

## FIRE PROTECTION POLICY BOARD

Work Session

July 25, 2007

General Administration Building  
Olympia, WA

- Board Members Present:** Mark Kahley, T.J. Nedrow, Jim Broman, Bud Hover, Dean Shelton and Rick Chaney
- Board Members Absent:** Wayne Wienholz, Dean Hosni, Jennifer Gregerson
- WSP Staff Present:** Mike Matlick, Ellen Tombleson, Paul Snider and Anjela Foster
- Guests Present:** Jim Crawford, Jakki MacLean, Chuck Heath and Jeff Jensen

### OPENING:

T.J. opened the meeting with introductions at approximately 9:10, welcomed Dean Shelton to the Policy Board. Dean provided an overview of his background, which includes 13 years firefighting experience serving in volunteer departments, career departments, and combination departments. Dean currently serves as a Fire Commissioner for Skagit County Fire Protection District #9. He was elected as a commissioner in 1998. Dean is a graduate of Western Washington University, received his paramedic training at Oregon Health Sciences University in Portland, OR.

Dean is also a member of the Washington State Fire Commissioners Association, the Washington State Council of Firefighters, and the International Association of Firefighters. He currently is the chair of Skagit County Fire Protection District #9 and is a Trustee with the Washington State Council of Firefighters.

### APPROVAL OF AGENDA:

The agenda was approved as presented.

### DISCUSSION:

**Fire Prevention Master Plan** ~ Mike Matlick and Jeff Jensen provided an overview of the concerns that led to the formation of the Fire Prevention Work Group, with the direction to address statewide prevention services in an effort to ensure a standard level of service statewide. Jeff Jensen thanked Mike Matlick for his collaborative attitude toward this project. Jakki MacLean provided a historical perspective of previous planning processes, fire problems and goals of the fire service.

Jim Crawford thanked Steve Nuttall for his facilitation of the Committee and the direction he provided, and advised that he feels much of the success of the Committee is due to Steve's direction. Jim also

provided a background on the need for a Strategic Plan for fire prevention efforts in the state, and advised that it is his hope that the Fire Protection Policy Board endorses the report, and will campaign the associations they represent on the Policy Board for their support.

During discussion, Jim advised that he feels the next step is for the Policy Board to decide who to charge with follow up planning, which would include determining if funding is available to continue the planning process. Jim feels having a designated facilitator is critical.

Jim stated that in discussion during the workgroup meetings, it was proposed that a meeting with the regions be held to develop a clear action plan and to address such issues as how to match statewide, regional and local service provision, and to more clearly define the role of the State Fire Marshal's office, as it relates to the level of service that should be provided at the state level. It was agreed that it is important to work towards tying the Fire Prevention Master Plan with regional efforts.

In discussion it was agreed that the Fire Prevention Master Plan, the Fire Investigation Plan, and the Statewide Training and Education Master Plan all need to be integrated into the Fire Protection Policy Board's strategic vision for the future.

As a result of discussions regarding establishing the Fire Prevention Committee as a standing committee to the Policy Board (at the same level as the State Fire Defense Committee), it was agreed that further discussion on this proposal, along with a discussion on pursuing a funding mechanism to establish a dedicated budget for the support of the Fire Protection Policy Board and its standing committees be discussed at a future meeting.

**Nightclub Emergency Rule** ~ Chuck Heath, State Building Code Council provided an overview of legislation (SSFB 1811) requiring automatic sprinklers in nightclubs and reviewed the language changes proposed in the final rule. This will be brought forward as a Decision Item at the August 22, 2007 Regular Meeting.

**Fire Protection Policy Board's Strategic Plan & Two Year Plan** ~ T.J. advised that he intends to have this as a work product for the Board in 2008, and asked the rest of the Board to review guiding documents to identify tasks they would like to have addressed or tasks accomplished. Jim Broman suggested that feedback be solicited from the represented associations for input addressing their interests, concerns and issues for use in developing the Strategic and Two Year Plans.

**Everett Community College** ~ Mike Matlick provided a review of the Information Item relating to accreditation of Everett Community College's Firefighter I and Hazardous Materials Awareness Level Programs. In discussion on the Information Item, Jim Broman requested information detailing the criteria for site team selection and how they maintain currency. Mike Matlick advised that all process of the Accreditation and Certification Program will be reviewed in depth, and he will provide updates through email as each process is reviewed.

**Unspent Regional Funding** ~ Mike provided an overview of the Information Item regarding unspent regional funds and the request to use the unspent funds in support of the "Prevent Fire – It's Your Job" campaign. Jim Broman suggested exploring ways to utilize unspent regional funds to provide stipends/travel reimbursement to standing committees of the Fire Protection Policy Board. Mark Kahley advised that it is his opinion that this should be a decision of the State Fire Marshal and not the Policy Board. Mike advised that he will provide historical data on the unspent regional council funds for the past few years.

