

# THE INSTRUCTOR'S DISPATCH

MARCH, 2005

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## CHIEF WAYNE E. SANDFORD NAMED DEPUTY COMMISSIONER OF HOMELAND SECURITY

Governor M. Jodi Rell named East Haven Fire Chief Wayne E. Sandford to serve as Deputy Commissioner of Connecticut's new Department Emergency Management and Homeland Security (DEMHS).

Sandford has been East Haven's fire chief since 1992. He served as State Fire Administrator for the Commission on Fire Prevention & Control from 1982 to 1992.

"Wayne Sandford's long experience in emergency management nicely complements Skip Thomas' background in law enforcement and gives

Connecticut a strong team to guide this critical new Department," Governor Rell said, "I know they share my conviction that public safety is one of state government's most important missions, and that Connecticut, with its unique 'gateway' location Northeast, has a key role to play in the region's security".

DEMHS is responsible for coordinating with state and local government and private-sector groups to be sure they have the right equipment and do adequate planning and training to meet homeland security needs.

### STATE GOVERNMENT UPDATE

**POPULATION (RANK):**  
3,405,565 (29)

**AVERAGE PER CAPITA  
INCOME (RANK):**  
\$43,173 (1)

**TOTAL STATE SPENDING  
(RANK):**

\$20,117,270,000 (20)

**SPENDING PER CAPITA  
(RANK):** \$5,816 (5)

**GOVERNOR: M. JODI  
RELL (R) TOOK  
OFFICE: 07/2004**

**SENATE: 36 MEMBERS:  
24 D, 12 R**

**TERM LIMITS: NONE**

**HOUSE: 151 MEMBERS:  
99 D, 52 R**

**TERM LIMITS: NONE**

*This information was from  
the Special Issue of  
Governing. The Magazine of  
States and Localities.*

## NFIRS INCIDENT REPORT CHANGES FROM THE OFFICE OF PUBLIC SAFETY

The USFA changes of January, 2005 must be implemented when completing "2005 incident reports" even if you have not received the 2005 update to your software.

As a reminder, the required fields are as

follows:

Fire Module (NFIRS-2)

- E2 Factors Contributing to Ignition
- E3 Human Factors Severity

If the required fields are not completed, critical errors will be generated

during processing at the State level and those incident reports will be returned to you for correction and resubmission.

If you have any questions, you can call Jo Lynn Van Wart at 860-685-8372.

**BUSINESS OFFICE**

**Mileage Reimbursement Rate Change**

For travel on or after March 4, 2005, the mileage reimbursement rate to employees using personally owned vehicles for official business, with the Commission on Fire Prevention and Control, will increase from 37.5 cents per mile to 40.5 cents per mile.

This increase is a direct result of an upward readjustment by the U.S. General Services Administration.

**Instructors Time Sheet**

Per the March 1, 2005 conversation with the state Auditors, instructor time sheets should be mailed in or hand delivered.

Faxed copies can not be accepted for payroll purposes.

Any questions, please feel free to contact Peter O'Neil, Fiscal Administrative Manager at 860-627-6363 or in-state toll-free at 877-528-3473 ext. 234. You can also e-mail him at: [peter.oneil@po.state.ct.us](mailto:peter.oneil@po.state.ct.us).



**I HAVEN'T BEEN WRONG SINCE 1961, WHEN I THOUGHT I MADE A MISTAKE.**  
**- BOB HUDSON**

**2005 PROGRAM GUIDANCE FOR AFG**

The Department of Homeland Security released the 2005 Program Guidance for the Assistance to Firefighters Grant (AFG) Program today. This program guidance provides a summary of the 2005 AFG Program's priorities. It explains how to apply, what items can be requested, and how applications will be evaluated.

All applicants should read this program guidance carefully as well as the new Interim Rule (when published), the program's Notice of Funds

Availability (when published) and answers to frequently asked questions (**FAQs**).

Each document should be reviewed as they provide detailed insight into the AFG program.

These documents will be posted on the web site of the Office for Domestic Preparedness (ODP), U.S. Department of Homeland Security.

Together, these four documents will provide you with the information you need to complete the online application.

The online application will be available at [www.firegrantsupport.com](http://www.firegrantsupport.com) on or about March 7, 2005.

