

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting January 18, 2022

The meeting was called to order by Commission Chairman Joey Darby at 12:50 p.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting had been given under the Open Meetings Act.

Roll call revealed the following members present: Joey Darby, Billy Doss, Mike Green, Scott Pilgreen, Gary Sparks, Derek Toxey participating via electronic communications, and one vacant seat. (Attorney Mark Boardman) Quorum ascertained.

Chairman Darby requested an explanation of the remote session video conference. Attorney Mark Boardman stated the meeting was being conducted pursuant to Alabama Code Section 36-25A-5.1. Commissioner Toxey is attending by video conference.

VISITORS

David Thornburg, Arthur Willis, Marty Lee, Kim Davis, Tracy McNair, Cece Hubbert, Anna Porter, Lori Howes, Amy Bowden, Reid Vaughan, and Brandy Williams.

MINUTES

Chairman Darby reviewed the agenda items for the Quarterly Commission meeting on January 19, 2022. It was noted that the Quarterly Commission meeting will be conducted in two separate meetings due to Commissioner Toxey being present through a remote session video conference.

Mr. Marty Lee from Jackson Thornton Certified Public Accountants presented the 2021 audit report for Commission review. He commended the staff and stated there were no findings.

Training Section Chief Arthur Willis reviewed the student training numbers which included resident, RTC, Career Tech, DOD, distance delivery and WST course offerings and certifications issued by the Fire College. Chief Willis gave updates on campus and RTC recruit schools; World Games and CTOS training in Birmingham conducted by WST, ASHER classes; CoAEMSP site visit with no citations; EMS Conference in November; EMS and Paramedic classes including the new Shelby County EMS classes; EMS Challenge; COVID testing of campus AFC students and employees; and delivery of Tempus Pro defibrillator and monitor.

Administrative Section Chief David Thornburg gave updates on the prop storage building and presented a preliminary schedule of construction from Duncan & Thompson Construction Company. The projected date given for breaking ground on the new building is April 15, 2022.

Database Specialist Tracy McNair gave an update on the Learning Management System software and department dashboard portal for the website.

Executive Director Russell discussed several matters and updates pertaining to the Fire College including but not limited to; the Learning Management System software; NIOSH report of firefighter fatality; CoAEMSP site visit report with no citations; Personnel Standards and Education Commission terms; submission of Chief Brandy Williams appointment to the Secretary of the Senate for confirmation; SCBA's received through the Assistance to Firefighter Grant; volunteer firefighter courses scheduled on the AFC campus; reinstatement of certifications revoked by the Commission in February 2020; discussion of AFG grant application for an ambulance; EMS distance delivery classes in Shelby County; firefighters responding to calls on the Alabama-Georgia border as well as the Alabama-Tennessee border; upcoming Fire Chief's Conference in Hoover; retirement of Kenny Oldfield, Linda Putnam and Cindy Woods; selection of Rudy Rooks as a full time Regional Coordinator in East Alabama; groundbreaking of the new prop storage building; request of Semmes Fire Department to become an RTC; consideration of an increase in the PPE rental rate from \$770 to \$800; discussion of the proposed changes to the Administrative Code regarding an increase in the number of training hours for Certified Career Firefighters from 360 hours to 400 hours and the Bridge Program from 200 hours to 240 hours; and the proposed addition to the Administrative Code for Certified Peer Support Member.

No action was taken on any of the above matters or any other matters.

Commissioner Green made a motion to suspend the Work Session, seconded by Commissioner Doss. The motion passed unanimously. Chairman Darby recessed the Work Session and the committee meetings convened.

FINANCE COMMITTEE

Chairman Sparks called the Finance Committee meeting to order. Roll call revealed the following members present: Joey Darby, Billy Doss, Mike Green, Scott Pilgreen, Gary Sparks and Derek Toxey.

Committee Chairman Sparks discussed several items including the 2021 fiscal year-end audit report from Jackson-Thornton Certified Public Accountants; the November 2021 Financial Statement; Parking Lot Bids; Hotel Bids; Boat and Trailer Bids; Out of Pocket COVID Expenditures; and PPE Rental Fees. On a motion properly made and seconded, the Finance Committee unanimously approved these items to forward to the Quarterly Commission meeting.

The Finance Committee concluded its meeting, as it had no further business.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

No discussion.

EMS COMMITTEE

No discussion.

Commission Chairman Darby, seeing there being no further business, adjourned the meeting at 3:56 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "David M. Russell". The signature is written in a cursive style with a large initial 'D'.

David M. Russell
Executive Director

A handwritten signature in blue ink that reads "Lonnie Branson". The signature is written in a cursive style with a large initial 'L'.

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting January 19, 2022

The meeting was called to order by Commission Chairman Joey Darby at 9:00 am. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama and proper prior notice of the meeting had been given under the Open Meetings Act.

Commissioner Green led the Pledge of Allegiance. Roll call revealed the following members present: Joey Darby, Billy Doss, Mike Green, Scott Pilgreen, Gary Sparks and Derek Toxey by participating via electronic communications. (Attorney Mark Boardman). Quorum was ascertained.

Chairman Darby stated the meeting was being conducted pursuant to Alabama Code Section 36-25A-5.1. Commissioner Toxey is present through electronic communications authorized under that statute. All other Commissioners are present in the room. Chairman Darby also recognized the vacant seat on the Commission from the resignation of former Commissioner Ledbetter on May 17, 2021.

VISITORS

Arthur Willis, David Thornburg, Amy Bowden, Reid Vaughan, Cece Hubbert, Anna Porter, Stacey Tingle, Kim Davis, Lori Howes, Tracy McNair, Donna Barrett, Diana Hewlett, Hannah McCook, Patrick Dunlap, Kimberly Rodriguez, Meaghan Jackson, Pat Hamilton, Adam Watley, Nick Davis, Damien Davis, James LeVert, Rick Gregg, Jason Jackson, Ben Caffee, Adam Watley, Ray Grantham, Tiffany Lyons, Lauren Carroll, Terri Huddleston, Nikki Bush, and Danny Southard, Brandy Williams, Melony Carroll, Kenny Oldfield, Cindy Woods, Linda Putnam, Chief Tim Love, Chief Jon Lord, Chief Gene Necklaus, Chief Marvin Green and Chief Donnie West.

AGENDA APPROVALS

Chairman Darby stated there were several items for consideration to change the agenda. The first item for consideration would be an addition under New Business. It is to allow the Executive Director to sign off on change orders under the new building construction. A detailed explanation was given to the Commission from Attorney Mark Boardman. Other items for consideration are related to the remote meeting format and the need for a separate meeting. The items to be addressed in a separate meeting include a public hearing to listen for comments on Administrative Code changes for Chapter 360-X-19 Certified Technical Rescue Personnel and consideration of adoption of those changes; starting the process of Administrative Code changes to Certified Firefighter under Chapter 360-X-2-.02; changes to the Administrative Code to add Certified Peer

Support Member under Chapter 360-X-28; and consideration of reinstatement of certifications of an individual that had been previously revoked. These items cannot be addressed under a remote format and therefore need to be handled in a separate meeting.

A motion was made by Commissioner Green and seconded by Commissioner Doss to approve the agenda as stated. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes
Derek Toxey – Yes

Motion unanimously approved.

Chairman Darby entertained a motion to suspend the current meeting and allow the Commission to begin the second meeting for discussion of items related to the Administrative Code and Certification. Commissioner Sparks made a motion to suspend the current meeting and move into the second meeting. Commissioner Pilgreen seconded the motion. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes
Derek Toxey – Yes

Motion passes unanimously.

SECOND MEETING

A roll call of the second meeting revealed the following members present: Joey Darby, Billy Doss, Mike Green, Scott Pilgreen, and Gary Sparks. (Attorney Mark Boardman). Quorum was ascertained.

PUBLIC HEARING

“Members of the public may speak or address the Commission during the public hearing portion of the meeting. Any member of the public desiring to speak or address the Commission must sign the speakers list prior to the beginning of the public hearing portion of the meeting. The order of speakers shall be determined by order of sign-up by issue. All speakers shall first identify themselves and whom they represent.”

Chapter 360-X-19 Certified Technical Rescue Personnel

Chairman Darby called the public hearing to order and opened the floor for comments regarding the proposed changes to the Administrative Code for Chapter 360-X-19 Certified Technical Rescue Personnel.

Executive Director Russell stated there had been no public comments submitted in writing, by electronic mail, or telephone for this amendment. There were no comments from visitors. Hearing no comments, Chairman Darby declared the public hearing closed.

Commissioner Green made a motion to adopt the Administrative Code changes to Chapter 360-X-19 Certified Technical Rescue Personnel. Commissioner Pilgreen seconded the motion. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes

Motion carried.

Chairman Darby stated the next item for consideration was Administrative Code changes to Certified Firefighter Chapter 360-X-2-.02 and asked Executive Director Russell to outline the proposed changes. Director Russell recommended an increase in training hours for Certified Firefighter from 360 to 400 hours and an increase in training hours for the Firefighter Bridge Program from 200 to 240 hours.

Chairman Darby reminded the Commission about discussion during the Work Session regarding increasing training hours and how that might also impact the need for additional tuition in the future.

Chairman Darby stated he would entertain a motion to consider beginning the process of approving changes to the Administrative Code Chapter 360-X-2-.02 for Certified Firefighter. A motion was made by Commissioner Doss and seconded by Commissioner Sparks. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes

Motion carried.

Chairman Darby noted the next item for consideration was adding Chapter 360-X-28 Certified Peer Support Member to the Administrative Code. Chairman Darby asked Executive Director Russell to outline the proposed addition. Director Russell recommended the Commission include language in the Administrative Code that will permit the Alabama Fire College to issue a state certification for peer support training.

Chairman Darby stated he would entertain a motion to consider beginning the process of changes to the Administrative Code by adding Chapter 360-X-28 Certified Peer Support Member. A motion was made by Commissioner Green and seconded by Commissioner Doss. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes

Motion carried.

The final item for consideration in the second meeting was reinstatement of certifications revoked by the Commission in 2020 for a former Alabama Fire College employee. After discussion, Director Russell requested the Commission reinstate the certifications with an effective date of February 20, 2022.

Commissioner Green stated for the record that as the Commission has acted in the past, this individual will not be allowed to teach classes for the Alabama Fire College. Chairman Darby noted those conditions were specifically stated in the initial removal of the individuals' certifications.

