

**Fire Service Training Commission
REGULAR MEETING AGENDA AND
ANNOUNCEMENT**

**Kansas Fire & Rescue Training
Institute The University of Kansas**

**Wednesday, August 14, 2024
10:00 AM**

The Kansas Fire Service Training Commission will meet in person *and* via Zoom Wednesday, August 14, 2024 at 10:00. In person meeting will be held at Kansas Fire & Rescue Training Institute, 1515 St. Andrews Drive, Lawrence, KS 66049 in Classroom #25. Zoom information is below:

Join Zoom Meeting

<https://kansas.zoom.us/j/84930654702>

Meeting ID: 849 3065 4702

Passcode: 892931

The following topics will be subject to Fire Service Training Commission consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

The order of the Agenda may be changed by order of the Fire Service Training Commission.

- 1. Call to Order/Roll Call/Affirmation of Quorum**
- 2. Approval of Minutes** of May 8, 2023 Kansas Fire Service Training Commission Meeting
- 3. Budget-Emily Zentner**
 - a. Presentation of the FY24 Year End Financials
 - b. Presentation of the FY25 Budget
- 4. Public Forum-** Public comments are limited to three-minutes. Persons may submit written comments of any length for the Fire Service Training Commission files. Those wishing to address the Commission should notify the [Chair](#), [Vice Chair](#), or the [Director of KFRTI](#) prior to the meeting. At the conclusion of the public forum, individual Fire Service Training Commission members may respond to comments made by those individuals who have addressed the Commission and may ask staff to review a matter and place it on a future agenda. However, the Fire Service Training Commission members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.

5. **Consent Agenda**- The Consent Agenda contains items which might require action by the Fire Service Training Commission but are generally routine items not requiring the Commission's discussion. Usually, a single motion will approve all items on the Consent Agenda, including any resolutions. However, a Fire Service Training Commission member may remove any item on the consent agenda and that item will be discussed and voted upon separately.

a. There are no items on the Consent Agenda

6. **Chair's Report**

7. **Vice Chair's Report**

8. **Director's Report**

9. **Business**

a. **Old Business:**

Fire Service Training Commission

1. FSTC members update - Kansas Forest Service.
2. State Statute Updates – Committee
3. Building Update

b. **New Business**

1. 2024 commission appointment renewals and updates
 - Expired Terms
 - Darin Myers, July 1, 2024
 - Mike Roosevelt, July 1, 2024
 - Dr Jomella Watson-Thompson, July 1, 2024
2. Review of the changes to NFPA 1031 and the resulting changes to KFRTI's Inspector Certification
3. Legislative Committee Update

10. **Future Agenda Items**

11. **Adjournment**



Director's Report

DATE: August 14, 2024
TO: Fire Service Training Commission
FROM: Jennnifer Johnson, Director, Kansas Fire & Rescue Training Institute
SUBJECT: Quarterly Director's Report- May 8, 2024 to August 14, 2024

The mission of Kansas Fire & Rescue Training Institute is to Provide accessible, innovative, and science and data-driven training and credentialing for fire and emergency services personnel to improve the health and safety of our communities.

Mark Your Calendars

Oct 23, 2024

In partnership with the Kansas City Kansas Fire Department, F.I.E.R.O. will be holding a one-day PPE Workshop

George Meyn Center

126 State Avenue, Bonner Springs, KS 66109

About the Event

Come spend an in-depth day with us as we explore topics such as:

- Review of the NFPA 1850 consolidated standard on the selection, care and maintenance of firefighting PPE
- Understanding fireground particulate, fire gases and hazardous exposures
- PFAS/PFOA/PFOS - Deciphering exposures, hazards, and emerging regulations
- Knowing the limitations of current cleaning methods
- Practical advice for setting up and conducting in-house cleaning
- Personal exposure reduction practices to decrease toxic occupational exposures

Registration Link <https://www.fieroonline.org/event-details/2024-regional-ppe-workshop>

Please see registration information at the back of this packet

October 30-Nov 1 KSAFC Conference

Manhattan, KS

More information to come

November 13-14,

Kansas City Kansas Fire Department hosts:

Kurt Varone, Managing Disciplinary Challenges in the Fire Service

George Meyn Center

126 State Avenue, Bonner Springs, KS 66109

This 2-day program is intended for chiefs and fire officers who may have to investigate misconduct by firefighters, as well as union representatives who may need to advise members during an internal investigation. The program looks at the causes for disciplinary problems and explains proven methods for conducting a fair and impartial investigation. Attendees will learn how to

organize and conduct an investigation, interview witnesses, preserve evidence, and find the truth while respecting the honorable service that firefighters provide. The course will also look at strategic steps that fire service leaders need to consider when addressing disciplinary issues. Due process, *Weingarten*, and *Garrity* are thoroughly covered. Firefighter bill of rights laws and related state law topics are addressed. The program uses numerous case studies pulled from today's headlines.