To download the program guidance, please visit: <http://www.firegrantsupport.com/guidance.aspx>



**DIVISION OF SAFETY RESEARCH (DSR)**

Riding and working in the patient compartment of an ambulance places Emergency Medical Services (EMS) workers at the potential risk of injury on every call.

To improve assessment of injury risks to EMS workers in ambulance crashes, the Division of Safety Research recently signed a Letter of Agreement with American Medical Response (AMR) to analyze non-fatal injuries to EMS

workers.

AMR is the largest private ambulance service provider in the United States. Under the agreement, NIOSH and AMR researchers will conduct a detailed analysis of national-level data of non-fatal injuries to private service EMS workers using a database maintained by AMR.

The results of these analyses will be useful in identifying potential injury risk factors for

EMS workers, and complement current NIOSH research to improve the design of ambulance patient compartments and occupant restraint systems to better protect EMS workers. More information on motor vehicle safety can be found at <http://www.cdc.gov/niosh/injury/traumamv.html>.



The NEFC Conference and Trade Show held at the Big E in Springfield, Massachusetts each year will be on June 24, 25 & 26 for 2005. As you know we staff two adjacent vendor tables. One is to promote Commission on Fire Prevention and Control/CFA activities/services and the second is to promote the CFA Bookstore.

**NIOSH UPDATE**

NIOSH recently unveiled a new web topic page titled "Work Schedules: Shift Work and Long Work Hours." This page contains links to resources such as NIOSH research and publications, conferences, extramural projects, and the NORA Organization of Work team.

The NORA Organization of Work team seeks to better understand the health and safety effects of demanding work schedules. Communication gadgets, productivity

pressures, daunting commutes, and extended work shifts have left many people facing increased job demands and longer work days.

In addition, many people work non-day shifts in health care, security, and businesses that rely on round the clock production, transportation, and service.

This new NIOSH topic page supports the team's research agenda by making research tools available

in a central location. Please click <http://www.cdc.gov/niosh/topics/workschedules/> to view the site.



## OSHA UPDATE

The Occupational Safety and Health Administration (OSHA) has published a new safety information pocket card designed to help ensure safer trenching and excavation practices.

The safety card explains the federal requirements for construction excavation safety, outlines required criteria for excavation or trench walls, and provides specific requirements for protective systems.

The card is available in both English and Spanish and can be accessed at [http://www.osha.gov/Publications/trench/trench\\_safety\\_tips\\_card.pdf](http://www.osha.gov/Publications/trench/trench_safety_tips_card.pdf).



## EXECUTIVE FIRE OFFICER PROGRAM

Washington, D.C. - Michael D. Brown, Under Secretary of Homeland Security for Emergency Preparedness and Response (EP&R) announced today the 17th Annual Executive Fire Officer Program (EFOP) Graduate Symposium that had originally been planned for April has been rescheduled for June 1-3, 2005.

This important alumni event for graduates of the United States Fire Administration's Executive Fire Officer Program was attended by over 200 attendees in 2004. The symposium features a combination of educational sessions that reinforce the major EFOP curriculum themes, including executive leadership, applied research, com-

munity risk reduction, and the planning, management and mitigation of all types of emergency incidents, including those involving terrorism. "I join with President Bush and Secretary Chertoff in their support of opportunities for leaders of the Nation's fire departments to expand their knowledge and abilities to contribute to this Nation's homeland security," said Brown. "Today's fire service leadership faces significant challenges in support of the safety of our Nation. They are challenged by community fire threats but must also prepare for and respond to natural and technological hazards."

Four current EFOP participants will present their 2004 Out-

standing Applied Research Award winning papers and be recognized for their contributions to the ever growing body of knowledge of America's fire service. The Symposium provides yet another opportunity to network with EFOP alumni and further extend these networking relationships. A draft agenda of the 2005 Symposium Program will be available after April 1, 2005 at the following URL:<http://www.usfa.fema.gov/training/nfa/efop>

Alumni of the EFOP may apply by completing and submitting a General Admissions Application (FEMA Form 75-5). This form can be accessed at <http://www.usfa.fema.gov/training/nfa/about/>

**A LOT OF  
PEOPLE LIKE  
SNOW. I FIND  
IT TO BE AN  
UNNECESSARY  
FREEZING OF  
WATER.  
-CARL REINER**



**HONOR GUARD**

The National Fire and Public Safety Honor Guard Academy, Inc. in cooperation with the Commission on Fire Prevention and Control is offering the National Honor Guard Academy to be held at the Connecticut Fire Academy May 8-14, 2005.