Chairman Darby stated he would entertain a motion to reinstate certifications for the individual as outlined and effective February 20, 2022. A motion was made by Commissioner Green and seconded by Commissioner Sparks. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes

Motion carried.

There were no more business items for the second meeting and Chairman Darby stated he would entertain a motion to adjourn the second meeting. A motion was made by Commissioner Pilgreen and seconded by Commissioner Doss. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes

Motion carried and the second meeting was adjourned.

ORIGINAL MEETING RECONVENES

The original meeting reconvened and roll call revealed the following members present: Joey Darby, Billy Doss, Mike Green, Scott Pilgreen, Gary Sparks and Derek Toxey participating via electronic communications. (Attorney Mark Boardman). Quorum was ascertained.

APPROVAL OF MINUTES

Commissioner Sparks made a motion to approve the minutes for the Work Session on October 19, 2021, the Quarterly Commission meeting on October 20, 2021, and the Special Called Meeting on November 30, 2021. Commissioner Pilgreen seconded the motion. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried.

ELECTION OF OFFICERS

Commissioner Green nominated Commissioner Sparks for Chairman. Commissioner Pilgreen seconded the nomination. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes
Derek Toxey – Yes

Motion carried.

Commissioner Doss nominated Commissioner Pilgreen for Vice-Chairman. Commissioner Green seconded the nomination. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks – Yes
Derek Toxey - Yes

Motion carried.

Chairman Darby congratulated Commissioner Sparks and Commissioner Pilgreen on their newly elected positions. He stated both were well deserved and looked forward to their future leadership.

Director's Report:

Training Section Chief Arthur Willis gave updates on the following: a comparison report of AFC student training numbers from the fiscal years of 2020 and 2021; an increase in resident courses, field courses and courses held at the regional training centers which has led to an increase in certifications issued; discussion regarding hospitals being allowed to mandate vaccines for EMS students; and Fire College Week held in North Alabama on March 9th through March 13th.

Administrative Section Chief David Thornburg gave updates on the new prop storage building and provided a construction schedule timeline from Duncan and Thompson Construction Company that projected the date of groundbreaking for April 15, 2022. Thornburg also updated the Commission on the upcoming Fire Chief's Conference being held in Hoover.

Database Specialist, Tracy McNair gave an update on the Learning Management System software and department dashboard portal for the website.

Chairman Darby expressed his appreciation for the staff's hard work regarding the increase in courses and certifications. On behalf of the Alabama Association of Fire Chiefs and Executive Board members present in the meeting, Darby also expressed gratitude to the staff for the tremendous amount of work that makes the Fire Chiefs Conference a success.

Executive Director Russell discussed several matters and updates including the NIOSH firefighter fatality report; acclimatization of firefighters; appreciation to Bailey Price, EMS Program Director and EMS staff for the CoAEMSP site visit with no citations; terms of Commissioners serving on the Personnel Standards and Education Commission; SCBA's received through the Assistance to Firefighter Grant; volunteer firefighter courses scheduled on the AFC campus; discussion involving a request for reinstatement of firefighter certifications revoked by the Commission in 2020; AFG grant extension; submission of an AFG grant application for an ambulance; and new EMS distance delivery classes in Shelby County.

COMMITTEE REPORTS

FINANCE:

Committee Chairman Sparks made a committee motion to accept the 2021 Audit as presented by Jackson Thornton Certified Public Accountants. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes

Derek Toxey - Yes

Motion carried unanimously.

Committee Chairman Sparks made a committee motion to approve the November 30, 2021 Financial Statement. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried unanimously.

Committee Chairman Sparks made a committee motion to accept the low bid from Central Alabama Asphalt of \$88,300.00 to resurface the parking lots at the Alabama Fire College campus. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried unanimously.

Committee Chairman Sparks made a committee motion to accept the low bid for hotel accommodations from Comfort Inn & Suites-Tuscaloosa for \$60.00 per night. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried unanimously.

Committee Chairman Sparks made a committee motion stating there being no timely bids received, the Finance Committee moves to authorize the Executive Director to purchase inflatable rubber boats, motors, trailer, and related equipment needed to develop and conduct a boat operator course for the Alabama Fire College at a price not to exceed \$40,000.00 and to sign all necessary documents. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried unanimously.

Committee Chairman Sparks made a committee motion to ratify the expenditures of \$421,348.83 in COVID expenses covering October 2019 through September 2021. The state of Alabama reimbursed the Alabama Fire College \$350,647.28 for a total out of pocket expenditure of \$70,701.55. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried unanimously.

Committee Chairman Sparks made a committee motion to raise the cost of PPE rental from \$770.00 to \$800.00. Commissioner Green stated the reason for increasing the cost of PPE rental is due to the increase cost of materials. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey – Yes

Motion carried unanimously.

POLICY & PROCEDURES/BY-LAWS:

Committee Chairman Green stated there was no business to report.

EMS:

Committee Chairman Toxey stated there was no business to report.

OLD BUSINESS

There was none.

NEW BUSINESS

Chairman Darby stated there was one item for consideration under New Business as approved in the agenda approvals. Commissioner Green made a motion to authorize the Executive Director to approve change orders and sign any necessary documentation up to \$100,000.00. Commissioner Doss seconded the motion. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried unanimously.

BUSINESS FROM VISITORS

Chief Jon Lord addressed the Commission and thanked Commission Chairman Darby for his service to the fire service community.

BUSINESS FROM COMMISSION MEMBERS

Commissioner Sparks personally thanked Chairman Darby for his leadership on the Commission, his representation of the Alabama Fire Chiefs, and his friendship.

Chairman Darby stated he is leaving the Commission in wonderful condition and his replacement, Chief Brandy Williams, will represent the Alabama Fire Chiefs well.

EMPLOYEE OF THE QUARTER RECOGNITION

Executive Director Russell announced Stentsen Ellenberg and Danny Southard were chosen as Employees of the Quarter.

Director Russell stated Stentsen Ellenberg was a problem solver who is always willing to help and recognized him for the many ways he helps the fire service. Stentsen is a former member of Birmingham Fire and Rescue Service, an employee of the Alabama Fire College that also teaches classes, and Deputy Operations Chief for the World Games in Birmingham.

Director Russell recognized Danny Southard as a very well-respected employee and Regional Coordinator that carries the Alabama Fire College flag. Russell stated that Danny has great community relations with our volunteer and career firefighters and finds a way to make things happen.

Director Russell recognized Kenny Oldfield, Linda Putnam, and Cindy Woods for their recent retirements. Russell presented each of them with a retirement plaque and expressed his appreciation for their dedication to the fire service.

Director Russell presented an award to Commission Chairman Joey Darby and recognized him for his nine years of service as a board member on the Personnel Standards and Education Commission. Russell commended Chairman Darby for his faithful service, leadership, and guidance to the Fire College. Chairman Darby graciously accepted the award and thanked the Alabama Association of Fire Chiefs for the honor of serving as their representative on the board. Darby expressed his appreciation to the Alabama Fire College staff for the incredible job they have done and for their hard work. He issued a challenge to keep the fire service at heart and work hard which will continue to make the organization successful.

Chairman Darby noted there is a scheduling conflict with the calendar dates of the next Work Session and Quarterly Commission meeting. Commissioner Pilgreen made a motion to change the dates of the next Work Session from April 19th to April 12th and the next Quarterly Commission meeting from April 20th to April 13th. Commissioner Sparks seconded the motion. Roll call vote was taken.

Joey Darby – Yes
Billy Doss - Yes
Mike Green - Yes
Scott Pilgreen – Yes
Gary Sparks - Yes
Derek Toxey - Yes

Motion carried unanimously.

Commissioner Doss made a motion to adjourn the meeting, and it was seconded by Commissioner Pilgreen. Without objection, the meeting was adjourned at 10:10 am.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting April 26, 2022

The meeting was called to order by Commission Chair Gary Sparks at 12:35 p.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting had been given under the Open Meetings Act.

Chair Sparks welcomed Commissioner Allan Rice and Commissioner Brandy Williams and thanked them for their service. Roll call revealed the following members present: Gary Sparks, Billy Doss, Mike Green, Scott Pilgreen, Allan Rice, Derek Toxey, and Brandy Williams. (Attorney Mark Boardman) Quorum ascertained.

VISITORS

David Thornburg, Amy Bowden, Cece Hubbert, Anna Porter, Kim Davis, Josh Bryant, Tracy McNair, Reid Vaughan, and Arthur Willis.

Chair Sparks stated that the order of the Work Session meeting would be changed due to a scheduling conflict with Cece Hubbert, Chief Financial Officer. This change would allow the Finance Committee to meet first. Chair Sparks suspended the regular Work Session and moved into the Finance Committee meeting.

FINANCE COMMITTEE

Finance Committee Chair Brandy Williams called the Finance Committee meeting to order. All commissioners were present. She first called on Cece Hubbert. Cece presented the February 2022 Financial Statements and discussed state appropriations with the Finance Committee. Chairman Williams discussed several items with the Commission including the February 2022 financial statements; CD renewal and authorized signatures; and additional parking lot expenditures. On a motion properly made and seconded, the Finance Committee unanimously approved these items to forward to the Quarterly Commission meeting.

The Finance Committee concluded its meeting, as it had no further business.

Chair Sparks reconvened the regular Work Session with all commissioners present.

MINUTES

Chair Sparks reviewed the agenda items for the Quarterly Commission meeting on April 27, 2022. Sparks discussed the Oath of Office being administered to Commissioner Rice and Commissioner Williams by Attorney Mark Boardman. It was also noted that a disciplinary appeal hearing would follow the Groundbreaking Ceremony.

Administrative Section Chief David Thornburg gave updates on the schedule for the Groundbreaking Ceremony as well as the construction timeline for the prop storage building; CPAT equipment; parking lot repairs; update to an agreement between AFC and Shelton State Community College regarding cost of tuition; AFC facility usage by Tuscaloosa and Lee County Tax Assessor's office, ALEA State Troopers, and CAFCA; upstairs kitchen remodel; and reviewed the student training numbers in Section Chief Willis' absence.

Database Specialist Tracy McNair gave updates on the Learning Management System software and department dashboard portal for the website.

