

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Quarterly Commission Meeting January 19, 2011

The meeting was called to order by Chairman Butch Zaragoza at 9:00 a.m. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Dwight Graves, Ed Paulk, Howard Summerford, Dale Wyatt and Butch Zaragoza. (Attorney Mark Boardman) Quorum ascertained.

INVOCATION – Commissioner Boyd

Chairman Zaragoza introduced Commissioner Howard Summerford as the new representative from the Alabama Firefighters Association.

Chairman Zaragoza thanked Bill Bulman for his years of service on the Personnel Standards Commission and presented a plaque that will be shipped to him.

VISITORS

Linda Casey, Jeff Dempsey, Jimmy Conner, Stephen A. Dean, Doug Cooper, Sherry Crush, Richard McKeown, Julie Coffman, Donna Love, Phil Hughes, Forney Howard, Jim St. John, Zeke Ezekiel, Belinda Lancaster, Jimmy Looney, Chauncey Wood, Roy Mott, Milton Parson, Charlie Dixon, Michael Leath II, Curtis Poe, David Thornburg, Camille Cochran, Sue Thompson, Sandra Mott and R. Vaughan

ELECTION OF OFFICERS

Chairman of the Commission: Commissioner Paulk nominated Butch Zaragoza and it was seconded by Commissioner Boyd. There were no other nominations. Motion carried unanimously.

Vice-Chairman of the Commission: Commissioner Paulk nominated David Boyd and it was seconded by Commissioner Wyatt. There were no other nominations. Motion carried unanimously.

MINUTES

Commissioner Paulk made a motion to approve the amended minutes of April 21, 2010 and it was seconded by Commissioner Boyd. Roll vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Abstain
Dale Wyatt – Yes

Motion carried.

Commissioner Boyd made a motion to approve the July 21, 2010 minutes and it was seconded by Commissioner Graves. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Abstain
Howard Summerford - Abstain
Dale Wyatt – Yes

Motion carried.

Commissioner Boyd made a motion to approve the October 20, 2010 minutes and it was seconded by Commissioner Graves. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Abstain
Dale Wyatt – Yes

Motion carried.

Commissioner Wyatt made a motion to approve the November 17, 2010 minutes and it was seconded by Commissioner Paulk. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Abstain
Ed Paulk – Yes
Howard Summerford - Abstain
Dale Wyatt – Yes

Motion carried.

Chairman Zaragoza asked Certification Director Julie Coffman, to give a presentation on records retention for the Alabama Fire College.

PUBLIC HEARING

Administrative Code 360-X-1-.01 General Regulations and Administrative Procedures

The proposed action is to require annual submission of a true and complete roster of all departmental personnel.

The proposed action was open to the public. No one in attendance was opposed to the amendment.

Commissioner Graves made a motion to accept the amendment to 360-X-1-.01 to require an annual submission of a true and complete roster of all department personnel. The motion was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes

Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried unanimously.

Director's Report:

- A. The quarterly total for students the first quarter of this fiscal year is up 2% over last year, and we are starting to see a bit of a slow down in training.

We've been selected to host the 2014 North American Fire Training Director's Conference. This will include the fifty states, the eight Canadian provinces and another fifty to sixty people including federal officials and representatives from different agencies. The three day long conference usually hosts 110 to 120 attendees.

Our in-state Fire Chiefs Conference will be held in February.

B. Update on Partnership Opportunities

The U.S. Department of Homeland Security Center for Domestic Preparedness located in Anniston, Alabama provides training including a 40-hour Hazardous Materials Technician course. They would like to receive ProBoard and/or IFSAC certification. They will be teaching the exact course that we are teaching. We will process the course using our monitors and proctors. A Memorandum of Agreement is being drafted including a fee structure.

Columbia Southern University has a very robust Fire Science Program with instructors that are already certified by the Commission, and Waldorf College are institutions that are interested in partnering with the Alabama Fire College in providing distance learning. Rice said that he would like to pilot Fire Officer I and see how much interest the public has in this format. We would need to adhere to the same accreditation guidelines that we normally do for our courses.

The Marine Institute Safety and Emergency Response Training Centre out of Stephenville, Newfoundland, Canada is a public university. They have sent several of their faculty members here for training in the Fire Officer and Fire Instructor series in an effort to expand their offerings at their institute. They want to teach classes through the Alabama Fire College and receive certifications. Permission has been granted from their Fire Marshal's office for this partnership. We've been invited at their expense to do some train-the-trainer work, train their proctors and to oversee the process.

The Baptist Health-Montgomery Center for Patient Safety and Medical Simulation has created a simulation center that they use to reduce medical errors. We think we could use their educational process fitted to the fire service and put groups of firefighters through simulations to reduce the number and severity of command level decision making errors. We would like to train firefighters by the same concept and do a double blind study to see if it makes a difference when they go through the simulation – do they commit fewer command level errors having had the training? We qualify as a state training agency for up to a million dollars per year in research grant money from the U.S. Fire Administration. The grant application is underway.

All of these proposed partnerships will be brought before the Commission for final approval.

OLD BUSINESS

Recommendation for Regional Campus and Instructional Site Designation

Rice said that almost all of the site visits statewide have been completed with the exception of the southeast portion which will be brought before the Commission in April. It's been determined that we need two different levels of designation; the Regional Campus site and the Instructional Campus site. The recommendations are as follows:

- **Regions One and Six (north Alabama)**
Regional Campus designation for a consortium between Huntsville and Decatur fire departments; Instructional Campus site designation for the Albertville Fire Department; Regional Campus designation for Anniston Fire Department; and Instructional campus site designation for Florence Fire Department. The Commission has previously approved Regional Campus designations for Muscle Shoals and Ft. Payne fire departments.
- **Region Three (Central and East Central)**
Instructional Campus site designation for Thorsby and Tallassee fire departments. The Commission previously approved Regional Campus designation for Shelby County and Prattville.
- **Region Four (Southwestern Gulf Coast)**
Regional Campus designation for a consortium between Orange Beach Fire Department and Columbia Southern University; Instructional Campus site designation for Daphne Fire Department; and Regional Campus designation for Mobile Fire Department.

Commissioner Paulk made a motion to approve the recommendations for these additional Regional Campus sites and the Instructional Campus sites. It was seconded by Commissioner Summerford.

Commissioner Wyatt requested to see the results of the site visits to better understand how these sites were determined. Rice will provide the Commissioners those documents before final approval is obtained from the Commission. Roll call vote was taken.

David Boyd – Abstain
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Chairman Zaragoza asked Counsel Boardman to give a summary of the Attorney General's Opinion of hiring and firing instructors and to give a report on the restitution. Boardman stated that on December 7, 2010, the Alabama Attorney General issued an opinion in response to the Commission's motion at the July 21, 2010 Quarterly Commission Meeting that in summary says:

The Alabama Fire College may employ off-duty municipal firefighters and paramedics during his or her "off time" as educational adjunct fire instructors for the Fire College's "open enrollment" training classes to teach educational training classes to other firefighters and paramedics, including his or her co-workers who may also be enrolled in such classes. This employment does not violate Alabama Code Section 11-43-12. The opinion states on its 2nd page that the Fire College "plays a nationally leading role in fire instruction".

Boardman gave an update on the restitution:

William Langston continues to pay \$800.00 per month on his total restitution of \$1,387,257.40 to the Alabama Department of Post Secondary Education, and has paid a total of approximately \$18,000. Approximately 29% of the total will be distributed to the Alabama Fire College. We are meeting with the Alabama Department of Post Secondary Education on January 20, 2011 to attempt to finalize a written agreement regarding the timing and amount of the distribution of such restitution.

The trial in the USA v. Roger W. Taylor case was held and Mr. Taylor was acquitted. Therefore, there will not be any restitution paid in this case.

A Final Order of Forfeiture was entered against Roy Johnson, Jr. on November 19, 2010 in the amount of \$18,206,485.97, but no restitution order was entered. The Fire College is claiming restitution of \$355,787.08 for employment of Mr. Johnson's children without any work being performed, and \$60,000 paid to a contractor for little or no services. It's our hope that the Fire College will be included in the restitution order. We are evaluating whether or not the Alabama Fire College can make a claim separate from the State of Alabama under the *Remission or Mitigation of Criminal Forfeiture* process.

