

Fire Education Advisory Commission  
Division of Fire Safety  
March 1, 2023

**Meeting Minutes**

*The Missouri Fire Safety Education/Advisory Commission works to provide training and continuing education to the fire service throughout Missouri.*

**Portions of this meeting may be closed pursuant to RSMo 610.021 (11 & 12)**

**Call to Order: Greg Brown @ 1015 hours**

**Roll call:**

Fire Education Advisory Commission: Brain Zaitz, Bruce Lipe, Jim Ludden (WebEx), Alan Braun, Traci Wiley, Dan Manley, Greg Brown

Staff: Fire Marshall Tim Bean; Deputy Chief Greg Landwehr, Amanda Williams, Brock Biggerstaff, Justin Merritt, Julie Voss; Jessica Prewitt; Shane Adams, Matt Luetkemeyer

Guests: Jeff Romines (Three Rivers); Bob Tucker (Cedar Hill); Brian Gaudet (Hillsboro); Kraig Bone (LETS); Jim Paisley and Mike Arnhart (Columbia); Tracy Gray, Gail Hagans and Harry Ward (MUFRTI); Lynn Morgan (Republic); Ben Wahl (Springfield); Chris Bird (Western Taney); Steve McClane (MERC); Dave Neighbors and Paul Davis (STL Fire); Bob Little (Central Jackson County); Aaron Bockhorst (Ferguson/North County Training Academy)

**Approval of Minutes from 1/4/2023**

Motion: Bruce Lipe  
Second: Traci Wiley  
In favor: All present

**Legislative Update – Tim Bean, Fire Marshal**

Bills impacting fire service on good path and Division is in good shape  
Ask is in for more education money

**Division/Staffing Status – Tim Bean, Fire Marshal**

Division staffing update

- Nothing to report

**Fiscal updates – Jessica Prewett**

Budget Update

- NDI for Workforce portal was not recommended by the Governor and will not be part of the budget
  - Initial cost \$26k, annual of \$20-21k

**Training Unit Report – Greg Landwehr, Deputy Chief**

Contracted Training update

- FY23 financial report
  - All monies obligated for training
- FY23 course request report
  - Obligated all money for contracted training
    - Total requests \$973k
    - \$190k in requests for next fiscal year
      - These classes will be ready to deliver July/August 2023
  - Question from Gail Hagans regarding classes that were submitted for contracted training
    - Gail: Were any of the classes that were not approved automatically pushed to FY24 or do they need to put in another application?
    - DC Landwehr: If they were requesting to host close to the start of FY24, we will push them to FY24, otherwise they will need to re-submit
- FY24 course requests
  - \$190k in requests so far for FY24 to be delivered July/August 2023

NFA Courses (Federal FY23 fiscal year 10/1/22 – 9/30/23)

- Two upcoming courses in March and May

- Will be 5 total courses held in the Region for this year
- FY23 course call is out as of 3/1/23
  - Deputy Chief Landwehr meeting with them next week to schedule all classes for the next year

#### Training Unit Update

- 3316 exams administered, 1021 certifications issued
- Will be partnering with DetecTogether (cancer awareness educator) to put their online content on our Acadis LMS to push out to firefighters across the State of Missouri
  - DetecTogether started on east coast by a doctor who lost someone to fire-related cancer
  - Have partnered since with organizations and influencers to bring cancer awareness to firefighters across the State of Missouri
  - Modules are short and user friendly
  - This will tie in CEUs for every certification level
  - DetecTogether is also partnering with the FF Critical Illness Pool
    - Brings in at least 3 of the cancer initiative classes

#### **AFG Grants Update – Deputy Chief Landwehr**

##### 2020 AFG (F550 Truck)

- Delivery by end of March expected
- Only thing on the grant so easy to close out

##### 2021 AFG (Exterior Burn Props and Trailer)

- RFP is in process to be published once it has been placed in Mo Buys (around end of next week)
- Performance period is by August of 2024 to complete

