

VIRGINIA FIRE SERVICES BOARD
Training and Education Committee
VDFP HQ
Friday, May 31, 2019
10 am

A meeting of the Virginia Fire Services Board Training and Education Committee was held at the VDFP Headquarters on Friday, May 31. Dr. James Calvert, chaired the meeting.

COMMITTEE MEMBERS PRESENT

James Calvert, Chair - Industry (SARA Title III & OSHA)
H. Lee Day – Virginia Fire Services Council
Jeff Bailey, Virginia Chapter of the International Society of Fire Service Instructors
Walter Bailey –Virginia State Firefighter’s Association
James Stokely –Virginia Municipal League
James Poindexter, VA Professional Firefighters Association

COMMITTEE MEMBERS ABSENT

AGENCY MEMBERS PRESENT

Brook Pittinger	Brian McGraw	Tracey Frame
Briant Atkins	Theresa Hunter	Derek Baker
John Fugman		

GUESTS PRESENT

Jerome Williams

CHANGES IN THE AGENDA

N/A

PUBLIC COMMENTS

There were no public comments made.

COMMENTS FROM THE COMMITTEE CHAIR

James Calvert thanked everyone for his or her attendance.

UNFINISHED BUSINESS

- A. Learning Management System (LMS) update (See Update) ***on electronic board book*
- B. Live Fire Training Certification Class Update/transition from the 1403 Compliance Officer curriculum
- C. Fire Department Rosters Update

- D. Instructor Class Statistics
- E. NFA Attendance Support
- F. Firefighter I Curriculum Update

NEW BUSINESS

- A. Live Burn Facility Inspections - **on electronic board book

UNFINISHED BUSINESS

Topic: Learning Management System (LMS) update.

Motions: N/A

Topic Discussion: Dr. Calvert inquired about the status for the new system.

Staff Response: Staff provided the following enclosure; Learning Management System (LMS) update. See enclosure 1 for a comprehensive update.

Date	5/8/2019
Stakeholders	Senior Leadership
Objective	Cornerstone Progress Updates
Updates	
Data Uploads	To remain on target major user data and historical data loads will need to be in the system by May 24. <ul style="list-style-type: none"> • IT, QA and CM meeting 5/10 to plan and support this deadline • Pilot to Production copy down in process
Course Creation in PROD	<ul style="list-style-type: none"> • Development sessions with all Chiefs and admins • Supporting Training Documentation and Administrative Guidelines
Implementation Plan	<ul style="list-style-type: none"> • Utilizes chiefs/divisions for coordination, support, user selection, data entry, and capacity building • Internal, external, multiple platform approach
Communication Plan	<ul style="list-style-type: none"> • Provided implementation plan to PIO 5/8, will partner on development of training assets to support promotion.
User Acceptance Testing	<ul style="list-style-type: none"> • DIV1, DIV3, DIV7- approx 5-10 users: FF, TO, Chief, Admin, Volunteer • Internal- Stakeholders, leadership,
Support Elements / Risks / Next Steps	

Vote: N/A

Motion Action: N/A

Enclosure 1: Learning Management System (LMS) update.

Topic: Live Fire Training Certification Class Update/transition from the 1403 Compliance Officer curriculum.

Motions: N/A

Topic Discussion: Dr. Calvert would like a status of the improved class rollout. He also wants to know how we are transitioning the old curriculum 1403 Compliance Officers to the new curriculum. Lastly, Dr. Calvert inquired about the total number of Compliance Officers by Area in an effort to assess the coverage for the Live Fire Trainings.

Staff Response: Briant Atkins- Safety Officer provided the following update; We have been in pilot for about a year with NFPA 1403-18 update program. We have run 149 students through versions of the new 1403-18 Program. It is probably not going to be feasible to run a certification program. First, our customers through feedback have indicated they do not desire a certification program overwhelmingly. Second, the logistics of running a certification program are probably not going to be managed with our resources. Some model certification programs are:

1. **North Carolina**- 32 hour certification with 1-2 day of acquired structure burns and 16 hours of classroom. Run 6 students at a time. Currently only certify for acquired structures. Live Training structures program in works possibly. Certification Required in State Code.
2. **Florida** - 40 hours with burn days also. Certification Required in State Code.
3. **ISFSI (International Society of Fire Service Instructors)** - 24 hour certification with one day of live burns. Online pre-class work required. 2 separate courses for Live Fire Training Structures and Acquired Structures.

How is a certification program practical? - It is not. We propose running a revised 1403-18 addressing updates in standard, providing acquired structures info for those who use them and decontamination. We will get the class to one day and rename it Live Fire Instructor. We also have required FF1 and 2 TTT students to take a 1403 awareness class online. We will update that and continue the practice.