Robert Lloyd Nix was ordered to pay restitution in the amount of \$219,000 to the Alabama Fire College and \$109,000 to the Alabama Fire College Foundation. Mr. Nix's state retirement benefits are being garnished in the amount of \$923.48 per month. This amount is divided between the Alabama Fire College and the Alabama Fire College Foundation and is being periodically remitted by the U.S. District Court.

Chairman Zaragoza requested an update of the posting of the contracts and agreements on the AFC website. Rice said that the page was ready, but wanted some criteria developed before the posting occurs. The technology is ready, but Rice will get with the attorney and send out the information to the Commission explaining which items will and will not be posted. The posting will be listed under About AFC under Financial Disclosure. Commissioner Graves asked that this task be assigned to the Policy and Procedures Committee and Chairman Zaragoza agreed.

COMMITTEE MEETING UPDATES

By-Laws:

Commissioner Graves said there had been no meeting.

Finance:

Commissioner Boyd said the committee met January 18, 2011. Boyd commended Michelle Bass in getting the budget reports streamlined and easy to read. Rice said that we are 2 payments behind in allocation. Boyd said that proration is expected and we are

making plans to accommodate that. Rice will have Michelle reformat the report with explanations to better understand the deficits relating to allocation. Rice compared the expenditures from 2008 to 2010. Training numbers are going up and personnel expenditures are going down. Rice also talked about a potential employee buy-out program from postsecondary, for employees eligible for retirement. As more information is received, the proposed formula will be forwarded to the Commission.

IAFF & CPAT:

Commissioner Wyatt said there was no meeting held. Chairman Zaragoza asked if this committee could be dissolved. Commissioner Wyatt agreed to dissolve the committee.

AFA:

Chairman Zaragoza asked if this committee could be dissolved. Commissioner Summerford agreed to dissolve the committee.

Policy & Procedures:

Commissioner Paulk said the committee met and it appears that permanent employment is necessary to maintain Alabama certification. The committee interprets the law as Fire Protection Services to be included if the employment is permanent. Documentation would need to be obtained to prove permanent employment status.

Commissioner Paulk made a motion to interpret the terms of Fire Protection Services to be permanent employment in Fire Administration, Fire Prevention, Fire Suppression, Fire Education or Arson Investigation. Commissioner Boyd seconded the motion. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – No

Motion carried.

The Administrative Code will need to reflect this change.

There was a ten minute recess.

Commissioner Paulk said that the AFC staff was asked to research the fee for private partnership entities. \$95.00 per student for certification was agreed upon. Commissioner Paulk read the proposed Policy 701.15.

Commissioner Paulk made a motion to approve Policy 701.15 and it was seconded by Commissioner Boyd. Roll call vote was taken.

David Boyd – Abstain
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes

Dale Wyatt – Yes

Motion carried.

EMS:

Commissioner Graves said there was no meeting held, but a meeting will be scheduled soon.

Executive Director Evaluation:

Commissioner Paulk stated that the committee had met and collected the evaluation forms that were available, added the scores and did the proper divisions. All categories met or exceeded standards.

Commissioner Paulk made a motion to accept the evaluation appraisal and it was seconded by Commissioner Boyd. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried unanimously.

Commissioner Paulk made a motion to authorize the Chair of the Commission in consultation with the legal counsel, to negotiate a contract with the Executive Director for a period of three years beyond the expiration of the current contract. The contract would also bear the standard clauses of allowing termination with cause and raises to only be issued in years when economic times have returned to favorable conditions following postsecondary schedules and consistent with the evaluation process of the Commission. It was seconded by Commissioner Boyd.

Commissioner Wyatt asked if the proposed contract would go before the Policy & Procedures Committee and then be brought before the full Commission. Chairman Zaragoza stated that it would. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – No
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Chairman Zaragoza restructured some of the existing committees. The Finance Committee will still have Commissioner Boyd serving as Chair with Commissioner Cobb and Commissioner Paulk serving as committee members. The Policy & Procedures Committee to be incorporated with the By-Laws Committee with Commissioner Paulk serving as Chair and Commissioner Graves and Commissioner Summerford serving as committee members. The EMS Committee

will still have Commissioner Graves as the Chair with Commissioner Wyatt, Commissioner Cobb, Commissioner Summerford and Commissioner Boyd to serve as committee members.

NEW BUSINESS

Rice said that the Search Committee conducted the interview process for the Fire Program Coordinator position. Three highly qualified candidates were submitted to Rice and after final interviews were conducted Rice recommended Curtis Poe.

Commissioner Paulk made a motion to approve Curtis Poe as the Fire Program Coordinator and it was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried unanimously.

BUSINESS FROM VISITORS

Mr. Michael Leath requested reciprocity for certification at the Firefighter I level. His firefighter training was completed through an online program that involved self-paced, independent study and a final two-week on-campus experience. Although his training hours were sufficient and his certifications were issued by an IFSAC-accredited entity, his request was denied due to the specific language in the Administrative Code that requires recruit training to be delivered in an eight-hour-per-day, five-day-per-week format. Commissioner Graves asked Mr. Leath if he would be willing to submit a request for volunteer certification. It was agreed that Mr. Leath would request volunteer certification and then apply for the Bridge Program.

BUSINESS FROM COMMISSION MEMBERS

Commissioner Graves asked Rice to consider providing a location for training for CDP.

Chairman Zaragoza requested a Work Session on April 19, 2011 to discuss the situation of Mr. Charles Faulk. Zaragoza asked that the committees meet to work on AFC issues.

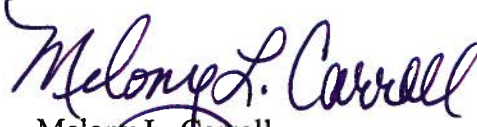
Next Quarterly Commission Meeting will be April 20, 2011 at the Alabama Fire College.

Commissioner Graves made a motion to adjourn the meeting. Commissioner Wyatt seconded it and the motion carried.

Meeting adjourned.

Respectfully submitted,


Allan Rice
Executive Director


Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Special Called Commission Meeting March 28, 2011

The meeting was called to order by Chairman Butch Zaragoza at 8:00 a.m. The meeting was held at the West Alabama Chamber of Commerce in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Dwight Graves, Ed Paulk, Howard Summerford, Dale Wyatt and Butch Zaragoza (Attorney Mark Boardman).
Quorum ascertained.

VISITORS

Jim St. John, Jeff Dempsey, Wayne Echols, Julie Coffman, John Merrill, Sue Thompson, Gerald Allen, Adam Jones, Michael O'Connor, Curtis Travis, A.J. Martin and Chauncey Wood

MINUTES

Chairman Zaragoza welcomed the visitors and Senator Gerald Allen and Representative John Merrill.

Zaragoza stated that the Commission had received word a few weeks ago that a proposed bill was being drafted that would affect the Fire College. A meeting occurred at the Chamber of Commerce in Tuscaloosa between Senator Allen, Representative Merrill, Executive Director Rice and himself. According to Allen, this bill was to help and improve the Fire College. The bill was to be written by Postsecondary and had not yet been written.

Following that meeting, a draft was sent by Merrill and was forwarded to the Commission. The legislators want the Commission and the fire service to be behind the bill. Allen stated that the bill has been sent to Legislative Reference Service to be cleaned up. Merrill stated that any suggestions, additions, deletions or corrections can be made to modify the document.

Zaragoza said that this meeting is to discuss the bill and to hear from the legislators.

Senator Allen said that he wants to remove the stigma that has been attached to the Fire College. He wants a program that makes everyone happy by putting in policies that will help promote the organization, to better serve the public and to control government waste. The goal is to improve the AFC status and to best prepare the volunteer and the paid employees to do their job. Allen does not want to see the Fire College zeroed out in the years ahead. He feels that the Fire College needs a safe haven under the umbrella of the junior college system.

Representative Merrill said that he has small tolerance for legislation that does not involve the comments of those directly involved. Copies were sent to Chief Martin the President of the AFCA and Billy Doss, the past President of AAVFD. He asked for input on how this proposed bill can be improved.

Zaragoza opened the floor for the Commissioners to speak.

Commissioner Cobb feels that standards and education should be separate but that he supports what the legislation is doing in concept. Cobb expressed concern that setting up the Commission as an advisory board under the President is still a conflict.

Commissioner Graves feels that an advisory board would be non-functional. The funding stream would need to include certification and testing.

