

**Department of Homeland Security/FEMA  
U.S. Fire Administration  
National Fire Academy Board of Visitors  
Teleconference  
February 3, 2009  
Building H, Room 300**

**Attendees:**

The following National Fire Academy Board of Visitors (NFA BOV) members were present for the meeting:

Ms. Helen L. Johnson (Chairperson)  
Executive Consultant (Retired)  
State Firemen's and Fire Marshals'  
Association  
5810 Charles Schreiner Trail  
Austin, Texas 78749

Mr. Robert Cumberland  
Director for Maryland  
Cumberland Valley Volunteer Firemen's  
Association  
222 Shipley Avenue  
Westminster, Maryland 21157

Mr. Chris Neal  
Executive Director  
International Fire Service Training Association  
930 North Willis  
Stillwater, Oklahoma 74078

Mr. Randy Novak  
Bureau Chief  
Iowa Fire Service Training  
3100 Fire Service Road  
Ames, Iowa 50011-3100

Dr. Sandy Bogucki  
Associate Professor  
Section of Emergency Medicine  
Yale University School of Medicine  
464 Congress Avenue  
New Haven, Connecticut 06519-1315

Captain Jack Reall  
President, Columbus Firefighters Union,  
IAFF 67  
379 West Broad Street  
Columbus, Ohio 43215

Chief Adam Thiel  
Alexandria Fire Department  
900 Second Street  
Alexandria, Virginia 22314

The following members were not present:

Chief Kelvin Cochran  
Atlanta Fire Rescue Department  
City Hall East, Suite 2001  
675 Ponce de Leon Avenue, N.E.  
Atlanta, Georgia 30308-1807

Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA)/U.S. Fire Administration (USFA)/National Fire Academy (NFA) staff in attendance:

Dr. Denis Onieal, Acting U.S. Fire Administrator, USFA  
Ms. Teressa Kaas, Secretary, NFA  
Mr. Ron Face, Director, Management, Operations and Support Services  
Dr. Kirby Kiefer, Acting Superintendent, NFA  
Mr. Rob Neale, Deputy Superintendent, NFA  
Mr. Ken Farmer, Section Chief, Leadership and Fire Risk Reduction, NFA  
Mr. Warren Campbell, Field Training Specialist, Education, Training and Partnerships, NFA  
Mr. Jeff Stern, DHS Advisory Council  
Chief Donald Oliver, Wilson Fire/Rescue Services, Wilson, North Carolina

### **Convene BOV Meeting/Opening Remarks**

**Ms. Helen Johnson, Chair, Board of Visitors**

**Dr. Denis Onieal, Acting U.S. Fire Administrator, USFA**

**Dr. Kirby Kiefer, Acting Superintendent, NFA**

Ms. Helen Johnson convened the meeting at 10:00 a.m. She welcomed the participants and introduced the newest Board members to the group. Chief Adam Thiel and Mr. Randy Novak, the new Board members, gave a brief overview of themselves to the rest of the teleconference participants. Ms. Johnson thanked Dr. Robert Fleming and Chief Don Oliver for their 13 years of service with the Board of Visitors.

Dr. Denis Onieal, Acting U.S. Fire Administrator, stated that Dr. Kirby Kiefer is the Acting NFA Superintendent. He also will be the Designated Federal Official for the conference call.

Dr. Onieal discussed some of his duties as Acting U.S. Fire Administrator. He will be traveling between the National Emergency Training Center (NETC) and Washington, DC. His job as the Acting U.S. Fire Administrator is to keep the Fire Administration in the forefront of FEMA activities.

### **Approval of October Meeting Minutes**

Ms. Johnson asked the Board members if there were any discrepancies or remarks regarding the October 2008 meeting minutes. Nothing was stated. Ms. Johnson asked for a motion to approve the October meeting minutes. Mr. Chris Neal so moved. There was a second from Mr. Bob Cumberland. All members were in favor.

