

**FESHE Committee Meetings  
National Fire Academy  
January 27-29, 2012**

Friday, January 27th

6:00 p.m.                      Steering Committee meets with Jim Broman  
Carriage House

Saturday, January 28th

8:00 a.m.                      •        Welcoming Remarks (Dr. Onieal)  
J Auditorium                      •        Introductions: Members and Publishers  
   •        Federal Advisory Committee Act (FACA) Requirements/National  
   •        Fire Academy (NFA) Board of Visitors (Adam Thiel)  
   •        NFA Update (Mike McCabe):

- Fire and Emergency Services Higher Education (FESHE)  
Recognition and Certificate program  
- American Council on Education (ACE) status  
- Matrix Update: Professional Designations

•        International Association Fire and Emergency Service Higher  
Education (IAFESHE) Update (Barbara Klingensmith)  
•        Publishers Panel  
•        R188 Training: Professional Development/Matrix Implementation  
(Ed Kaplan)  
•        Committee Room Assignments:

- National EMS Management (EMSM) Degree Programs  
Committee (J-138)  
- National Fire Science Degree Programs Committee: Associate's  
(J-101)  
- National Fire Science Degree Programs Committee:  
Bachelor's/Graduate (J-107)  
- National Fire Prevention Professional Development Committee  
(J-134)  
- National High School to College Pathways Committee (J-122b)  
- FESHE Conference Steering Committee (J-123)

•        Committees Meet

4:00 p.m.                      •        Committee Report Outs  
J Auditorium

Sunday, January 29th

8:00 a.m.                      Committees Meet  
Assigned Rooms

4:00 p.m.                      Committee Report Outs  
J Auditorium

To-Do List (partial list for consideration):

- High School Pathways (Room J-122b):
  - Video Production
  - Mission Statement
  - National Conference Agenda
  
- Bachelor's (Room J-107):
  - Recognition Review
  - Curricula Review, Student Learning Outcomes (SLOs)
  - Mission Statement
  - National Conference Agenda
  
- Fire Prevention (Room J-134):
  - 2+2 and Pre-Fire Protection Engineering (FPE)
  - Curricula Review
  - Mission Statement
  - National Conference Agenda
  
- Steering (Room J-123):
  - Mission Statement
  - National Conference Agenda
  - Matrix Self Development and Experiences Column
  - New Committees (Wildland, Department of Homeland Security (DHS), Special Tactics and Rescue (STAR))
  - Membership Policy Guideline Review
  
- Associate's (Room J-101):
  - Recognition Review
  - Mission Statement
  - National Conference Agenda
  - Curricula Review and SLOs
  - Chair Elections
  - Membership

- EMS (Room J-138):
  - Regroup
  - Redefine Goals and Strategies
  - Mission Statement
  - National Conference Agenda

**National High School to College Pathways Committee**

## Members Present:

Doug Ott  
Travis Ford  
Ann Jarvis  
Steve Gervais  
Gail Warner  
Bob  
Buddy Hyde  
Paula Simone

- Introductions of members – Welcome Gail, Ann, Steve, and Bob!
- Overview of selection process
  - Committee used a matrix and all applicants were scored according to the same matrix; the top four applicant scores were chosen
- Review of committee work to date
- Video production
  - Scripting for the production
    - National Professional Model
      - Paula and Travis
    - Goals
      - Gail and Bob
    - Dual Enrollment
      - Ann and Steve
- Review/Revise the vision and mission statement
- Strategies to promote adoption of competency-based degree programs in Fire and Emergency Services Higher Education (FESHE) community
- FESHE Charter
  - Add Secondary School to list in **Membership Profile & Recruitment**
  - Remove the word “advocate” under **Membership Profile & Recruitment**; redundant since the word “promote” is in there already
  - Stress the importance under application **Must adopt/promote FESHE model if not already in progress**
  - Add under application process in the **Letter of Interest**:
    - Include how applicant affiliation pertains to the specific committee
  - Letter of support should be written on official letterhead
  - If Charter adopted by every committee, add
    - Implementation or adoption of the core curriculum
    - Matrix in Charter as a guide for everyone to follow for member selection and scoring--make separate bullet item for selection process