Merrill stated that he didn't think anyone in the room felt that the Alabama Fire College is bigger than Partlow but the Governor is committed to shutting it down. We need to streamline the training at AFC by having 18 fire colleges at area community colleges. We are trying to keep you out of even more dire straights if you were to become a stand alone agency. It's in the best interest of the state to make sure we are doing the best we can with our resources.

Commissioner Paulk explained the process of training firefighters and that equipment needs would not be available at a community college. He stated that area training centers are already being developed to meet the needs of paid and volunteer firefighters and that we offer that service for free. Paulk said that an advisory board would have no teeth.

Merrill said that he spoke with Dr. Heinrich and Dr. Hill about the fee process. The fees would be determined by the Commission. Merrill said that the fire college would have a built in system in education and there would be more accountability.

Graves explained the necessity of meeting the NFPA standards.

Merrill requested a resolution from the Commission stating their major concern that the integrity of instruction and certification of professional and volunteer firefighters remains at the current level and that any legislation that affects the delivery system includes that.

Rice listed the four points that were shared with Dean Argo at a recent meeting in Montgomery.

- #1 – Commission needs to maintain their statutory authority to set the training standards.
- #2 – Program delivery would need to remain where local firefighters are the instructors. Merrill stated that the instruction would be determined by the fire college.
- #3 – Preservation of current resources: physical assets, reserve funds and the current funding stream.
- #4 – Current employees: don't want a merger with postsecondary to cause them to suffer more cuts than we otherwise might.

Paulk talked about how the testing process isn't just a written exam. Critical skills also need to be tested.

Graves said that accreditation is a key part, both IFSAC and ProBoard. "We have to take care of our employees that we currently have; they know what they're doing. We have to continue providing the quality training that we do."

Commissioner Wyatt said that the Commissioners that are present in this meeting have done a great job in making strides from where we were with the negative publicity, which wasn't just a Fire College problem but was also a Postsecondary problem. Postsecondary was the core of the problem. We have done a great job with the prorated budget that we have, by improving our delivery and increasing certifications.

Allen said that this piece of legislation is a working document. Everyone needs to understand that we are going to safeguard the mission that the Commission has.

Merrill said that if one of your goals is to protect the employees, then that's misguided. The goal should be to take care of the people you are serving, not the people that work there.

Commissioner Summerford feels that the vast majority of the fire service is already thanking us for the programs being delivered and they are very concerned about this proposed legislation. Summerford is proud of the Commission and the changes that occurred after they were appointed and feels these guys brought about the positive change and investigated the problems and made the corrections that needed to be made; it wasn't Postsecondary that made the changes.

Wyatt asked who brought this issue to the forefront. Allen said the performance of the board is not in question. Allen wants to be sure the vitality and the health of the Fire College is insured. Wyatt said that could be done with a passage of a bill that makes dedicated funding to allow us to continue what we do. Merrill said that there needs to be strong support from the Commission and that the Commission will set the costs and set the standards. Wyatt said that we don't need a Postsecondary building because we already have the training sites and there is currently no charge to the students.

Merrill asked what the current role is of the Fire College and Postsecondary. Wyatt answered that currently the president of Shelton State Community College has his role in hiring and firing of the Executive Director and other employees. They are also our fiscal agent. Merrill asked what would happen to the Fire College if that relationship with Postsecondary were eliminated. "Do you think that this board and the establishment of the Fire College as an independent unit is strong enough to stand alone in the state.....if Partlow's not?"

Cobb said that he completely agreed and it would scare him to death, today, to step out independent from Postsecondary. Cobb doesn't think the Commission has handled everything as responsibly as they could have over the past few years. He indicated he appreciated the fiscal and personal oversight of Postsecondary over the last years.

Graves agreed that there has to be a relationship with Postsecondary. Graves is concerned that the proposed bill does not secure the authority of the Commission. Merrill encouraged the Commission to tweak the bill and reminded them that this bill is only a first draft.

Paulk disagreed with Cobb in that he feels that the Commission has done a wonderful job by delivering a very good product with reduced funding. He said it's "tough to serve two masters" and that he would like to keep the board as a Commission not an advisory board.

Merrill said that Shelton State Community College and Postsecondary have not indicated that they want more control. The Commission would still be the primary decision making body. Merrill asked that the Commission not to enter into any long term contracts at this time for purchasing, for services, or for employment. His opinion is that that would be a grievous error.

Paulk pointed out that the fiscal agreement that we have with Shelton State pays for the added employee that Shelton has hired.

Zaragoza asked for comments from the visitors.

Chauncey Wood from the AAVFD said "if it's not broke, we don't need to fix it".

Chief Martin from the AFCA said that he appreciated the opportunity to come together and review the draft of the bill. He asked for consideration in the future that the AFCA have a seat on the Commission board.

Jeff Dempsey with AFA requested that the Commission and the Joint Fire Council be included and let them sign off on the bill so that everyone in the fire service is represented.

Zaragoza stated that they have a lot of work to do and that they can't live with the bill as it is currently written. The Commission tried to reach out to Postsecondary 4 or 5 years ago and wanted to work together, but Postsecondary would not even come to the table. We have overcome a lot of issues and Postsecondary has still not taken care of all of their ills. We have taken care of the volunteers in the state and have addressed their concerns. Zaragoza does not think that the legislators will have the support of the fire service at this time. He explained the role that the Fire College has with the Department of Defense and industrial training.

Merrill said he was very comfortable with getting all of the Commission's concerns in written form and would like to see the resolution in two weeks. He wants this to work for everyone and make it the best it can be. Merrill said he can't let this be delayed. He asked them to be enthusiastic and inspired in writing their resolution and stating their concerns.

Allen made a promise that the bill would not be introduced until they have received feedback from the Commission. The legislators excused themselves to attend other commitments.

At 9:30 a.m. there was a 10 minute recess.

The meeting reconvened and Zaragoza asked if the Commission felt like the resolution could be drawn up today or if another meeting would need to be held.

Cobb asked for Rice to repeat the 4 items of concern and felt like that was a good starting point for the resolution and Rice did so. The Commissioners agreed that jobs couldn't be guaranteed.

Paulk is afraid that training will suffer if the students have to report to a community college. A lot of students and smaller municipalities will not have enough money to attend.

Summerford feels that the resolution should reflect the 4 points made by Rice.

Commissioner Wyatt made a motion to draft a resolution including the 4 points and to send the resolution to Senator Allen and Rep. Merrill with a follow-up meeting to talk about the legislation itself. It was seconded by Commissioner Graves.

Graves wanted the funding stream to be defined. Boardman reminded the Commission that they would have to have seven days notice before another meeting could be held.

Roll call vote was taken.

David Boyd – Yes

Ralph Cobb – Yes

Dwight Graves – Yes

Ed Paulk – Yes

Howard Summerford – Yes

Dale Wyatt – Yes

Motion carried unanimously.

There was discussion to set up a Special Called meeting on April 4, 2011 in the Gardendale area.

Commissioner Paulk made a motion to have a Special Called meeting on April 4, 2011 at 8:00 a.m. in north Jefferson County. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Zaragoza stated the next item on the agenda is Executive Director Evaluation Committee meeting report. Commissioner Paulk stated that the committee met on March 1, 2011. All committee members were present. The contract states a three year extension for the Executive Director. There was a vote of 3 to 2 in favor of keeping the three year extension in the contract.

Commissioner Paulk made a motion to issue a contract for the Executive Director with only a one year extension based on the economic climate of the state and in seeking to work with the legislative branch. Commissioner Wyatt seconded the motion.