##### 2022 AFG (Turnout Gear and equipment replacement for the technical rescue trailers)

- Released in February 2023
- Put in for turnout gear for 2 members of training unit and equipment replacement for Tech Rescue trailers
  - In 7 years, 2200 students have used the trailers for certification and CEUs

#### **Old business:**

##### Update on FY24 Training Contracts RFP

- RFP is pending DPS approval, then will be put into Mo Buys

#### **New Business:**

##### NFPA updates to programs

- Almost finished with NFPA 470 update for HazMat
  - Submitting to IFSAC for approval soon, submitting to ProBoard with renewal application
  - Question from Dan Manley to Deputy Chief Landwehr
    - Dan: Is this for just Technician?
    - DC Landwehr: This will update all three levels.
    - Dan: Is this updating to a new Text?
    - Justin Merritt: This will update to the 3<sup>rd</sup> Edition
    - Chris Bird: Will there still be 2 books?
    - DC Landwehr: Essentials does not cover the new standard, so we will only be using the HazMat for First Responders for HazMat certifications
    - Dan: Kudos on the communication going out prior to rolling out the update
  - Skills will be moving to a scenario-based testing
- Fire Investigator is in process and is due to ProBoard and IFSAC by June 30, 2023
  - Online 1-day content on NFPA 921
  - 5-day in-seat class on content using IFSTA textbook
  - 2-day testimony class modeled after IAAI and NFA
  - Question from Jim Ludden to Deputy Chief Landwehr
    - Jim: Can we have all information sent out to departments regarding the changes to the program in a similar manner as Justin did with HazMat
    - DC Landwehr: We will send this out
- All updated standards will move to allowing the students the entire standard cycle + 2 years to complete all requirements for certification (skills and written testing) once a course is completed
  - Caveat: there will NEVER be an extension issued to a student
  - Once this starts, the least amount of time a student will ever have to complete skills and written testing will be 18 months (6 months longer than they have now)
  - Question from Mike Arnhart to Deputy Chief Landwehr
    - Mike: Are we concerned with students taking too long to complete their skills that they will inherently do poorly on their skills due to time that passed since their course completed

- DC Landwehr: After about 18 months, students typically forget about completing their skills, but we can set up the system to send reminder emails
- Chris Bird: As departments, we need return on our investments and 5 years is too long, so we need some time to be able to manage our own people
- DC Landwehr: This is the purpose of the Workforce Portal
- Question from Traci Wiley to Deputy Chief Landwehr
  - Traci: For FF1&2, do you have to have a diploma to be certified?
  - DC Landwehr: There can be exceptions to the rule; however, policy currently states high school diploma or equivalent
    - Workforce tracking, experience, home-schooling, and other elements can be considered in lieu of formal education

ProBoard site visit this year

- Scheduled end of June, want to push back to September
- Will be putting in an extension application