Executive Director Russell discussed several matters and updates pertaining to the Fire College including but not limited to, discussion of the proposed changes to the Administrative Code regarding increasing the number of training hours for Certified Career Firefighters and the Bridge Program; the proposed addition to the Administrative Code for Certified Peer Support Member; releasing Public Fire and Life Safety Educator I as a field delivery course; contract and resolution with the city of Birmingham and Birmingham Fire and Rescue Service regarding paramedics for the upcoming World Games; Semmes Fire Department becoming a regional training center; modifications to our AFC physical statement form; CoAEMSP site visit report with no citations; discussion of AFG grant application for an ambulance; CFSI in Washington, DC; Fire College Weekend in Decatur; the overall growth of EMS Challenge; increase in the number of certifications issued to date in 2022 compared to 2021; upcoming SE AFC Conference, PFFA Conference, and Volunteer Fire Department Conference; possible partnership with Jefferson State Community College for their paramedic program; and IMT position specific training.

No action was taken on any of the above matters or any other matters.

Commissioner Rice presented a proposed resolution to the Commission for renaming the Alabama Fire College auditorium after Alberto C. "Butch" Zaragoza, the longest serving appointee to the Alabama Firefighters Personnel Standards and Education Commission. On a motion properly made, the proposed resolution was unanimously approved to forward to the Quarterly Commission meeting. Commission Chair Sparks stated it would be added to the agenda under New Business.

Commissioner Green made a motion to suspend the Work Session that was seconded by Commissioner Rice. Chair Sparks recessed the Work Session and the committee meetings convened.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

Committee Chair Green stated there was nothing to discuss, so without objections the Policy and Procedures/Bylaws Committee did not meet.

EMS COMMITTEE

Committee Chair Toxey called the EMS Committee to order. All commissioners were present. Committee Chair Toxey, Commissioner Rice, and Executive Director Russell discussed the possibility of a partnership with Jefferson State Community College for their EMS Paramedic program. Commissioner Doss made a motion to forward the matter onto the Quarterly Commission meeting. The motion was seconded by Commissioner Green and unanimously approved.

The EMS Committee concluded its meeting, as it had no further business.

Commissioner Toxey made a motion to adjourn the committee meetings and go back into the regular Work Session. Commissioner Doss seconded the motion.

Commissioner Rice presented a second proposed resolution to the Commission. Commission Chair Sparks requested that the proposed resolution be reviewed by general counsel Attorney Mark Boardman.

After much discussion, a motion was made by Commissioner Toxey for an investigation by outside counsel. Commissioner Green seconded the motion. Chair Sparks requested a break to consult with general counsel regarding the matter. After that, Commissioner Toxey and Commissioner Green rescinded their motion for an investigation.

A motion to adjourn the Work Session was made by Commissioner Green and seconded by Commissioner Doss. Commission Chair Sparks, seeing there being no further business, adjourned the meeting at 4:34 pm.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting April 27, 2022

The meeting was called to order by Commission Chair Gary Sparks at 9:00 am. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama and proper prior notice of the meeting had been given under the Open Meetings Act.

Commissioner Green led the Pledge of Allegiance. Roll call revealed the following members present: Billy Doss, Mike Green, Scott Pilgreen, Allan Rice, Gary Sparks, Derek Toxey, and Brandy Williams. (Attorney Mark Boardman) Quorum was ascertained.

Chair Sparks requested Attorney Mark Boardman administer an Oath of Office to newly appointed Commissioner Allan Rice and Commissioner Brandy Williams.

VISITORS

Justin McKenzie, David Thornburg, Patrick Dunlap, Joey Darby, Jon Lord, Anna Porter, Christian Elliott, Donna Barrett, Diana Hewlett, Arthur Willis, Alex Nabors, Brody Cooper, Scott Fassina, Josh Bryant, Kim Rodriguez, Meaghan Jackson, Hannah McCook, Damien Davis, Rick Gregg, Tracy McNair, Kim Davis, Lori Howes, Terri Huddleston, Pat Hamilton, Dianna Dollar, James LeVert, Linda Putnam, Tiffany Lyons, Nikki Bush, Ashley Owens, Kiristen Baker, Dale Wyatt, Duane Prater, Ben Reynolds, Lee Kilgore, Mike Hill, Adam Courington, Kyle Shell, Josh McDaniel, Shannon Dillashaw, Richard Pugh, Charlie Dixon, Isabella Prince, Attorney Daron Drew, De'Angelo Davis, Attorney LaTonya S. Mines, and Jason Kobielus.

EMPLOYEE OF THE QUARTER RECOGNITION

Executive Director Russell announced Regional Coordinator Mike Hill was chosen as Employee of the Quarter. Mike is a member of Cullman Fire Department and also the Fire Chief at Bethel Gum Pond Fire. Director Russell stated the reason for choosing Mike Hill as Employee of the Quarter is due to his consistency and application of the rules and regulations and he is well respected by staff. His work product is thorough, comprehensive, and he serves his constituents well in his region.

Director Russell presented a certificate to Commissioner Mike Green and recognized him for eight years of service as a board member on the Personnel Standards and Education Commission. Commissioner Green began serving on the Personnel Board in July 2014. Russell commended Commissioner Green for his faithfulness to the Personnel Board, the Fire College, and to the fire service. Commissioner Green graciously accepted the certificate and stated that he was honored

to have served on the Commission and represent the Alabama Association of Volunteer Fire Departments. Commission Chair Sparks expressed how much he enjoyed serving with Commissioner Green, their friendship over the last seven years, and thanked him for his dedication and love for the fire service. Commissioner Rice also commended Commissioner Green for his faithful service and expressed how much he enjoyed being a part of his tenure with the Commission.

AGENDA APPROVALS

Chair Sparks stated there will be a need to suspend the current meeting after addressing Business from Commission Members to attend the Groundbreaking Ceremony for the new prop storage building. The Quarterly Commission meeting will resume after the ceremony. Commission Chair Sparks asked for a motion to adopt the agenda with that change.

A motion was made by Commissioner Toxey and seconded by Commissioner Pilgreen to approve the agenda as stated. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion unanimously approved.

APPROVAL OF MINUTES

Commissioner Doss made a motion to approve the minutes for the Work Session on January 18, 2022 and the Quarterly Commission meeting on January 19, 2022. Commissioner Green seconded the motion. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Abstained
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried.

PUBLIC HEARING

“Members of the public may speak or address the Commission during the public hearing portion of the meeting. Any member of the public desiring to speak or address the Commission must sign the speakers list prior to the beginning of the public hearing portion of the meeting. The order of speakers shall be determined by order of sign-up by issue. All speakers shall first identify themselves and whom they represent.”

Chapter 360-X-2-.02 Certified Fire Fighter
Chapter 360-X-28 Certified Peer Support Member

Chair Sparks called the public hearing to order for the first item on the agenda and opened the floor for comments regarding the proposed changes to the Administrative Code for Chapter 360-X-2-.02 Certified Fire Fighter. Chief Jon Lord addressed the Commission and asked if this was in regard to the increase in recruit school hours. Chief Lord requested that Chief Justin McKenzie of Fultondale Fire address the matter with the Commission. Chief McKenzie questioned increasing the hours of recruit school, if there would be an increase in tuition costs, and what will be added in those hours that would benefit the departments. McKenzie expressed his concerns of added costs and hours. Chair Sparks relayed to Chief McKenzie the Commission would address the issue further during the meeting. Hearing no further comments, Chair Sparks declared the public hearing closed for the proposed changes to the Administrative Code Chapter 360-X-2-.02 Certified Fire Fighter.

Chair Sparks opened the public hearing for the second item on the agenda and opened the floor for comments regarding the proposed changes to the Administrative Code for Chapter 360-X-28 Certified Peer Support Member. Sparks also asked Executive Director Russell to outline the proposed changes. Director Russell stated there have been several classes within the state of Alabama with three primary companies teaching peer support to members of the fire service. The Fire College program managers Jim Terrell and Toby Rigsby have evaluated those programs and they meet nationally recognized standards. Russell stated ongoing effort is being made to develop our own program for the state of Alabama. State certification can be issued to those attending training if it is added to the Administrative Code. The goal and intent are to provide Peer Support training to every firefighter in the state of Alabama not only to career departments but also to volunteer departments. Hearing no further comments, Chair Sparks declared the public hearing closed for Chapter 360-X-28 Certified Peer Support Member.

Director’s Report:

Training Section Chief Arthur Willis gave updates on the following: a comparison report of AFC student training numbers from the fiscal years of 2021 and 2022; an increase in the number of Career Tech, DOD, EMS, field, resident, and regional training center courses; overall increase in the number of certifications issued by eighteen percent; discussion of Workplace Safety Training and the increased number of courses taught along with additional funding for training. Chair Sparks commented on another record year for the Fire College. Commissioner Rice inquired about a detailed quarterly training report showing all courses offered at the Fire College and

requested that a copy be provided to the Commission. Executive Director Russell gave the following reports to the Commission regarding training; the EMS program had fifty-three classes and the highest pass rates in the state of Alabama for national registries in 2021; there were students from forty-nine states and Canada that received training with the Fire College last year; the regional training centers conducted 918 training courses to 11,730 students; 159 campus delivery courses to 2,953 students, and 11,750 certifications issued for the 2021 calendar year. Russell expressed how proud he was of the hard work and effort from the staff at the Fire College.

Administrative Section Chief David Thornburg gave updates on CPAT equipment; new prop storage building and Groundbreaking Ceremony; renovation of upstairs kitchen and breakroom; scholarship agreement with Shelton State Community College for employees and their dependents; parking lot project and road repair overview; and facility usage by multiple outside agencies.

Executive Director Russell discussed several matters and updates including requests from fire chiefs to release Public Fire and Life Safety Educator I as a field delivery course along with a recommendation to approve this change; a resolution and contract with the City of Birmingham to help provide paramedics during the World Games; discussion and recommendation for Semmes Fire Department to be considered as a regional training center in Mobile County; and a recommendation to approve changes needed to the Alabama Fire College Physical Statement form.

Commissioner Rice made a motion to approve releasing Public Fire and Life Safety Educator I as a field delivery course. Commissioner Toxey seconded the motion. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

Commissioner Green made a motion to approve Semmes Fire Department as a regional training center. Commissioner Rice seconded the motion. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

Commissioner Williams made a motion to approve the change of wording discussed on the Alabama Fire College Physical Statement form. Commissioner Doss seconded the motion. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

COMMITTEE REPORTS

FINANCE:

Committee Chair Williams made a committee motion to approve the February 2022 Financial Statement as presented. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to renew the balance of the CD with West Alabama Bank & Trust. Roll call vote was taken.

Billy Doss – Yes
Mike Green- Yes
Scott Pilgreen - Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to ratify the additional parking lot expenditures of \$7,500.00. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

POLICY & PROCEDURES/BY-LAWS:

Committee Chair Green stated there was no business to report.