Please see registration information at the back of this packet

December 18, 2024

KC Fire Forum

Morning Session: 8:30 - 12:00

COURSE TITLE: Lessons Learned in Leadership: From the Firehouse to the Fire Floor

Afternoon Session: 1:00-5:00

COURSE TITLE: First Due! Residential Building Fire Tactics for the Engine, Truck, and BC

This regional training event offers attendees an opportunity to learn from fire service trainers and thought leaders from across the American fire service. Offered in a limited-seating format, participants can interact and engage in the forums to understand how the messages relate to their individual or departmental needs. Tactics, training, and leadership: There's something to help everyone become more aggressively effective.

SPEAKER: Captain Douglas Mitchell has 31 years of fire experience, the last 24 with the FDNY, where he is a captain. He has keynoted, lectured, and instructed fire service programs nationwide. A principle member of the NFPA 1400 committee, he also co-wrote *Fire Engineering's 25 to Survive: Reducing Residential Injury and LODD*

March 29-30, 2025 Goodland Fire School

More information to come.

General Updates

The team here at KFRTI is continuing our strategic work, both within Jayhawk Global and with our fire service partners, fostering strong collaborative relationships that will pave the way for innovative initiatives. Meaningful training sessions have been successfully delivered across the state, reaching a wide fire service audience, and garnering positive feedback. We are focused on our internal processes, tightening turnaround timelines for course verification, travel reimbursements, and invoicing.

In May several KFRTI instructors (both full time and part time) participated in an instructor training with the international Society of Fire Service Instructors to learn the curriculum for the Hoseline Advancement and Water Mapping Applications course to accompany the Fire Safety Research Institute's Water Mapping Prop that was constructed at Kansas City Kansas Fire Department Station 6.

Assistant Directors James Zeeb and Ken Fowler, and I attended a two-day Matrix Management workshop with leadership from Jayhawk Global and the University of Kansas Provost's office. I think Ken, James, and I would agree that we added some tools to our tool kits. We followed up with a full day of work with our full-time staff, identifying work that falls within our strategic plan and prioritizing this work. Below is a list of our organizational priorities.

1. Policy work – We are ready to approve a Weather Policy and a Health Monitoring Policy
2. Accreditation – ProBoard will be here August 22-23. And we are ready
3. Curriculum Updates
 - HMA, HMO, FF1, FF2 – Our online HMA course is ready to launch and HMO will be ready by mid-September. These will be followed up by FF1 and FF2
 - SCT
4. Inspector 1 & 2 – we will begin this work after ProBoard
5. Interior/Exterior Burn prop
 - Repairs/Maintenance – This work is scheduler
6. Interior/Exterior Burn course work
 - Instructor guide and Curriculum
7. Facility
8. Administrative Processes
9. Curriculum Updates
 - Officer/Leadership
 - Trench Tech
 - Driver Operator
10. Marketing, Communication, and Collaboration
11. Inventory/Assets

The end of May was budget season. Staff worked collaboratively to help craft our FY25 budget, and I think it will set us well for the coming year. June was busy with Camp Fury, our Wichita Fire Forum, course deliveries, TIMs meetings, facility discussions with the SFO and KU administration. July and August have been full of summer vacations for our staff and two new KFRTI Grandbabies, (James-Elliot, Ken-Claire), and the push to get ready for our ProBoard accreditation visit.

We have added three new certifications: Live Fire Instructor, Live Fire Instructor in Charge, and Mobile Water Supply. KFRTI staff continue to work a hybrid work schedule, working remotely on Monday and Friday, while maintaining a core work week of Tuesday-Thursday in the office. This hybrid schedule does not impact training, as training continues to take place across the State on all days of the week, including weekends and evenings.

Weekly KFRTI staff meetings, bi-monthly Jayhawk Global leadership meetings, and monthly North American Fire Training Director (NAFTD) virtual community meetings continue to take place.

KFRTI Staff

Nicole Bettes joined our administrative staff in June. Nicole will be working on both administrative duties and with the certification program. She is splitting her time roughly in half and seems to be a great addition to our KFRTI family.

Mark Billquist will be retiring in mid-August and his last day in the office was August 6th. Ronnie Sellens has taken responsibility for the FF programs in the eastern half of the state and Clint Hornberger has been moved up to a .7FTE to temporarily fill Transportation Coordinators position. The search for the new Transportation Coordinator is open with a closing date of August 15 and a start date of September 1.

