



Utah Fire Service Certification Council Meeting Minutes

May 15, 2024, at 10 a.m.

Utah Fire and Rescue Academy, Room 147

1. **Certification Council meeting called to order, by Council Chair Scott Spencer**

The meeting was called to order at 10:01 a.m.

2. **Welcome council members and visitors, by Scott Spencer**

Members attending: Scott Spencer, Chris Trevino, TJ Brewer, John Evans, Jeremy Raymond, Wade Snyder, Ted Black, Rod Kearl, and David Youngberg

Attending online: none

Not in attendance: Ron Harris, Krista Horting, and Merlin Spendlove

Guests: Marc McElreath, and from the UVU RCA: Andy Byrnes and Donna Cotterell

3. **Declaration of a quorum, by Scott Spencer**

4. **Approval of Certification Council meeting minutes from March 20, 2024, by Scott Spencer**

Chris Trevino motioned to approve the meeting minutes from March 20, 2024. It was seconded by TJ Brewer, and the motion carried.

5. **Approval of May 15, 2024 Certification Council agenda, by Scott Spencer**

6. **Report from Forestry, Fire & State Lands, by Wade Snyder**

Wade Snyder mentioned an area manager job opening in the southeast area. They are expecting another key vacancy in the Duchesne County area.

Wade explained the helicopter program (type 3), whose primary purpose is wildland fire (as of 5/15/24).

Greg Wilson is superintendent over that. He is a STEP instructor, with a squad of eight people. They will prioritize nonfederal fires, single tread. They hover over an area and jump out/in, due to not always having a place to land.

A heavy helicopter is coming on June 1, 2024, starting in Cedar City. That will be prioritized for initial attack. Another heavy helicopter is coming in July 2024.

Salt Lake will have a hotshot crew. It's training now and in the certification process and will be available next year.

Hand crews are on for next week. There will be Utah county crews available in May (next week). Lone Peak and Twin Peaks hotshots are available (for nonfederal fires).

7. **Report on testing, certification, failed skills, and upcoming exams (3 months), by Jennifer Lindley**

Upcoming exams will be emailed out after the meeting today.

Certification Report: There were 617 certifications, compared to last year's 618 certifications. We are ramping up on Technical Rescue testing.

The total exams administered to candidates the first quarter of this year was **587 in January, 344 in February, and 1,919 in March**: a total of **2,850** for the first quarter. This includes both written and skills. 1,919 is our new all-time high for UFRA exams administered in one month.

Trudy was busy with Provo and American Fork with Tech Rescue new certification levels.

Director Brad Wardle mentioned UFRA training on Technical Rescue. Steve Crandall was hired by UFRA as an adjunct instructor. We will begin training Technical Rescue with Rope Rescue first. There is a possibility we may teach it during Winter Fire School. CMC taught Ropes previously, but we will start teaching that in-house. We will walk before we run.

Failed Skills Report: Inspector and Officer I on this list (1st and 2nd attempt). Most candidates pass on the second attempt. One candidate wrote questions as their answers.

8. Report on Fire Prevention Board meeting, by Scott Spencer

The FPB meeting was held on May 14, 2024. Chief Porter was absent. Scott Spencer reported on activities from the last Certification Council meeting. Brad Wardle reported on the Utah Fire and Rescue Academy.

At the meeting, Ted Black brought up remote devices to use with fireworks. There is no state or fire code that says you cannot use them. One firework is lit at a time, and can be operated from a phone. They are a low-voltage device. Moving forward, we're allowing devices sold at firework vendors (TNT) and through Amazon. Ted's concern is that these fireworks are legal devices. You cannot say they are illegal or there will be the risk of lawsuits.

The next Fire Prevention Board meeting will be online on July 9, 2024, at 8:30 a.m.

9. Discussion and motion to approve the reaccreditation of UVU's Recruit Candidate Academy, by Scott Spencer, Ron Harris, Krista Horting, Jeremy Raymond, Jolene Chamberlain

Jeremy Raymond reported that, as a committee, they met with the RCA on April 12, 2024, for the reaccreditation meeting. He reported that everything met or exceeded policy. Some website things were out-of-date and were corrected by the end of the day. The facility, training, props, and equipment were amazing to go through. He acknowledged the potential for future growth, and how they have now maximized capacity. He recommended looking for a new location for the RCA or finding ways to expand at their current location. An exit conference was conducted. Reaccreditation was granted to RCA for the next five years.

Brad Wardle mentioned that many RCA recruits have jobs by the time they graduate (10 to 15%).

Andy Byrnes and Donna Cotterell from the UVU RCA were presented with an accreditation certificate.

Jeremy Raymond motioned to approve, it was seconded by Chris Trevino, and the motion carried.