EMS:

Committee Chair Toxey made a committee motion to authorize the Executive Director to negotiate and execute the necessary documents with Jefferson State Community College for EMS Education. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

Committee Chair Toxey made a committee motion to adopt the following resolution:

WHEREAS, the State of Alabama is the site of the 2022 World Games between July 7, 2022 and July 17, 2022: and

WHEREAS, the Alabama Fire College and Alabama Firefighters' Personnel Standards and Education Commission, an independent public educational institution, and a state agency respectively, have an obligation to support and promote the State of Alabama; and

WHEREAS, by entering into an agreement with the City of Birmingham to assist in the 2022 World Games, the Alabama Fire College and Alabama Firefighters' Personnel Standards and Education Commission promote the State of Alabama and assist with the Birmingham Fire Department in a cooperative agreement promoting relationships between the City of Birmingham Fire Department and the Alabama Firefighters' Personnel Standards and Education Commission.

NOW, THEREFORE, in consideration of the above, the Alabama Firefighters' Personnel Standards and Education Commission does hereby pass this Resolution supporting an interlocal Cooperation Agreement between the City of Birmingham and the Alabama Firefighters' Personnel Standards and Education Commission for the Alabama Fire College, exercising its legislative judgment in approving the attached Agreement.

WHEREFORE, the Alabama Firefighters' Personnel Standards and Education Commission adopt this resolution on April 27, 2022.

Executive Director Russell provided further explanations regarding the need for paramedics during the 2022 World Games. Birmingham Fire and Rescue has a limited number of paramedics and therefore requested assistance from the Alabama Fire College to obtain additional paramedic staffing for the event.

Roll call vote was taken.

Billy Doss – Yes
Mike Green- Yes
Scott Pilgreen - Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

OLD BUSINESS

Chair Sparks stated the first item for consideration is the Administrative Code changes to Chapter 360-X-2-.02 Certified Fire Fighter. Commissioner Green made a motion to table any changes until further research can be done due to additional questions. Commissioner Rice seconded the motion but requested to amend the motion to include a comprehensive review of recruit school, volunteer firefighter 160, Bridge program, and expand to recertification and reciprocity. Rice stated it is all pieces of the same puzzle and needs to be taken under consideration comprehensively. Chair Sparks stated after a long discussion during the Work Session, the Commission had further questions that they needed answered before adding hours to recruit school and the Bridge program.

Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion to table carried unanimously.

Chair Sparks stated the next item for consideration is to approve the addition of Chapter 360-X-28 Certified Peer Support Member to the Administrative Code. Commissioner Rice made a motion to approve the addition to the Administrative Code. Commissioner Toxey seconded motion. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

NEW BUSINESS

Commission Chair Sparks stated there was one item of New Business. Commissioner Rice moved to adopt a resolution that was presented and discussed during the Work Session renaming the Fire College auditorium. The resolution was prepared by Commissioner Rice and presented as follows:

WHEREAS, Alberto C. "Butch" Zaragoza served as a member of the City of Vestavia Hills Fire Department for 39 years, and

WHEREAS, Zaragoza rose to the rank of Fire Chief and served the final ten years of his career leading the organization, and

WHEREAS, following his retirement from the fire department in 2008, Zaragoza was elected Mayor of the City of Vestavia Hills and served two full terms, and

WHEREAS, Zaragoza was appointed to the Alabama Firefighters Personnel Standards and Education Commission and provided strong leadership during the most difficult period in the organization's history, and

WHEREAS, Zaragoza was subsequently reappointed to multiple terms by three different Governors of the State of Alabama, who represented both major political parties, and

WHEREAS, Zaragoza served a total of sixteen years as a commissioner, and is believed to be the longest serving appointee in the history of the Personnel Standards Commission, and served multiple years as the Chairman of the Commission, and

WHEREAS, Zaragoza later returned to serve for a period of six months as the Interim Executive Director of the Alabama Fire College and Personnel Standards and Education Commission,

NOW THEREFORE BE IT RESOLVED, by the Alabama Firefighters Personnel Standards and Education Commission, duly assembled on this date in Tuscaloosa, Alabama and with a quorum present, that the auditorium facility on the campus of the Alabama Fire College is hereby to be named and known as the "Alberto C. 'Butch' Zaragoza Auditorium" in recognition of his long years of exemplary service to his community, the State of Alabama, and the Alabama fire service, and that an appropriate visual designation be affixed such that all who are present may know of this honor.

Commissioner Green seconded the motion. Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion carried unanimously.

BUSINESS FROM VISITORS

Chief Jon Lord from Rocky Ridge addressed the Commission regarding several Over-the-Mountain fire departments including Hoover, Homewood, Rocky Ridge, Mountain Brook, and Vestavia Hills that have formed a training consortium. Chief Lord presented a letter requesting this consortium become a regional training center.

Senator Gerald Allen addressed the Commission and gave an overview of the legislative session, the needs of the Fire College, and the upcoming construction of Highway 69 that may cause traffic issues for students at the Fire College beginning in 2023.

Chair Sparks expressed appreciation to Senator Allen for all that he has done for the Fire College over the years since he has served on the Commission. Sparks stated that Senator Allen has been a friend to the Fire College and he is appreciated.

Executive Director Russell expressed his appreciation to Senator Allen for his efforts to provide additional funding to the Fire College. Russell stated that Senator Allen has taken care of the Fire College and appreciated all his support.

Chief Joey Darby expressed appreciation for the approval of Semmes Fire Department as a regional training center and encouraged the Commission to consider future similar approvals. Chief Darby stated it was an honor serving with Commissioner Green for many years on the Commission, wished him well, and appreciated what he had done for the fire service. Darby also expressed appreciation to Senator Allen for his assistance with funding for the Fire College.

Commissioner Rice thanked Senator Allen and those behind the scenes for their support of the Fire College.

Josh Bryant addressed the commission and stated he was encouraged by the Commissioners serving on the Board, their involvement, and their support of promoting training in the fire service in Alabama. Bryant updated the Commission on two bills that were passed in the last legislative session to help those in the fire service. The first bill was retroactive approval providing a death benefit to first responders for COVID-19 related deaths. The second bill was an annual income tax credit for certain active firefighters and paramedics who receive certain types of training. Bryant also encouraged the Commission to continue supporting the promotion of additional training to give all those wanting training the opportunity to do so.

BUSINESS FROM COMMISSION MEMBERS

There was none.

Commissioner Green made a motion to suspend the current meeting until after the Groundbreaking Ceremony for the new prop storage building. Commissioner Toxey seconded the motion. The motion passed unanimously. Chair Sparks suspended the meeting at 10:16 am.

ORIGINAL MEETING RECONVENES

Commission Chairman Sparks called the Quarterly Commission meeting back to order at 11:54 am.

PUBLIC HEARING FOR DISCIPLINARY MATTERS

The next matter to come before the Commission was a public hearing. Commissioner Toxey recused himself from deliberations. De'Angelo Davis was appealing the recommendation of discipline by Executive Director Russell. A two-year suspension of certifications issued by the Alabama Fire College was imposed against Mr. Davis for academic fraud. Davis was appealing the discipline imposed by Director Russell because he felt it was overly excessive. Commission Attorney Mark Boardman presented the charges.

Mr. Boardman demonstrated that Mr. Davis received proper notice of the charges and of today's hearing in letters delivered by certified mail. These letters were dated December 6, 2021, February 4, 2022, and March 11, 2022.

Attorney Daron Drew and LaTonya Mines represented De'Angelo Davis at the hearing. Ms. Drew presented the case for De'Angelo Davis to the Commission.

A court reporter from Bain and Associates Court Reporting Service, Inc. 505 20th Street North, Suite 1250, Birmingham, AL 35203 recorded all the testimony and proceedings.

All other Commissioners adjourned to a private room for further discussion and deliberation. At the conclusion of deliberations, the Commissioners returned and Chair Sparks called the meeting back to order. Chair Sparks stated that the Personnel Standards and Education Commission voted 6 votes in favor with 1 recusal to uphold the recommendation and discipline invoked by Executive Director Russell with no further punishment against De'Angelo Davis. The discipline included revocation of the following certifications issued by the Alabama Fire College and Personnel Standards and Education Commission for a period of two years: Hazardous Materials Technician, Fire Instructor I, Fire Instructor II, Fire Officer I, Fire Officer II, Fire Inspector I, Fire Inspector II, Hazardous Materials Incident Commander, and Fire Department Incident Safety Officer. Mr. Davis will be allowed to petition the Commission for reinstatement of the revoked certifications at the end of the two-year period.

Roll call vote was taken.

Billy Doss – Yes
Mike Green – Yes
Scott Pilgreen - Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Recused
Brandy Williams – Yes

Commissioner Rice made a motion to end the disciplinary hearing. Commissioner Pilgreen seconded the motion.

Chair Sparks declared the Commission meeting was still in session and asked for any other business. Commissioner Toxey stated in his opinion, the Personnel Standards and Education Commission should consider different approaches and ideas of marketing the fire service and EMS service due to the shortages seen in both fields. Chair Sparks relayed his past experiences with the Worlds of Work Career Expo and its effectiveness as a marketing tool for students to become familiar with the fire service and EMS service. The Commission agreed more marketing of the fire and EMS services was needed throughout the state.

Commissioner Doss announced the upcoming Annual AAVFD Conference in Sheffield, July 8-9, 2022. Chairman Sparks announced the upcoming Southeastern Association of Fire Chief's Conference in Mobile, June 21-24, 2022.

Chair Sparks stated the next Work Session will be July 19, 2022. The next Quarterly Commission meeting will be July 20, 2022.

Commissioner Toxey made a motion to adjourn the meeting that was properly seconded. Without objection, the meeting was adjourned at 1:16 p.m.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Special Called Commission Meeting June 30, 2022

The meeting was called to order by Chair Gary Sparks at 9:11 am and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting had been given under the Open Meetings Act.

Chair Sparks stated the meeting was initially intended to be a committee meeting. A committee was appointed by the Commission to research the proposal of increasing recruit school training hours. Since that time, a decision was made to change the meeting to a full commission meeting making all Commissioners members of the committee. The Commission had questions about adding 40 hours to training and questions regarding other areas of training. Sparks stated there was never any indication the Commission was opposed to adding 40 hours to recruit training but wanted to get a better understanding of the need to do so. All of the discussion regarding increasing training hours also led to questions about the Bridge program, Volunteer 160, and the high school program.