## **Other business**

Comments/questions from guests

- Chief Bean: Update on Acadis
  - Having conversation with folks across the state and we need to create the best experience possible for people across the State of Missouri
  - Would like to open conversation up to the group to discuss experiences with Acadis
    - Chris Bird: Good system for DFS to track students and for students to look up and sign up for classes and track certs, but need to work on the middle part
      - Need to be able to manage their people and see where they are on certification, we are not doing that by “kicking the can” 5 years down the road
      - Need to work on the LMS system to use as a networking tool but also to push courses out to the masses that are recorded from a department
    - Aaron Bockhorst: We have asked for a digital system for 10 years, but we still have people in classes who don't know what Acadis is
      - Instructors have to take time out of class to teach students about Acadis
      - Don't feel like DFS did their part in spreading the word and educating the students about Acadis
        - DC Landwehr: We did send out emails regarding the implementation, but we understand that we did not reach some students. We are looking into ways to improve communication about the system to the students
      - Need a way to enroll students from across the state, not just their own students
      - If a student shows up and is not on the Acadis roster, can they still take the class?
        - DC Landwehr: Yes, we will not stop anyone from taking the class.
    - Gail Hagans: What is the push for having all registration information up front instead of getting it on the back end for those who attended?
      - The new RFP is written based on up front registration to host classes based on a minimum number of students, not based on the number who attended
    - Jeff Romines: How can we help DFS inform and promote Acadis?
      - Chief Bean: We want these students to have a good experience and we need to fill that void. Ultimately it is about getting people in the class and getting them the education.
    - Bob Little: If we are being held to the July 1 deadline to have students in Acadis, what do we do about students who may walk in and not be in Acadis? Currently we have students who register through the host agency and some who register through Acadis, so rosters are not equal.
      - There will be a means for the student to attend but still get into Acadis by filling out a Course Attendance WebForm so we can do the data entry on the back end
      - The RFP states that DFS will take the registrations so we can ensure students are in Acadis
      - As of March 2023, all departments in the state will need to be registered with the Division. If you are not registered with the Division, you will not be eligible to receive contracted training.
    - Steve McClane: We need to figure out how organizations can talk to each other. For example, HazMat training, you have to go to two different places to find training, SEMA and DFS. It doesn't matter who handles, but need to have just one place for students to go. This also applies as a student in NFA classes.
      - DC Landwehr: Currently, we do not offer HazMat classes outside of Ops and Awareness. If students are wanting other HazMat classes, we send them to SEMA's website.

- Gail Hagans: What about CEPF classes?
  - DC Landwehr: CEPF classes will all be ran through DFS. This is the only exception.
- Brian Gaudet: How do you get the data from Acadis on a course we are instructing?
  - DC Landwehr: We will have to pull those reports but can do so at request of the instructor
- Dan Manley: Workforce Portal would address a lot of these issues, correct?
  - Yes. It would give access to everyone who is assigned to you and you would be able to see anyone below you within your organization only. Dual employment can be seen both ways.
- Bob Tucker: Issue with rosters is instructor can't always see who all is on the roster in Acadis so it can be reconciled with their internal roster. Don't have an issue with pushing everything to Acadis, but need to be able to see everything.
  - This is a process DFS is working on with Acadis to get instructor the needed rights to be able to see this.
  - Justin Merritt: We would like to have instructor visibility for pending student enrollment as well.
- Traci Wiley: Kudos to the instructors who are educating your students on how to use Acadis.
- Aaron Bockhorst: Beyond Acadis, under the new RFP, how are classes going to be handled?
  - Current RFP is for contracted certification classes only. Goal is to separate out certification and CE classes. Certification program has vastly different requirements than CE classes. Certification classes will still be funded with state funds, either with DFS supplying instructors or by contracting the class to a vendor.
  - Non-compete in place with MUFRTI, so cannot teach with the State of Missouri as an instructor. Will this cause a decline in the quality of teaching, as DFS will lose instructors?
    - Gail confirmed all instructors are employees of MU and sign a non-compete so they cannot teach for anyone else as an employee
  - Bob Little: Who will approve the vendors? OA?
    - DC Landwehr: We will approve all of the vendors in DFS. OA will approve vendors based on a level of pay, but DFS will vet all vendors based on qualifications.
    - Bob: But you are taking classes away from the vendors and picking who you want to instruct?
    - DC Landwehr: We are not taking classes away from the vendors, we just are not paying for the class as contract training.
- Aaron Bockhorst: What is the drive for the Division to choose all evaluators and take that away from the host entity?
  - DC Landwehr: We are the testing entity and evaluators are part of the testing process. This is the purpose of an evaluator RFP, to send in evaluators. We are not taking away the ability from the training entity to choose evaluators. We are providing evaluators for those who cannot provide them themselves, or as part of a contract certification course where we provide the instructors and evaluators.
  - Aaron: Who is paying for them?
  - DC Landwehr: Payment will be covered under evaluator RFP?
  - Aaron: Are they expected to provide their own insurance?
  - DC Landwehr: Who insures them now?
    - Jeff Romines: Covered under Three Rivers
    - Brian Gaudet: Covered under Training Academy, want to make sure the relationship is able to be maintained between the entities and evaluators
  - DC Landwehr: For Tech Rescue and HazMat Tech, the evaluators will be vendor-based across the state, whereas for other levels, they will be based on region.
- Aaron Bockhorst: Next RFP, any idea on what the new process for requests will look like? Concern with disparity in classes being awarded to larger regions and not to the other regions. What happens when DFS gets \$100k in requests from each region?
  - DC Landwehr: Years ago, we passed a lot off to the vendors to do with it as they wanted. If we get \$100k per region, we would like to see a majority of that go to the volunteers.
- Bob Little: Back to where we were, why is DFS taking classes away from the vendors?
  - DC Landwehr: A vendor filed a complaint, the complaint went to OA, and now we are in a bidding process for certification classes.
- Bob Little: Regarding Acadis, the education part is not out there. We dropped the ball on educating the departments, and we need to get the education out there to Chiefs in the state to show them how it works so they can educate their people. Fear the push for July 1 will be a