Attendance: 675 people went through the previous 1403 Compliance Officer Course. 3786 took the 1403 awareness online.

Length: Briant- we can get it (1403 class) done in 1 day.

Injury: Injuries reported in training - one student walked into a MDT with no hood on.

Online learning component. Briant can look at old program to ensure new program is complete and update as needed. can get it into the new Cornerstone System when its rolled out.

Decontamination: Decontamination components is not technically required by 1403, but is addressed in NFPA 1500. We are incorporating decontamination into the new 1403 program as part of our internal policy based on VFSB guidance.

Vote: N/A

Motion Action: N/A

Topic: Fire Department Rosters Update.

Motion: N/A

Topic Discussion: Dr. Calvert would like a status on roster submissions from the Fire Service. He believes that the agency could get a better handle on the membership in an effort to understand the percentages of training. Dr. Calvert indicated that the information could provide us a better population base from which future epidemiology studies can determine on the impact of cancer types related to the fire service. These statistics will assist in justifying futures legislative initiatives.

Staff Response: No discussion.

Vote: N/A

Motion Action: N/A

Topic: Instructor Class Statistics.

Motion: N/A

Topic Discussion: Dr. Calvert would like to understand how many instructors are in the system (active versus dormant instructors, new instructors, etc.).

Staff Response: No discussion.

Vote: N/A

Motion Action: N/A

Topic: NFA Attendance Support.

Motion: N/A

Topic Discussion: Dr. Calvert believes this is a good program that he would like to see continue. Dr. Calvert would like to understand what we think would increase our participation in this federally funded program.

Staff Response: Deputy Brook Pittinger introduced, Chief Derek Baker who serves as the agency's liaison.

Chief Baker indicated that Tennessee is no longer active with this. The event usually held at the end of September has been experiencing a decline in attendance.

Upcoming: November 16 and 17, 2019 – there are 150 beds. This is solely for Virginia.

NFA: Chief Baker advised that classes have been selected. The four classes selected include, Building Organizational Support for Risk Reduction, Health and Incident Officer Safety Program Manager, Unified Command and All Hazards Incidents.

Marketing: DFP's PIO will enhance brochure and pursue efforts to advertise.

Fee: The fee is \$77 registration fee, which covers food and commemorative memento.

Vote: N/A

Motion Action: N/A

Topic: Firefighter I Curriculum Update.

Motion: N/A

Topic Discussion: Dr. Calvert would to get an update on the pass/fail rate, types of classes (single curriculum, academy curriculum, modular, etc.). He believes that we have been doing very well on this statistic and was wondering if there was a significant difference between the delivery methods.

Staff Response: No discussion.

Vote: N/A

Motion Action: N/A

NEW BUSINESS

Topic: Live Burn Facility Inspection

Motion: N/A

Topic Discussion: Dr. Calvert would like to discuss how we ensure that VDFP Certification Classes are only held in Live Burn Facilities with up to date inspections. He believes this is a liability that we need to ensure is covered. See **on electronic board book.

Staff Response: No discussion.

Vote: N/A

Motion Action: N/A

ADJOURNMENT

The Committee adjourned at 11:30am

Clerk of the Committee
Heather Smolka (substitute)
Reviewed by: Mohamed Abbamin, Clerk of Committee

REVIEWED BY:

APPROVED

Brook Pittinger
Deputy Executive Director

Friday, May 31, 2019
Date

Enclosure 1: Learning Management System (LMS) update.



Cornerstone LMS Brief

Virginia Department of Fire Programs

Date	5/8/2019
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Support Elements/ Risks/ Next Steps	
Certificates	<ul style="list-style-type: none"> Cross Scripting is approaching out of scope
Online Courses	<ul style="list-style-type: none"> No SCORM package: multiple options out of scope
Phased Approach	<ul style="list-style-type: none"> Allows for continuous testing and final validation
Governance	<ul style="list-style-type: none"> Provides the ins and outs of management, roles, permissions, and stakeholder responsibilities.
Important Dates and Additional Information	
<p>User Acceptance Training: 6/10-6/26 Internal Training: 6/1- 8/1 Soft Go-Live: 7/1 Go-Live: 8/1 End User Training Open Houses: 7/1-12/1 3 Month Review Stakeholder Meeting: 11/1 6 Month Review Stakeholder Meeting: 2/3/20 9 Month Review Stakeholder Meeting: 5/1/20 12 Month Review Stakeholder Meeting: 8/3/20</p>	