A roll call was requested and revealed the following members present: Billy Doss, Scott Pilgreen, Allan Rice, Gary Sparks, Derek Toxey, Brandy Williams, (Attorney Mark Boardman). Quorum was ascertained.

VISITORS

David Thornburg, Johnnie Phelps, Jeff Waldrop, Michael Bartlett, Charles Parsons, Justin McKenzie, Alex Nabors, Josh McDaniel, Rick Gregg, Nathan Hinds, Tracy McNair, Kim Davis, Adam Whatley, Chase Smith, Arthur Willis, Josh Bryant, Christian Elliott, Cece Hubbert, and Reid Vaughan.

MINUTES

Chair Sparks stated he would entertain a motion to go into Work Session. Commissioner Toxey made the motion that was seconded by Commissioner Rice. Motion carried.

Executive Director Russell stated the proposal to increase training hours was not a new request and was due to changes in the NFPA standard. An overview timeline of NFPA standard changes and training hours was presented to the Commission. There have been seven NFPA standard changes since 1981. It has been 17 years since the number of training hours have been increased for recruit school. AFC staff and training instructors throughout the state have stated for several years that more than nine weeks is needed to complete recruit school training. Russell stated his request to increase training hours was based on their feedback.

Adam Whatley, lead instructor of AFC recruit school, addressed the Commission and presented the following justification for increasing training hours to ten weeks: the addition of Rapid Intervention Crew Member; the addition of multiple chapters in the Essentials of Fire

Fighting, Seventh Edition; an increase in the number of slides from 1,680 to 2,893; First Aid Provider on the first day of recruit school; drug testing of all self-sponsored students on the first day; SCBA fit test for all self-sponsored students; washing turn out gear bi-weekly for the overall health and safety of the student, and students request for more time on the drill field.

The Commission discussed several matters with AFC staff and visitors pertaining to firefighter programs including but not limited to; changes in the NFPA standard; the request to increase training hours for recruit school; consider making First Aid Provider a pre-requisite for recruit school but still meet the standard; Volunteer Fire Fighter 160; Bridge program; high school program; Career Tech program; reciprocity; recertification; locations of Bridge programs; survey from training officers; survey from volunteer fire departments; Rapid Intervention Crew Member and HazMat Awareness and Operations being taught in recruit school; minimum standard for certification; recruit training at regional training centers; field delivery training; recruit training for self-sponsored students; NIOSH report of line of duty death; work force issues; possible block system training program; CPAT; physical statements; and creating options for recruit training programs.

Commissioner Rice requested the Chair of the Commission restate the charge of the committee. Work of the committee involves any initial training and certification requirements as well as work force development issues for the fire service. Chair Sparks expanded the scope of the committee to deal with all things Fire Fighter training, Volunteer Fire Fighter 160, recruit school, reciprocity, recertification, bridge program, high school program, Career Tech program, and entry requirements. Sparks stated basically anything that touches how you become a firefighter in Alabama.

Chair Sparks requested further information from Executive Director Russell and AFC Staff to be presented at the next Commission meeting on the following topics; implementing a block system format for recruit training; what is required by the NFPA standard; process for reciprocity, record of reciprocity applications and how many have been approved; a plan for the high school programs to help fill the bridge classes; communication with volunteers and volunteer fire departments regarding the bridge program; answers regarding retesting Fire Fighter I in the bridge program; and training requirements for recruit schools in other states.

Executive Director Russell stated Dr. Esco will be attending the next Work Session. Dr. Esco wrote the recruit exercise program for the Fire College. Russell also informed the Commission about 600 yards of concrete that was poured at the new prop storage building. All Commissioners were invited to tour the grounds.


Chair Sparks recognized Commissioner Billy Doss for receiving the well-deserved award for Volunteer Fire Chief of the Year. Sparks thanked all those in attendance and stated how much the Commission appreciated their input.

The next Work Session will be on July 19, 2022 at 12:30 p.m. The next Quarterly Commission meeting will be on July 20, 2022 at 9:00 a.m.

Commissioner Doss made a motion to adjourn the meeting that was seconded by Commissioner Toxey.

Without objection, the meeting was adjourned at 12:28 pm.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting July 19, 2022

The meeting was called to order by Commission Chair Gary Sparks at 12:40 p.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting had been given under the Open Meetings Act.

Roll call revealed the following members present: Josh Bryant, Billy Doss, Scott Pilgreen, Allan Rice, Gary Sparks, Derek Toxey, and Brandy Williams. (Attorney Mark Boardman) Quorum ascertained. Commission Chair Sparks welcomed Commissioner Josh Bryant and thanked him for his service.

VISITORS

Jon Lord, Richard Soper, Brycetin Arnold, Arthur Willis, Amy Bowden, Tracy McNair, Anna Porter, Cece Hubbert, Brandon Broadhead, Randy Smith, Kyle Shell, Pat Conn, Buddy Wilks, Randy Sipe, Wes Ward, Nathan Hinds, Mila Esco, Lee Winchester, Hayley McDonald, Jon Wingo, Brand Cantrell, Joe Lee, Justin McKenzie, John Mims, Brandon Strickland, Brewer Widner, Nathan Springer, Tim Kurzejeski, Keith McLaughlin, Adam Whatley, David Thornburg, and Reid Vaughan.

MINUTES

Commission Chair Sparks reviewed the agenda items for the Quarterly Commission meeting on July 20, 2022. Sparks discussed the Oath of Office being administered to Commissioner Bryant by Attorney Mark Boardman. It was noted that the draft minutes from the April Work Session needed to be corrected.

Wes Ward from Center Point Fire addressed the Commission and gave updates on EMS Challenge. Ward relayed the value of emergency medicine physicians providing continuing education to EMS crews which improve the lives and outcomes for the citizens of Alabama. Chief Ward also stated there has been sustained growth and participation in the EMS Challenge from career and volunteer departments over the last two years. A request was made for the Commission to consider broadening the scope of the Fire College to include more EMS communication and EMS specific professional development. Executive Director Russell stated discussions are taking place to possibly develop programs for field medics and an EMS leadership course.

Dr. Michael Esco, Professor of Exercise Physiology from the University of Alabama addressed the Commission and presented a proposed partnership with the Fire College for researching tactical athletes with an emphasis on women. Director Russell stated that Dr. Esco in collaboration with Dr. Bishop, and Dr. Willeford developed an exercise program for our recruits.

Administrative Section Chief David Thornburg presented a photo of the bronze plaque that was ordered for the auditorium in honor of Butch Zaragoza. Updates were given regarding revisions to Rescue Technician and Fire Investigator curriculum. Thornburg stated the metal building was being delivered around the middle of August for the construction of the prop storage building and the projection of taking possession of the building is on track for January 2023.

Training Section Chief Arthur Willis presented an overview of the training report to the Commission including the increased number of training classes offered on campus, in the field, and at the regional training centers. Willis gave updates on ongoing and upcoming recruit schools; bridge programs; EMS and Paramedic classes; EMS Challenge; and promotional testing.

Database Specialist Tracy McNair gave updates on the Learning Management System software and department dashboard portal for the website.

Executive Director Russell discussed several matters and updates pertaining to the Fire College including but not limited to, organizational structural changes; request from Howard Pople to have instructional privileges reinstated; EMT self-study course; tuition waivers for volunteer firefighters and rescue squad members for EMT training; AMAS funding; Alabama Fire Safety Summit; APERI; certifications issued by the Fire College; bronze plaque in honor of Chief Butch Zaragoza and his years of service; Columbia Southern University; Gulf Coast Emergency Response Academy; upcoming hearing at the Jefferson County Personnel Board; EMS Program Director position at Jefferson State Community College; request for a training consortium in Jefferson County; distance delivery classes; foreign students; solicitation by a former firefighter to be considered for an external legislative affairs officer.

No action was taken on any of the above matters or any other matters.

Commissioner Toxey made a motion to suspend the Work Session to go into the Committee meetings that was seconded by Commissioner Pilgreen. The motion passed unanimously. Commission Chair Sparks recessed the Work Session and the committee meetings convened.

FINANCE COMMITTEE

Finance Committee Chair Brandy Williams called the Finance Committee meeting to order. All commissioners were present. Cece Hubbert presented the May 2022 Financial Statements and 2022-2023 Budget.

Committee Chair Williams discussed several items with the Commission including the May 2022 financial statements; reallocation of funds to improve audio/visual equipment in the AFC auditorium; 2022-2023 Budget; re-evaluation of an additional position in the Certification Department; amend FY 2022 Budget to upgrade a C2 position to a C1 position with salary and benefits; approval of bids for inflatable rubber boats and outboard motors; and proposed surplus list.

On motions properly made and seconded, the Finance Committee unanimously approved motions concerning each of these items to forward to the Quarterly Commission meeting.

There being no further business, Commissioner Williams adjourned the Finance Committee meeting.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

The Policy and Procedures/Bylaws Committee Chair Allan Rice announced there would be no meeting because there were no items to discuss. However, Committee Chair Rice stated he will be working with Director Russell and AFC staff to review the current policies and procedures for possible updates and revisions.

EMS COMMITTEE

Committee Chair Toxey called the EMS Committee to order. All commissioners were present. Committee Chair Toxey discussed issues related to requirements from CoAEMSP and the National Registry in the Paramedic programs. No action was taken.

There being no further business, Commissioner Toxey adjourned the EMS Committee meeting.

FIREFIGHTER PROGRAMS

The Firefighter Programs Committee was called to order by Commission Chair Sparks. All commissioners were present. All aspects of firefighter training were discussed. Commission Chair Sparks requested additional information from AFC staff. Sparks stated further discussion is needed regarding possible changes to firefighter training requirements. No action was taken.

There being no further business, Commissioner Sparks adjourned the Firefighter Programs Committee meeting and returned to the Work Session.

A motion was properly made and seconded to adjourn the Work Session. Commission Chair Sparks, seeing there being no further business, adjourned the meeting at 6:01 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "David M. Russell". The signature is written in a cursive style with a large initial "D".

David M. Russell
Executive Director

A handwritten signature in blue ink that reads "Lonnie Branson". The signature is written in a cursive style with a large initial "L".

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting July 20, 2022

The meeting was called to order by Commission Chair Gary Sparks at 9:02 am. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama and proper prior notice of the meeting had been given under the Open Meetings Act.

