

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

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

**Wednesday, May 8, 2024
10:00 AM**

The Kansas Fire Service Training Commission will meet in person *and* via Zoom Wednesday, February 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/92371684867>

Meeting ID: 923 7168 4867

Passcode: 168989

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. **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.
3. **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.
 - b. Approval of Minutes of November 8, 2023 Kansas Fire Service Training Commission Meeting

4. Chair's Report

5. Vice Chair's Report

6. Director's Report

7. Business

a. Old Business:

Fire Service Training Commission

1. FSTC members update - Kansas Forest Service, State Fire Marshal, Pro Chiefs
2. State Statute Updates - Committee

b. New Business

1. 2024 commission appointment renewals and updates
2. Review on the monthly training opportunities document
3. Bylaw review
4. Legislative Committee Update
5. Building Update

8. Future Agenda Items

9. Adjournment



Director's Report

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

“Engine Company Operations: Hose line Advancement and Water Application Hands on Training”

Thursday, May 16, Train-the-Trainer, Full

KC Metro and KFRTI instructors will learn how to teach with the water mapping prop and construct a prop that will be a permanent fixture at KCKFD Station 6.

Friday, May 17, Student course, Full

The instructors who attend on Thursday will teach the content and use the training prop with students from the KC metro area. Enrollment for the May 17 course should open soon.

Wichita Fire Forum, June 1, 2024, Wichita Fire Department

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.

Camp Fury

Our third annual Camp Fury will be held June 10-14, 2024. In partnership with:

Kansas City Missouri Fire Dept, Kansas City Missouri Police Dept, and the Kansas City Kansas Fire Dept

This week-long camp includes:

- Rappelling down a building
- Climbing a 100+ foot aerial fire truck ladder
- Verbal judo (de-escalation techniques)
- Paramedic skills training
- Extinguishing a car fire
- CSI investigative training

Camp is full. Please contact me if you have a girl who is interested and would like to be added to the waitlist.

General Updates

The team here at KFRTI is continuing our strategic work, both within the University 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 Early March KFRTI instructors and staff traveled to SCAFFA where we manned a vendor table, Erin McGruder taught a session of Fire Service Instructor 1, and Rusty James and Don Hughes offered our 4-hour Traffic Incident Management Course.

KFRTI leadership (including Ben Green, training captain Eudora FD, Ronnie Sellens, Fire Chief Kaw Fire District #1, Clint Hornberger, Assistant Chief, Willow Springs Fire District #3) attended the March 19 Chief's Roundtable hosted by Eudora FD. This gathering, sponsored by the Kansas Association of Fire Chiefs has become an incredibly well attended opportunity for chief officers from around the state to share challenges and solutions and fellowship.

In late March we held our third Goodland Fire School. 60 students from Kansas, Colorado, and Nebraska. The weather was cold and unbelievably windy, but course feedback was positive and good training was delivered.

Conversations are ongoing with the University regarding a funding request for a facility. I met with Jayhawk Global Vice Provost Neal Kingston and Director of Facilities Planning and Development Mark Reiske in mid April. Discussions include potential partnerships and possible locations.

Program Managers Ben Green and Erin McGruder traveled to Indianapolis to attend FDIC in April. I also made the trip for two days to attend the National Association of Fire Training Directors business meeting.

KFRTI staff met with Shari Hillard and her staff at KDOT to discuss updating the TIMs agreement. An updated 2 year agreement, with increased reimbursement from KDOT, is being reviewed and should be in place by the end of May.

We have been notified that our ProBoard reaccreditation visit will occur in late July.

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

Mark Billquist has announced his intent to retire later this summer. In preparation for this change, 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. We will hold a search for this position later this summer.

Public Relations & Partnerships

Program Manager Erin McGruder is managing the final steps of construction for the ISFSI “Engine Company Operations: Hose line Advancement and Water Application Hands on Training prop at KCKFD Station 6.

KFRTI continues a robust relationship/partnership with Camp Fury, Kansas City. The June camp is full and everyone is very excited.

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 will be submitting Live Fire Instructor, Live Fire Instructor in Charc and Mobile Water Supply to Proboard in July with no multiple-choice exams.

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.
- Goal 2: Develop a volunteer training officer program.
 - Development complete. Delivered two courses in in Fall 2023. Scheduled for more deliveries in 2024
 - Planning to add a Mobile Water Supply course and certification in 2024. Designed for volunteer fire departments.

3. Assets

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
 - Working with KU to develop legislative request.
 - Initial costs identified.
 - Potential land through KU Endowment identified. Waiting on more information.
- 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

4. 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
- 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.

5. 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.