### **Budget and Campus Improvements Update**

**Mr. Ron Face, Director, Management, Operations and Support Services**

Mr. Ron Face provided two handouts to the group for their reference. The 2009 Appropriations Bill has been passed and signed for \$44,979,000. Of that, \$500,000 has been set aside for deferred maintenance and \$1,179,000 for the National Fire Incident Reporting System (NFIRS)

upgrades. The 2009 DHS Appropriations Bill had language that required a report to be submitted to Congress describing future actions required to address the maintenance and modernization requirements of NETC, the campus which is jointly shared by USFA, its NFA, and the Emergency Management Institute (EMI). This report was due January 3. It has been submitted, but it will be reviewed by FEMA, DHS and the Office of Management and Budget (OMB) prior to submission to Congress. In the report it stated that there needed to be \$3,000,000 set aside to do a study to determine the projected needs of NETC over the next 15 to 20 years. Mr. Face stated that if there isn't more money provided in the budget for deferred maintenance that in the next few years we can expect to see major issues with the plumbing, sewer systems, and HVAC. These systems are extremely old and require constant repair on a daily basis. This may cause us to have to put together a plan to close the facility and move the activities that are here to another location. Mr. Face stated that the 2010 Budget Request has been submitted. This is not public knowledge. In the 2010 Request there is \$5.4 million identified for deferred maintenance. There are still a large number of items that need to be taken care of. It would cost approximately \$22,000,000 to complete the deferred maintenance for all the buildings.

#### **FACA Subcommittee Activity Report**

**Chief Don Oliver (out-going BOV Member)**

**Mr. Warren Campbell, Field Training Specialist, NFA**

Chief Don Oliver attended the National Professional Development Committee meeting December 1-2. Chief Oliver and Mr. Campbell stated that there were many positive outcomes from the committee meetings. They are looking into how to insert information on the Geographic Information System (GIS); how the application can be used, for associate and baccalaureate curriculum. Mr. Campbell recently attended a summit in Wyoming. The Colorado 2-year schools have adopted the Fire and Emergency Services Higher Education (FESHE) Model curriculum full force including course titles and codes.

#### **Academy Update**

**Dr. Kirby Kiefer, Acting Superintendent, NFA**

**Mr. Rob Neale, Deputy Superintendent, NFA**

Dr. Kirby Kiefer provided a hand out to the participants of a synopsis of the Academy update. Enrollments for the second semester are down by approximately 400 applicants due to the economic downturn. There are several States that are on an out-of-State travel ban which includes Indiana and New Jersey. The American Council on Education (ACE) review was held in December and it had a very positive outcome. There are very few suggestions and no major changes to be made. Dr. Kiefer praised the employees involved on their efforts. The first NFA certificates with the Continuing Education Units (CEU) designation were handed out in January. The certificates also include the logo and recommendation. The CEU information will be added to the catalog and Web site as the resources permit. There was a meeting with the Grants Office staff after the last Board meeting. The grants are in place, but another meeting will be held due

to lack of responsiveness. The calendar for Fiscal Year 2010 has been completed and will be posted shortly. The classes scheduled will be adjusted 2 to 3 months prior to grants review to accommodate.

Mr. Rob Neale reported that due to generous funding, there are currently 55 courses being developed or revised. There are 15 position specific All-Hazard Incident Management Team (AHIMT) courses on hold, but he is hopeful on getting these courses back on track. The contract instructor's evaluation program outline was sent out February 2. The purpose was to provide consistent means and due process to the instructors. Easy Button training is a new concept being piloted in five States to provide direct training to the States. This will be offered through local and volunteer fire departments in partnership with the States. Also in the works is the migration of software from an off-shelf product to 3D digital in the Simulation Lab. This will make the software usable within different communities. The pilot for this is in June. Mr. Neale also stated that the Emergency Medical Services (EMS) Program Steering Committee will hold a meeting April 6-7.

### **Board Discussion/New Items**

**Ms. Helen Johnson, Chair, BOV**

**Mr. Chris Neal, BOV Member**

Mr. Chris Neal gave a brief update on the Accreditation Subcommittee. During the last teleconference a series of questions was generated to retrieve feedback from Columbia Southern and the Distance Education Training Council (DETC). The second teleconference will be held February 5 where the responses will be reviewed. There will hopefully be a recommendation made by March and the report will be ready to review by the Board during their April meeting.

### **April Meeting Dates**

After brief deliberation, Ms. Johnson announced that the next Board meeting will be held April 1-2, with travel days being March 31 and April 3.

Ms. Johnson moved that the meeting be adjourned. Ms. Sandy Bogucki approved the motion. There was a second from Mr. Bob Cumberland. All members were in favor. Meeting adjourned.