Commissioner Bryant led the Pledge of Allegiance. Roll call revealed the following members present: Josh Bryant, Billy Doss, Scott Pilgreen, Allan Rice, Gary Sparks, Derek Toxey, and Brandy Williams. (Attorney Mark Boardman) Quorum was ascertained.

Commission Chair Sparks requested Attorney Mark Boardman administer an Oath of Office to newly appointed Commissioner Josh Bryant. Commissioner Bryant was sworn in.

VISITORS

Chuck Parsons, David Thornburg, Michael Bartlett, Amy Bowden, Arthur Willis, Brady C, Jon Lord, Rick Gregg, Justin McKenzie, Thomas Henderson, Chris Mullins, Mike Prisoc, Tim Love, Clay Bentley, Mike Hill, Adam Whatley, Larry Adams, Shane Stoudemire, Chase Smith, Nathan Smitherman, Anna Porter, Danielle Bryant, Amy Reid, Brad Cantrell, Diana Hewlett, Cece Hubbert, Brandon Broadhead, Bret Ashworth, Tracy McNair, Christian Elliott, Brandon Strickland, Nathan Hinds, Richard Pugh, Charlie Dixon, Isabella Prince and Reid Vaughan.

AWARDS AND RECOGNITIONS

Commission Chair Sparks presented an award to former Commissioner Russell Ledbetter in recognition of his seven years of service on the Commission. Sparks stated he was thankful for their friendship and appreciated all that Commissioner Ledbetter had done for him. Commissioner Rice expressed appreciation for the recognition of Commissioner Ledbetter's service.

Commissioner Bryant presented a resolution to the Commission recognizing Larry Adams for his fifty years of service as a certified firefighter. The following resolution passed unanimously and was presented on behalf of the Alabama Fire College and Personnel Standards and Education Commission:

WHEREAS, Larry F. Adams, affectionately known as "Crazy," joined the Birmingham Fire Department and completed firefighter recruit training in 1972, and

WHEREAS, Adams served over 20 years at Birmingham as an active firefighter and apparatus operator prior to retirement, and

WHEREAS, Adams served a subsequent, second career with the State of Alabama 117th ANG Fire Department as an Airport Firefighter and Inspector until a second retirement, and

WHEREAS, Adams continues to serve daily answering calls as the Assistant Chief of Fultondale Fire and Rescue, and

WHEREAS, Adams is a hands-on leader and mentor who studies the craft and passionately shares his knowledge with everyone he meets, and

WHEREAS, Adams has been a strong proponent of firefighter training throughout his entire career, and

WHEREAS, Adams has spent 50 years in service to the Citizens of Alabama.

NOW THEREFORE BE IT RESOLVED, by the Alabama Firefighters' Personnel Standards and Education Commission, duly assembled on this date in Tuscaloosa, Alabama, that Larry F. "Crazy" Adams be recognized and honored for 50 years of selfless service as a certified firefighter.

AGENDA APPROVALS

Commission Chair Sparks stated a change will need to be made to the draft agenda. A request from Howard Pople for reinstatement of instructor status for his local fire department will need to be added under New Business. A motion was made to approve the amended agenda by Commissioner Toxey and seconded by Commissioner Doss. Roll call vote was taken.

Josh Bryant – Yes
Billy Doss – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion unanimously approved.

APPROVAL OF MINUTES

Commission Chair Sparks stated the draft minutes from the Work Session on April 26, 2022 were amended with one minor change. Commissioner Rice made a motion to approve the amended minutes as presented for the Work Session on April 26, 2022, Quarterly Commission meeting on April 27, 2022, and Special Called meeting on June 30, 2022. Commissioner Doss seconded the motion. Motion passed unanimously.

Director's Report:

Executive Director Russell discussed several matters and updates including but not limited to the continued growth of the Alabama EMS Challenge; Dr. Esco from the University of Alabama and exercise physiology program; the Administrative Report from Chief Thornburg and progression of the prop building; the Training Report from Chief Willis regarding an increase in student numbers and certifications; updates given on the Learning Management System and department dashboard from Tracy McNair; recommendation of EMS tuition waivers for volunteers and rescue squad members; recommendation to reinstate the ability for Howard Popple to instruct certification classes for his local fire department but not for the Fire College; recommendation to upgrade the regional services position to a Section Chief position; the Alabama Fire Safety Summit Conference and fire investigator Rick Freier; appointment of a new treasurer and bookkeeper for the Alabama Pipeline and Emergency Response Initiative; and the architectural plaque for renaming the main auditorium after Chief Butch Zaragoza in honor of his years of service to the Commission and the fire service in Alabama.

COMMITTEE REPORTS

FINANCE:

Committee Chair Williams made a committee motion to accept the May 2022 Financial Statements as presented. Motion carried unanimously.

Committee Chair Williams made a committee motion to reallocate funds of up to \$80,000.00 to improve the audio/visual system in the auditorium. Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the 2022-2023 proposed budget. Motion carried unanimously.

Committee Chair Williams made a committee motion to reevaluate filling the additional job position in the Certification department in six months and those funds are to be available to use elsewhere. Motion carried unanimously.

Committee Chair Williams made a committee motion to amend the current FY 2022 Budget to upgrade one C2 position to one C1 position that includes salary and benefits with placement to be determined by the Executive Director effective July 19, 2022. Motion carried unanimously.

Committee Chair Williams made a committee motion to accept the low bid from NAFECO for two (2) inflatable rubber rescue boats and outboard motors with approval to carry over the funds to the next budget year if necessary. Finance Director Cece Hubbert stated boat trailers were sent out to bid twice but no bids were received. Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the proposed surplus list and allow for disposal:

2008 Chevrolet Trailblazer VIN 1GNDS13S082252403
2012 International Prostar VIN 1HSDJSHR1CJ607179
John Deere 970 VIN M00970B161167
John Deere 5210 VIN 1LV5210S420260
60 “ ExMark Lazer Z Lawn Mower LZZ29KA606-893016
E-Z Go Golf Cart
2 Additional zero turn mowers

Motion carried unanimously.

POLICY & PROCEDURES/BY-LAWS:

Committee Chair Rice stated the Policy and Procedures/By Laws Committee will be working with Executive Director Russell, Attorney Mark Boardman, and AFC staff reviewing policies and procedures that are currently in place and bring suggested updates and revisions to the Commission. Chair Sparks requested that all Commissioners be made aware of any possible changes.

EMS:

Committee Chair Toxey made a committee motion to adopt the following resolution:

Be it resolved that Commissioner Derek Toxey is hereby designated and authorized to represent and speak on the behalf of the Alabama Personnel Standards and Education Commission to and before the Alabama State Department of Public Health, Office of Emergency Medical Services.

Motion passed unanimously.

FIREFIGHTER PROGRAMS

Commission Chair Sparks gave an update on discussions involving all aspects of firefighter recruit training.

OLD BUSINESS

Before this matter came up on the agenda, Commissioners Toxey and Rice recused. Executive Director Russell gave an update on the request for a training consortium in Jefferson County. Russell stated the training facilities had been evaluated by AFC staff and agreed that it would benefit the firefighters in that area if they were allowed to become a regional training center. Russell made a recommendation to grant RTC status to the five entities of Homewood, Hoover, Mountain Brook, Vestavia, and Rocky Ridge. They have requested to be known as Over the

Mountain RTC. Commissioner Williams made a motion for Over the Mountain to be approved as a regional training center. Commissioner Bryant seconded the motion. Roll call vote was taken.

Josh Bryant – Yes
Billy Doss – Yes
Scott Pilgreen - Yes
Allan Rice – Recused
Gary Sparks – Yes
Derek Toxey – Recused
Brandy Williams – Yes

Motion passed.

NEW BUSINESS

Commission Chair Sparks stated the first item of New Business is the request from Howard Popple for reinstatement of instructional privileges allowing him to teach classes in his local fire department. Chair Sparks asked for a motion for the Commission. No motion was made and therefore the item dies for lack of a motion for the Commission.

Commission Chair Sparks stated the next item for New Business is tuition waivers for EMS students. Commissioner Rice made a motion to approve the tuition waivers for EMS students that was seconded by Commissioner Toxey. The Commissioners discussed the process of distributing the tuition waivers throughout the state with Executive Director Russell.

Motion passed unanimously.

BUSINESS FROM VISITORS

Chief Tim Love of Alabaster Fire Department and CAFCA President Brandon Broadhead addressed the Commission. Several matters were discussed with the Commission and Executive Director Russell including but not limited to, the minimum standards of firefighter training; volunteer certification programs; high school career tech programs; hour requirements for certification and reciprocity; recertification; CPAT testing; and providing qualified applicants for the departments. No action was taken by the Commission.

BUSINESS FROM COMMISSION MEMBERS

Commissioner Rice presented a resolution to the Commission. Commission Chair Sparks stated the resolution was reviewed by Attorney Mark Boardman. The resolution reads as follows:

WHEREAS, harassment, intimidation, the creation of a hostile work environment, and discrimination are prohibited under certain federal and state laws; and

***WHEREAS**, pursuant to Alabama Code 13A-11-8, a person commits the crime of harassment if, with intent to harass, annoy, or alarm another person, he or she directs abusive or obscene language towards another person; and*

***WHEREAS**, Alabama law considers harassment to be a Class C misdemeanor; and*

***WHEREAS**, under federal law, harassment may also be a form of employment discrimination that violates Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967. (ADEA), and the Americans with Disabilities Act of 1990, (ADA); and*

***WHEREAS**, said laws exist for various reasons, including but not limited to, promotion of public order and civility, and prohibition of objectively offensive behavior; and*

***WHEREAS**, the Commission desires adherence to applicable federal, state, and local laws by all persons under its authority; and*

***WHEREAS**, the Commission has also implemented Policy No. 620.01 which provide employees additional recourse for any workplace grievance that may be considered harassment; and*

***WHEREAS**, the proscribed conduct unjustifiably affects other individuals adversely, thereby limiting those individuals; ability to perform to the utmost of their personal and professional potential; and*

***WHEREAS**, the Commission denounces this behavior and prioritizes the abolition of the same.*

***NOW THEREFORE BE IT RESOLVED** by Alabama Firefighters' Personnel Standards and Education Commission, duly assembled on this date in Tuscaloosa, Alabama and with a quorum present, that the conduct described above and adjudged in violation of applicable law, is unacceptable and shall not be condoned or facilitated by the Commission and persons under its authority.*

Commissioner Doss made a motion to approve the resolution that was seconded by Commissioner Bryant.
Motion passed unanimously.