Dylan Shemitz, our Transition to Post Secondary Education student employee, graduated from the TPE program in May, worked with us over the summer and is moving on to Johnson County Community College in the fall. Dylan was an important member of our KFRTI family and we are so proud of him and his accomplishments and we will miss him.

Public Relations & Partnerships

KFRTI partnered with Kansas City Kansas Fire Department and the to deliver the ISFSI Hoseline Advancement and Water Mapping Applications in Kansas City, Kansas in May. Twenty two instructors and forty one students used the new water mapping prop and learned new water applications. The feedback from this course was very positive and the prop will remain at KCKFD Station #6 and be available for any department to use. KFRTI has additional funding from State Farm to build a second Water Mapping prop somewhere more central in the state.

KFRTI continues a robust relationship/partnership with Camp Fury Kansas City. The June camp was full, with 21 strong young women. We spent a day at KCKFD Station 16, KC Metro Police Academy, the Johnson County Crime Lab, KCFD Fire Academy, and then back at the Police Academy for our last day and graduation. In this partnership with local police and fire departments, girls who have just completed 9th - 12th grade get a chance to build their courage and confidence by taking a deep dive into the boots of first responders. Camp Fury is led by elite local female Police Officers and Fire Fighters.

Continuing our partnership with the Wichita Fire Department, our summer Fire Forum brought **Chief Anthony Avillo**, retired Deputy Chief from the North Hudson (NJ) Regional Fire & Rescue. Chief Avillo presented:

Full Contact Leadership

And

Fireground Strategies: When Buildings Change the Rules of the Game

Strategic Plan Updated February 2023

Key Performance Areas

1. Quality Instruction and Curriculum

KFRTI will hire instructors based on established qualifications, provide curriculum to meet current needs, and establish measures for student success.

- Goal 1: Develop fire prevention and community risk reduction curriculum and programs.
 - KFRTI has submitted an application for a FEMA Fire Prevention & Safety Grant. This grant would allow us to hire a program manager to develop a Fire Prevention and Safety program as well as Firefighter Health and Wellness.
- Goal 2: Develop fire and emergency services health, wellness, and resilience curriculum and programs.
 - KFRTI has submitted an application for a FEMA Fire Prevention & Safety Grant. This grant would allow us to hire a program manager to develop a Fire Prevention and Safety program as well as Firefighter Health and Wellness.
- Goal 3: Implement curriculum design, instructor development, and assessment processes and programs focused on competency-based and authentic assessment methods.
 - Erin McGruder was successful in getting our Instructor 1 certification approved by both ProBoard and IFSAC to move forward without a multiple-choice exam.
 - We submitted and were approved for new certifications in Live Fire Instructor, Live Fire Instructor in Charge, and Mobile Water Supply by both IFSAC and ProBoard.

2. Accessible Instruction and Credentialing

KFRTI will be flexible and leverage technology and partnerships when providing training and credentialing to accommodate the different needs throughout the State.

- Goal 1: Develop flexible training models to include blended and online learning models.
 - We are working and/or already offering hybrid and on-line delivery formats for Hazmat Awareness, Hazmat Operations, Firefighter 1, and Driver Operator. These courses are being updated.
- Goal 2: Develop a volunteer training officer program.
 - Development complete.
 - Mobile Water Supply developed and accredited by both ProBoard and IFSAC. First delivery held July 2024.

KFRTI will maintain and care for its training props, equipment, and facilities to ensure longevity and allow for their continued use.

- Goal 1: Develop and implement a plan for location and sheltering of the props
 - Work has shifted to a joint facility with the State Fire Marshal's office.
- Goal 2: Improve outdoor storage facilities
- Goal 3: Develop a capital improvement plan to replace, refurbish and update props
 - 2023-24 AFG Grant for new Grain Rescue Training prop -Waiting

3. Communication and Partnerships

KFRTI has a comprehensive communication and marketing strategy to connect, educate, and involve partners.

- Goal 1: Develop and implement a comprehensive communication and marketing plan
 - New logo and branding plan – New instructor gear ordered, working on new business cards.
- Goal 2: Partner with other organizations to share resources, training opportunities, and conferences.
 - KFRTI attendance at KSFFA State weekends, offering certification testing when requested.

- Goal 3: Expect Kansas Fire Service Training Commission members to foster relationships between the organization they represent and KFRTI, and to solicit input from membership agencies
 - Communication is much improved.

4. Agency Enhancement and Resilience

KFRTI staff and commission members will work cooperatively to ensure Kansas Fire & Rescue Training Institute is able to meet the needs of the fire and emergency services community.

- Goal 1: Foster continued quality relationships among commission and staff
- Goal 2: Develop and implement an organized digital document workflow.
- Goal 3: Develop a plan and process to cross train personnel.