10. Discussion regarding updates to the Accreditation Self-Study documents, by Jolene Chamberlain

Jolene mentioned that errors were found in our current documents for accreditation. The Self-Study documents are in review right now and being edited. The documents will be discussed at the next Certification Council meeting. Accreditation is for a five-year period.

11. Review, discussion, and motion regarding Utah Administrative Code 710-16-6 (Non-Affiliated Fire Service Training), by Scott Spencer/Joan Aaron

A document was sent out to Council members via email with the agenda and to our editor April Liu.

Joan presented a “clean” copy of the R710-16 draft, a copy with crossed-out sections and new changes underlined, and a copy of the original (before edits). The yellow highlights of the “clean” copy were changes after the email and our editor April Liu reviewed it. She made some wording changes and grammar edits.

- In **section R710-16-3**, (1 and 2) April suggested the word “Academy” should be updated to “UFRA” (in R710-16-3).
 - In (3) Andy Brynes suggested updating the term from Accredited “Recruit” Academy to Accredited “Firefighter” Academy.
- In **R710-16-4**, the word standard was added after NFPA.
 - In (2) R710-16-4, April rephrased (on the UFRA website), under “Participating Agencies.”
- In **R710-16-5** (b), “Academy director” was updated to “UFRA director.”
- In **R710-16-6** (2), the “course training coordinator” was updated to the “training organization’s program coordinator” (suggested by Andy Byrnes)
 - In 2(b) and 3(b), our editor made some grammar and wording updates:

After “five years which must **be** acquired” she updated it to “five years which must have been acquired”

And replaced, “of which will be instructed” to “that will be taught”
 - Included in the documents was an email from Andy Byrnes, asking if we could also modify 2(b) and 3(b) from “chief officer” to “fire officer,” or add the word OR
 - The council discussed the phrase “fire officer.”
 - Jolene asked the difference between the two terms: “chief officer” and “fire officer.”
 - Chris Trevino explained: “Fire officer” a captain level up toward chief. (A person promoted or appointed to an officer position)
“Chief officer” white helmets/white shirts
 - It was approved to change “chief officer” to “fire officer,” to allow flexibility.
- In **R710-16-6** (5), April suggested updates: change “that is taught to award students” to “in order to qualify to award students” “and approved by”
- Several other minor capitalization and wording adjustments were made to make the changes consistent throughout the document.
- In definitions, “Fire officer: a person who is promoted or appointed to an officer position in a fire department” was added.

Wade Snyder motioned to approve the updates to R710-16, it was seconded by Chris Trevino, and the motion carried.

Side conversation:

Director Brad Wardle welcomed Chief Kearl to the council. He thanked the council and the Certification staff for the work they do. He opened the floor for questions with regards to UFRA.

TJ Brewer mentioned that curriculum teaching is possibly outdated on many levels. As he has reviewed NFPA, there is some misinformation, or things being taught from the textbooks that we don’t do in the state of Utah.

TJ asked if we could review curriculum once a year. Books are coming out with terrible information. The book and how they are teaching don't line up. The overall question was: does the curriculum get reviewed often?

Brad turned this over to Marc McElreath. Brad agreed that the manuals are not caught up with the new information and current training.

Chris Trevino said that you are limited by the curriculum (efficiency and efficacy).

TJ mentioned that departments are teaching more advanced tactics and the books are years old.

Marc McElreath agreed that the things taught in the manuals are lagging behind. He recommended that changes be brought up to him or Gary Kilgore at any time.

TJ suggested a subcommittee to bring others together to relate information to Marc, Gary Kilgore, and the Certification Council. TJ does not want to fall behind. FSRI studies were referenced.

Brad agreed this is an opportunity to have conversations for the state of Utah. He wants to be on the leading edge for tactics, strategies, etc. Brad appreciates that TJ brought this up.

Brad mentioned a lot of changes ahead, including OSHA, NFPA consolidations, and so forth.

Jeremy asked where the ARFF fixed facility was going to be located.

Brad answered that they are looking at the Provo Airport, but it has not yet been determined. They will be researching other areas where the ARFF is up and running.

ARFF mobile funding will be available July 1. Bid for the structure will be going out. The ARFF fixed structure will be a few years away. Recently they went to Washington, DC.

They are also looking into the old Salt Lake prop to see if it can be repurposed safely.

Currently, they are hiring subject matter experts to work on ARFF curriculum.

Wade Snyder asked about bringing back the Wildland night class/internship program. Classes were cancelled last year due to a lack of people. He asked who could come in and promote the Wildland fire program. There is a need for growing the next level of wildland firefighters in Utah.

Brad answered there are no conversations that he is aware of. It is something that can be put on the radar and he can talk to Dan Cather. Brad acknowledged that the wildland fires are not going away.