This full week course is expressly designed to assist fire service and public safety organizations

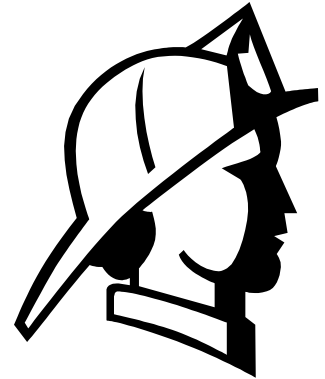
in developing and enhancing their organization's honor and color guard units.

All Payments must be made 30 days prior to the beginning of the course.  
 Academy Class Course Fees:  
 \$475.00 Course Tuition  
 \$36.50 Uniform Shirts add \$4:00 for XXL and larger  
 \$16.50 Uniform Cap

\$75.00 on-site breakfast/lunch (optional).

You can download the application from our website at [www.ct.gov/cfpc](http://www.ct.gov/cfpc)

For further information, please contact the Connecticut State-wide Honor Guard at [ct.honorguard@po.state.ct.us](mailto:ct.honorguard@po.state.ct.us).



**RECOGNIZING MEMBERS OF OUR STAFF**

**BY JEFFREY MORRISSETTE, STATE FIRE ADMINISTRATOR**

*Letter from David Laurentano, Board of Fire Commissioners*

David Laurentano, Chairman, Board of Fire Commissioners in Thomaston wrote thanking Adam Piskura for his assistance in guiding the Department in their application for a FEMA grant.

He wrote "The success of our application is a tribute to the hard work of numerous individuals such as yourself who put the application together."

*Letter from the Town of Windsor Locks Department of Social Services*

A letter was received from the Town of Windsor Locks Department of Social Services recognizing both Ed Bycenski and Denice Fortin for their efforts in the Windsor Locks Book Buddies program.

Janet Leiper, Social Services Director wrote that "Our volunteer workers, Ed Bycenski and Denice Fortin of the Connecticut Fire Academy help bring joy to the kids."

We thank Ed and Denice and encourage staff and adjuncts to consider participating in this worthwhile program.

**I KNOW THE ANSWER! THE ANSWER LIES WITHIN THE HEART OF ALL MANKIND! THE ANSWER IS TWELVE? I THINK I'M IN THE WRONG BUILDING.  
 -CHARLES SCHULZ (1922-2000)**





**FROM THE OFFICE OF STATE FIRE ADMINISTRATOR**

**Update on Firefighter Grant Program**

Thus far, the 2004 Assistance to Firefighters Grant Program has benefited ninety-one (91) Fire Departments in Connecticut with grant funds totaling \$9,899,559.

Beginning March 7, 2005 the Department of Homeland Security (DHS) began accepting

applications for the 2005 Assistance to Firefighters Grant (AFG) program.

The deadline for receipt of the AFG Fire Grant applications is 5:00 p.m. Eastern Daylight Time on April 8, 2005.

DHS also announced that the application period for the AFG Staffing for

Adequate Fire and Emergency Response (SAFER) grants will begin on May 31, 2005 and continue through June 28, 2005.

Fire Prevention and Firefighter Safety grant applications will be accepted in September 2005.



**FIRE CHIEF TOWN OF GREENWICH**

Exceptional opportunity for highly experienced professional with demonstrated leadership and management skills to administer and direct the operations of a career (100) and volunteer (200) Fire Department in a premier Connecticut community. Salary range is \$91,000 to \$122,000 with generous benefits.

Detailed information about the Town as well as the job posting and job description are available on the Town's website at: [www.greenwichct.org/HumanResources/hrCareerOpportunities.asp](http://www.greenwichct.org/HumanResources/hrCareerOpportunities.asp).

You may write to Town of Greenwich, Human Resources Department, 101 Field Point

Road, Greenwich, CT 06830 to receive the material. The position will remain open until filled.

Review of applications will begin after April 18, 2005.

**SAVE THE DATE... FOR JUNE SCHOOL**

**JUNE 4TH-JUNE 10TH**

**BIRTH ANNOUNCEMENT**

Congratulations are in order for instructor PJ Roche and his wife Colleen who became proud parents of a baby boy name Stephen Daniel.