Summerford would like to keep the three year extension in the contract in order to provide stability. Graves expressed concern that the Executive Director's contract issue was put on the agenda for the Special Called meeting. Paulk stated that he thinks that Allan Rice has done a tremendous job for the Alabama fire service, but in an effort to foster an atmosphere of cooperation, the motion was amended to only the one year extension. Cobb said that putting this on the agenda has the look of impropriety. Paulk stated that Cobb was involved in an attempt to "get rid of Mr. Rice" at a meeting where he (Paulk) and Wyatt were not present and that now he (Cobb) "had the gall to say this is something special". Paulk said that this issue had gone through the committee process. He stated that he had a motion on the floor and he called for the vote. Cobb asked if the contract had been reviewed by the Legislative Contract Review Committee. Mr. Boardman stated that it was not subject to that process. Cobb stated that it "was indeed according to Title 29". Mr. Boardman stated that it was not his legal opinion that the contract was subject to the legislative review process. Graves asked for Boardman's comparison of the Executive Director's position. Mr. Boardman stated that it had been his opinion, prior to a recent court ruling, that the Executive Director's position was at-will. He explained that the Executive Director exercised many of the same powers and duties as a president within the Postsecondary system, but that it was unique in that the statute and the fiscal agency agreement reserved certain authority for the president of Shelton State Community College. Cobb restated that Title 29 states that contracts paid by warrants of the state must be reviewed by the Legislative Contract Review Committee. Boardman stated that this contract was not paid by warrants of the state, but rather was a payroll contract. Summerford asked if it was Boardman's legal opinion that the Commission was duly authorized to vote on the contract today, and Boardman stated that it was. Rice said that in all due respect to Rep. Merrill, he requested that in order to have stability he

would like the Commission to revisit the original recommendation of the three year contract extension and stated that what Merrill doesn't realize is that this should have been taken care of last July and then October and then January of this year. Roll call vote was taken on the original motion of the one year extension.

David Boyd – Yes
Ralph Cobb – No
Dwight Graves – No
Ed Paulk – Yes
Howard Summerford – Yes
Dale Wyatt – Yes

Motion carried 4 to 2.

Boardman stated that the Commission can revisit a multiple year contract any time after this legislation is decided and the Commission can always pass a contract contingent on the outcome of the legislation.

Zaragoza stated that the next Quarterly meeting will be April 20, 2011. A Work Session will be conducted on April 19, 2011.

Commissioner Cobb made a motion to adjourn. It was seconded by Commissioner Wyatt.

Motion carried.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Special Called Commission Meeting April 4, 2011

The meeting was called to order by Chairman Butch Zaragoza at 8:00 a.m. The meeting was held at the Gardendale Civic Center, Gardendale, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Ed Paulk, Howard Summerford, Dale Wyatt and Butch Zaragoza (Attorney Mark Boardman). Quorum ascertained.

VISITORS

Jeff Dempsey, Skip Kittrell, Jim St. John

MINUTES

Chairman Zaragoza stated that this Special Called meeting was to discuss the resolution that was requested from Senator Allen and Representative Merrill. Zaragoza said that a resolution had been put together and he wanted to be sure that the legislators understood how the Fire College operates. The Commissioners received three resolutions from Attorney Boardman for their review. Zaragoza asked for a report from the Joint Fire Council that had met on this topic.

Commissioner Wyatt reported that some of the members of JFC thought that we needed to either be working on a defense or to prepare our own version.

Commissioner Paulk reported that the JFC decided it would be in the best interest of the fire service to have the Fire College separate from Shelton State Community College and decided at the meeting to contact the Legislative Reference Service and ask them to take the existing law concerning the Fire College and remove all reference to Shelton State Community College creating a bill amending the law to separate us from Shelton State. The request is prepared and ready if it's needed. Letters are in place requesting a public hearing if the proposed bill is dropped. Representatives Laird and Bridges have stated that they are totally against the proposed bill. Senator Orr gave words of encouragement.

Commissioner Summerford reported that the JFC and all fire service groups are totally opposed to the proposed bill by Senator Allen and Representative Merrill.

Paulk stated that Dean Argo only made minor changes in the second draft to their original document.

Commissioner Cobb made a motion to approve Resolution #2 and it was seconded by Commissioner Wyatt.

Wyatt asked for a summary of the differences between the three documents. Boardman explained that #1 states that before any proposed legislation is passed, that the Commission be allowed to review it first. #2 adds a section that asks the legislation to address the stated concerns and to continue the roles of the Fire College and the Commission in educating fire fighters, setting

training standards, and certifying fire fighters. #3 asks that the Fire College be separated from Shelton State Community College.

Summerford doesn't think the language is strong enough in #2 and Paulk agreed.

Wyatt said he was torn and that he doesn't want to become confrontational with the legislators.

Cobb questioned the likelihood of a hostile bill passing and doesn't want to alienate the delegation from Tuscaloosa and is afraid of losing the battle in the budget.

Summerford thinks that this resolution does not accomplish what we want because there is no guarantee of the Commission's role and it does not define the AFC's role in education. Roll call vote was taken.

David Boyd – No
Ralph Cobb – Yes
Ed Paulk – No
Howard Summerford – No
Dale Wyatt – No

Motion failed 1 to 4.

Commissioner Paulk made a motion to accept Resolution #3 with the amendment adding *Education Trust Fund* funding and a *separate* budget line item, which asks for separation of the Fire College from Shelton State Community College and the Department of Postsecondary Education. It was seconded by Commissioner Boyd.

Wyatt is leery that we tried to accomplish this a few years back with both parties in agreement and it didn't pass. Paulk said it just showed that they were not truly on board with the separation. The issue is, if we go the consolidation route, training as we know it will not be available to the fire service in the state of Alabama. It will not be available in all 67 counties or at the cost we see it at today. The only benefit would be college credit, but most of the students utilizing this training do not want college credit. Summerford said that this will take a lot of work but there is no choice; consolidation destroys us. Boyd said that this is not just a Tuscaloosa issue; it's a statewide issue. The fire fighters (career and volunteer) need to be trained.

The Commissioners agreed that all fire service personnel need to be on the same page, in agreement, and with one voice. Petition letters were discussed with the possibility of the petition being posted on the AFC website.

Dr. Wayne Echols suggested a language change on resolution #3 page 3, number 3, the last sentence: The training and certification of first responders is so critical to the people of the State of Alabama that it is vital that the Legislature should continue Education Trust Fund funding and continue a separate budget line item for the Fire College. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – No
Ed Paulk – Yes
Howard Summerford – Yes
Dale Wyatt – Yes

Motion carried 5 to 1.

Boardman pointed out that the word “unanimously” on page three of the document, will have to be taken out.

Commissioner Wyatt made a motion to develop talking points for the Commission to review before sending the resolution out to the legislators. It was seconded by Commissioner Paulk. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – Yes
Ed Paulk – Yes
Howard Summerford – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Commissioner Paulk made a motion to request a public hearing on any Alabama Fire College legislation. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – Yes
Ed Paulk – Yes
Howard Summerford – Yes
Dale Wyatt – Yes

There was discussion about the budget and the cost involved if the Fire College separated. Rice stated that he feels that the \$290,000.00 that we currently pay for the fiscal agreement with Shelton State Community College would cover the cost of doing these services internally.

The upcoming Work Session scheduled for April 19, 2011 was discussed along with the cost analysis of the Commission verses the Fire College and PARCA.

The Chairman asked Mark Boardman to address the issue, as raised by Commissioner Cobb, of the March 28, 2011 Special Called Meeting, of whether the executive director’s contract needed to be reviewed by the Legislature’s Contract Review Permanent Legislative Oversight Committee. Mr. Boardman said there were seven reasons why the statute referenced by Commissioner Cobb did not apply and why review was not required:

1. This is not a contract paid by a state warrant.
2. The Fire College and Commission is not a state department.
3. The Fire College and Commission have never been advised by the Contract Review Permanent Legislative Oversight Committee that any contract needs to be submitted to the Committee.
4. The Department of Examiners of Public Accounts is supposed to furnish assistance to this Committee, yet has never suggested, in any of the reviews of the financial status of the Fire College and Commission, that contracts should be sent to the Committee.
5. None of the prior contracts were ever submitted to the Committee.
6. This contract is not necessarily paid via state appropriation, as the Fire College has its own revenues.

7. The Fire College and Commission appear to be a “checking account agency” not a “treasury agency” of the state.

Commissioner Paulk made a motion to adjourn and it was seconded by Commissioner Wyatt.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Quarterly Commission Meeting April 20, 2011

The meeting was called to order by Vice-Chairman David Boyd at 9:00 a.m. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Dwight Graves, Ed Paulk, Howard Summerford, and Dale Wyatt. (Attorney Mark Boardman) Quorum ascertained.

INVOCATION and Pledge of Allegiance – Executive Director Rice

VISITORS

Jimmy Conner, Jeff Dempsey, Russell Ledbetter, Steven Reasonover, Greg Wood, Michelle Bass, Julie Coffman, Donna Love, David Thornburg, Trevor Atkins

Special recognition was given to AFC employees that have served in the armed forces: Larry Jarvis, Phil Hughes, Marty McElroy, Ralph Cobb, Howard Summerford and Trevor Atkins who has just returned from service in Afghanistan as part of the Alabama National Guard 20th Special Forces group. Trevor has served four tours in the War on Terrorism and has received two purple hearts. The Fire College is glad to have him back.

