

MINUTES

EMERGENCY VEHICLE MANAGEMENT SECTION  
INTERNATIONAL ASSOCIATION OF FIRE CHIEFS

January 13, 2011

TELECONFERENCE

Board of Directors Meeting

1. CALL TO ORDER: Meeting called to order 1512 hrs. 01-13-2011

A. ROLL CALL: Roll Call Taken with the following Board Members present:

Mike Thorn, Chair, and Western Division Rep.

Steve Wilde, Vice-Chair, and Great Lakes Division Rep.

John McDonald, Treasurer, and At Large Division Rep.

David Kirkpatrick, Secretary, And Eastern Division Rep.

Don Henry, Canadian Division Rep.

William von Zehle, Jr. New England Division Rep.

Harold McDonald, Southwestern Division Rep.

John W. Stacy, Missouri Valley Rep,

Dane Jones, Southeastern Division Rep.

Staff and guests in attendance: John Wentzel IAFC Staff. Roll Call taken - Quorum established.

2. ANY REQUEST TO REVISE THE PUBLISHED AGENDA

No motion addressed to revise the Published Agenda

3. REVIEW AND ADOPTION OF MINUTES OF PREVIOUS MEETING(S)

Motion by Steve Wilde, second by Don Henry to approve minutes of 11-16-2010 Board Meeting. Motion Carried

4. Treasurer's Report

Nothing changed from last month. Due to the time constraints no Treasurer's Report was available for this meeting.

5. REPORTS FROM OFFICERS

John McDonald- At large Division:

Plan on getting together with Ed Plaucher end of the month or next month  
To discuss the Vehicle Check Out Program.

6. COMMITTEE REPORTS:

EVMS Steering Committee: Steve Wilde.

Steering Committee met last week.

Best Practice Meeting Scheduled for 2-15-2011.

STEERING COMMITTEE: *Notes from committee conference calls attached to the end  
Of this document.*

7. PROGRAM AND OR PRESENTATION (S) FROM GUEST AND OR MEMBERS

None presented.

8. BUSINESS AGENDA

Old Business:

Vehicle Check Video:

John McDonald reported that meeting needs to be set up with Steve Wilde

FRI – Atlanta Agenda

Wednesday and Thursday: Two one day management classes along with a  
simultaneously run Pump classes conducted by Waterous.

Friday: AM: EVT testing: PM: Legal Presentation.

Need to move forward with a food plan.

OLD BUSINESS (Cont.)

Awards:

EVT of Year Award:

Mike Thorne to contact Janet Wilmoth for time line for EVT of the year Award.

Boyd Cole Award:

Plan to send flyer out February 1, 2011.

Closing date of 4-29-2011 for all applicants.

New Business:

Sponsorships for the Boyd Cole and EVT of the Year was submitted to IAFC with a cost Of \$2000.00 each award.

John McDonald made a request for a \$500.00 travel stipend be made available to Board Members for travel to the Annual Meeting.

Steve Wilde made a motion to approve request 2<sup>nd</sup> Don Henry.

Motion carried.

Discussion on the Section's Goals and Objectives was held.

The follow items were discussed as the Goals and objectives for the EVMS Section:

EVT Best Practices.

Boyd Cole Award

EVT of the Year

Vehicle Check Out Program and Initiative.

The EVMS Steering Committee

EVMS Program FRI

Election Committee:

Mike Thorn nominated Harold McDonald chair, Dane Jones and John Stacy to Elections Committee

The election process needs to start at the end of April with a 90 day turn around.

The election process has to be completed before the annual meeting.

The expense will be printing, stuffing ballots and postage.

NEW BUSINESS (Cont.)

Two-Day EVMS Workshop for October 2011 at IAFC.

Discussion was held to begin planning the two day workshop for October 2011.

It has been two years since the last work shop was held.

Dates discussed were 10-21 – 10-22-2011

9. SELECTION OF DATE, TIME AND LOCATION/CONFERENCE CALL OF NEXT MEETING:

April 14, 2011: 1500 hrs EST.

10. GOOD AND WELFARE OF THE SECTION

No items were presented.