Stephen arrived on February 28, 2005 at 9:37 p.m. He weighed in at 8-lb. and 10-oz.

We wish PJ and his wife along with daughter Gabrielle and son Phil John endless happiness with their new addition to their family!



Stephen Daniel Roche

**COLLEGE CREDITS**

**BY ADAM PISKURA, DIRECTOR**

*Description of available collegiate transfer credits within Connecticut's Higher Education Community*

The Connecticut Fire Academy enjoys the recognition of college credits for nine (9) of our courses. They represent the complete spectrum of basic - 3, intermediate - 3 and upper- 3 level baccalaureate degree credits. While conferred by Charter Oak State College, they are transferable statewide into any Connecticut state university or community/technical college without further review.

This represents the least expensive college credits that a person can accumulate outside of department of defense programs.

The Connecticut Fire Academy prepares for site visits and course reviews periodically and whenever a course is added, replaced or revised.

The review procedures adhere to the principles of good practice established by the American Council on Education (ACE) and the Council for Adult and Experiential Learning (CAEL) for reviewing non collegiate instruction as well as all accreditation standards of the Department of Higher Education (DHE) of the State of Connecticut and the New England Association of Schools and Colleges Commission of Institutions of Higher Education (NEASC-CIHE).

For 2005 the approved Connecticut Fire Academy courses are:

Public Life Safety Educator I - 2 credits Basic, First Line Company Supervision - 6 credits Basic, Fire Officer II - 3 credits Intermediate, Organizational Administration - 4 Credits Upper, Fire Department Safety Officer - 2 Credits Intermediate, Fire Service Instructor I - 3 Credits Basic, Fire Service Instructor II - 3 Credits Intermediate, Fire Officer IV - 3 Credits Upper, and Chemistry for Emergency Response - 4 Credits Upper.

The continuation of credit awards is contingent upon the student being certified in the subject by the Certification Division of the Commission on Fire Prevention and Control.



**SETBACKS PAVE THE WAY FOR COMEBACKS.**

**- ANONYMOUS**

**MOBILE DATA TERMINALS SURVEY**

Chief Roger Sylvestre is seeking information as to what type of emergency response software is being used in Mobile Data Terminals by the fire service.

He also wishes to make contact with persons/departments that

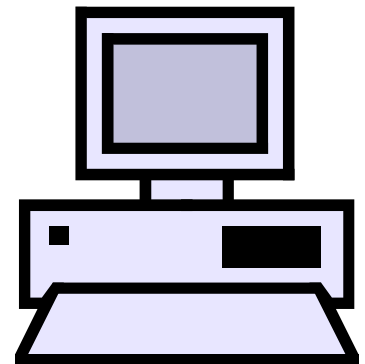
have familiarity with MDT's, to include positive and negative experiences.

He wishes to discuss the use of MDT's in Emergency Service and is seeking information regarding any software packages that are avail-

able for Fire, EMS, Mass Casualty, Hazardous Materials Response etc.

If anyone can assist, please contact

Chief Roger Sylvestre at [RSylvestre@mpn-nsn.gov](mailto:RSylvestre@mpn-nsn.gov)



**INFORMATION SOUGHT**

The Chester Hose Company, Chester, CT, is seeking information that would be helpful in the process of purchasing a quint attack/rescue vehicle.

They are looking for information/procedures from any other fire companies statewide that have purchased and operate a similar vehicle.

Thank you for your anticipated response. Please direct any information to:

Edwin F. Perkins III  
Vice President - Sales

Chapco Inc  
P.O. Box 378  
10 Denlar Drive  
Chester, CT. 06412

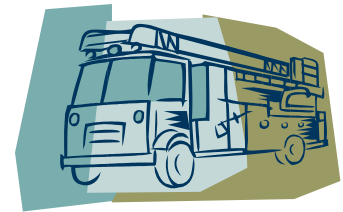
Phone (860) 526-9535

Fax (860) 526-9585

You can also e-mail him at:

jperkins@chapcoinc.com

www.chapcoinc.com



**DHS 2005 AFG ONLINE TUTORIAL**

The U.S. Department of Homeland Security announced today that the 2005 Assistance to Firefighters Grant (AFG) Online Tutorial is available for viewing at their grant support Website. To access the online tutorial, go to <http://www.firegrantsupport.com/> and click the Application Tutorial link in the main menu.

