of the staff is under AWS status at this time. I would encourage everyone to reach out to their regional coordinators at this time with questions.

Mr. Underwood: Legal has nothing to report at this time.

Coordinator Nicholson: There has been a large influx of Confined Space I and II within reciprocity. Currently we are down 140 reciprocities from November of 2019.

Coordinator Miranda: For 2021, there have been 112 departments that submitted educational incentive training programs. Memphis submitted three programs, for a total of 114 programs. There are six departments participating in other departments programs and I am expecting one more program to be submitted. There are 1221 courses, 11 courses per program. The increase in department participation is up 3%, since 2018 and 12% of that is departments in West TN participating. Peer review is scheduled in November, located in Oak Ridge, Middle TN peer review is scheduled November 4th at Brentwood and West TN peer review is scheduled November 6th. Personnel submitted for salary supplement did not change in 2017-2018, in 2018-2019, Memphis submitted an extra 300 personnel, in 2019-2020, we expect to see a 3% to 5% increase for budget.

Mr. McCay: We are in the process of validating FFI and FFII for reaccreditation. FFI is completed and FFII is 3/4 % complete. Since the last meeting, we have completed six test challenges, with that being said, instead of having everyone who challenges come to the office, Coordinator Holdeman and Miranda are going to be handling the test challenges

for their region. This is will help with customer services to the firefighters throughout the state and not having to travel. IFSAC has approved an extension of one year for the reaccreditation. The application to Proboard is 60% complete for reaccreditation. We have scheduled FDI and FDI2 for validation in Covington beginning in November 2020. Currently, we can select the missed questions on test challenges with the new system, this is not available. We need a new policy to have people challenge the question while they are taking the test and then an incident report can be completed by the contractor and we can review the question itself, when the tests are received. Alabama and EMT currently handles their test challenges this way.

Mr. Biggs: Fred, do research and bring options for us to review and develop a new policy.

Old Business:

Commissioner Windrow: Motion to add discussion on separation from active fire service to the agenda. Commissioner Specht, seconded the motion.

Mr. Underwood: To change the 36 months will require a rule change.

Commissioner Farley: Do rule changes annually.

Commissioner Windrow: Motion to do a rule change from 36 months to 60 months for separation on active fire service and for the 36 months to 60 months be included in reciprocity as well. Seconded by Kelley.

Roll Call, Vote

Commissioner Brian C. Biggs: Yes

Commissioner Michael Henry: Yes

Commissioner Tommy Kelley: Yes

Commissioner William Scott: Yes

Commissioner Jay Moore: Yes

Commissioner Stephanie Specht: Yes

Commissioner David Windrow: Yes

Motion passes.

New Business:

Commissioner Windrow: Motion to add audits to the agenda, seconded by Commissioner Specht.

Clarksville Audit - They are trying to streamline their processes and have been audited several times, this audit was informative and productive. The audit was conducted by Director Grande, Commissioner Biggs, and Coordinator Nicholson.

Commissioner Biggs: Motion to approve, seconded by Commissioner Scott.

Roll Call, Vote

Commissioner Brian C. Biggs: Abstain

Commissioner Michael Henry: Yes

Commissioner Tommy Kelley: Yes

Commissioner William Scott: Yes
Commissioner Jay Moore: Yes
Commissioner Stephanie Specht: Yes
Commissioner David Windrow: Yes
Motion passes.

Kingston, LaFollette, Roane County EMS audit was conducted by Director Grande, Commissioner Hedgepath, and Coordinator Miranda.

Commissioner Specht: Motion to approve, seconded by Commissioner Henry.
Commissioner Brian C. Biggs: Yes
Commissioner Michael Henry: Yes
Commissioner Tommy Kelley: Yes
Commissioner William Scott: Yes
Commissioner Jay Moore: Yes
Commissioner Stephanie Specht: Yes
Commissioner David Windrow: Yes
Motion passes.

Piperton and Oakland audits, conducted by Director Grande and Commissioner Kelley.

Commissioner Kelley: Motion to approve, seconded by Commissioner Scott.
Commissioner Brian C. Biggs: Yes
Commissioner Michael Henry: Yes
Commissioner Tommy Kelley: Abstain
Commissioner William Scott: Yes
Commissioner Jay Moore: Yes
Commissioner Stephanie Specht: Yes
Commissioner David Windrow: Yes
Motion passes.

