



Colorado Fire Training Officer's Association

Minutes of Regular Meeting held August 13, 2021

Meeting Held Via Zoom

I. Meeting called to order @ 0904 hrs. by CFTOA President Jason Clark.

II. Roll Call: 27 members were present via Zoom.

III. Introduction: Introduction and welcome by President Clark. Apologies for the change to a Zoom meeting, but due to closure of I-70, getting to the western slope is challenging. Announcement from President Clark: VP Terry Cox resigned and will be relocating out of state.

A moment of silence was observed for 66 fallen firefighters in the United States.

IV. Approval of Minutes: A motion to approve the minutes from the June 11, 2021 CFTOA regular meeting was made by Chief Balke, second was made by Scott VanSlyke. No Discussion. Motion Pass.

V. Applications for Memberships:

- No new applications for membership.

VI. Treasurers Report:

- President Clark gave the Treasurer's report.
- \$8 credit due to transferring the CFTOA mailbox from Rifle to Lakewood.
- July had no activity.
- August PayPal account Report: August 3rd, had a balance of \$1,859.92. August 3rd transferred \$1,359.92 to the Bank and left a balance of \$500 in PayPal to avoid charges.
- End of July Bank Account Balance \$20,178.79 (excluding the \$1,359.92 transfer from PayPal on August 3rd).
- A motion to approve the Treasurer's report was made by Janette Kehoe, Second by Mary Sovick. No Discussion, Motion Passes.

VII. Communications:

- No outside communications.

VIII. Guest/Speakers

- No Guest Speakers

IX. Division of Fire Prevention and Control

- **Chief Mike Scott:** Reports from North American Fire Training Directors Annual Meeting, IFSAC wants everyone to know that they will be having their fall meeting in person in October 21-23rd. NFPA is working on consolidation documents and doing an assessment and is looking for input from fire service personnel, looking for gaps in home structure fires and trends on the fireground. You can add your comments on the NFPA website. NFA is open and requiring masks on campus. Also looking to streamline sign up for NFA. ISFSI wants everyone to know that they have continuing education for fire instructors. IFSTA has just released a Spanish version of the Essentials manual, as well as active shooter and PIO texts. Upcoming Trainings: Ignacio Fire Academy is September 27-October 3 with registration open. Fire on the Plains is October 15-17 with registration open. A position has been posted for a Unit Training Chief to fill the vacancy created by John Cole.
- **Marianne Maxfield:** For renewals, at the end of the 3-year cycle, it is only required to complete the "Performance Outcome" and the JPR's. There is no requirement to complete the Task Steps. CDFPC has contracted with Salesforce remediate bugs with invoicing, certificate generation, and proctor certification issues. There is a project kick off on August 24th with an estimated 3 weeks for completion. With the retirement of the Written Proctor, CDFPC hopes to post for that position at the end of October.
- **Laura Renville:** For NFA in Blackhawk, CDFPC is continuing to evaluate issues related to COVID. Certain classes at NFA weekend are needing more enrolment, so if you know anyone needing classes, please have them enroll. Fire Officer III class is full and so is the ISO class. Fire Officer class at Ignacio Fire Academy is full. A reminder, people registering for a class must have all prerequisites at the time of registration in order to be allowed in the class. Marlinda is conducting an NFIRS class at Red Rocks September 18-19 with registration open.
- **Marlinda Acevedo:** Not in attendance
- **Josh Matheny:** Not in attendance
- **Don Distefano:** Not in attendance
- **Lisa Pine & Robert Sullivan (NFPA):** Had a meeting in July is now forming a WUI sub-committee. If you are interested, let Robert know.

X. Standing Committee Reports:

A. State Chiefs: Jason Clark – State Chiefs meeting talked about the Keystone Leadership conference and its promotion.

B. Fire Safety Advisory Board: Joel Hagar – Not in attendance – Marianne Maxfield reports that they did have a meeting. Made a motion to put together a committee to address questions on the CMCB and certification renewal process.

C. Proctoring & Policy Review Committee: Don Koogle – Not in attendance – No Report

D. Higher Learning: John McDougall – Not in attendance - No report.

E. Leadership Conference: Fritz Koch (Not in attendance) – President Clark gave a report for Fritz. Still looking for one volunteer for the conference to represent CFTOA. If interested, please contact Fritz.

F. Training Officers / Instructor's Conference: Joel Hager – Not in Attendance – No Report

G. Chapters

- **Four Corners: Open Position** – Chief Balke reported on Four Corners. Looking to have a meeting at the CFFA conference to reestablish the overall plan for the group.
- **Weld County: Cliff Dunnigan (Not in attendance)** – No Report
- **North Area: Larry Williams (Not in attendance)** – No Report

XI. Certification Committee Reports:

A. Firefighter I/II: Jim Klug – Not in attendance - Nothing to report

B. Driver Operator: Lee Loveridge – Added Alex Chapin from Loveland and Michael Gates from Fountain as Regional Proctors.