Commission Chair Sparks stated the next item of Business from Commissioners is the Executive Director Performance Appraisal Evaluations. Commission Chair Sparks stated the performance appraisal evaluation process was reviewed by Attorney Mark Boardman. Commissioner Pilgreen made a motion to extend the Executive Director's contract by one year and to authorize Commissioner Sparks to sign such. Commission Chair Sparks provided clarification that a one-year extension of Director Russell's contract will go through the second quarterly meeting of 2024. Commissioner Toxey seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
Billy Doss – Yes
Scott Pilgreen - Yes
Allan Rice – Yes

Gary Sparks – Yes
Derek Toxey – Yes
Brandy Williams – Yes

Motion passed unanimously.

Commission Chair Sparks stated the next Work Session will be October 18, 2022. The next Quarterly Commission meeting will be October 19, 2022.

Commissioner Toxey made a motion to adjourn the meeting that was properly seconded by Commissioner Pilgreen. Without objection, the meeting was adjourned at 10:09 a.m.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting October 18, 2022

The meeting was called to order by Commission Chair Gary Sparks at 12:32 p.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting had been given under the Open Meetings Act.

Roll call revealed the following members present: Josh Bryant, Billy Doss, Scott Pilgreen, Allan Rice, Gary Sparks, Derek Toxey, and Brandy Williams. (Attorney Mark Boardman) Quorum ascertained.

VISITORS

Josh McDaniel, Chuck Parsons, David Thornburg, Cece Hubbert, Anna Porter, Arthur Willis, Brody Cooper, Joe Thomas, Kim Davis, Tracy McNair, Justin McKenzie, Tim Love, Nathan Smitherman, Jeff Russell, Glen Nelson, Buddy Wilks, Adam Whatley, Chase Smith, Amy Bowden, and Reid Vaughan.

MINUTES

Commission Chair Sparks reviewed the agenda items for the Quarterly Commission meeting on October 19, 2022.

Training Section Chief Arthur Willis presented the training report to the Commission comparing classes from the 2020-2021 fiscal year to the 2021-2022 fiscal year. The report showed an increase in the number of training classes offered through Career Tech, DOD, EMS, field, and at the regional training centers. However, there was a slight decrease in the distance learning classes, EMS field classes, resident classes, and Workplace Safety classes. Overall certifications issued to date have increased by 15 percent. Chief Willis gave updates on ongoing and upcoming recruit schools and bridge programs; EMS and Paramedic classes; the EMS Conference to be held in Orange Beach; EMS Challenge; and promotional testing.

Commissioner Rice inquired about the distance delivery classes being offered by the Fire College. Executive Director Russell provided further information regarding past experiences with distance delivery classes, classes currently offered, and future plans for those classes.

Administrative Section Chief David Thornburg discussed the AMAS Incident Management Team full scale exercise that took place on campus October 10th through October 12th.

Participation involved 39 agencies and 195 personnel. Stentsen Ellenburg was recognized for his hard work as IMT Commander during the exercise. Commissioner Williams commended the AFC as well as the IMT staff and stated that it was great training. Further information was given about six ongoing position specific training classes taking place over the next month. Chief Thornburg gave updates on the construction and completion dates of the prop building as well as an investigation into alleged false documentation presented by a student.

Regional Section Chief Reid Vaughan gave updates on hiring Jason Brannan as a mechanic and mobile prop driver/operator, EMT tuition waivers awarded throughout the state; Hurricane Ian relief briefings; thirteen fallen firefighter names that were honored for their service and sacrifice at the Firefighter Memorial service held on October 1st; future improvement plans for the Firefighter Memorial through the Joint Fire Council; and Public Fire and Life Safety Educator course being released to field delivery.

Database Specialist Tracy McNair gave updates on the Learning Management System software and department dashboard portal of the website. McNair outlined the ease of access and the increased department use leading to an increase in the number of roster changes and registrations.

Director Russell stated the goal of the department dashboard portal is to give the departments and firefighters better access to their information.

Executive Director Russell presented his report discussing several matters and updates pertaining to the Fire College including but not limited to, AFG Grant application to purchase two driving simulators, two pump simulators, and a trailer for transporting one set of simulators throughout the state; AFG Grant and additional funding needed for the purchase of an ambulance; financial support from the Alabama Department of Mental Health for the Peer Support program; discussions with Dr. Kerry Ramella for developing comprehensive peer support curriculum; financial support from the Joint Fire Council to help offset the cost of peer support curriculum development; ACCS/Volunteer Rescue Squad EMS tuition reimbursement program; mobile training tower damage and cost of repairs; Anniston RTC recruits attending HMAO training at the Center for Domestic Preparedness facility; meeting with Dr. Esco and colleagues from the University of Alabama regarding research during recruit training; meeting with State 911 Board regarding HB 414 and discussions involving Public Safety Telecommunicator course training; 2022 North American Fire Training Directors Conference; Colbert County Volunteer Firefighters Association banquet; an increase in certifications issued in 2022; update on the purchase of inflatable rubber boats, motors, and trailers; Pipeline and Hazardous Materials Safety Administration awarded AFC a Pipeline Emergency Responders Grant for training emergency responders in the state of Alabama; developing an electric vehicle response program in the future; and the Chief Butch Zaragoza plaque for the auditorium dedication ceremony.

Commission Chair Sparks, Commissioner Rice, and Commissioner Bryant discussed the need for a protocol policy on usage of our mobile training towers at any facility. A request was made for a proposal of usage policy to be presented at the next Commission meetings in January 2023.

No action was taken on any of the above matters or any other matters.

The Work Session was suspended at Commission Chair Sparks discretion, without objection.

FINANCE COMMITTEE

Finance Committee Chair Brandy Williams called the Finance Committee meeting to order. All commissioners were present. Chief Financial Officer, Cece Hubbert, presented the August 2022 Financial Statements.

Committee Chair Williams discussed several items with the Commission including the August 2022 financial statements; applying for an AFG grant for driving simulators, pump simulators and trailer for transporting with grant match approval; mobile training tower repairs; additional expenditures for ambulance purchased through the 2021 AFG grant; HMEP Grant; and rollover budget expenditures.

On motions properly made and seconded, the Finance Committee unanimously approved motions concerning each of these items to forward to the Quarterly Commission meeting.

There being no further business, Commissioner Williams adjourned the Finance Committee meeting.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

Committee Chair Allan Rice stated progress had been made at a recent meeting with Director Russell, AFC staff, and attorney Mark Boardman to review and update the current set of policies and procedures. Revisions and updates will be brought to the January Commission meeting. Chair Rice announced there was no further business and, without objection, adjourned the meeting.

EMS COMMITTEE

Committee Chair Toxey commended Director Russell, Chief Willis, and Bailey Price for their hard work in the EMS Program. Chair Toxey stated there was no further business and, without objection, adjourned the meeting.

FIREFIGHTER PROGRAMS

The Firefighter Programs Committee meeting was called to order by Commission Chair Sparks. All commissioners were present. Recruit School, Volunteer 160, and Career Tech/Firefighter Bridge programs were discussed. Executive Director Russell gave a comparison evaluation of our programs to the NFPA standard. The Commissioners discussed the differences in Volunteer 160 and Bridge programs, the number of certifications currently received during recruit school

training, locations of the Bridge programs, the possibility of removing the requirement for Bridge programs to be taught at our regional training centers, responsibilities of the Regional Coordinators, the minimum requirements to be employed as a firefighter, physicals, and the need for further discussion regarding SCBA week. No action was taken.

There being no further business, Commissioner Sparks adjourned the Firefighter Programs Committee meeting and returned to the Work Session.

NEW BUSINESS

Commission Chair Sparks requested further information regarding the Administrative Code changes to Certified Technical Rescue Personnel: Watercraft Rescue. Director Russell stated the change was a prerequisite of Surface Water and possess a valid vessel operator license.

BUSINESS FROM COMMISSION MEMBERS

Matt Adams with Raymond James Public Finance Investment Strategies Group addressed the Commission and presented information about tailoring an investment plan to help manage the reserve funds for the Fire College. Commission Chair Sparks requested Mr. Adams coordinate with the Chief Financial Officer and present a report to the Commission at the January Commission meeting.

General Paul Pocopanni with the Folds of Honor organization addressed the Commission and provided further information regarding a scholarship program for families of fallen warriors including law enforcement and first responders.

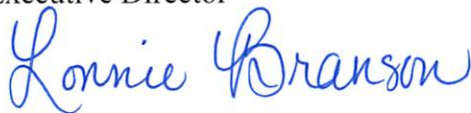
Commissioner Bryant inquired about the Legislative Affairs contract. No action was taken.

A motion was made by Commissioner Toxey and seconded by Commissioner Pilgreen to adjourn the Work Session. Commission Chair Sparks, seeing there being no further business, adjourned the meeting at 4:20 pm.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting October 19, 2022

The meeting was called to order by Commission Chair Gary Sparks at 9:01 am. The meeting was held at the Alabama Fire College in Tuscaloosa, Alabama and proper prior notice of the meeting had been given under the Open Meetings Act.

Commissioner Bryant led the Pledge of Allegiance. Roll call revealed the following members present: Josh Bryant, Billy Doss, Scott Pilgreen, Allan Rice, Gary Sparks, Derek Toxey, and Brandy Williams. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

David Thornburg, Terry Brown, Arthur Willis, Lance Byrd, Matthew Rush, Shaun McAteer, Kim Davis, Lori Howes, Anna Porter, Joe Thomas, Cece Hubbert, Donna Barrett, Meaghan Jackson, Kimberly Rodriguez, Tracy McNair, Clay Bentley, Bailey Price, Hannah McCook, Rick Gregg, Jim St. John, James LeVert, Seth Hudson, Jason Jackson, Nick Davis, Jonah Marchant, Tiffany Lyons, Linda Putnam, Ashley Owens, Terri Huddleston, Kiristen Baker, Nikki Bush, Adam Whatley, Randall Conn, Patrick Bennett, Tim Love, Nathan Smitherman, Dale Wyatt, Richard Pugh, Charlie Dixon, Amy Bowden, and Reid Vaughan,

AWARDS AND RECOGNITIONS

Executive Director Russell presented the Employee of the Quarter award to Seth Hudson. Seth was recognized for his attention to detail and the quality of his work. Director Russell also recognized the AFC staff for their daily dedication to their jobs and by helping students have a great experience. Chair Sparks also expressed his appreciation to the staff for their hard work and dedication.

AGENDA APPROVALS

Commissioner Doss made a motion to approve the agenda that was seconded by Commissioner Rice.