MINUTES

Commissioner Graves made a motion to approve the minutes of January 19, 2011 and it was seconded by Commissioner Wyatt. Roll vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Cobb made a motion to approve the March 28, 2011 minutes and it was seconded by Commissioner Paulk. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Summerford made a motion to approve the April 4, 2011 minutes with the amendment of “opposed to the proposed bill by Senator Allen and Representative Merrell” on page one, and it was seconded by Commissioner Paulk. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Abstain
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Director's Report:

- A. The quarterly total for students the second quarter of this fiscal year is up 23% over last year. A report was given to the Commission showing a breakdown of all courses for a week. Rice said that a monthly expanded breakdown will be conducted showing each course, which will help to track what is gaining and losing popularity. These reports will be available to the Commission.

B. Strategic Partnerships

A draft of Waldorf College articulation agreement was discussed. Rice explained that this agreement is a different mechanism to provide training but it does not compromise the way we do business. All of the elements that are in place on the AFC campus or at an Alabama fire station are still in place, but this is a modified way to achieve that goal. There will be a trained Fire College approved proctor to administer the test, even if the test is taken on-line. Waldorf College will be an on-line delivery program. The Marine Institute will be a classroom delivery program.

The Commission would like to be notified of upcoming partnerships. Rice said that if any changes or edits are made to the template that he will send those out to the Commission as well.

Other Updates from the Director

The bid has been accepted for the second mobile fire trainer simulator. Kidde was the sole respondent with the base bid being \$462,000.00. A wireless control unit and an exterior light package for night training was including at another \$6,600.00.

The hotel bid has been conducted and the Country Inn & Suites has won the bid.

Rice explained the process that occurs when an anonymous letter is received.

A tornado went over the Fire College property on April 15, 2011 during a recruit graduation. The staff continually monitored the weather and approximately 300 people were sent to the interior hallways until it was safe to allow them to leave. There were no injuries. The buildings did receive some cosmetic damage. The CPAT maze was totally destroyed and the tractor trailer was overturned. A number of trees are down and some of the fence is compromised in several different places. We are working with both vehicle and property insurance adjusters.

Commissioner Boyd commended the staff for having a plan and implementing it the way they did during the tornado event.

OLD BUSINESS/COMMITTEE REPORTS

Finance:

Commissioner Paulk said that the committee met April 19, 2011 at 3:00 p.m. and that the current FY Budget is under budget in most areas. The committee reviewed the proposed 2012 Budget and discussed the tractor trailer that was damaged in the April 15th tornado.

Commissioner Paulk made a motion to approve the 2012 Budget and it was seconded by Commissioner Wyatt. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Paulk made a motion to seek bids on a new tractor trailer with at least 435 HP, tandem axle, day cab, with the maximum expenditure not to exceed \$90,000.00. It was seconded by Commissioner Wyatt. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Policy & Procedures:

Commissioner Paulk stated there had been no meeting.

EMS:

Commissioner Graves said there had been no meeting but wanted to discuss the new EMS rules. Rice said that the driver qualifications have been changed by taking out the specificity of the EVOC course and will allow recognition of our course and the VFIS course. BLS and ALS educational program approval has also changed. A number of different entities are now going to be authorized to teach Emergency Medical Responder (First Responder) and Basic EMT. Now we will be allowed to teach under our own auspices. The AFC qualifies for CoAEMSP approval; therefore we will be able to teach Paramedic.

Commissioner Wyatt made a motion to seek necessary steps to obtain CoAEMSP accreditation and it was seconded by Commissioner Paulk. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Graves would like to meet with the EMS Committee to discuss this issue. Commissioner Paulk stated that during the Work Session on April 19th it was agreed upon to conduct quarterly work sessions in between the regular Quarterly Commission meetings thereby conducting the committee meetings as well.

Commissioner Paulk made a motion to re-instate Mr. Charles Faulk's certification and it was seconded by Commissioner Summerford. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – No

Motion carried.

Commissioner Wyatt made a motion that the Policy and Procedures Committee examine the issue of changes to the Administrative code on the definition of continuous fire service. It was seconded by Commissioner Summerford. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

NEW BUSINESS – There was none

BUSINESS FROM VISITORS – There was none

BUSINESS FROM COMMISSION MEMBERS

Commissioner Paulk made a motion to make a transfer of funds providing a stipend for cell phones for staff usage. "This is necessary due to the change in the cell phone policy that was requested by Shelton State based on changes to the U.S. tax code." It was seconded by Commissioner Wyatt. Roll call vote was taken.

Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes

Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Next Quarterly Commission Meeting will be July 20, 2011 at the Alabama Fire College.

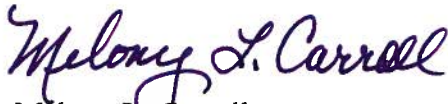
Commissioner Cobb made a motion to adjourn the meeting. Commissioner Wyatt seconded it and the motion carried.

Meeting adjourned.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Commission Work Session Meeting July 19, 2011

The meeting was called to order by Chairman Butch Zaragoza at 9:00 a.m. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Dwight Graves, Ed Paulk, Howard Summerford, Dale Wyatt and Butch Zaragoza. Quorum ascertained.

VISITORS

Wayne Echols

MINUTES

There was general discussion of matters to be discussed at the upcoming meeting set for July 20, 2011. No actions were taken. There being no further discussion, Chairman Zaragoza adjourned the meeting.

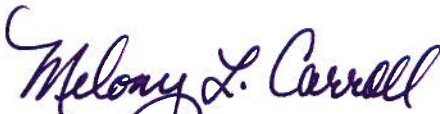
Next Quarterly Commission Meeting will be October 19, 2011 at the Alabama Fire College.

Meeting adjourned.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Policy & Procedures Review Committee

July 19, 2011

1:00 p.m.

The meeting was called to order by Chairman Ed Paulk. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Visitors

None

Meeting Minutes

Chairman Paulk called the meeting to order. Committee members Howard Summerford and Dwight Graves were present. Also in attendance: Butch Zaragoza, David Boyd, Ralph Cobb, Dale Wyatt, Allan Rice.

The Committee members discussed changes to Policy 615.01 and 615.02 due to the Fair Dismissal Act being replaced by the Students First Act. It was agreed to submit these changes to the full Commission for their approval.

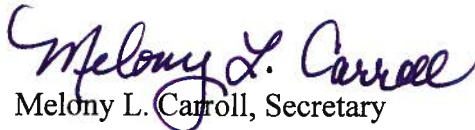
The reciprocity issue was discussed. Paulk requested that Attorney Mark Boardman work on a definition of continuing work in the field of the fire service to maintain certification. Allan Rice will check on the policy that other states have in place and submit his research to the Commission at the next Work Session.

Meeting adjourned.

Respectfully submitted,

Handwritten signature of Ed Paulk in blue ink, including a circular stamp.

Ed Paulk, Chairman

Handwritten signature of Melony L. Carroll in black ink.

Melony L. Carroll, Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Executive Director Evaluation Committee Meeting
July 19, 2011
2:00 p.m.

The meeting was called to order by Commissioner Paulk. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

The following members were present: David Boyd, Dwight Graves and Ed Paulk. Also in attendance: Butch Zaragoza, Howard Summerford, Ralph Cobb, Dale Wyatt, Allan Rice.

Visitors

None

Meeting Minutes

The Committee Chairman, Ed Paulk, had requested the Commissioners fill out the evaluation form for the Executive Director. Paulk said he wanted to get on an annual schedule since the Director's contract is up for renewal in August. The Commissioners will submit their evaluations to the Chair to be presented at the Quarterly Commission Meeting.

Respectfully submitted,

A handwritten signature in blue ink that reads "Ed Paulk" followed by a circular stamp or mark.

Ed Paulk

A handwritten signature in black ink that reads "Melony L. Carroll".

Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Finance Committee Meeting
July 19, 2011
3:00 p.m.

The meeting was called to order by Chairman David Boyd. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

The following members were present: David Boyd, and Ed Paulk. Also present: Dale Wyatt, Howard Summerford, Dwight Graves, Allan Rice, Camille Cochran and Michelle Bass.