This year's online tutorial offers greater detail to applicants, along with an option to select the specific subject matter of interest. By choosing the subject of interest in the tutorial's table of contents, applicants can quickly obtain the information they need to assist them in

drafting a successful grant presentation.

The online tutorial also contains direct links to the 2005 Program Guidance to ensure that the applicant has all the information available relating to each portion of the application process.

In an effort to provide helpful information to applicants quickly and more efficiently, the online AFG application now also contains direct links to the online tutorial.

Applicants are encouraged to view the following resources, which are linked to the AFG Tutorial:

- What's New for 2005
- Top 10 Reasons Why Applications Are Not Funded at Panel Review
- Top 5 Reasons Why Applications Do Not Make It to Panel Review
- FAQs

Your comments or questions regarding the 2005 AFG Online Tutorial are welcome. E-mail [Firegrants@dhs.gov](mailto:Firegrants@dhs.gov) or call the AFG Help Desk at 1-866-274-0960.

**ONE MUST LEARN BY DOING THE THING; FOR THOUGH YOU THINK YOU KNOW IT, YOU HAVE NO CERTAINTY, UNTIL YOU TRY."**

\*\*\*  
**SOPHOCLES**  
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OFFICE OF THE DIRECTOR OF TRAINING

Folks:

If you did not attend our Instructor Development seminar you missed two excellent presenters. Donna Forgy's high-energy program motivated people via her personal energy. Her messages to be an enthusiastic instructor went down easy as she walked the talk. Her two sessions sandwiched Tim Sendlebach's High Energy High Impact discussion on training firefighters. He often referred to Donna's previous discussion to solidify a point. As Assistant Chief in charge of Training for Savannah, Georgia AND President of the International Fire Service Training Association (IFSTA), he threw out several innovative concepts.

One was to adjust training props to the size of the firefighter. Each firefighter is challenged according to ability, not their genetically inherited size. Almost a radical concept wouldn't you say?

Donna placed her classroom "ground rules" on a tablet page taped to the floor in the entryway. Each class participant had to step

over the paper to enter. It ensured that EVERYONE knew the student's expected behavior and rules of engagement.

These are but two new ideas that I picked up by attending the sessions. The critiques raved about the presenters and most favored the concept of an extended day rather than a day and a half.

State staff discussed the difference between training and certification and certifies. Fred Piechota explained that a certified Fire Service Instructor I only means that the individual has the ability to teach from a prepared lesson plan and won't jiggle the change in their pocket when making a delivery. His humorous explanation was preceded by the question of, exactly what is a newly certified Fire Service Instructor I prepared to teach? The detailed answer is that subject matter expertise is not covered or evaluated during the course delivery or certification process.

As to the certificates vs. certification, a certificate is an acknowledgement of participa-

tion. Certification is a process. The process involves an examination of cognitive knowledge and sometimes an evaluation of practical applications.

The Connecticut Fire Academy training division has embedded evaluation components on behalf of certification in courses that lead to certification. This is done to expedite the process of certification and eliminate duplication of effort by the student. This partnership has worked very well over the years.

However, sometimes confusion about pieces of paper occurs.

Basically for a certificate, you show up and (hopefully) participate.

To be certified means that you successfully completed the certification process and are now certified.

Commission on Fire Prevention and Control Certification is a legal process that measures knowledge, skills and abilities in order to "license" an individual at a particular level of professional qualification.

I am confident that you will agree that they are very different from each other.

Please help us to maintain the precise definitions when talking with students and employers.

As usual, thanks for your assistance,

*Adam D. Piskura*

Adam D. Piskura, Director  
Connecticut Fire Academy

I HAVE A NEW  
PHILOSOPHY,  
I'M ONLY  
GOING TO  
DREAD ONE  
DAY AT A  
TIME.

-CHARLES  
SCHULZ  
(1922-2000)

**We're on the Web!**

See us at: [www.ct.gov/cfpc](http://www.ct.gov/cfpc)

**C O N N E C T I C U T F I R E  
A C A D E M Y**



**COMMISSION ON FIRE  
PREVENTION AND CONTROL**

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34 Perimeter Road  
Windsor Locks, CT 06096

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Fax: 860-654-1889