- There should be at least five committee members present for selection process; if committee does not have five members, then must use members from other committees to help make the selection
  - Under **Leadership** in the end add
    - Elections shall be held on the committee annual conference meeting
- Remaining Work
  - Finish draft scripts
  - One file, all scripts
  - Look at matching footage to scripts and note this on slides
  - Review scripts and video notes

**National Fire Science Degree Programs Committee: Associate's**

## Members Present:

Ralph De La Ossa  
Dr. Debra Mertz  
Gary Fulton  
Judith Kuleta  
Terry Koeper  
Larry Perez

## Identify Strategy

- Use of Social Media
  - Twitter
  - YouTube
  - Facebook
  - LinkedIn
  - Produce DVD and USB Flash Drives for distribution
  - Must be ADA Compliant
  - Resource to do this would be College Support (San Bernardino and others)
- Marketing/Partnerships
  - Publishers, publications, and journals
  - International Association Fire and Emergency Services Higher Education (IAFESHE)
  - State Training
  - International Fire Service Accreditation Congress (IFSAC)/Pro-Board
  - International Association of Fire Fighters (IAFF)
  - International Association of Fire Chiefs (IAFC)
  - International Association Fire and Emergency (IAFE)
  - Prevention Advocacy Resources and Data Exchange (PARADE)/Training Resources and Data Exchange (TRADE)
  - Colleges
  - Fire Departments
  - National Fire Protection Association (NFPA)
  - Department of Defense (DOD)/Military
  - Burn Institute
  - Fallen Firefighters Association (FFFA)
  - June conference--invite college leaders
  - State Regional summits
  - Use of printed publications
  - Academic Common Market--reciprocity and articulation agreements
- Other Discussions
  - Fire and Emergency Services Higher Education (FESHE) Policy Guidelines review
  - Update core and noncore with "suggested readings"
  - Vacancy on committee

- Institution Reviews
  - Approved 11 institutions
  - Returned 12 for additional information/missing data
  - Total course review is 126
  - Review cycle in conjunction with National Fire Protection Association (NFPA) rewrite cycle

Associate's Curriculum for Institution Acceptance for National Recognition																
CORE Curriculum								Non Core Curriculum								
Institution	Sent / Date and Committee Member to Review	Approved/Not Approved/Comments	Fire Prevention	Fire Protection Systems	Fire Behavior & Combustion	Principles of ES	Building Construction for Fire Protection	Principles of Fire & ES Safety & Survival	Legal Aspects of Emergency Services	Hazardous Materials Chemistry	Principles of Fire and Emergency Services Administration	Fire Investigation I	Fire Investigation II	Strategy and Tactics	Fire Protection Hydraulics and Water Supply	Occupational Safety & Health for Emergency Services
#REF!		Not approved 4-2011	NO	NO	OK	OK	Missing 3 FESHE Outcomes T & B	NO		NO	OK			NO	NO	
#REF!		Not approved 6-2011	NO, rely course description matches	Missing FESHE Outcomes	Yes	Missing FESHE Outcomes 11 & 12	Missing FESHE Outcome: 8 Identify the role of fire as it relates to building construction.	Missing Life Safety Initiatives in course description		Yes	Missing NIMS	NO, outcomes do not match FESHE	NO, outcomes do not match FESHE	Missing NIMS in Outcomes 6 & 7.	Missing FESHE Outcomes 5 and G.	Yes
#REF!		Not approved 4-2011	NO	NO	NO	NO	NO	NO								
#REF!		Not approved 6-2011					Missing Outcomes for Life Safety Initiatives.							NO	Missing	

- How to honor Val
  - Discussed purchasing a brick in honor of Val and having Sheila present in June
  - Need donation by all FESHE Committee members who wish to donate

**National Fire Science Degree Programs Committee: Bachelor's/Graduate**

- Reviewed Fire and Emergency Services Higher Education (FESHE) Committee membership. Approved as amended by Pathways committee. Would like to add under elections that when elected to the Chair position, that person is willing to serve a minimum of 2 years.
- Suggesting two revisions to the recognition application:
  - Add a signature line for university/college official at the Dean's level or higher before submitting.
  - Add a signature line with the reviewed line. Currently, there is just a place to show who reviewed and their title, but no place to sign.
- Statement for Master's program as currently adopted will remain unchanged.
- Degree at a Distance Program (DDP) courses are longer handed-off. It is the course objectives that are handed-off.
- Adopted, for the most part, the course outline used by the Associate committee. All bachelor courses will be converted by June meeting.
- Approved for recognition Embry-Riddle, Jefferson State, and Southern Illinois University. Conditionally approved Cleveland State pending submission of more information.
- Put the list of available course resources to include texts on the Web (Mike McCabe).

