

**FIRE EDUCATION AND TRAINING COORDINATING BOARD
MINUTES OF THE OPEN SESSION**

September 5, 2013

Present: James Ball
Joseph Bertholic
Brian Jackvony
Scott Kettelle
Mark Pare
Jay Petrillo
Mark St. Pierre
Mark Vincent
John Woodard

Absent: John Chartier
David Gorman
Timothy McLaughlin
David Sayles
Howard Tighe

Open Session of the Fire Education and Training Coordinating Board was called to order at 9:13 a.m. by Chairperson Kettelle.

Board officially welcomes Mark Pare as the new director of the Rhode Island Fire Academy.

Minutes from last month's meeting are not completed.

Motion made and approved to dispense Minutes from last month's meeting.

MARSHAL'S REPORT:

Absent.

DIRECTOR'S REPORT:

Meeting held last week with the Building Committee relating to Phase 2 of the Fire Academy's footprint. Next week several members of the State (Jeff and Nichol) and members of this office will be touring the Massachusetts Fire Academy with the Director of Facilities to get an oversight on how certain things were laid out and what should be avoided and what should be incorporated into our Phase 2 in Exeter.

RGB has not had a chance to return any conceptual floor plan, so no official ground breaking date has been set.

Receive a letter from Chief Donald Campbell requesting an extension of the one-year completion date of his member to successfully complete the HMO-40 program. In his letter he stated that the Fire Academy cancelled two HMO-40 classes.

(Discussion)

Motion made and approved to grant this member an extension of 6-months to complete the HMO-40 program.

(Discussion)

(Passing out Massachusetts Fire Training council Firefighter Practical Certification Examination form for members to view)

Director Pare would like to merge some Massachusetts' Critical Skills into Rhode Island's Skills Evaluation Sheets. Most are already listed, but feel it would be a more accurate and better scoring process. A longstanding issue with the RIFA's skills practicals/evaluations has been, there is no set schedule or flow of skills practicals in place. A lot of these issues will be removed once we get all skills practicals/evaluations down at the Exeter Training Facility.

Students need to practice more on their skill disciplines before the Skills Evaluation day. Chiefs and department training officers need to incorporate more hands-on practicing/training of these skills so that they become more proficient in these skills. Suggestion was put out to have a signed practice/skill sheet showing that these members did so many hours of training in these disciplines and are proficient and are more prepared for Skills Evaluation day.

(Discussion)

Another suggestion was made to get the department chiefs and/or training officers to attend the first day of a program when all the objectives of the program are discussed and to give the departments a progress report mid program.

(Discussion)

John Woodard volunteered to create a Train-the-Trainer program to help define the responsibilities and procedures of Coordinators.

(Discussion)

Instructor teaching hours for the last two years has been reviewed and several instructors (38) have not taught at all. It is time to purge the cadre of instructors and bring on some new active instructors. A letter will be sent explaining the policies of the academy regarding instructor teaching hours and the procedure which follows if they are not met.

(Discussion)

Finding a way of accessing the UTR Restricted Account to fund several FF-1 and FF-2 programs during the year to deter departments from running in-house FF-1 and FF-2 programs held during the night without using Rhode Island Fire Academy coordinator or instructors; as well as using this account to give a stipend to RIFA coordinators and instructors for developing and updating training programs.

(Discussion)

COMMITTEE REPORTS:

Woonsocket Challenge Process –Waiting to review Massachusetts Challenge process (open exams) consisting of three days of examinations; one day of a final written exam, one day of practicals and one day for live fire training. The issue of training records should be reviewed and a time limit or date should be set to eventually end the need for challenges.

(Discussion)

OLD BUSINESS:

Waiting to reviewing the new 4th Edition of HMO-40 program to determine if there is a way to curtail the program and still cover the essential material to maintain ProBoard accreditation.

(Discussion)

Director will be introduced to the Rhode Island Fire Academy's Activities Calendar which will be updated in the next couple of weeks.

(Discussion)

NEW BUSINESS:

The board thanks the Rhode Island Fire Chiefs Foundation for the donation of the 1989 Maxim ladder truck which arrived at the Exeter Training Facility early this week. After a brief cleaning and exam, it was evident that it has a major hydraulic leak and other issues. The academy will be sending it out for repairs.

(Discussion)

Motion made and approved to adjourn.

Meeting adjourned at 11:00 a.m.