THE TENNESSEE COMMISSION ON FIRE FIGHTING PERSONNEL STANDARDS AND EDUCATION

June 11, 2013 Business Meeting
500 James Roberson Parkway, Nashville TN.

The meeting of the Tennessee Commission on Fire Fighting Personnel Standards and Education was called to order by Chairman Mark Finucane at 9:00 A.M. on June 11, 2013 at the Tennessee Department of Commence & Insurance, Davy Crockett Tower, 500 James Roberson Parkway, Nashville, Tennessee. Roll was called and Commission Members present at the meeting were: Mark Finucane, Chairman, Michael Slay, Secretary Michael Naifeh, Gerald Wakefield, Tom McCormack, Frank Cotton, Matthew Sorge and Charlie Vance. Ex-officio non-voting Member present at the meeting: Roger Hawks.

Commission Member absent from the Meeting: Brian Biggs, Ex-officio non-voting Member absent: Julie McPeak.

Commerce and Insurance / Fire Prevention Staff present at the meeting:
Gary West, Assistant Commissioner, Division of Fire Prevention
Jeff Elliott, Tennessee Fire Service and Codes Academy

Approval on Meeting Minutes:

Commissioner Sorge makes a motion to postpone reading the meeting minutes from last meeting on May 22, 2013, except for those pertaining to hiring the New Director. Seconded by Commissioner McCormick.

The motion carried unanimously.

Motion to approve by Commissioner Wakefield and seconded by Commissioner Slay to approve the meeting minutes on May 22, 2013 from the hiring committee pertaining to the hiring of the New Director.

The motion carried unanimously.

Announcements

There are no new announcements.

Guests

Jeff Elliott, Tennessee Fire and Codes Academy (TFACA) Program Director gave a report on the academy programs. Recruit class, July 3rd will be when the recruits will be in their live burn week. A transition to July 13th and 14th in conjunction with the Tennessee Fire Chief's Convention here at the Airport Marriott, there is going to be a NFA direct delivery of the White

Helmets and Politics. September 9th is the next recruit class. The Tennessee Virginia weekend, The classes are going to be Methods of Enhancing Safety Education, NIMs Incident Command System Train the Trainer, Incident Safety Officer, Incident Command System for Structural Collapse, Introduction to Unified Command for Multi Agency and Catastrophic Incidents, Preparations for initial company operations, and Shaping the Future, so those are the seven (7) classes that are being offered.

The class for the Tennessee Fire Chief's orientation is free; the next scheduled class is in Milan, it is June 22nd and 23rd. The Politics and White Helmets class is a grant class and is also free. The last scheduled class is in November at the academy.

Communications

Attorney Dan Birdwell is giving a report on the Firefighting Commission Field Representatives contracts and the extensions to August 30th. There are three (3) RFP, East, Middle and West Tennessee, two (2) field representatives for each region and we have prepared and amendment and sent it to existing field representatives to extend their contracts through August and increased the maximum amount those contracts had.

Commissioner West reports that there was a meeting with HR along with others and put together the job description and duties for the full time positions. They will be full time state employee positions.

Director's Report

Commissioner Gary West gave the Director's report; all of the tests that were in the office have been graded with no back logs now, letters are going out immediately and certificates are going out within two (2) weeks. Our process has really improved because of we are taking applications and requests by e-mail now. The field reps have been working hard and they are working well with our staff. The Commission asked at the last meeting that I provide Fire Departments that are participating in the commission program. Copies of the Fire Departments that participate in the Fire Commission program and also copies of the names of the Fire Departments who do not participate were provided. In the last four (4) to six (6) weeks we have brought on five (5) Fire Departments. This will help with the recruitment efforts.

Old Business

Chairman, Mark Finucane presents the discussion on Jones and Bartlett proposal for approval of their training materials if you recall back in the meeting in December 2012 at Franklin.

Commissioner Wakefield makes a motion to approve the training curriculums by Jones and Bartlett. Seconded by, Commissioner Cotton.

RESOLVED:
The motion carried unanimously.

Chairman Finucane presents the discussion of the process of development for the performance plan of the director position. Assistant Commissioner West added this to the discussion of old business per conversation with Chairman Finucane. Commissioner Sorge is the chairman of the committee that will be doing this.