**National EMS Management Degree Programs Committee**

Members Present:

Diane Flint  
Bob Seitz  
Sebastian Wong  
David Becker  
Angel Burba  
Jeff Lindsey  
Monica Moosang (Visitor)

1. Membership
  - Committee of 11
  - Virtual lamp post
  - Email vote after submitting
    - Letter of interest (Fire and Emergency Services Higher Education (FESHE) background, commitment)
    - Résumé
    - Letter of support from supervisor
    - Email to committee chair
    - Chair sends out to everyone for email vote
    - Chair and Co-Chair
    - Member recruitment
      - Skip Kirkwood (confirm)
      - Bob Sietz
      - Dave Becker
      - Michael Buldra (Eastern New Mexico University)
      - Mike Ragone
      - Forrest Wood
    - Reach out to career college representative
2. Curriculum (5-year revision cycle) courses on Emergency Medical Services (EMS)
  - Foundations of EMS Systems (complete)
    - Keep title
    - Prerequisites Emergency Medical Technician (EMT)
    - Stamp timeframe on outline
    - Confirm outline (present)
    - Declarative outline
    - January 2009
  - Ambulance Operations (change this to Management of Transport Services)
    - Actual (EMS Operations and Administration)
    - Decide to keep or drop
    - Outline weak and needs update
    - Stamp on timeframe January 2012

- Human Resources Management (remove completely)
    - Change to Personnel Management for Fire and Emergency Services
    - Get outline
    - Confirm time-stamps
  - Management of EMS (repost outline)
    - Confirm outline location
    - Timeframe for revisions
    - January 2010
  - Quality Management and Research
    - Change title to EMS Quality and Performance Management
    - Confirm outline needed
    - Confirm revision schedule June 2011
  - EMS Educator (move to elective)
    - Change title
    - Confirm outline
    - Add Network of Educators and Mathematics and Science Experts (NEMSE)/ Department of Transportation (DOT) curriculum
    - Stamp revision schedule June 2012
  - EMS Safety/Risk Management (complete)
    - Change title by adding EMS
    - Confirm the outline (current)
    - Revision timeline January 2011
    - Parallels R-154
  - EMS Community Risk Reduction
    - Strengthen outline
    - Move to core
    - Time-stamp June 2009
  - Legal, Political, and Regulatory Environment in EMS
    - Needs outline
    - Find outline
    - Move to core on Web site
  - Issues in Fire and EMS Management (Elective)
    - FESHE bachelor's material
    - Needs outline
3. Moved to the elective
- EMS Special Operations (elective)
    - Match R-152
    - Convert National Fire Academy outline
  - EMS Public Information Education and Relations (elective)
    - Change to EMS Public Information & Community Relations
    - Need outline
    - Place public relations, marketing, and Public Information Officer (PIO) to this content

- EMS Communications & IT (elective)
    - Needs outline
    - Cover dispatch, radios, to Electronic Patient Care Reporting (ePCR)
  - EMS Finance (elective)
    - No outline
  - Analytical Approaches to EMS (elective)
    - Matches with EMS hot topics
    - Needs outline
4. Post the matrix on competencies
    - Schedule version 3.0
    - Post the Version 2.0 Vertical verse Horizontal Matrix
    - Bring the poster inline with the new competencies
  5. Move to an accreditation of material with CoAMSP
  6. Matrix of competencies
    - Match up the competencies with what is in the outlines
    - Outlines will need to be in place first
    - Crosswalk the material is the idea of the finalized process
    - Use the competencies to fill out the outlines
  7. Poster changes
    - Remove “preceptor/instructor”
    - Insert “Crew Leader” under EMS supervisors
    - Change EMS supervisor to “Supervising EMS Officer”
    - Replace EMS Chief Officer with “Managing EMS Officer”
    - EMS Executive is replaced with “Senior/Executive EMS Officer”
  8. Match the Centers for Public Safety Excellence (CPSE) Chief Medical Officer Designation to the FESHE EMS competencies to be crosswalked to the material at June conference
  9. FESHE Recognition for institutions that retain the six core courses