C. Fire Officer Oversight: Joel Hager – Not in attendance – Marianne Maxfield reports that Fire Officer III is being held in September with a possible tie-in with Hazmat Command.

D. Fire Instructor I / II / III: Kevin Milan (Not in attendance) - President Clark reported that they did meet to validate the test bank for Fire Instructor I & II. Still working on Fire Instructor III. There is a compliance date of late Fall.

E. Haz Mat: Mark Schuman (Not in attendance) – President Clark reported on behalf of Mark Schuman. Met to discuss Hazmat Incident Commander class being added to the Fire Officer III course. Will be meeting with the Fire Officer Committee. The Hazmat Incident Commander will be an additional certification and would not supersede the Hazmat Tech certification.

F. ARFF: Tim McCawley – Not in attendance – No Report.

G. Tech Rescue Oversight: Rick Peterson (Not in attendance) – Marianne Maxfield gave a report on behalf of Rick Peterson. Still working with the Proctor / Policy committee to develop a Tech Rescue Proctor certification.

H. Live Fire Instructor (NFPA 1403): Hugh Kane (Not in Attendance) – No report

I. Incident Safety Officer: Open Chair – Jeanette Kehoe reported that they are still looking for a Chair and committee members. There has been interest in committee members, but not a committee chair as of yet. There will be a short meeting after the CFTOA meeting for people interested. If you have interest, leave your email address in the chat box.

J. Fire Inspector I: Ned Sparks (Not in Attendance) – Marianne Maxfield reports that Ned is looking to put on a class in the Fall.

XII. Project Coordinator Reports

- A. **Website: Paul Hartigan** – If you have job openings, classes, etc. please let Paul know so he can get them on the website.
- B. **Facebook: Terry Cox** – President Clark will take over Facebook in the absence of VP Cox.
- C. **Recruitment: Dave Maikranz** – No Report
- D. **CFTOA Apparel: Dave Maikranz** – President Clark brought up that we had a recommendation to change vendors to a vendor out of Denver (Burbank). Janette Kehoe brought up the idea of making a bulk order a couple times a year. Chief Balke made a motion to create a bulk order a couple times per year with the option to also order from a vendor, Mary Sovick seconds the motion. No discussion, motion passes. President Clark will move forward with this.
- E. **Training Repository: Dave Maikranz** – Not in attendance – No Report.

XIII. Old Business

- A. Challenge Coins are still available and will be at future meetings.
- B. CFTOA Training Scholarships – Chief Balke stated that the committee met and Lori Brill was coming up with a questionnaire for scholarships. Also discussed having the recipients write a summary of how the courses taken with the scholarship will help the individuals. Also, discussed sustainability of the scholarship.
- C. Lodging costs for Keystone Leadership Conference volunteers. Asking for a Motion and Second to approve lodging for the leadership conference volunteers up to \$1,000. Chief Balke made the motion to provide up to \$1,000 each year for the rental of housing for CFTOA volunteers at the Keystone Leadership Conference. Mary Sovick seconds the motion. No Discussion, Motion Passes.

XIV. New Business

- A. October meeting at the Leadership Conference has a time change. Meeting will start at 8:30 am with State Chiefs supplying breakfast.

XV. Calendar of State Training

- A. Advanced Vehicle Extrication Chop Shop in Denver August 28-29
- B. Rigging For Rescue – Eaton, CO – September 9-12
- C. NFA Fall Fire School – Blackhawk, CO – September 11-17
- D. Rope Rescue I & II – For Lupton, CO – September 27 – October 1
- E. Fire on the Plains – Sterling - October 15-17
- F. State Chiefs Leadership Conference – Keystone, CO – October
- G. Colorado Firefighter Academy – Ignacio, CO - September 27 – October 3

XVI. Adjournment

- A. Motion to adjourn was made by Janette Kehoe, Second by Chief Balke. No Discussion. Motion passed and meeting was adjourned at 1005 hours.

Scheduled meetings:

- **October 19, 2021 – Keystone Conference & Zoom**
- **December 10, 2021 – Adams County & Zoom**

Respectfully Submitted for approval -

David A. Rial

David A. Rial
Secretary, Colorado Fire Training Officers Association

August 16, 2021

Date

****These Minutes approved at the Regular CFTOA meeting Held October 19, 2021.**

- CFTOA Secretary Initials: _____