Visitors

None

Meeting Minutes

The Committee discussed issues to be brought before the Commission at the Quarterly Commission Meeting on July 20, 2011. Those issues included additional funding for the new semi-tractor, the Plant Budget adjustment, the 2012 Budget and the Capital Funding request.

Respectfully submitted,



David Boyd, Chairman



Melony L. Carroll, Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Quarterly Commission Meeting July 20, 2011

The meeting was called to order by Chairman Butch Zaragoza at 9:00 a.m. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Dwight Graves, Ed Paulk, Howard Summerford, Dale Wyatt and Butch Zaragoza. (Attorney Mark Boardman)
Quorum ascertained.

INVOCATION and Pledge of Allegiance – Commissioner Boyd

VISITORS

Jimmy Conner, Stephen Dean, Terry Brown, Phil Hughes, Lynn Lybrook, Lauren Davis, Debbie Hicks, Teresa Stone, Carl Johnson, Linda Putnam, Christy Ryland, Deborah Bush, Cindy Walker, Diana Hewlett, Patricia Hamilton, Pam Gant, Arthur Willis, Peter Valenti, Greg Wood, Skip Kittrell, Camille Cochran, Michelle Bass, Jim St. John, John Wilder, Hunter Brown, Donna Love, Curtis Poe, Donna Barrett, Kim Davis, Larry Jarvis, Steve Cunningham, David Thornburg

MINUTES

Commissioner Graves made a motion to approve the minutes of April 20, 2011 and it was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

ELECTION OF OFFICERS

Nomination for the Chairman

Commissioner Paulk nominated Butch Zaragoza and it was seconded by Commissioner Wyatt. There were no other nominations and the nominations were closed. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Nomination for the Vice-Chairman

Commissioner Paulk nominated David Boyd and it seconded by Commissioner Wyatt. There were no other nominations and the nominations were closed. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Chairman Zaragoza thanked Governor Bentley for his re-appointment, the fire service for their support and the Commissioners for their support and for what they do for the fire service in the State of Alabama.

PUBLIC HEARING – Administrative Code 360-X-1-01

Zaragoza asked Executive Director Rice if there had been any emails or letters regarding the three issues to be addressed. Rice said there had been none.

The first item up for discussion was the language change for the Notice of Employment, Physical Statement and the Notice of Termination forms. Rice explained that a Physical Statement will no longer be required to be submitted by an employing fire department if the new employee is already certified as a firefighter in Alabama. This will alleviate the burden of the hiring agency to submit the form since we will already have the form on file. This does not change the requirements for the Notice of Employment and Notice of Termination. Those forms are still required.

Commissioner Wyatt made a motion to accept the language change for the Notice of Employment, Physical Statement and Notice of Termination forms. It was seconded by Commissioner Paulk. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

The second item is that the paid and part-paid (combination) fire departments will be required to submit an annual personnel roster for verification. This will allow the Commission to fulfill its responsibilities regarding record maintenance and certification of the firefighter tag list.

Commissioner Paulk made a motion to include all active, retired and widows on an annual departmental roster and be entitled to a firefighter tag. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

A template for the roster will be sent to each department.

Commissioner Paulk made a motion to require the annual submission of a departmental roster. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

The third item is the new language to be added that will prevent the certification of personnel with a felony conviction or convictions for certain other crimes.

Chief Steve Dean had concerns that the language was too vague and that moral turpitude is an opinion and hard to define. Chief John Wilder agreed that the language is too vague.

Commissioner Wyatt made a motion to accept the language that certificates may be issued only to individuals of good moral character and reputation as determined by the Commission, namely: 1. The individual shall not have been convicted of a felony or convicted of a crime involving fire and/or explosion; or 2. the individual shall not have been found guilty of a crime of moral turpitude or have engaged in immoral conduct which indicates an unfitness to discharge the duties of such certificate holder, as determined by the Commission. It was seconded by Commissioner Graves. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Director's Report:

- A. The overall numbers are in range from what we did last year, but the numbers show fewer students on campus but many more students are in the field. We are seeing a demographic shift showing some economic implications with travel budgets and people staying closer to home.

B. After Action Report on Tornado Operations

Rice commended Julie Coffman on her dedication and work on the After Action Report. Rice also praised the AFC staff on their work during the tornado event. Zaragoza thanked the staff and told them that a marker would be placed in their honor on the grounds of the Fire College. The Commissioners expressed their gratitude to the entire staff for their dedication and hours worked away from their families during that disaster.

Commissioner Graves made a motion to move forward with the marker for the AFC staff in recognition of their dedication during the tornado event of April, 2011. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

COMMITTEE REPORTS

Finance:

Commissioner Boyd said that the committee met on July 19, 2011.

There is a price increase for the tractor trailer that was previously approved. The price reflects the difference in the 2011 model and the 2012 model (which is only available now).

Commissioner Boyd made a motion to approve an additional \$13,990.00 for the purchase of the tractor trailer that was approved in the April Quarterly meeting. It was seconded by Commissioner Summerford. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Boyd made a motion to approve the Plant Budget adjustment of \$82,370.71. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Boyd made a motion to accept the amended 2012 Budget. It was seconded by Commissioner Graves. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Boyd made a motion to accept the Capital Funding request of \$770,500.00. It was seconded by Commissioner Summerford. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Policy & Procedures:

Commissioner Paulk stated the committee met on July 19, 2011.

Commissioner Paulk made a motion to adopt the changes to Policy 615.01 Resignations and Abandonment. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Commissioner Paulk made a motion to adopt the changes to Policy 615.02 Fair Dismissal Compliance, to Students First Act. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

This change is to conform to the law and to adopt the Students First Act rules in the termination of employees.

EMS:

Commissioner Graves said the committee met on June 7, 2011.

Commissioner Graves made a motion to direct Executive Director Rice to send a letter to Herzing University advising them that we will be terminating our agreement. It was seconded by Commissioner Boyd. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Executive Director Evaluation

Commissioner Paulk stated the committee met on July 19, 2011. Paulk had collected the evaluations for the Executive Director from the Commissioners, and totaled the results. The results indicate that the Executive Director meets or exceeds standards in all categories.

Commissioner Paulk made a motion to extend the Executive Director's contract for an additional year (August 2013). It was seconded by Commissioner Boyd. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes

Dale Wyatt – Yes

Motion carried.

OLD BUSINESS - Request of Approval of Regional Campus Locations

Rice said that the site visits in the southeastern area have been completed. The requested Regional Campus sites are: Muscle Shoals, Huntsville/Decatur partnership, Fort Payne, Birmingham, Anniston, Shelby County Consortium, Prattville, Mobile, Orange Beach/Columbia Southern University and Dothan. Also as Extension Centers: Florence, Albertville, Thorsby, Tallassee, Daphne, Bay Minette, Ozark and Eufaula. Fort Rucker will be a separate category.

Commissioner Paulk made a motion to move forward in the process of establishing regional campus partnerships, and direct the staff and counsel to develop memoranda of agreement for each entity. It was seconded by Commissioner Graves. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

NEW BUSINESS – Request to Reallocate Full-Time Position

Rice asked for approval of the reallocation of a full-time Regional Director’s position to establish the new position of Director of Volunteer Programs. This job will focus resources and energy in addressing the needs of volunteer firefighters.

Commissioner Wyatt made a motion to table the motion of Director of Volunteer Programs until it can be further discussed at the August Work Session. It was seconded by Commissioner Graves.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Zaragoza said that another issue came out of the Work Session of July 19, 2011. There is an error on the Fiscal Agency Agreement with Shelton State Community College. Rice said that payment is on hold until the correction can be made.

Commissioner Paulk made a motion to petition the State Board of Education and join with Shelton State Community College, asking that they correct the figures they approved to

reflect the Fiscal Agency Agreement that was signed, so that we can pay what we owe. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Zaragoza listed the upcoming Work Sessions: August 31, 2011, November 30, 2011, February 29, 2012, and May 30, 2012.

BUSINESS FROM VISITORS

Rice announced the Terry Farrell Fund event that will be held on the AFC campus on July 26th at 11:00 a.m. A piece of the World Trade Center will be making a stop in Tuscaloosa, honoring the 343 firefighters that sacrificed their lives on September 11, 2001. A load of gear and equipment is being donated to the Alabama fire departments damaged in the April tornado outbreak. There will be media coverage and the unveiling of a portrait of a granite monument to be installed on the Firefighter Memorial site remembering 9-11.