11. ADJOURNMNET:

Steve Wilde made motion to adjourn, 2nd John McDonald

1617 hrs.

## MINUTES

Emergency Vehicle Management Section Steering Committee

Special Meeting on Best Practices with VFIS

January 4<sup>th</sup>, 2011 Conference Call

1102 EST

1. Meeting called to order by IAFC Emergency Vehicle Management Section Chair Mike Thorn. The meeting was brought to order. Thorne introduced the attendees of the special meeting and discussed the purpose of the meeting. Wilde checked in during the discussion.

In attendance: (Those in attendance proceeded with check mark)

- ✓ Steve Wilde, EVMS Board, temporary Steering Committee Chair
- ✓ Mike Thorn, EVMS Board
- ✓ John Wentzel, EVMS Liaison
- ✓ David Crawford, Oregon (OFAEMA), Secretary
- Jon Coutts, Wisconsin Assn. of EVT's
- Steve Hodge, Washington State Fire Mechanics Assn.
- Boyd Powers, Heartland Emergency Apparatus Technicians Assn (HEAT)
- Chip Davis, Ohio (OAEVT)
- Pat Guhde, Ohio (OAEVT)
- Paul Logan, Virginia
- Jack Morris, New England (NEFAMA)
- Grady Jones, Texas (TAEVT)
- Charlie Miller, Arizona (AFSMA)
- Rodney Davenport, Arizona (AFSMA)
- Jay Powell, Colorado

Staff and guests in Attendance: William Jenaway, Exec. Vice President, VFIS Education, training and Consulting.

Business Agenda:

Best Practices

- Crawford gave a brief description of the concept and how it might look when implemented, then asked for questions.
- Jenaway spoke about how his company approached the issue of maintenance, noting several training programs and the use of best practices as risk management tools. He noted that organizations that had good maintenance programs were usually very likely to maintain good risk management

programs for all aspects of their business. However, there are those who may abuse the program, taking the benefits without adopting the practices needed. He asked how we intended to implement the program to eliminate abuse.

- Crawford explained that his insurance company (Special Districts Insurance Services, or SDIS) provided annual on-site visits by their risk management specialist, verifying the presence of the adopted policy and the related practices, insuring the risk management principles are indeed being used.
- Jenaway suggested another potential problem is whether a program that provided discounts (or debits) for adopting such a policy would be statutorily permitted in all states. He also noted that SDIS is a self-insurance product operated on a non-profit basis, which may have different options available than a traditional insurance provider. Discussion went on for some time.
- Jenaway added that there are wide areas in the US where there are no EVTs to run such a program.
- Thorne spoke about the goal to obtain Committee representation from every state (and province).
- Crawford outlined a multi-tiered approach, allowing organizations to participate at some level no matter what their size of financial ability. What is important is to gain participation and to eventually make NFPA 1911/1071 based maintenance and repair program the standard of the industry.
- Wentzel asked if it were appropriate to look into the potential for a partnership arrangement between VFIS and the IAFC.
- Jenaway agreed there was potential, noting that it is early in the process with a lot of work yet to do. He added that his list of take-aways to research had several entries. He suggested another meeting to move the discussion forward. Wentzel agreed to coordinate another conference call sometime after the 14<sup>th</sup> of February.
- Crawford noted that would give time to gather further information and to further develop the idea.
- The meeting was adjourned at 1150 hours EST

Next meeting to be by conference call coordinated by Wentzel sometime after February 14<sup>th</sup>.

