**Minutes of Meeting held on April 23, 2015 at the Helotes Fire Department**

Meeting Called to Order: Association President Chief Covington called the meeting to order at 9:00 Am; Chief Covington thanked Helotes for hosting the meeting at their station.

Presentation; Chief Covington turned the meeting over to Tim Rutland the Executive Director of the Texas Fire Commission.

Mr. Rutland opened by giving a little history, he stated that over the past Two to Three years major airports have come to the commission regarding the wearing of proximity gear. Changes in NFPA 1851 allow the organization to determine their own risk assessment of their PPE. Every organization can do the risk assessment on their own department and now is a time for you to perform this.

Chief Guisti stated that SAFD has reviewed other departments outside the state looking at the differences of providing proximity suits to the personnel in the crash rescue trucks VS engine companies with structural gear. Mr. Rutland stated this needs to be evaluated within the department and make recommendations.

Chief Guisti stated that tactics is now used in the decision making to whether or not to use proximity gear. Mr. Rutland stated that we don’t necessarily want to put crews into situations that require that type of gear. Also remember that you’re operational SOP’s need to reflect this decision making and how you will manage that situation. You don’t want to put crews in situations that exceed the protection of the structural gear.

Mr. Rutland mentioned that the TCFP’s main website <http://www.tcfp.texas.gov/> has all the information regarding the Risk Assessment and the informational packets to assist you in this process, along with FAQ’s. You will have 2 years to complete this process and have it available for the compliance officer’s review. Remember to have your SOP’s reflect your findings. If you have any questions feel free to reach out to either;

Paul Maldonado, Compliance Manager [paul.maldonado@tcfp.texas.gov](mailto:paul.maldonado@tcfp.texas.gov) 512.936.3830

Tim Gardner, Compliance Officer [tim.gardner@tcfp.texas.gov](mailto:tim.gardner@tcfp.texas.gov) 512.944.3409

Either or both should be available to field any of you calls and provide you with direction on this process.

**Last Commission Meeting**

Chief Covington has requested to endorse the proposed rule change to TCFP to require the FHWA’s National Traffic Incident Management Training for all Fire Service Personnel; you will have a 5 year time line to become compliant with this program. Approximately 31K personnel have already completed the Courage to be Safe Course.

New Proposed rule would increase the Department Heads CE to an additional 20 Hrs per year, 10 Hrs in Emergency Operations and 10 Hrs in Administrative.

The Risk assessment is to be reviewed every 5 years.

Injury report form 2014 reflects 40% of deaths to be from Non-Urgent responses.

**Minutes from Previous Meeting;**

Last month’s meeting minutes were read with one change to the Location in the heading, no other changes or corrections noted. A motion by Chief Clarkson to accept the meeting minutes with the stated correction, Chief Wallace Second None Opposed.

**Treasure’s Report;**

Treasure’s Report was given by Chief Reidel

Beginning Balance $12,631.57

Deposits of $ 534.34

Total $13,165.91

Chief Wallace Motioned to pay the charges from the Testing process, $1708.60. Chief Clarkson Second Non Opposed Motion passed.

Chief Daugherty Motion to accept the Treasure’s report, Chief Nimitz Second Non-opposed

**Mutual Aid Update;**

The following additional agencies have signed and returned the ARFCA Mutual Aid Agreement,

Castle Hills FD, Leon Valley FD, Grey Forest VFD.

**Committee Reports;**

1. **Communications;**

Alamo Heights had 100% participation in the monthly radio checks.

Chief Daugherty stated that they need to check the VHF radios in the Interoperability boxes for updates to ensure that they have the correct Frequencies and personalities. Also when that last round of changes to the 800’s was done did all of these radios also get touched? He also asked if anyone has the profile of the VHF Radio in these boxes. Check with Chief Guisti with your questions.

LCRA will be updating their radios soon.

Chief Daugherty also mentioned that the contract for Jeff Wendling from Kerrville has expired with AACOG. Hopefully this will be renewed soon based on his knowledge and expertise with the radio systems that Jeff brings to the agency and region.

1. **Membership;**

Please if you have not paid your annual dues please forward your payments to Treasurer Chief Reidel or go to the website and utilize the PayPal method.

1. **Hiring Consortium;**

Capt. Vaughn reported this past testing session there were 65 personnel that signed up to test, 60 personnel actually took the test and 50% passed. They had reached out to the other small municipalities in addition to the Austin Del Mar College and TXA&M and other educational agencies that are not associated with a large municipality recruiting personnel to take the testing process.

1. **SAC CPAT Update;**

The CPAT building is projected to be built in the fall and opening in the spring of 2016.

Chief Wallace suggested that the 7K re-occurring fee should be divided up between the participating agencies.