BUSINESS FROM COMMISSION MEMBERS

Zaragoza said there was pending litigation and an Executive Session is recommended.

Commissioner Cobb made a motion to go into Executive Session and it was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

EXECUTIVE SESSION – 10:30 a.m.

The meeting reconvened at 11:20 a.m. Zaragoza stated that no action was taken during the meeting.

Commissioner Paulk made a motion to employ Mr. Carl Johnson to represent the Commission in pending legal matters in cooperation with our legal counsel and to require that we honor our interpretation of the Fiscal Agency Agreement that provides for Shelton State Community College's legal fees in this matter. It was seconded by Commissioner Boyd. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford - Yes
Dale Wyatt – Yes

Motion carried.

Next Quarterly Commission Meeting will be October 19, 2011 at the Alabama Fire College.

Commissioner Boyd made a motion to adjourn the meeting. Commissioner Paulk seconded it and the motion carried.

Meeting adjourned.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Commission Work Session Meeting August 31, 2011

The meeting was called to order by Vice-Chairman David Boyd at 10:00 a.m. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Ed Paulk, Howard Summerford, and Dale Wyatt. (Attorney Mark Boardman) Quorum ascertained.

VISITORS

Wayne Echols

MINUTES

There was general discussion of matters to be discussed at the upcoming meeting set for August 31, 2011 following the Work Session. No actions were taken. There being no further discussion, Vice-Chairman Boyd adjourned the meeting.

Next Quarterly Commission Meeting will be October 19, 2011 at the Alabama Fire College.

Meeting adjourned.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Special Called Commission Meeting August 31, 2011

The meeting was called to order by Vice-Chairman David Boyd at 1:00 p.m. The meeting was held at the Alabama Fire College, Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Ed Paulk, Howard Summerford, and Dale Wyatt (Attorney Mark Boardman). Quorum ascertained.

VISITORS

Wayne Echols, Julie Coffman, Camille Cochrane, Kenneth Oldfield

MINUTES

Vice-Chairman Boyd opened the floor for comments from the Commission. The first item discussed was compensation for the exempt employees that worked during the April 27, 2011 tornado event. Commissioner Wyatt made a motion to accept the resolution as stated:

Whereas, Tuscaloosa County and the State of Alabama faced an unprecedented and unique weather emergency of April 27 to May 8, 2011, requiring extraordinary actions by Commission personnel and

Whereas, the Commission is paying FLSA overtime wages to non-exempt employees for such an unprecedented and unique weather emergency and

Whereas, ten Commission personnel plus the Executive Director who responded to this unprecedented and unique emergency are clearly FLSA exempt employees and

Whereas, equity and management practices suggest that these ten FLSA exempt personnel should be compensated for their extraordinary actions and

Whereas, any pay or leave provided by this resolution will be 100% reimbursed by FEMA and

Whereas, the Executive Director has specifically requested that he not be included in any compensation plan for this unprecedented and unique weather emergency

Now therefore, be it resolved by the Commission that the ten Commission FLSA exempt personnel, but not the Executive Director, be offered two options, to be elected by the individual employee.

- 1) Straight hourly time for hours over 40 hours per week spent in responding to the unprecedented and unique weather emergency from April 27 to May 8, 2011 or
- 2) Compensatory time, as allowed by the previous Commission practice and/or policy, for hours over 40 hours per week spent in responding to the unprecedented and unique weather emergency from April 27 to May 8, 2011.

The motion was seconded by Commissioner Paulk. Roll call vote was taken.

Ralph Cobb – Yes
Ed Paulk – Yes
Howard Summerford – Yes
Dale Wyatt – Yes

Motion carried.

The second item of discussion was the Workplace Safety Training program. Commissioner Wyatt made a motion to accept the resolution as stated:

Whereas, the Workplace Safety Training program is presently at Jefferson State Community College, but will be leaving and

Whereas, the Commission desires the Alabama Fire College to become the educational institution operating the Workplace Safety Training program

Therefore, be it resolved by the Commission, that the Commission will now operate the Workplace Safety Training program, contingent upon a transfer of grant funding:

1. The Commission is to make all efforts to transfer all Workplace Safety Training program funding from Jefferson State Community College to the Alabama Fire College.
2. The assets of the Workplace Safety Training program will become Commission assets.
3. The attached job descriptions are approved and the Executive Director is directed to fill the positions at appropriate pay levels based on Commission standards.
4. If the Students First Act applies to the Commission any employees becoming Alabama Fire College employees from Workplace Safety Training program are hired under Section 4 (3) (b) of that Act.
5. The Executive Director is directed to and authorized to take all actions and execute all documents necessary to transition the Workplace Safety Training program to the Commission.

The motion was seconded by Commissioner Paulk. Roll call vote was taken.

Ralph Cobb – Yes
Ed Paulk – Yes
Howard Summerford – Yes
Dale Wyatt – Yes

Motion carried.

Next Quarterly Commission Meeting is October 19, 2011.

Commissioner Wyatt made a motion to adjourn and it was seconded by Commissioner Paulk.

Respectfully submitted,


Allan Rice
Executive Director


Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Quarterly Commission Meeting October 19, 2011

The meeting was called to order by Chairman Butch Zaragoza at 9:00 a.m. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Ralph Cobb, Ed Paulk, Dale Wyatt and Butch Zaragoza. (Attorney Mark Boardman) Quorum ascertained.

VISITORS

David Thornburg, Ken Horst, Julie Coffman, Michelle Bass, Stan Odom, Greg Wood, Jimmy Conner, Donna Love, Camille Cochran, Terry Brown, Charlie Dixon, Skip Kittrell

MINUTES

Commissioner Paulk made a motion to approve the minutes of the Work Session for July 19, 2011 and August 31, 2011, the Policy & Procedures Review, Executive Director Evaluation, and Finance Committee minutes of July 19, 2011, the July 20, 2011 Quarterly Commission minutes and the August 31, 2011 Special Called minutes. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd - Yes
Ralph Cobb – Yes
Ed Paulk – Yes
Dale Wyatt – Yes

Motion carried.

Director's Report:

A. There is a slight decline in enrollment from 2010. We are tracking the probable reasons. We are seeing a shift of students to field courses as a result of the economy and the state of training budgets. Commissioner Wyatt asked about the contract with Herzing University and Executive Director Rice said he would send them the letter terminating the contract.

B. Report on Current Organizational Structure and Reorganization Process

The current interim organizational chart was discussed. A three phase process will start on October 25, 2011 which will involve the entire staff. This is only rearranging and realigning the personnel that we already have. A reorganization proposal will be submitted at the January Commission meeting.

C. Report on Transfer of Workplace Safety Training Program

All paperwork has been filed with the National Institute of Environmental Health Sciences for the transfer of the grant to us. The required job postings have been

submitted to Postsecondary. These grant funded positions are non-permanent status positions. The Workplace Safety Training Program will begin December 1, 2011 after all grant paperwork has been received.

COMMITTEE REPORTS

Finance:

Commissioner Boyd said that the committee met on October 18, 2011. A preliminary report of the bad debt write off and year end financial statement was discussed but the committee is waiting on the final report before bringing issues to the Commission.

Policy & Procedures:

Commissioner Paulk stated the committee did not meet.

EMS:

Commissioner Wyatt said the committee did not meet. Rice gave an update that the Fire College has received verbal approval, pending the document from the State Department of EMS & Trauma, which will approve us to conduct Advanced EMT starting January 2012. We continue with our Basic EMT efforts and we are at the planning phase for the re-initiation of the Paramedic program for the fall of 2012.

OLD BUSINESS

A. Approval of Regional Training Center Agreement Template

Rice said that this is a model agreement drawn up by counsel, knowing that some training sites would want to have some modifications that we would have to work out. Any changes would be brought before the Commission prior to signing the agreement. Rice said that we would base our expenditures on revenue realized. Commissioner Wyatt asked about the advertising for these regional campus courses. Rice stated that our website calendar would include Regional Campus courses.

Commissioner Wyatt made a motion to approve the Regional Training Center Agreement Template. It was seconded by Commissioner Paulk. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – Yes
Ed Paulk – Yes
Dale Wyatt – Yes

Motion carried.

