**FST Advisory Committee**

**Meeting Minutes**

**Date: April 1, 2024**

Attendees: Tim Atwood, Shannon Tolman, Steven Berg, Bill DeRuyter, Justin Capaul, Darin Raskopf, Travis Myklebust, Clay Long, Mark Mendez, Debbie Carpenter, Marty Matney, Brad Terry, Matthew Frisbee, Cindy Cook, Sandi Wiensz

**Old Business:**

**Flash Over Trailer** – The application for transfer of the broken trailer has been sent out. Idaho Fire Chiefs were included in the contact list. The details of the process of purchase can be sent out to any fire related agency in the state. Some of the deciding factors will include:

1. Where will it be located in order for it to have the most effective use by department
2. The person acquiring the trailer will need be responsible to move and repair the trailer in order to be a usable regional training prop. The agency receiving the prop will take over storage fees 30 days after receiving the prop. Deadline for applications is April 20, 2024.

**Equivalency Rewrite Team** – The Equivalency will start this month. Brad Terry, Travis Myklebust, Bill DeRuyter and William Steele. Not this week like Brad, (I) said.

**Instructor/Mentor Process – SOG** – FST met with the Department of Human Resources. The process for onboarding new instructors is started. We have 2 in process, with 50 in line.

**NFA Classes – FY 2024** – (Update) – Class selections have all been completed and submitted to NFA.

**RESOURCE I** – This is now available for instructors to access. <https://moodle.ifsta.org/>

Instructors can request access through FST email.

**Clearwater Academy** – A total of 267 students participated in events. There were 21 instructors who conducted the events. The City of Orofino donated two commercial buildings that were used in the Essentials Hose/Fire Stream and Forcible Entry Class.

**New Business:**

Clay Long, CTE Director was in attendance and recognized Brad Terry as the new FST Director. While in attendance, Dr. Long brought us an update regarding the FST budget that is before the Idaho Legislation. Requesting an additional $50,000 for Instructor/Evaluators and Testing/Training

**Training –**

* Currently there have been 18 requests for training events in the month of April and 14 requests for training have been completed in the month of March.
* Snake River Valley Academy are the weekends of April 6-7 and May 3-5.
* Update on where equipment is currently being used.
* Rosters need to be submitted after completion of training events. Course cannot be completed in the database and certificates cannot be created until the rosters are received and entered into the FST database. This is an ongoing issue.
* Website: assets will be put on the FST website and there will be an Asset Request form that will be used in the future. Now the asset is requested through a course request found in the Training/ Forms tab. <https://cte.idaho.gov/programs-2/fire-service-training-2/training/>
* There is now a Wildland Training link that can be accessed from the FST website under “Instructor Resources” tab.
* Course requests must be submitted 45 days prior to the event being conducted to ensure that the needed books/equipment can be ordered/moved in order to accommodate the requests.

**Testing –**

* April is one of the busiest months for testing.
* An email is being sent out this week asking for individuals who would be able to be a part of the team that would conduct the validation process for the next Edition of HazMat validation on the 15th & 16th. This process usually takes about 2 days total to accomplish.
* Scantron is still being worked on. Difficulty in getting the Scantron up and running properly.
* Fire Officer I framework is still being put together. For now, applicants can work on putting together their portfolio.
* Fire Officer II completion date – We are looking at mid-summer

**Forcible Entry Prop** – FST is currently working on getting an additional prop with the AFG Grant. Irons, aluminum wedges and saws for dowels will be added to all of the Forcible Entry Prop trailers. A third trailer and prop will be fitted with all the same FE equipment to allow a FE trailer in each regional hub.

**Skills USA** – This event will be conducted at the Nampa Civic Center this year. FST will be providing the Driving Simulator for use in these hands-on events. Brad Terry will be attending the Firefighting competition and will provide certificates of completion to the students who participate.

**Cyber Security Training in LUMA** – Despite all of our efforts to ask that FST instructors be exempted from completing this training, FST instructors should complete this training in LUMA. FST staff will be available to assist you in the process of logging into LUMA and finding the events that need to be completed. LUMA will be sending each instructor nagging emails letting them know that, unless they complete this training in a timely manner. Instructor/Evaluators can add an additional 30 minutes on to their next event to cover the time.

**Advisory Council Chair:**

Voting members of the FST Advisory Council will need to select a replacement for the position of FST Chair that has been vacated by Jerry Holenbeck. Update 4//10/2024; Steve Berg has been nominated. Voting is in progress.

**Next Advisory Council Meeting date May 6, 2024 1:00 PM**