Thanks for the privilege of serving.  
Dave Crawford

MINUTES  
STEERING COMMITTEE  
EMERGENCY VEHICLE MANAGEMENT SECTION  
January 6, 2011 Teleconference, 1500 EST

1. CALL TO ORDER at 3:05 pm EST

B. Roll Call

Steve Wilde, Chair, (EVMS)

David Crawford, Secretary, Oregon (OFAEMA)

Jon Coutts, Wisconsin (WAEVT)

Steve Hodge, Washington (WAFMA)

Boyd Powers, Kansas (HEAT)

Chip Davis, Ohio (OAEVT)

Paul Logan, Virginia

Jack Morris, New England (NEFAMA)

Grady Jones, Texas (TAEVT)

Charlie Miller, Arizona (AFSMA)

Jay Powell, Colorado (CFMA)

Staff and guests in attendance:

Bill Hills signed in at 3:55 in place of Boyd Powers

Mike Thorn – EVMS Board Chair, President EVT Certification

John Wentzel – IAFC Staff

2. REVIEW MINUTES OF PREVIOUS MEETING(s) (David Crawford)

- Minutes from previous meetings were approved, unanimous

3. BUSINESS AGENDA

## Old Business

- Best Practices Report: (David Crawford)

Crawford provided a brief overview of the January 4<sup>th</sup> meeting with William Jenaway. He then opened for comments and questions. There were several;

  - Jones asked if there was an existing organization that published a list of best practices. He added that if we were looking at detailed practices for specific jobs then Rocky Mountain Fleet Manager's Association had some great ones available.
  - Crawford responded that he was thinking in terms at the program level with relatively general best practice statements that would define a good maintenance program. He added that the job detail practices would be a good place to review, discuss and then to make recommendations at the technician level.
  - Thorn noted that this would be the perfect group from which such recommendations could be produced. He added the 1911 is a minimum standard. There is nothing to say this committee cannot make more detailed recommendations. "There is a lot that can be done."
  - Jones stated that there is a decided lack of detailed information available to shop supervisors to guide technicians. NFPA 1911 provides a good start at bridging the gap but falls short in the details."
  - Thorn reminded the committee that the NFPA technical committee is meeting soon and they are very open to new ideas.
  - Jones will email Association contact information.
  - Thorn discussed the lack of technicians in certain areas of the US and Canada was identified by Jenaway as something that needs addressed. Jenaway also discussed the need for good computer software to document maintenance and repairs. Both of these are on our list of goals.
  - Jones added that such software already exists (Firehouse, CCD Faster, and Fleet Focus). He offered to email the information on them.
- IAFC membership (Section fee waived 'till 12/12/10)
  - Several members had trouble getting feedback on their membership status after signing up. General consensus, it takes some time to hear back.
  - Jones noted that a question he gets a lot is "what the benefit is for membership on this committee." Comments by several members included to obtain a nations voice, to have access to the data and the products the committee will develop, access to a nation-wide network of like minded people, to for personal growth, and to simply give something back of what we've been given.

- Boyd Cole Award (Advertise by 2/01/11)
  - Draft sent out earlier. Award is available for instructors only. Applications are only to come from State Associations. End of April is the deadline for the application. Need the time to assure the winner is able to attend ceremony. Consensus to approve.
  
- Curriculum Consortium (Jay Powell)
  - Jay was unable to attend. Lots of discussion regarding history of FMCC and its part in the evolution structured, effective EVT classes.
  - Mike noted that while the FMCC supporting materials did not contain actual curriculum for the classes, it did contain detailed outlines of what should be covered in each class. This provides a good basis for an instructor to build their own class around.
  - Jones spoke about Texas A&M's Teach(?) curriculum
  - Mike believes the EVTCC objectives are a good basis for building an effective class outline. He suggests that we look at Jay's list and give him some feedback as to what we think. Mike also believes we are at a point where we can begin collecting materials for an instructor's database and pooling the data. We need to work on instructor development as well.
  
- FRI Atlanta
  - HEAT is putting on a management class (M1/M2) that might be an appropriate class for our group at FRI. 8/23/2011 1 PM our meeting. At 800am on 23<sup>rd</sup> Cummins is putting on a program for us and feeding lunch. M1/M2 is in preconference schedule 24/25.

New Business

- Reminder - NFPA 1911 coming back into cycle, meeting 3/21-23 Indianapolis. Welcome to attend even as a bystander. Very informal format.

4. NEXT MEETING/TELECONFERENCE: 4/07/11, 1500EST

5. ADJOURNMENT at 4:12 pm EST

Respectfully Submitted  
 Dave Crawford, Secretary