Commissioner Vance makes motion to add to the agenda to increase the professionalism of the commission by requiring shirts with the commission logo on it for business meetings. Seconded by Commissioner Cotton.

Roll Call:
Chairman Finucane: No
Vice Chair Sorge: No
Commissioner Cotton: Yes
Commissioner Vance: Yes
Commissioner Naifeh: No
Commissioner Slay: No
Commissioner Wakefield: No
Commissioner McCormick: No

There are Six No and two yes, motion fails to add this to the agenda.

New Business

A request from the Dean at Jackson State Community College for approval of their courses to start fire science curriculum courses at the college.

Motion on the floor by Commissioner Wakefield to approve the continuing of education at the Jackson State Community College and seconded by Commissioner Vance.

RESOLVED:
The motion carried unanimously.

Commissioner West is asking for approval of Firefighter training programs for the 2013 training year. Some departments have received the letters approving their training program prior March 1, 2013. The ones in front of you are the ones that still need to be approved. There is only one fire department that has not submitted the in-service training information and that is Sparta.

Motion on the floor by Commissioner Wakefield to approve the in-service training programs and seconded by Commissioner Slay.

RESOLVED:
The motion carried unanimously.

Consideration for a waiver from the Memphis Fire Department for submittal for

supplemental pay past the March 1, 2013 submittal deadline. Commissioner West states that in front of you are the requests for supplemental pay. The Memphis Fire Department is the biggest Fire Department in Tennessee and they are the biggest participant of the supplemental pay program, with 1,480 people requested this year. It is quite a challenge to work with all these people and meet the standards within the supplemental program. From an administrative standpoint, in the past, verification sheets came in overtime even into July and August.

Chief Boyd states that at one time there could be 30 to 40 people off sick, just January and February there are 30 people off because of injuries and five (5) overseas deployed, so at times it is difficult getting signatures. I have been off six weeks for surgery and Lieutenant Bryant was having some family issues as well.

Chairman Finucane wants to discuss a rule change at the next meeting.

Motion on the floor by Commissioner Vance to approve the waiver from the Memphis Fire Department for the submittal of the supplemental pay past the March 1, 2013 deadline, seconded by Commissioner Sorge.

Roll Call:
Chairman Finucane: yes
Vice Chair Sorge: yes
Commissioner Cotton: abstain
Commissioner Vance: Yes
Commissioner Naifeh: abstain
Commissioner Slay: yes
Commissioner Wakefield: yes
Commissioner McCormick: yes

RESOLVED:
Waiver passes for the Memphis Fire Department, 6 votes yes and 2 abstentions.

For consideration, a recommendation of the Firefighting Commission Committee to hire a director. The committee to hire the new director met on May 2, 2013 in Gatlinburg. Members of that committee were Commissioner Biggs, Commissioner Slay, Commissioner Naifeh, Commissioner McCormick, Commissioner Majchrzak and Chairman Finucane. There were ten (10) individuals that submitted applications. We came up with four (4) finalists that we were interviewed on May 22, 2013 and May 23, 2013. We had three (3) candidates show up on these dates, one candidate had cancelled. The other three (3) candidates have a broad range of fire service background, both academic and fire service related. It is our recommendation of the three (3) finalists that we would bring forward the name of Randy Fox, as the new Director from the hiring committee.

Commissioner Vance makes a motion to accept the hiring committee's recommendation for Randy Fox for the Director's position, seconded by Chairman Finucane.

Roll Call:

Chairman Finucane: yes
Vice Chair Sorge: no
Commissioner Cotton: yes
Commissioner Vance: Yes
Commissioner Naifeh: no
Commissioner Slay: yes
Commissioner Wakefield: no
Commissioner McCormick: no
Commissioner Biggs: yes

There are five (5) yes votes and four (4) no

RESOLVED:
Motion carries for Randy Fox to be director of the Firefighting Commission.

The next meeting will be in Memphis at the Memphis Fire Department on August 19, 20, and 21, 2013. August 18, 2013 will be a travel day. The work sessions will begin at 9:00 a.m. each day and the business meeting will be at 9:30 a.m. The workshops will be August 19 and 20, 2013 and the business meeting will be August 21, 2013.

Motion on the floor by Commissioner Slay to adjourn, seconded by Commissioner McCormick.

RESOLVED:

The motion carried unanimously.