### **Summary**

#### **FESHE EMS Core**

- Foundations of EMS
- EMS Management
- EMS Quality & Performance Management
- EMS Safety & Risk Management
- EMS Community Risk Reduction

- Legal, Political, & Regulatory issues in EMS

### **FESHE EMS Electives**

- Management of Transport Services
- EMS Educator
- EMS Special Operations
- EMS Public Information & Community Relations
- EMS Communications & IT
- EMS Finance
- Analytical Approaches to EMS
- Issues in EMS Management

EMS Committee Working Document

Issue	Discussion	Responsible party
Old Business	Chairperson/Co-Chair: discussions and election of members present. Jeff Lindsey to Chair, Angel Burba to Co-Chair.	Inform Jeff.
Member Recruitment (from 2011 Winter meeting brainstorming)	Membership: <ul style="list-style-type: none"> <li>• Skip Kirkwood (confirmed?)</li> <li>• Bob Sietz (member)</li> <li>• Dave Becker (member)</li> <li>• Michael Buldra (Eastern New Mexico University)</li> <li>• Mike Ragone</li> </ul> Organizational representation--is that allowable? Discussed, not prohibited, but not recommended.	David Becker to contact Mike Ragone and Michael Buldra will make contact. Jeff Lindsey to contact Lori to develop an introduction letter and to send to all bachelor program directors to invite them to join the committee.
Outstanding Issues	Where is the document that lists the crosswalks for the EMS management?	PDF document found in report from last year. We need to get this document unlocked so we can add to it. Who will do this?
	Identification of core/electives and placed into an excel spreadsheet.	Angel to draft document and send to Jeff.
Next Steps	Assignments:	<ul style="list-style-type: none"> <li>• EMS Mgmt Dave/Bob March: one deadline to Jeff of outline</li> <li>• EMS Quality and Performance Mgmt: Check with BS and Mike Stern (Jeff to lead); March 15.</li> </ul>

Issue	Discussion	Responsible party
Next Steps (cont'd)	<p>Assignments:</p> <p>Electives assignments:</p>	<ul style="list-style-type: none"> <li>• EMS Risk Reduction in the Community (convert BS/Fire AFO-06 or MFO-11) and check with Mike Stern to see if already done; deadline March 15.</li> </ul>
		<ul style="list-style-type: none"> <li>• EMS Educator--Angel, May 1.</li> <li>• Special Ops--Jeff, April 1.</li> <li>• Finance--Diane, March 15.</li> <li>• PIO/PICR--Jeff, April 1.</li> <li>• Communications and IT--Seb, March 15.</li> <li>• Analytical approaches--Seb, March 15.</li> <li>• Issues in Fire and EMS management Jeff, check if BS group has comparable class.</li> </ul>
	<p>Consider adding elective: Personnel Management of Fire and the Emergency Services.</p>	<p>Angel--deadline: March 15.</p>
Template	<p>Jeff to tweak existing EMS management template to replace course outline with objective (to mirror other course in FESHE).</p>	<p>Jeff to email group the legal outline (Word doc) for the group to use as a template.</p>

Issue	Discussion	Responsible party
Email Contact for Participants		<p>Jtlindsey1@aol.com</p> <p>dflint1@umbc.edu</p> <p>aburba@howardcc.edu</p> <p>sebwong@earthlink.net</p> <p>seitzsr@upmc.edu</p> <p>dsbeckermo@msn.com</p>
FESHE Annual Meeting		No recommendations to consider for event.
Drop Box	All documents be posted to drop box and Jeff to invite FESHE folks.	Diane to establish a drop box for the group to share. Forward to Jeff to invite FESHE folks.
Liaison to Other Committees		Diane and Seb to drop in on all FESHE committees tomorrow and provide Jeff with report.

