

MINUTES  
Fire Service Standard and Training Council Meeting  
February 11, 2015

**COUNCIL MEMBERS:** Michael Riley, Phil Roberts, Gary Hodson, Ray Stokes, Karl Lieb

**STAFF:** Ted Black, Diane Shipp

**UFRA:** Chuck Querry, Hugh Conner

**EXCUSED:** Darren Baum

Item #1: The meeting was called to order by Chairman Phil Roberts. Everyone got the handouts for today. Phil welcomed Karl Lieb who is the Deputy Chief for Salt Lake City Fire and representing the Utah Fire Chiefs Association and also Todd Smith who is representing the Educator's previously held by Stan Robins.

Item #2: Approval of the October 29<sup>th</sup> meeting minutes: A motion was made to approve and was seconded. Motion to approve was made by Ray Stokes and seconded by ??? The motion passed unanimously.

Item #3: Report from the Certification Council: The certification council is still on schedule. Open meetings as scheduled. Conducting business as necessary and everything is up to date and as it should be.

Item #4: Report from the accreditation teams, concerning their review of non-affiliated training organizations: Ted indicates that this is all complete.

Item #5: Action by the Council to ratify the e-mail vote, recommending to the Fire Prevention Board the re-accreditation of the non-affiliated training organizations, BATC, DATC and WVFA: UFRA was already done in the last meeting. A motion was made to ratify the approval of the accreditation of these programs by Gary Hodson, seconded by Ray Stokes. Motion passed unanimously.

Item #6: Review of current re-accreditation documents and procedures. What went right, what went wrong, what changes, if any, need to be made: As this is not time sensitive, it will be tabled until Steve Lutz is available.

Item #7: Discussion on the audit of UFRA: Three years ago we did an audit on UFRA. We did an audit on UFRA at that time as directed by the Board. It was decided to conduct an audit of UFRA every three years, 2015 is that third year and so we will conduct an audit this year.

Item #8: Make assignments for the pending audit of UFRA, to be completed in 2015. This audit will be both financial and contract obligation. UFRA has requested that the audit be conducted in March or April: So we don't have everyone running into each other, let's do each phase a week apart. Phases of this audit and assigned auditors are as follows:

**Audit Assignments:**

**ADMINISTRATION**

Ray Stokes  
Tracy Dunford  
Darren Baum

**TRAINING**

Karl Lieb  
Gary Hodson

**CERTIFICATON**

Jason Winn  
Todd Smith

**LOGISTICS**

Phil Roberts  
Mike Riley

**FINANCIAL**

**UVU Auditor**

Item #9: Mobile Command Prop. Can use of the prop be improved? How? (Black): This is something that has actually already taken place.

Item #10: How does the Open Meeting Act affect the actions of the Standards and Training Council: Is the council required to have an open meeting? We are unsure. However, we will begin to post the agenda just to be safe.

Item #11: Old business: Nothing.

Item #12: New business: A few things. The first emergency apparatus driver simulator has gone through pilot testing and the road show has begun. Some departments want to incorporate other training into a similar format. So if they know in eight months that a certain training will be in their region, they can plan those other courses around it.

The simulators are in production and will be ready in four or five weeks. Second cadre has, or is being trained. Our last cadre of instructors were trained about a week ago today. Classes are scheduled in Brigham City, also in Logan and they are working on getting the others scheduled.

Item #13: Report from council members and staff: None.

Item #14: Proposed meeting schedule for 2015 was handed out and no objections were made.

Item #15: Next meeting: May 13, 2015 @ 8:00 AM at the State Fire Marshal's Office.