B. Discussion regarding Modifications to Administrative Code (Maintenance and Restoration of Certification; Reciprocity)

A matrix of other state agencies was reviewed. After much discussion from the Commissioners it was decided that this issue needs to be sent to a committee for research and clarification.

Commissioner Wyatt made a motion that the Policy & Procedures Review Committee review the modifications to the Administrative Code for maintenance and restorations of certification and reciprocity. It was seconded by Commissioner Paulk. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – Yes
Ed Paulk – Yes
Dale Wyatt – Yes

Motion carried.

Chairman Zaragoza asked for an update from Counsel Boardman regarding the draft legislation. Commissioner Cobb expressed concern that if we are no longer under Shelton State that we will also no longer be under Postsecondary. Boardman said that this proposed legislation leaves that connection with Postsecondary. Chairman Zaragoza explained the Task Force position and what they were trying to accomplish. Commissioner Paulk said that Postsecondary wanted to ensure that the Fire College would have fiscal oversight.

NEW BUSINESS

A. Request for Approval of Tuition Increase

Rice stated that a price increase of \$200.00 is requested to accommodate the rising cost of materials for Rescue Technician: Structural Collapse.

Commissioner Paulk made a motion to increase the tuition rate for Rescue Technician: Structural Collapse by \$200.00 making the cost \$975.00 for the in-state rate and \$1175.00 for the out-of-state rate. It was seconded by Commissioner Wyatt.

David Boyd – Yes
Ralph Cobb – Yes
Ed Paulk – Yes
Dale Wyatt – Yes

Motion carried.

Rice said that the length of the Rapid Intervention Teams course has increased from two days to three days; therefore a price increase of \$50.00 is requested.

Commissioner Paulk made a motion to increase the tuition rate for Rapid Intervention Teams by \$50.00 making the cost \$200.00 for the in-state and \$250.00 for the out-of state rate and private industry. It was seconded by Commissioner Wyatt. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – Yes
Ed Paulk – Yes
Dale Wyatt – Yes

Motion carried.

BUSINESS FROM VISITORS

There was none.

BUSINESS FROM COMMISSION MEMBERS

Commissioner Paulk made a motion to approach our Fiscal Agent and ask consideration in keeping with good business and accounting practices that in addition to changing auditors from year to year that we change accounting staff from year to year as well. It was seconded by Commissioner Boyd. Roll call vote was taken.

David Boyd – Yes
Ralph Cobb – Abstain
Ed Paulk – Yes
Dale Wyatt – Abstain
Butch Zaragoza - Yes

Motion carried.

Next Work Session will be November 30, 2011 at 10:00 a.m.

Next Quarterly Commission Meeting will be January 18, 2012 at the Alabama Fire College.

Commissioner Boyd made a motion to adjourn the meeting. Commissioner Paulk seconded it and the motion carried.

Meeting adjourned.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Commission Work Session Meeting November 30, 2011

The meeting was called to order by Chairman Butch Zaragoza at 10:00 a.m. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Dwight Graves, Ed Paulk, Howard Summerford, and Butch Zaragoza. (Attorney Mark Boardman)

VISITORS

None

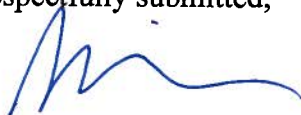
MINUTES

There was general discussion of matters to be discussed at the upcoming Special Called meeting set for November 30, 2011 following the Work Session.

No actions were taken.

There being no further discussion, the meeting was adjourned.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Special Called Commission Meeting November 30, 2011

The meeting was called to order by Chairman Butch Zaragoza at 1:00 p.m. The meeting was held at the Alabama Fire College, Tuscaloosa, Alabama.

Roll call revealed the following members present: David Boyd, Dwight Graves, Ed Paulk, Howard Summerford, and Butch Zaragoza (Attorney Mark Boardman). Quorum ascertained.

VISITORS

Camille Cochrane

MINUTES

Director Rice said that the notice of award has been received from the National Institute for Environmental Health Sciences, to assume the responsibilities for the Workplace Safety Training program from Jefferson State Community College. After going through the job posting process and finding the most qualified applicants for the six full time positions, Rice recommended that these positions be filled on December 1, 2011. The positions are as follows:

Director of Workplace Safety Training – Mr. Kenneth Oldfield
Program Coordinator – Mr. Ted Krayner
Program Specialist – Mr. Ervin Roy Stover
Fiscal Coordinator – Ms. Karen Blackwood
Logistics Specialist – Mr. Arizona Winborn
Administrative Assistant – Ms. Tabitha Carter

Commissioner Paulk made a motion to approve the Executive Director's recommendation to hire the six full time positions for the Workplace Safety Training grant funded program. It was seconded by Commissioner Boyd. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford – Yes

Motion carried unanimously.

Rice explained that the Workplace Safety Training program will continue to be housed at Jefferson State Community College with a maximum three year lease.

Chairman Zaragoza asked Commissioner Paulk to explain the proposed legislation for the 2012 regular session. Each Commissioner received a copy of the draft bill that was submitted by the Task Force that included Senator Trip Pittman, Senator Gerald Allen and Representative John Merrill.

Commissioner Paulk made a motion to endorse this piece of legislation by the Commission to move forward in the process; to present to the Governor for his consideration; and then to come back for final approval of a bill to introduce in the regular session. It was seconded by Commissioner Graves. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford – Yes

Motion carried unanimously.

Rice explained that three employees had turned in travel reimbursements after the 60 day time frame. A resolution to pay these individuals was drawn up by attorney Mark Boardman, requesting the Fiscal Agent to reimburse these employees.

Commissioner Boyd made a motion to approve the resolution to pay the travel reimbursements for the three Alabama Fire College employees. It was seconded by Commissioner Summerford. Roll call vote was taken.

David Boyd – Yes
Dwight Graves – Yes
Ed Paulk – Yes
Howard Summerford – Yes

Motion carried unanimously.

Next Quarterly Commission Meeting is January 18, 2012.

Commissioner Boyd made a motion to adjourn and it was seconded by Commissioner Paulk.

Respectfully submitted,



Allan Rice
Executive Director



Melony L. Carroll
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Policy & Procedures Review Committee
December 19, 2011
10:00 a.m.

The meeting was called to order by Chairman Ed Paulk. The meeting was held at the Center Point Fire Rescue headquarters, in Center Point, Alabama.

Visitors

None

Meeting Minutes

Chairman Paulk called the meeting to order. Committee members Howard Summerford and Dwight Graves were present. Also in attendance: Ralph Cobb, Dale Wyatt, Butch Zaragoza and Allan Rice.

The Committee members discussed potential revisions and updates to the by-laws of the Personnel Standards Commission.

No action was taken.

Meeting adjourned.

Respectfully submitted,



Ed Paulk, Chairman



Melony L. Carroll, Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Special Called Commission Meeting December 19, 2011

The meeting was called to order by Chairman Butch Zaragoza at 11:15 a.m. immediately following the adjournment of the preceding policies and procedures Committee meeting. The meeting was held at the Center Point Fire District Headquarters in Center Point, Alabama.

Roll call revealed the following members present: Dwight Graves, Ralph Cobb, Dale Wyatt, Ed Paulk, Howard Summerford, and Butch Zaragoza. Quorum ascertained.

VISITORS - None present

MINUTES

Director Rice presented a proposed change to the Regional Training Center Model Agreement in Exhibit A, Section 2 (d) "Financial/Revenue Sharing". This section would be changed to state that the cost of instruction for classes at Regional Training Centers would be paid to the organization that provides the staffing; that the rate paid to each organization would be based on current Fire College rates for adjunct instructors; that the remaining revenue from each course would be divided with the Fire College receiving a 70% portion and the host agency receiving 30%; and that certain classes would require a separately-negotiated agreement based on unique needs of the course. Discussion was held regarding the proposed change and its impact.

Commissioner Summerford made a motion to approve the Executive Director's recommendation to modify the Regional Training Center Model Agreement. It was seconded by Commissioner Wyatt. Roll call vote was taken.

Ed Paulk – Yes
Dwight Graves – Yes
Ralph Cobb - Yes
Howard Summerford – Yes
Dale Wyatt - Yes

Motion carried unanimously.

Next Quarterly Commission Meeting is January 18, 2012.

Commissioner Graves made a motion to adjourn and it was seconded by Commissioner Paulk.

Respectfully submitted,



Allan Rice
Executive Director