

FST Advisory Committee Meeting Agenda - Minutes

Tim Atwood	Bill Deruyter	Karine Johnson, FST
Jerry Holenbeck	Josh Masterson	Ilian Gutierrez, FST
Michael Mather	Darrin Raskopf	
Shannon Tolman	Scott Williams	

Date: 12/05/22 @ 1300

OLD BUSINESS:

Instructor Update:

1. No update. Still ongoing project.
2. Continue to update missing instructor information,
3. Have been taking applications for the instructors for the following groups.
 - a. Those who FST has no file but they are in our database
 - b. Those who FST has in the database but no file
 - c. Those who entered into the system when the program first moved over and FST does not have file or info in the database.
4. Have not yet had a chance to meet with HR.
 - **Preference is to take care of things on our end and then have Audrey finish her side once we approve from application.**
 - **Other option is to send through Idaho state website. We could send an approval letter to apply that would be required at application. This would filter application.**

Michael Page is still looking for a license of an old office suite to support the program we have now.

IFSAC Change Highlights:

1. Still pending test bank validation for the two new DO levels. FO validation complete!
2. Still pending creation of skill sheets for the two new DO levels, update of portfolios for **FOI & FOIL, and create for FOIII. – Scoring rubrics and portfolios need updating. DO need validation – date TBD. Will update once we have a new group to validate.**
3. Skill Sheets for HMA/HMO/FFI have been updated. FFII in progress. DOG/DOP and FI-I shouldn't need any attention. **FFII - Skill sheets need updating. One was found from Bill Hicks that we can use as a starting point. Ross moved everything to a 100 point system without providing for evaluator training on how to use the system.**
4. There will be two separate applications for Written and Skills testing request to better align information coming in with our behind the scenes processes. **These are already updated on the website. There is also a regional map and representative information. You may also see agendas and minutes!**
6. Sent emails out to state HM instructors per Mike Mather request from last meeting. Not much to update at this time.
 - Option 1: Do not accept them and require entirety of HMO to be tested in Idaho.
 - Option 2: Create a “mini-test” to test written and skills to bridge those additional Mission Specific competencies and issue Idaho HMO.
 - Option 3: Drop the two mission specific that are causing conflict and remove the skill sheets. Can always bring back if other states start to get on board. Example of

challenge is we have lack of equipment to send out for Technical Decon.

Discussion

Karine – Have you had a chance to reach out to start a committee, or should I? Mather – Have not had time to devote a lot of time. Should just pick a time and day. Karine – Will get a group together and send out a zoom invite once a time is picked out. This format needs editing.

Mather: Clarification Requested - preference would be given to option 3?

Clarification: Testing wise it would be less of a burden. Mini Test concern - IFSAC already has seal for Haz Mat operation but can't issue one for IFSAC seal Operations. We are not allowed to seal over one that has already been issued. One IFSAC seal would cover ch 5 core competency 6.2 & 6.6. To get a seal for just the mission specific 6.3 & 6.4 would be more difficult when moving in or out of state. It would be considered partial reciprocity. IFSAC could also void old one and make a new one BUT the workload would intensify for FST. Once a learning management is in place then having a new one would be feasible (workload wise).

Ambulatory takes a lot more people. – SUBJECT TABLED FOR FURTHER DISCUSSION.

Holenbeck requested to meet and discuss after AC meeting. Karine pointed out that Mather was hoping to speak to a broader scope of people. Holenbeck was the only one in attendance to also be hazmat.

Action: Karine and Mather agreed that Karine will set up a meeting for this discussion.

SOG Change Highlights:

1. SOG, Advisory Council Membership, By-Laws, and all future agendas and minutes are posted!

Communication team would like to keep skill sheet names and add date in parenthesis after, so field will know if they are the updated skill sheets or not. Has to do with web links on the back side to keep versions/years out of the file names.

Assets

1. Have sent all info requested by CEI over twice. It will cause a significant problem for SIFA if it doesn't get done within the next 2-3 week. Has been escalated to Clay. **Reiterated the importance that Clay has been in moving this forward. Should see an update by the end of the week.**
2. Still undermined if there are 2 or 3 Forcible Entry Trailers. Have only found 2. **Opened to council if they have any updates on totes.**
3. Penny's inventory sheet showed 3 sets of HM Totes. Have been told there were 6 purchased, 1 for each region. I found Regions 1-2, and a set at CEI (Region 6).

Holenbeck will provide an updated list for water rescue equipment.

Mather has sent an inventory and reorder list. By FST request, Mather will resend it these lists.

Reminder: Correspondence should be going to the main FST email – fst@cte.idaho.gov

AC Alternates:

1. Still need alternate designation for District 3 (Tim Atwood), District 5 (Mark Mendez), District 6 (Dale Pickering), Industrial FDs (Jerry Holenbeck), and IFCA (Bill Deruyter). If you've sent them in an I missed it, my apologies. Please re-send. **Tim, Bill, and Jerry need to send in.**

Deryuter – Clarification requested: What are the qualifications for an alternate?

Qualifications: If you can't make it, it allows for better continuity and communication. This ensures that the group can keep continuing onto new business while ensuring each region is kept updated on old/new business.

NEW BUSINESS:

Tolman – requested clarification on a couple of things with skills packets. Had wrong covers but correct skill sheets. (This has been addressed by Cindy).

In the future we hope to have a separate training calendar.

FST would like to thank the kind and inspiring words from the advisory council regarding our performance!