12. Review, discussion, and motion to update Hazardous Materials Operations standard to clarify that IFSTA chapters 12, 14, 16 will not be tested on the written exam (as they reference mission-specific topics: NFPA 470, section 9 and fulfil NFPA Chapter 7 requirements), by Joan Aaron

Joan mentioned that the Certification Office has received several questions on which chapters are being tested for Hazardous Materials Operations. Joan recommended updating page 5 of the Hazmat standard to clarify what chapters the test bank questions are from. A document showed the changes.

- Awareness, chapters 1–3
- Operations, chapters 4–11, 13, 15

PPE and product control mission-specific are included. The chapters are included to meet IFSAC and ProBoard accreditation requirements.

John Evans motioned to approve, it was seconded by TJ Brewer, and the motion carried.

13. Review, discussion, and motion to approve the new Public Information Officer standard (NFPA 1030), by Joan Aaron

Merlin Spendlove, Jeremy Raymond, Dave Youngberg, Dave Olsen, and John Evans met to review the PIO standard. They updated and modified several of the skills and the portfolio. The IFSTA book has five chapters. The exam will test skill 1 on the written exam day. The rest is a portfolio, which needs to be completed before the (30-question) written exam.

TJ Brewer asked if UFRA was going to teach this class. Joan said, no not now, but she will ask.

Jolene said that it was taught years ago and even at Winter Fire School.

Chief Kearn asked about the training record along with the portfolio. There was a short discussion and a decision to keep the training record in the standard.

Rod Kearn motioned to approve, it was seconded by Ted Black, and the motion carried.

14. Review, discussion, and motion to approve the new Fire & Life Safety Educator standard (NFPA 1030), by Joan Aaron

The skills were slightly edited and given new NFPA numbers. The portfolio needs to be completed before the written exam. The Fire & Life Safety Educator committee included: Scott Spencer, David Youngberg, Pat Vega, Don Buckley, and Brett Remund.

Jeremy Raymond motioned to approve, it was seconded by John Evans, and the motion carried.

15. Review, discussion, and motion to approve the new Fire Inspector standard (NFPA 1030), by Joan Aaron

Scott Spencer mentioned that the new NFPA 1030 standard does away with Inspector II & III. This standard is a work in progress. The goal is to have the standard ready to go by the end of the year. We are hoping to include First Responder Inspector and Fire Plans Examiner.

Currently we are updating:

- First Responder Inspector (Company Officer Inspector)
- Fire Plans Examiner

Wade Snyder asked if Wildland was incorporated into Company Officer Inspector training.

Scott answered that the class is geared more toward commercial-based inspecting with some hazardous materials.

For Inspector, the skills are identical to the current standard, with a few edits. This standard will not be implemented until January 2025.

Jeremy Raymond motioned to approve the new Fire Inspector standard, it was seconded by Rod Kearn, and the motion carried.

16. Review, discussion, and motion to update Firefighter I skill, Evolution #3, by Joan Aaron

Add the wording “Two 2½-inch hose or one 3-inch or larger supply” to step 8 and the condition.

A tester brought to our attention Firefighter I, Evolution #3, skill step number 8 (the Defensive Operations evolution). David Youngberg explained the situation.

We clarified the skill by adding the words “**2½-inch or larger supply**” in the conditions and in step number 8.

John Evans motioned to approve, it was seconded by Chris Trevino, and the motion carried.

17. Review, discussion, and motion to update the Swiftwater Rescue standard requirements for testing, by Joan on behalf of Krista Horting

Add the phrase “in moving water.”

This discussion arose when a swiftwater test was done at a lake with a dam. This department or area had no swiftwater location and was at “an approved AHJ testing location.” As testers, there was a discussion over the type of water being used to test.

It was recommended to add “moving” in the skill, to restrict lakes from a swiftwater exam.

Jeremy Raymond motioned to approve to add “in moving water” to the wording, it was seconded by Wade Snyder, and the motion carried.

18. Discussion to approve/review the following submitted portfolios:

Jared Sholly’s Fire Officer II portfolio was to be assigned for review.

Chris Trevino is going to review the portfolio.

19. Discussion and motion on submitted petitions, by Joan Aaron

Letter from Chiefs Banks regarding Firefighter II recertification for Heber Barlow

We received a letter from Chief Banks requesting recertification for Heber Barlow. He was with Hildale Fire Department from 2014 to 2017, then moved to New Harmony in 2017 and has been active ever since. His certs expired due to not requesting recertification. They also sent a record of his training hours. David Youngberg asked if we have records showing he is current on training. Yes, he is: over 160 training hours.

TJ Brewer motioned to approve recertification, it was seconded by Chris Trevino, and the motion carried.