**Training Website** ~ Mike provided an overview of the Information Item relating to the establishment of a statewide, one stop fire service training website and the two different proposals to consider. Mike advised that this information will be forwarded to the Policy Board as a Decision Item at their August 22 Regular Meeting, and asked that any questions or concerns be directed to him in the interim.

## **REPORTS**

**Tour of Salem Training Facilities** ~ In discussion on the tour of the Salem Training Facility, it was suggested that it may be advantageous to schedule a 2<sup>nd</sup> tour of the facility for those unable to attend on June 28. All who attended the tour were impressed with the technologies, partnerships, programs and facility efficiencies along with the program delivery.

In further discussion it was pointed out that the purpose statement of the Washington State Fire Service Leadership Forum supports the idea of exploring the advantages of state supported delivery of regional training -

*The purpose of the Washington State Fire Service Leadership Forum is to facilitate dialogue among the leadership of the major fire service organizations; to identify issues and to collaborate on strategies that will best serve the citizens of the state of Washington.*

## **REPORTS**

**Annual Report** ~ No report

**State Fire Defense Committee** ~ No Report

**Training and Education Committee** ~ Mike Matlick advised that the Training and Education Committee is working towards having a draft plan available for the Board's review by the end of October.

**SIEC** ~ Jim Broman advised that the most pressing issue of the SIEC is the PISC grant which is a \$1 billion congressional grant which is being distributed to states on an 80%-20% split to facilitate interoperable communications, with a very short time frame for submittal. Our state's share will be approximately \$19 million.

**E911** ~ T.J. Nedrow provided an overview of the E911 Committee and the Fire Protection Policy Board's role and statutory responsibilities of participating on the Committee. T.J. advised that currently the issues of the cellular industry remain as the Committee's primary challenge.

**SB 5315** ~ provided an update on SB 5315 which allows landowner access for fire prevention and suppression activities on their own property. Mark advised that the Washington Association of Sheriffs and Police Chief have been tasked to develop a model plan for addressing landowner access. Mark clarified that the Sheriff will retain full control over public safety in allowing landowner access. Mark will continue to provide information on this issue as it becomes available.

**Review** ~ In review of the Annual Calendar, Ellen was requested to verify that both the October 16 and November 20 State Fire Defense Committee meetings are scheduled to be held at Camp Murray.

A reminder was given that the annual Fallen Firefighter Memorial will be held on September 30 in the Capitol Rotunda, beginning at 10:00.

**Other Business** ~ Thank you letters on behalf on the Policy Board were sent to all members of the Fire Prevention Workgroup. T.J. advised that he would send them each another letter after the August 22 Regular meeting to advise if the recommendations contained report will be accepted. Mike Matlick advised that he will provide an electronic copy to the Washington Fire Chiefs and the Washington Fire Commissioners Association for distribution to their Executive Boards. T.J. advised that he was in the process of inviting previous Policy Board Members to the August 22 Regular Meeting, which will be followed by a barbeque.

T.J. advised that he will be communicating with the Board that it is his expectation that as appointed members of the Board, that they are punctual and have regular attendance at meetings, and have prepared for the meetings and work sessions by reviewing all material prior to the meeting or work session. If a Board member is unable to attend a meeting, he requests that they notify him directly by email.

Mike Matlick advised that a Legislative Tour has been scheduled at the Fire Training Academy on August 27, and if any Board members would like to attend the tour, to contact him.

**Agenda Items for August 22:**

- ◆ Report on SB 5315
- ◆ Review of Annual Report
- ◆ Decision Item ~ Fire Training Website
- ◆ Decision Item ~ Unspent Regional Funding
- ◆ Decision Item ~ Nightclub Rule Change
- ◆ Decision Item ~ Fire Prevention Master Plan
- ◆ Decision Item ~ Accreditation of Everett Community College, Firefighter 1 & Hazardous Materials Awareness Level Programs
- ◆ Review of Liaison Assignments
- ◆ Identification of 2008 Legislative Priorities (to be forwarded to the Forum)

**Next Meeting:**

August 22 – 9:00

Lacey Fire District - Headquarters

Station 31

1231 Franz Street SE

Lacey, WA

Approved:

T.J. Nedrow, FPPB Chair

(Date)

## 2006 Fire Protection Policy Board Assignments

### Fire Service Training and Education Advisory Committee

- ◆ Jim Broman

### State Fire Defense Committee

- ◆ Mark Kahley

### Fire Service Leadership Forum Group

- ◆ Jim Broman, Board Liaison
- ◆ Sharon Colby, Board Liaison
- ◆ Bud Hover, Board Liaison

### EMD E-911 Advisory Committee

- ◆ T.J. Nedrow, member
- ◆ Jim Broman, alternate

### Fire Prevention Workgroup

- ◆ Dean Hosni, Board Liaison
- ◆ Wayne Wienholz, Board Liaison