nightmare, especially for areas where people don't have internet in their stations and don't use smart phones.

- DC Landwehr: Out of 814 departments, about 750 were imported as only the ones active in the old system were imported. We also have training on Acadis regarding system use.
- Gail Hagans: How do we get someone from outside the system into the system? Do they have to be approved by someone at DFS?
  - Currently, yes they have to be approved by DFS. Moving forward, we are looking at implementing a WebForm that the student can fill out and we will create an account for them and place them on a roster if they are requesting to take a class.
- Aaron Bockhorst: Will there be an option to modify the contracts within the 4-year contract cycle?
  - DC Landwehr: We can open up the contract at any time to add new courses, add new vendors, and update prices.
- Chris Bird: First Responder, rumor is there will be a First Responder certification. How is this going to work?
  - Amanda Williams: This will work in the same manner as current certifications. Either a MOBEMS-accredited organization, or a training facility functioning as a satellite entity under DFS as the accredited entity, will deliver the course and have the MODFS skills evaluated, and then the students will be eligible to sit for the written exam and obtain an IFSAC certification. Course completion certificates can be issued to the student under the entity's MOBEMS ID, but IFSAC certificates will be issued with DFS's ID. Skills come straight from the National Registry (5 skills from their EMR program), with one additional skill from the EMT program for bleeding control as part of the updated standard of care. We will be using the Jones and Bartlett curriculum and are currently in discussions regarding programs for which we will recognize for equivalency (with proof of course completion, the student will only have to complete skills (if they have not done so already with the training entity) and written testing in order to be certified).
- Bob Little: With the RFP, there is concern with a lapse in certifications because DFS is taking away classes from vendors that the instructors use as part of their continuing education. Suggest letting the vendors continue with the education portion and not take away their ability to instruct.
  - Dually noted and will review the wording and ensure we are doing our due diligence to ensure we do not impact this area
- Mike Arnhart: We are seeing a lot of repeat students in classes because they did not complete their requirements the first time. By adding several years to the timeline, we are doing a disservice to the quality of education and service and we may not recover from it.
  - Amanda: What are you doing in your department to make sure that they complete their requirements in a timely manner? Are you putting a requirement on them beyond the DFS requirement?
    - Mike Arnhart: It depends on the level, and again the concern is that we will not have students complete the upper level classes within a timely manner.
    - Dave Neighbors: The concern in STL is that the boards will say why are you putting a stricter requirement on the students than what DFS assigns? Or DFS puts this requirement on them so we have to follow that.
- Lynn Morgan: What is the possibility of allowing instructors outside of DFS to deliver the Investigator curriculum?
  - DC Landwehr: Currently this is handled by our investigators and they would like to maintain the instructors for it; however, we will be having several pilot courses coming up when we roll out the new standard so we will discuss more with the new program.

### **CY23 Meeting Dates and Times**

- June 7, 2023 at 10 am
- September 6, 2023 at 10 am
- December 6, 2023 at 10 am

### **Motion to Adjourn**

Motion: Brian Zaitz  
Second: Dan Manley  
In favor: All present