20. Review, discussion, and motion to approve an update to the Policies and Procedures Manual (p. 57)

In “Participating Agencies,” under “Non-Affiliated” update “Accredited Recruit Academies” to the new wording of “Accredited Firefighter Academies,” to match the new R710-16 definitions.

Fire Marshal Ted Black mentioned that we may need to wait until we get approval for the rule.

Joan said that currently, the Participating Agencies from the Policies and Procedures Manual is not tied to Rule 710-16. With the updates today, it may become part of it (after FPB approval).

There needs to be an update of the Policies and Procedures Manual’s “Participating Agencies” page, under “Non-Affiliated,” changing “Accredited Recruit Academies” to the new wording of “Accredited Firefighter Academies”—to align with the updates approved today.

Wade Snyder explained and agreed.

TJ Brewer motioned to approve the change, it was seconded by Jeremy Raymond, and the motion carried.

21. Old business, by Scott Spencer

- a. The Instructor/Tester Seminar was combined with Train-the-Tester: training on how to proctor an online test (March 26, 27, 28): Joan Aaron

Tester training has been completed. About 30 new testers (the majority at captain level or higher) were hired.

- b. Updates about online testing: Joan Aaron

Almost all tests are online and ready to be used for online testing. We are working on the last few levels right now: ADO Pumper/Aerial, ARFF, and Fire and Life Safety I/II.

c. iPads and equipment: Jolene Chamberlain

Jolene showed a hard case being used to house, protect, and transport the iPads, which will be used for testers. This will also include a hotspot.

We currently have 40 iPads and are asking to purchase:

- 170 more iPads
- 10–12 hotspots
- Charging stations

We are going to learn a lot the next one to two years as this program develops.

Cases will be delivered to testers via PMs, Logistics, etc. These will not be mailed. Technology cases could possibly be assigned to certain testers who test all the time.

Each case holds 10–20 iPads and a hotspot.

Scott mentioned that hotspots are not foolproof. We need to ask how the internet is at the station, especially in rural areas.

Rod Kearn suggested looking into a different kind of hotspot. For example, Starlink has a monthly fee of about \$150.

Chris Cox (IT) is going to try to connect to hotspots to see how many are needed and what the limit is per hotspot (the max number of devices that can connect to each hotspot and function properly).

We are trying to secure facilities as testing centers: Davis, Bridgeland, Southwest Tech, and Dixie Tech, once they are up and running.

22. New Business, by Scott Spencer

- a. We updated the current Inspector I and II skills to the 2021 IFC code book.

We are trying to update it so we are teaching current editions instead of being an edition behind. The 8th edition of IFSTA is now being used.

- b. We began the preparation process for the IFSAC/Pro Board site visit for accreditation (in the spring of 2025). This will be a work in progress.

- c. New 2024 ERG books are available from SFMO. Call Wade Francis at 801-834-1271.

- d. We are in the process of creating an electronic Examination Request form on our website. This will automatically sync into our FileMaker database. More info to come (from Joan Aaron).

We are aiming to go paperless with forms and sync with our database and Lookup system.

The UFRA Portal won't be available for the next month or so.

- e. We had a question regarding a Structural Collapse rubble pile. If it is a rubble pile, adding the wording "it is the responsibility of the AHJ to make sure a rubble pile was engineered before testing" (from Joan Aaron).

Does wording need to be added to the current standard? Who is responsible for getting a rubble pile engineered? Currently, nothing in the standard references a rubble pile.

David Youngberg says when he asks who engineered this, it is like deer in headlights. He has seen some bad rubble piles put together with a car, then concrete on top. It needs to be a “safe” pile.

Fire Marshal Ted Black asked, Is there any engineer on the planet that will call it a safe pile? No, for training it needs to be engineered due to liability. The “engineered” stamp is needed.

Do we need to develop a rubble pile that can be used for a period of time? (A prop?) It probably would not be a mobile prop. Departments should not be throwing things together.

John Evans said this is going to be expensive.

TJ Brewer asked to table this and gather more information.

There needs to be clarification in the standard on engineering a rubble pile for safety and liability. Would it need a structural engineer to approve it? This topic is going to be tabled until the next meeting.

f. Other items needing to be discussed

TJ Brewer asked for clarification on UFRA’s stance on acquired structures for Live Fire testing. How will UFRA support it? Joan will forward this question to Director Brad Wardle.

Fire Marshal Ted Black asked that an electronic copy of the changes made to Rule 710-16 be emailed to him.

23. The next Certification Council meeting is on Wednesday, July 17, 2024, at UFRA

Ted Black motioned to adjourn the meeting, Rod Kearl seconded, and the meeting was adjourned at 11:55 a.m.