**National Fire Prevention Professional Development Committee**

## Members Present:

Jim Wenzel  
Don Oliver  
Gerri Penney  
Dan Uthe  
Faron Taylor  
Lisa Jones (Guest)

- Welcome and Introductions.
- Committee Membership--revised policies--new member(s).
  - The economy is negatively affecting committee members' participation, as the funding mechanisms supporting committee meeting attendance and work has been eliminated or substantially reduced.
  - Committee members are very busy yet they continue to volunteer their time.
  - New membership: a few people were suggested and will be approached for possible addition to the committee. Need to verify current membership continued involvement for those who were not here. Focus on mission continuity by having younger member recruitment, multidisciplinary experience/perspectives. A member from "middle-America" would be good for representation, as we currently have members from the west and east coast areas.
  - It was discussed that committee membership for this committee should include retired fire service professionals. "This committee has a different DNA" (Ed Kaplan).
    - Importance recognized in not losing committee's continuity, momentum, institutional knowledge, experience, influence.
    - Recommended changing committee membership rules for this committee to allow retired fire service professionals.
- Unfinished Business: Fire and Emergency Services Higher Education (FESHE) Instructor Tool Box Web-Linked with Learning Resource Center (LRC) Exchange and Multimedia Educational Resource for Learning and Online Training (MERLOT).
  - Mike McCabe has "Lessons Learned" from Chief Ronny Coleman on a flash drive. Gerri will ask him for a copy and forward to Don Beckering to put on the FESHE toolbox which will reside on MERLOT as well as the LRC Exchange.
  - Gerri will email the files to Don Beckering; include in the "Instructor Tool Box" on the MERLOT site.
- Florida Fire Code Administrator/State Fire Marshal (SFM) rule (update) established a rule to create a Fire Code Administrator (Fire Marshal) that is based on NFPA 1037 although it isn't called Fire Marshal. Jim Crawford, chair of NFPA 1037, will address the title of that position.
- Centers for Public Safety Excellence (CPSE) – Fire Marshal Designation.
  - Will allow for a "portfolio" approach.

- Not accredited through International Fire Service Accreditation Congress (IFSAC) or Pro-Board.
- International Code Council (ICC) – CPSE partnership potential (idea).
  - Jim Crawford to followup.
- Updates on NFPA standards: 1035, 1026, PIO, 1037 – certification and model measures, others?
  - 1035 – phone conference “want to move PIO from 1035 to 1026.”
  - 1026 – Incident Management Personnel Professional Qualifications.
  - 1037 – little change; minor improvements.
- Review lists of texts/new texts from publishers/scan for content matches
- Reports from Associations and Bachelors Committees re: NFA certification and vetting Fire Prevention courses and other issues.
- Vision 20/20 Update – Jim Crawford.
  - Online training added – A Key Piece! (Model Measures) – actionable items for that particular task group; once they get them completed, where should they go? Who can host the training? Training gap identified. The need is even more **urgent** given the economic constraints restricting travel to training opportunities offered around the country.
  - Online training added can be a main point of contact.
  - Funding available for the next research project on smoke alarms (Marketing/EP).
  - National message developed (Advocacy, Marketing).
  - Smoke alarms in homes are key. How can we get working smoke detectors in homes? Some fire departments install them. Some fire departments partner with nonprofits to get the job done. (Culture.)
  - “Let’s focus on technology that prevents fires in the first place!” Key challenge: As technological advances are identified, how can we promote them? (Technology.)
  - Work is being done on the smoke detector controversy
  - Burner/cooking appliance/cooking fires continue to be leading causes of fires. Fire-safe burner installation has been approved (ordinance) in Wilson, NC (Don Oliver).
  - International Association of Fire Fighters (IAFF) serving as the lead in this area (codes and standards). Work in progress.
- Online training, additional agenda items.
  - (Ed Kaplan) FESHE needs free speakers/presenters for the June Conference.
  - (Ed Kaplan) FESHE model adoption can be advanced via a “Summit Strategy,” which can combine various communication efforts among partners to get the FESHE model “ratified” for community colleges and universities.
  - Gerri Penney added that Florida is a “FESHE State.”
  - The question was asked whether each State had Department of Education for inclusion and to help get the word out.
  - Imperative to include State Fire Marshal’s offices, State Fire Marshal’s associations, and Fire Chief’s associations for involvement.
  - An email can be drafted and sent out to our contacts.

- International City/County Management Association (ICMA) partnerships are needed to further advance the mission and goals.
- (Don Oliver) The Florida model of certification of standardization... is a good start.
- Invited Guest: Gerry Bassett on new courses piloting at the National Fire Academy (NFA). (Public Education.)
  - Cultural Competence in Risk Reduction.
  - Neighborhood Outreach for Station Personnel.
- Invited Guest: Bruce Hensler, Prevention & Information, Ntl Fire Programs.
  - Fire Prevention Topics for FESHE Conference are on the conference outline.