

MINUTES  
UTAH FIRE SERVICE STANDARDS & TRAINING COUNCIL  
October 15, 2008

MEMBERS PRESENT

Jim Guynn	Chair
Tracy Dunford	Member
Gary S. Hodson	Member
Ray Stokes	Member
Coy Porter	Representing Craig Golden

MEMBERS ABSENT

Brady George	Vice Chair
Stephen H. Higgs	Member
Kevin Kemp	Member
Tracy Dunford	Member
Craig Golden	Member
Michael Riley	Member

STAFF PRESENT

Brent Halladay	SFMO
Margo Densley	SFMO

GUESTS

Jolene Nuttall	UFRA
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Meeting began at 10:00 A.M. Coy Porter was asked to represent Craig Golden, as there were not enough Council members for a quorum.

Item #1 on the agenda was meeting called to order by Council Chairman Jim Guynn. Discussion was held on Standards and Training Council attendance issues. Brent explained that if a member has two unexcused absences, this council can go before the Fire Prevention Board and ask to have him replaced. Chairman Jim Guynn stated that he would make a call to Craig Golden inquiring about his desire to stay on the Council. Chairman Guynn also explained that in order for this Council to function properly, Council members should either attend meetings or have a representative from their organization attend so that there will be a quorum. Brent explained that he would send a letter to Craig Golden asking about his intention of staying on this council. Chairman Guynn asked for a motion to replace Brady George as Vice Chair on this Council. Ray Stokes made the motion and Gary Hodson seconded the motion. All voted in favor.

Brent explained that he will contact Leonard Miller, President of the Utah State Fireman's Association, asking for a name to present to the Fire Prevention Board meeting on November 12, 2008 to replace Brady George. It was also noted that Stephen Higgs was replaced with Ryan Eckhardt. Ryan will be excused from this meeting. Gary Kilgore has been replaced by Ray Stokes. Mike Riley will be excused from this meeting, as he is attending leadership classes this week.

Item #2 on the agenda was a review of Minutes of the April 22, 2008 meeting. It was also decided to review the March 4, 2008 minutes as they were not reviewed on April 22, 2008, because there was not a quorum present. Chairman Guynn entertained a motion for the approval of the March 4, 2008 minutes. Gary Hodson made the motion that they be approved as written, Coy Porter, representing Craig Golden, seconded it and all Board members voted in favor. Chairman Guynn entertained a motion for the approval of the April 22, 2008 minutes. Ray Stokes made the motion that they be approved with one correction, Tracy Dunford seconded the motion and all Board members voted in favor.

Item #3 on the agenda was the election of a new Chair and Vice Chair. Discussion was held on this matter. Chairman Guynn entertained a motion to table this issue until the November meeting and have current members informed that elections will be held. Ray Stokes made a motion to send a letter to all of the current council members to make them aware that elections will be taking place at the November meeting for Chair and Vice Chair. Gary Hodson seconded the motion and all Board members voted in favor. Chairman Guynn stated that he would write this letter informing Council members of the election and informing them that if they are not going to be present at Board meetings, they must have a replacement to represent their organization.

Item #4 on the agenda was a presentation of the Non-Affiliated Firefighter Training Program binders by Jolene Nuttall, Assistant Director, Utah Fire & Rescue Academy. Jolene Nuttall distributed the new Non-Affiliated Firefighter Training Program binders to the Council members and explained tab by tab all eight of the various sections of this training program in detail. Section #1 is titled, Accreditation Membership Application. Section #2 is titled Non-Affiliated Firefighter Training Program Guidelines. Section #3 is Accreditation Site-Team Procedures. Section #4 is Accreditation Self Study. Section #5 is Accreditation Emphasis Supplement FF1, FF2, Haz/Mat Aware and Op's. Section #6 is Accreditation Emphasis Supplement Wildland 1&11. Section #7 is Entrance Requirements Checklists. Section #8 is Office of the State Fire Marshal, R710-10-8. Non-Affiliated Fire Service Training. The Academic Track will not be included in the program at this time. Jolene explained that this program will be on line. Chief Deputy Brent Halladay asked Jolene to provide the Fire Prevention Board members with a copy of this binder. Jolene will mail a copy to each Board member. Chairman Guynn will present this document to the Fire Prevention Board members at the November 12, 2008 Board meeting. Discussion was held. Chairman Guynn thanked Jolene Nuttall, her staff, and all who have worked to complete this program. Chairman Guynn also entertained a motion to accept this document as a policy statement for Non Affiliated Firefighter Training, understanding that this program will be updated as the college updates. Gary Hodson made this motion and Ray Stokes seconded the motion. All voted in favor.

Item #5 on the agenda was a presentation to the Council by Brent Halladay, Chief Deputy, of the concerns expressed at the last Fire Prevention Board meeting with regard to the Utah Fire & Rescue Academy and the performance and financial audit. Brent explained that the Fire Prevention Board has requested a performance and financial audit be performed at the Utah Fire and Rescue Academy. This audit would be completed now and then again every three years. This Council will review the findings of these audits. - -----, Utah Fire & Rescue Academy distributed a copy of an internal audit dated April 2006, and explained that this was the last audit that was completed at the Utah Fire & Rescue Academy. This was not a performance audit. This was a financial audit. Discussion was held.

Item #6 on the agenda was Old Business. There was no Old Business.

Item #7 on the agenda was New Business. Jolene Nuttall, Utah Fire & Rescue, reported that the Certification Council released Randy Wilden, Jeff Cox, and Gary Kilgore after their terms had expired. The Certification Council has selected new members Jeff Peterson, Carl Steadman, and Chuck \_\_\_\_\_ and Chief Deputy Brent Halladay will present the new names to the Fire Prevention Board at the November 12, 2008 meeting for approval. Discussion was held.

Item #8 on the agenda was Next Standards & Training Council Meeting. It was decided that the next meeting will be held at the Utah Fire & Rescue Academy on either the 7<sup>th</sup> or the 8<sup>th</sup> of January, 2009. Chairman Jim Guynn explained that he will write a letter of Utah Standards and Training Council information and expectations and Margo Densley, State Fire Marshal's Office, will mail it to all Council members. Chairman Guynn entertained a motion to adjourn. Ray Stokes made the motion and Gary Hodson and Tracy Dunford seconded the motion. All voted in favor.