



**JOINT TRAINING COUNCIL MEETING
BUILDING CODE TRAINING COUNCIL AND FIRE MARSHAL TRAINING COUNCIL**

January 23, 2013 Minutes

Chairman Loos called the meeting to order at 9:35 a.m.

Members present:

Building Members Mary Ann Basile, Joe Cassidy, Bob Kiely, Dan Loos (Chair), Henry Miga, Mike Musco,

Fire Members Stephanie Cummings, James DiPace, Donald Harwood, Rev. Ed Hyland (Chair), Victor Mitchell, Jeff Morrissette, Robert Ross, Robert Upson

Office of Education and Data Management Craig Russell, Bonnie Becker, Doug Schanne, Beth Potts

Member introductions were provided by both councils. A quorum was present.

Approval of May 3, 2012 Minutes: A motion was made and seconded to approve the minutes. All in favor. Robert Upson abstained. The motion was carried.

There were no communications.

The meeting began with **Staff Reports**.

OFFICE OF EDUCATION AND DATA MANAGEMENT (OEDM)

Bonnie Becker reported that OEDM met their goal of training, testing and administrative support within the confines of reduced staff and budgetary constraints. OEDM reviewed 3,978 outside credit applications, filled 6770 "seats" in career development classes and conferences, and administered 1095 exams.

She requested a letter from the joint council for Maria Baez in recognition for her efforts to maintain office operations during February – November when administrative staffing was cut from three to one. Dan Loos will draft a letter to be signed by both committee chairs.

Bonnie then introduced Craig Russell, Director, Division of School & State Construction Support Services and new OEDM staff member, Beth Potts (Processing Technician). She also reported that Michael Fullerton (Research Analyst) was hired in October.



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Bonnie also presented a report created by Michael Fullerton comparing success/fail rate of OEDM Training Programs vs. Challenge Exams. Data going back to 2008 shows that the percentage of people who passed the Pre-Licensure and Pre-Certification training is higher than those taking the Challenge Exam.

Doug Schanne reviewed OEDM Pre-Licensure and Pre-Certification programs. There were 18 people enrolled in the Pre-Licensure program which ends in February 2013. The next proposed offering will be in the Fall of 2013. There are 32 people enrolled in the Spring Fire Investigator Module beginning on January 30, 2013. The Fire Inspector Module begins on April 1, 2013, and there are 22 people enrolled.

The Federal Energy Grant was completed in March 2012. The Design and Trades Conference will be held in late May at Gateway Community College; they are currently in the planning stages. Doug then announced two new OEDM trainers, Jim Quish and Sheila Taridona. He also commended Mike Gilbertie and Gary Thorstenson for maintaining the training programs despite reduced staff.

A discussion was held regarding the difference in numbers between building and fire certifications, with fire numbers being higher than building. In summary, Pre-Certification candidates apply for the program with a job already lined-up, whereas, Pre-Licensure candidates apply for the program in hopes of obtaining a job. In addition, approximately 50% of Pre-Licensure applications are denied due to the fact that applicants do not meet the minimum qualifications.

Jamie DiPace requested an update of the proposed changes to the Fire Marshal certification process. Bonnie Becker explained OEDM is proposing Fire Officials would be certified based on successful completion of credentialing exams, not on employment (to make fire officials credentialing similar to that of Building Officials). Administratively, recordkeeping is a nightmare, tracking individuals who are appointed, those who aren't and subsequently are eligible to be certified. When the individual gets a new job, their status changes back to certified. A lengthy discussion followed. Rob Ross will provide a copy of the proposed legislative revisions. This issue will be discussed further at the next Fire Marshal Training Council meeting.



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OFFICE OF STATE FIRE MARSHAL

Robert Ross reported that OSFM staff has been temporarily moved to the center and South wing of the building. No official date has been set for the move to a new location.

OSFM staff is working to update all of the codes by July. Everything will move to the most current standard, including reference standards.

Rob provided a draft copy of proposed revisions to the policy for Continuing Education Credits. The proposed revisions were made in consideration of the changing roles of Fire Officials. Concerns were raised of adding job “duties/descriptions” to Policy (1), because the statute does not include local job duties. A lengthy discussion followed.

OFFICE OF STATE BUILDING INSPECTOR

Joe Cassidy advised that the 2013 amendment to the 2005 State Building Code has made it past the Governor’s office. They are hoping for a fall roll-out of the 2009 International Residential Code and 2011 National Electrical Code. Review of the 2012 International Code Council’s family of codes is moving along and in good shape.

The meeting then moved to **Old Business**.

Rev. Hyland reported a year of very little with reduced staffing and other related issues leaving OEDM in limbo. He proposed scheduling a separate Fire Marshal Training Council meeting to discuss the changing roles of Fire Marshals and possible legislative changes.

Dan Loos stated that the Building Code Training Council met last at the annual meeting, and there have been no sub-committee meetings. He proposed scheduling a separate Building Code Training Council meeting to discuss changing roles of Building Officials and upcoming building code changes.

Rev. Hyland also commended the State Police for their outstanding conduct in handling the Newtown tragedy and urged others to do the same.

Don Harwood provided a brief review of the history behind the subcommittee and the challenges of budget impacts on OEDM and training. He outlined the following as areas that he thinks require further discussion: staffing, training, number of certifications, number of training hours, fee structures, and equity.



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The meeting then moved to **New Business**.

Bonnie Becker presented the FY 2013/2014 training program. She announced that there is money in the budget for outside trainers, and that we need to come up with a strategy to recruit trainers.

Motion was made and seconded to approve the FY 2013-2014 Training Program. All in favor. None opposed. Motion carried.

Mary Ann Basile proposed a review of outside credit approval for mentoring. Doug Schanne explained the program would require appropriate documentation that needs to meet specific elements. Rev. Hyland reported Fire Marshals tried this a while back, but didn't follow through, adding that this is a good time to re-visit the idea. Task Books were suggested as a possible way of documenting skills and achievements. Doug suggested that OEDM and the training councils could work together to develop mentoring criteria.

A brief discussion followed regarding Board of Control vacancies.

Joint Council Meeting Schedule:

May 1, 2013	9:30-11:30 a.m.
October 16, 2013	2:00-4:00 p.m.
January 15, 2014	9:30-11:30 a.m.

The next Fire Marshal Training Council meeting will be held:

March 14, 2013	9:30-11:30 a.m.
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The next Building Code Training Council meeting will be held:

April 9, 2013	2:00-4:00 p.m.
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Confirmation of next meeting: Wednesday, May 1, 2013 at 9:30 – 11:30 a.m.

A motion was made and seconded to adjourn. All in favor. Motion carried. Meeting adjourned at 11:45 a.m.

Dan Loos, Chair
Building Code Training Council

Rev. Edward Hyland, Chair
Fire Marshal Training Council

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