Memphis audit was conducted by Director Grande and Commissioner Scott. Memphis submitted 1408 people for incentive pay. There were people missing an hour for a class. Memphis needs to add more than just 40 hours to their program. It took over three days to complete the audit. Two people were submitted but did not get paid, because Memphis took the pay and paid another fireman that did not get turned in. Memphis still owes the state \$800.00 and needs to submit the correct paperwork.

Commissioner Scott: Motion to approve and to audit Memphis in 2021, seconded by Commissioner Henry.
Commissioner Brian C. Biggs: Yes
Commissioner Michael Henry: Yes
Commissioner Tommy Kelley: Yes
Commissioner William Scott: Abstain
Commissioner Jay Moore: Yes
Commissioner Stephanie Specht: Yes

Commissioner David Windrow: Yes
Motion passes.

Trenton, Union City, Dyersburg, Lexington, and the City of Henderson audits were conducted by Commissioner Scott and Director Grande. The Trenton program only had one person, but with Coordinator Holdeman now in West TN, we are hoping he can help get more people on board in that department. Dyersburg had two courses for eight hours each but only four of the eight hours were taught each. One person did not have enough hours, and documentation was missing.

Commissioner Scott: Motion to accept all audits and doing an audit in 2021 for

Dyersburg, seconded by Specht.

Commissioner Brian C. Biggs: Yes

Commissioner Michael Henry: Yes

Commissioner Tommy Kelley: Yes

Commissioner William Scott: Abstain

Commissioner Jay Moore: Yes

Commissioner Stephanie Specht: Yes

Commissioner David Windrow: Yes

Motion passes.

Bradley County, Etowah, Madisonville, Jefferson City, Greeneville, Sevierville, Sevier County, and Alcoa audits were conducted by Director Grande and Commissioner Specht.

Commissioner Specht: Motion to approve, seconded by Commissioner Kelley.

Commissioner Brian C. Biggs: Yes

Commissioner Michael Henry: Yes

Commissioner Tommy Kelley: Yes

Commissioner William Scott: Yes

Commissioner Jay Moore: Yes

Commissioner Stephanie Specht: Abstain

Commissioner David Windrow: Yes

Motion passes.

Decherd and Mt. Juliet audits were conducted by Commissioner Windrow and Director Grande.

Commissioner Windrow: Motion to approve, seconded by Commissioner Moore.

Commissioner Brian C. Biggs: Yes

Commissioner Michael Henry: Yes

Commissioner Tommy Kelley: Yes

Commissioner William Scott: Yes

Commissioner Jay Moore: Yes

Commissioner Stephanie Specht: Yes

Commissioner David Windrow: Abstain

Motion passes.

Commissioner Windrow: Motion to recess, seconded by Commissioner Kelley.
Motion approved.

Commissioner Biggs: We have quorum.

Commissioner Windrow: Motion to redline the change on the reciprocity rule to state that individuals applying for reciprocity, must live in Tennessee, or on a Tennessee department, or are sponsored by a Tennessee department. Seconded by Commissioner Kelley.

Motion passes.

Commissioner Windrow: Motion to include fees for those out of state people, instead of making it for only testing for Tennessee, exempting Military entities. Seconded by Commissioner Kelley.

Commissioner Biggs: Research needs to be conducted about how we would accept the revenue. TFACA is already set up for accepting payments, but we would need to have a way to separate the two.

Commissioner Windrow: Motion to approve TFACA submitted courses, Rural Water Supply, Rural Pump Operator, and Water Supply for Aerial Apparatus. Seconded by Commissioner Moore.

Motion Carries.

Commissioner Specht: Motion to approve TN Firetraining Online courses, Hazardous Materials Awareness, Jones & Bartlett, Hazardous Materials Awareness, IFSTA, Evidence Preservation, Hazardous Materials Operations, IFSTA, Elevator Emergencies, and 16 hours Intro to Fire Service. Seconded by Commissioner Henry.

Motion carries.

Commissioner Specht: Motion to discuss the Columbia Southern University Fire Officer I and II course submittal. Seconded by Commissioner Moore.

Motion carries.

Commissioner Kelley: Motion to decline Columbia Southern University's course submittals. Seconded by Commissioner Windrow.

Motion carries.

Commissioner Biggs: The next meeting needs to have a full work session doing rule and policy changes.

Commissioner Specht: Motion to have the meeting in Middle Tennessee, February 23rd and 24th 2021, beginning at 1:00 PM, destination to be determined. Seconded by Commissioner Scott.

Motion carries.

The following meeting would be in April 6th-8th, 2021.

Commissioner Windrow: Motion to adjourn, seconded by Commissioner Kelley.

Motion carries.