Motion passed unanimously.

APPROVAL OF MINUTES

Commissioner Toxey made a motion to approve the minutes from the Work Session on July 19, 2022 and Quarterly Commission meeting on July 20, 2022. Commissioner Williams seconded the motion.

Motion passed unanimously.

Director's Report:

Section Chief Arthur Willis presented the Training Report to the Commission. Chief Willis reported an increase in Career Tech, DOD, EMS, Field, Industrial, Partnership and Regional Training Center courses. However, Distance Learning, EMS Field, Resident and WorkPlace Safety Training courses had slight decreases over the last quarter. There was an increase in the number of students and certifications issued increased by 15 percent. Willis gave an overview of all current and upcoming recruit schools, EMS and Paramedic classes, participation in West Alabama Worlds of Work held at Shelton State Community College, and promotional testing.

Section Chief David Thornburg presented the Administration Report to the Commission. Chief Thornburg gave an overview of the IMT full scale exercise held on the AFC Campus in which 39 agencies and 195 personnel were involved. Updates were given regarding All Hazards classes scheduled over the next few months. Thornburg stated there was an ongoing investigation into a student allegedly presenting fraudulent certifications. The prop building is at 51 percent progression and still on track for completion by mid to late January 2023.

Section Chief Reid Vaughan presented the Regional Report to the Commission. Chief Vaughan gave an update on hiring Jason Brannan as a mobile prop driver/operator and mechanic. Kidde Fire Training is scheduling time to train our staff on taking care of the mobile props. There were ten EMT tuition waivers awarded recently. The names of thirteen fallen firefighters were added to the Firefighter Memorial obelisk and honored for their service and sacrifice. A meeting is scheduled to discuss future improvement plans for the Memorial grounds. Vaughan also stated he helped with the recent Hurricane Ian relief briefings.

Database Specialist Tracy McNair updated the Commission on the newly developed dashboard and website. McNair stated that online registrations have increased and the process has been made simpler.

Executive Director Russell discussed several matters and updates including but not limited to AFG Grant application to purchase driving simulators, pump simulators, and a trailer for transporting with a request to approve up to \$75,000 match; Peer Support training; meeting with Dr. Kerry Ramella to discuss using her peer support curriculum and a donation from the Joint Fire Council to help purchase the curriculum; ACCS/Volunteer Rescue Squad student tuition reimbursement program; damages to the mobile training tower and request for funding from reserves for the repairs; follow up with fire department responsible for the drill tower damages;

architectural plaque for renaming the main auditorium after Chief Butch Zaragoza in honor of his years of service to the Commission and the fire service in Alabama.

COMMITTEE REPORTS

FINANCE

Committee Chair Williams made a committee motion to accept the August 2022 Financial Statements as presented.

Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the Rollover Budgeting as itemized:

Auditorium AV Upgrade	\$80,000.00
Vehicles	\$85,000.00
Airbags and Rescue Equipment	\$45,000.00
Patio Area by EMS	\$20,000.00
MBT/Mobile Props Paint & Graphics	\$65,000.00
Stretchers (2)	\$13,000.00
26' Trailers (2)-Water Rescue & HMEP	\$23,529.00
Mobile Drill Tower Repairs	<u>up to \$50,000.00</u>
Total	\$416,529.00

Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the Grant matches and authorize the Executive Director to determine which ones to use.

2021 AFG Grant-Additional Expenses for Purchase of Ambulance	\$26,000.00
2022 AFG Grant-Driving Simulators/Pump Simulators/Trailer	\$75,000.00
HMEP Grant	\$82,425.00

Motion carried unanimously.

POLICY & PROCEDURES/BY-LAWS

Committee Chair Rice stated a meeting took place with several AFC staff members, Attorney Mark Boardman, Chair Sparks, and himself to review current policies and procedures. Rice stated there was a lot of work done in a short amount of time and expressed his appreciation to all the staff that worked on them. Revisions and updates to the policies will be presented to the Commission at the January Commission meeting. Chair Rice announced there was no other business to discuss.

EMS

Committee Chair Toxey announced there was no business to discuss but wanted to thank the EMS staff for all their hard work.

FIREFIGHTER PROGRAMS

Commission Chair Sparks stated the review of firefighter programs would not be a quick process. The Commission and AFC staff have been involved in many discussions involving all aspects of current firefighter training. Chair Sparks noted that anyone with suggestions or questions should contact Director Russell or a member of the Commission. The Commission is aware that any decisions made will affect the entire state and current training processes will continue to be reviewed.

NEW BUSINESS

Commission Chair Sparks stated there was one item for New Business which is the Administrative Code Change for 360-X-19-.10 for Certified Technical Rescue Personnel: Watercraft Rescue. The Technical Review Committee has met over the last few months and recommend that the candidate for certification must possess a valid vessel license and be certified in Swiftwater I/II or Swiftwater Awareness, Operations, and Technician levels.

A motion to approve the Administrative Code change process was made by Commissioner Rice and seconded by Commissioner Toxey.

Motion carried unanimously.

BUSINESS FROM VISITORS

Jim St. John from the Jefferson County EMA office addressed the Commission regarding the shortage of medics and requested the Board examine policies that might help solve the shortage problem.

Commission Chair Sparks requested that Attorney Mark Boardman research the law that prohibits a Fire Department from employing someone if they do not have their FFI certification. The Commissioners discussed the possibilities of city governments opening a separate EMS division within the city.

Shaun McAteer addressed the Commission regarding firefighter training. Commissioner Rice stated he appreciated Shaun for expressing his concerns regarding possible changes to firefighter training.

BUSINESS FROM COMMISSION MEMBERS

Commission Chair Sparks spoke on behalf of Matt Adams with Raymond James. Sparks stated Adams addressed the Commission during the Work Session regarding possible investment opportunities for the Fire College. Adams will be working with Cece Hubbert to bring the Commission a report. General Paul Pocopani also addressed the Commission during the Work Session regarding the Folds of Honor program. Chair Sparks stated Reid would be communicating with the Fire Departments to give further information about the program.

Commission Chair Sparks expressed his appreciation to Director Russell for speaking at the 9/11 service held in Oxford. Sparks also wanted to personally thank everyone for the inquiries regarding the health and recovery of his grandson on behalf of himself and his family.

Commission Chair Sparks stated the next Work Session will be January 17, 2023. The next Quarterly Commission meeting will be January 18, 2023.

Commissioner Doss made a motion to adjourn the meeting that was properly seconded by Commissioner Bryant. Without objection, the meeting was adjourned at 10:20 a.m.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Special Called Commission Meeting December 16, 2022

The meeting was called to order by Commission Chair Gary Sparks at 9:00 am and was held at the Oxford Civic Center in Oxford, Alabama. Proper prior notice of the meeting had been given under the Open Meetings Act.

Roll call revealed the following members were present: Josh Bryant, Billy Doss, Allan Rice, Gary Sparks, Derek Toxey, Brandy Williams, (Attorney Mark Boardman). Quorum was ascertained.

VISITORS

Arthur Willis, Keith McLaughlin, Scott Payne, Mike Reid, Buddy Wilks, Tim Love, Nathan Smitherman, Lee Kilgore, Chris Franklin, Tim Shotts, Pat Conn, Justin Loux, Dow Sport, Anthony Gilmore, Josh McDaniel, Christian Elliott, Jeff Russell, Joe Lee, Michael Bartlett, Justin Baker, Shane Stoudenmire, Sean Kendrick, Ben Stewart, Johnnie Phelps, Mike Hill, Keith Kadle, Rodney Ball, Nathan Springer, Brandon Broadhead, Jeff Ivey, Randy Childs, Steve Clevenger, Brad Cantrell, Amy Reid, Mike Prisoc, Brandon Dahlen, Brady Cooper, Jonathan Florine, Clay Bentley, Nathan Hinds, Billy Miller, Joshua Vincent, Brett Ashworth, Michael Leath, Patrick Bennett, Jim St. John, Brian Bradberry, Shane Boyd, Brandon Hampton, Todd Kirkland, Kyle MaCoy, Kim Davis, Tracy McNair, Cece Hubbert, Ben Reynolds, Matthew Javinett, Kendric Hughley, Jon Lord, Charles Parsons, and Reid Vaughan.

MINUTES

The meeting began with a general discussion regarding the Legislative Affairs Representative. Commission Chair Sparks stated Request for Proposals should be submitted to Chief Financial Officer Cece Hubbert and Executive Director Matt Russell. Sparks requested proposals received to be reviewed at the January Commission meeting.

Executive Director Russell reviewed the Commission concerns related to Fire Fighter I/II training. General discussion with the Commission involved the following: proficiency exam; comparison of 160 hour Firefighter I certification program and 360 hour Firefighter I/II certification program; physical performance requirements of CPAT; testing protocols; Administrative Code language regarding Certified Volunteer Firefighter; reciprocity process for all firefighter training delivery programs; Career Tech programs statewide; Bridge program classes statewide; NFPA 1001 Standard for Fire Fighter Professionals; minimum hours required for certification with discussion for the possibility of removing clock hours; review of material covered that is correlated to requisite knowledge or requisite skill in NFPA 1001; SCBA week; and a comparison schedule of differences between recruit school and bridge programs.

Commission Chair Sparks opened the floor for comments from the fire service personnel in attendance. The following personnel were involved in the general discussions with the Commission regarding Firefighter training: Chief Shane Boyd; Chief Jon Lord; Chief Tim Love; Chief Josh McDaniel; Chief Charles Parsons; Battalion Chief Justin Baker; Chief Tim Shotts; Chief Clay Bentley; Battalion Chief Nathan Hinds; and CAFCA President Brandon Broadhead. Chair Sparks requested the Commission be prepared for a decision at the January Commission meeting regarding the request for an increase in training hours.

The Commission discussed legislation being proposed that would separate EMS personnel and Firefighters within the fire departments and the potential effects of that type of decision. Chair Sparks stated if there is legislation that changes state law, then the Alabama Fire College and Personnel Standards and Education Commission should have some input into the possible outcome. Sparks stated the Commission may need to seek an Attorney General's opinion on the matter in the near future.

The next Work Session will be on January 17, 2023 at 12:30 p.m. The next Quarterly Commission meeting will be on January, 18 2023 at 9:00 a.m.

There being no further business, Commission Chair Sparks adjourned the meeting at 12:18 p.m.

Respectfully submitted,



David M. Russell
Executive Director



Lonnie Branson
Secretary