1. **Training;**

Chief Clarkson reminded everyone that the TIFMAS Symposium will be June 18-19 <http://ticc.tamu.edu/Documents/IncidentResponse/TIFMAS/TIFMAS_Flyer_2015.pdf> Siddons Martin has made a donation towards the Symposium covering a large portion of the costs. For registration: \*email: [jglover@highlandvillage.org](mailto:jglover@highlandvillage.org)

Chief Covington suggested about using an “Event-Zilla” with a PayPal Link to simplify the process, Chief Covington will look to assist with the setup of the website.

District 7 will be hosting a Leadership Training May 02, 2015 they still have spots available.

District 7 will also be hosting a TCFP Driver Operator course 2 weekends in May they course will run $200.00 per person. Check with Kevin for availability.

Schertz will be offering a Course offered **by TEEX “Wide Area Search Course**” , follow the link for detailed information and registration.

<https://www.preparingtexas.org/DeliveryDetails.aspx?classid=6d83c6ee-8312-4f75-bae7-cb513033c4d4>

**STRAC Trauma Conference is May 4-6, 2015 at the Alamo Dome**.

<http://www.strac.org/index.php/stracconf>

**National Homeland Security Conference June 9-11, 2015 San Antonio, TX**

<http://www.cvent.com/events/national-homeland-security-conference-2015/event-summary-9ea1b8d24fd2494692b7bd7c38c77b77.aspx>

**Texas Department of Emergency Management Conference May 12-15, 2015 San Antonio, TX**

<http://www.txdps.state.tx.us/dem/conference/txEmerMgmtConf.htm>

1. Texas Fire Chiefs Report

**Unfinished / New Business;**

Chief Covington stated that Chief Hood had mentioned SAFD would assist with putting on the Communications 101 course to all the small Municipalities to help improve the communications on large scale incidents. Chief Covington has spoken with the training officer from SAFD and suggested that we host the courses in regional areas to assist with the travel from outlying agencies. Additionally maybe there should be a train the trainer course to assist with providing this information in the future to new personnel in our departments. One course will be slated for the NE side and another at LVFD dates and times to be forwarded soon.

Chief Wallace Mentioned that the Active Shooter Class is being approved, he will provide an update when it is completed.

Chief Covington update on FF Safety there has been seven personnel killed in traffic related accidents across the county currently this year. The commission has agreed and supports the National Highway Institute “SHRP 2” program. There will be a final vote in July.

Chief Wallace motioned for Chief Covington to Support / Endorse the training “National Traffic Incident Management Training” to send a letter to the Texas Fire Chiefs Association and to the Texas Fire Commission making a recommendation for all Texas fire personnel to attend this course, with a five year window for completion.

Chief Reidel Second the motion, all in favor, non-opposed.

Chief Daugherty commended Chief Covington for making the recommendation and seeing this project thru.

Chief Daugherty Mentioned that the LEPC has provided funding for the Texas Municipal School at Texas A&M in College Station. If you would like to participate send an Email to Chief Daugherty with your information the Dead line is June 12. This is open to all BXCO Departments.

Chief Guisti apologized for Chief Trevino’s absence he was unable to attend due to Fiesta Planning events. He did mentioned that June 22-23 Homeland security will be having an exercise to include up to 15-20 facilities (City, County, Regional, State Exercise) DSHS is the sponsor, this will be a full two days if you are interested in your agency participating to forward your information to Chief Trevino ASAP.

Chiefs Castillo from D-2 and Clarkson form D-7 have recently seen arise in CISD events in their areas and have been discussing the need to create possibly a Chaplin, CISD Team, Honor Guard in the area to assist the FF’s with some of these events. Chief Clarkson would like to collaborate to put together enough folks to support a CISD Team. Current trends lead to a mentorship program to follow up after the initial debrief to follow up one week, month, and three month intervals. Chris Lopez with the BXCO FMO states that Huntsville has a good program that they would like to model after. They currently are researching what training is required, costs, and having the agencies support out of town training to offset the expenses.

Robert Elizondo with 1-800-Boardup discussed that they provide a full service victim assistance program. They are currently providing additional services for specialty items such as electronics, clothing or other items that may become damaged with fire or water damage. They have specialized equipment that works to restore the items to remove the odor from such events. Their organization also works closely with your insurance agency to provide these services.

**Announcements of next meeting-**

The Next Meeting will be held on Friday May 29th the meeting will be held at;

***Air force Village Two***

***5100 John D Ryan Blvd, San Antonio, TX 78245***

<https://www.google.com/maps/place/Blue+Skies+of+Texas+West/@29.3839468,-98.7332619,15z/data=!4m2!3m1!1s0x0:0x42e92c4529d698c9>

**Meeting attendees:**

Jacob Mendiola Alex O’Rourke Walton Daugherty Roger Nimitz

Rich Guisti Robert Elizondo Michael Wehman Jeff Vaughn

Trevor Wortes Martin Davila Logan Scherschel Jerry Riedel

Kevin Clarkson Doug Meckel Ross Wallace Ray Hacker

Dannie Smith Tony Lenard David Covington

**Adjournment:**

Motion by Chief Daugherty was made to adjourn the meeting Chief Smith second, all in favor Non-opposed meeting was adjourned.