**UTAH STATE FIRE PREVENTION BOARD**

**MAY 8, 2018 MEETING MINUTES**

**APPROVED**

**BOARD MEMBERS PRESENT**

Vincent A. Newberg Board Chair

Craig Humphreys Board Vice Chair

Brian Cottam Board Member

Rod Hammer Board Member

Eric Miller Board Member

Mike Phillips Board Member

Jason Poulsen Board Member

**BOARD MEMBERS NOT PRESENT**

Jared Larson Board Member

David Olsen Board Member

Frank Park Board Member

**STAFF PRESENT**

Coy Porter State Fire Marshal

Ted Black Chief Deputy Fire Marshal

Monica Todd Board Secretary

**Item #1** on the agenda, Board meeting called to order by Board Chair Vincent Newberg. The meeting started at 8:30 A.M., at the South Salt Lake City Hall, Council Chambers.

**Item #2** on the agenda was approval of the March 13, 2018 Board meeting minutes. Motion by Board Member Miller, to approve minutes as written, seconded by Board Member Hammer, motion passed unanimously.

 **Item #3** on the agenda was a report to the Board by Chief Scott Spencer, Chair, Utah Fire Service Certification Council. The annual certification tester seminar was held with 143 testers out of 200 in attendance, a 72% turn out. Certification testers are required to attend one of these seminars at least every other year. They felt it was very successful.

 Chair Spencer stated that there is an interest from people outside Utah who would like to gain access to Utah’s certification services. The Council has been discussing how best to offer the program to people from outside of the State and what the cost would be for attendees using no funds from the restricted account.

 Chair Spencer stated that the Utah Fire Service Certification Council has been working with Utah Forestry and State Lands to update and make changes to the Red Card certification program to provide various levels of certification. Currently applicants are required to go through the Utah Fire and Rescue Academy’s curriculum to gain Red Card certification, but the Council is looking at other options including programs on line. The Council is reviewing the levels of certification and options to make the process more advantageous and user friendly.

 **Item #4** on the agenda was a report to the Board by Ryan Peterson, Chair, Hazardous Materials Advisory Council. The advisory council met last week and discussed the disparities between the Hazardous Materials Technician Certification Program that Utah offers and some of the programs offered out of the State. The certification program offered by UFRA has a 120 hour time requirement. By contrast, the out-of-state programs have as little as a 50 hours but still offer the IFSAC and Pro-board seals that UFRA would be required to honor. While the out-of- state programs meet the minimum requirements of the 472 Standard, and the new 1072 Standard, the program offered by UFRA provides more technical experience for the student. Director Wardle stated the importance of ensuring that the department chiefs are made aware of the differences between the certification programs so that they can make an informed decision for their individual departments. State Fire Marshal Porter stated that the part-time and volunteer departments need to have the option of a program that may be less time demanding to begin with but that can be augmented over time. Chair Peterson stated that the discussion will continue.

 **Item #5** on the agenda was a report to the Board by Robert Dekorver, Chair, Fire Service Standards and Training Council. Chair Dekorver reported on the three-year audit of the Utah Fire and Rescue Academy and distributed a copy of report to the Fire Prevention Board Members. The audit included the Administration and Finance portion, logistics, certification, and curriculum. The audit concluded that the Utah Fire and Rescue Academy is meeting the contractual agreements between the Academy and the State of Utah. It was mentioned that budget increases will be necessary in the future to accommodate the increased demand for training.

 **Item #6** on the agenda was to review the possibility of increasing the grant money provided for Wildland grants from the Fire Fighter restricted fund. State Fire Marshal Porter explained the funding mechanism that is in place for the grant monies and reported that there are no additional monies in the restricted fund for grants in the upcoming budget year.

 **Item #7** on the agenda was a presentation by Darryl Pranger, Finance Director UFRA, presenting a UFRA budget and contract update for FY 2018-2019. No change to the UFRA contract for the upcoming year. This contract will not cover the cost of living or merit increases. The State Fire Marshal and UFRA will be looking for ways to avoid a shortfall. There will be updated information to report in the September Fire Prevention Board Meeting. Finance Director Pranger elaborated on the findings of the different audits that have been conducted. There were only a few, very minor items that UFRA needs to improve on and the improvements are already in place or are being addressed. There is a program manager position that is open, and has been left open for several reasons. One reason was funding and the other reason is that there are some office areas at UFRA that need to be improved to provide more privacy and safety for staff members. Director Pranger asked the Board to reallocate the $50,000 that was not used for the program manager position, and approve the money to be used for the necessary office improvements. Board Member Poulsen made a motion to redirect $50,000 for office upgrades, Board Member Miller seconded the motion, motion passed unanimously.

**Item #8** on the agenda was old business. Brain Cottam wanted to verify that the State Fire Marshal will have to ask for the percentage of insurance money earmarked for the fire service to be placed into the restricted account annually. Fire Marshal Porter indicated that because of the fluctuations in the funding from the insurance industry, it was decided to “up-front” the monies for now but hopefully, a solution will be found to enable a self-funding process much like was in place in previous years.

Board Member Rod Hammer announced his resignation from the board due to conflicting obligations. Chair Newberg expressed regret but accepted the resignation.

**Item #9** on the agenda was new business. State Fire Marshal Coy Porter announced that the State Fire Marshal’s Office will be moving from the Murray location to the Larry H. Miller campus of the Salt Lake Community College. The new address is 410 West 9800 South, Sandy Utah.

The land acquisition for the new building for UFRA has been put on the agenda for the Building Board Commission for the October meeting.

**Item #10** on the agenda was that the next Board Meeting will be July 10, 2018, beginning at 8:30 A.M., South Salt Lake City Hall, Council Chambers, 220 East Morris Avenue (2430 South), South Salt Lake City, Utah 84115. Motion to adjourn made by Board Member Poulsen, motion seconded by Vice Chair Humphries, motion carried and the meeting was adjourned.