

**Department of Homeland Security
Preparedness Directorate/U.S. Fire Administration
National Fire Academy Board of Visitors
Conference Call Minutes
January 18, 2007**

Attendees:

The following National Fire Academy Board of Visitors (NFA BOV) members were present for the call:

Dr. Robert S. Fleming (Chairperson)
Professor, Rowan University
1406 Heather Lane
West Chester, Pennsylvania 19380

Ms. Helen Johnson (Vice Chairperson)
Executive Consultant
State Firemen's and Fire Marshals'
Association
5810 Charles Schreiner Trail
Austin, Texas 78749

Dr. Sandy Bogucki
Associate Professor
Section of Emergency Medicine
Yale University School of Medicine
464 Congress Avenue
New Haven, Connecticut 06519-1315

Chief Donald R. Oliver
Wilson Fire/Rescue Services
307 West Hines Street
Wilson, North Carolina 27893

Captain Jack Reall
President, Columbus Firefighters Union,
IAFF 67
1380 Dublin Road, Suite 103
Columbus, Ohio 43215

Mr. Gary Tokle
National Fire Protection Association
1 Batterymarch Park
Quincy, Massachusetts 02169-7471

The following members were not present for the call:

Chief Art Cota
Shasta College Fire Department
11555 Old Oregon Trail
Redding, California 96003

Chief Warren McDaniels (Retired)
100 City Park Avenue
New Orleans, Louisiana 70119

Department of Homeland Security /U.S. Fire Administration (USFA) staff in attendance:

Dr. Denis Onieal, Superintendent, National Fire Academy (NFA)
Dr. Kirby Kiefer, Deputy Superintendent, National Fire Academy
Mr. Ron Face, Director, NETC Management, Operations, and Support Services
Mr. Ed Kaplan, Education Specialist, NFA
Ms. Cindy Wivell, Secretary, NFA

CONVENE BOV MEETING/WELCOME

Dr. Robert Fleming, Chairman of the NFA BOV, convened the meeting at 1:35 p.m.
Dr. Denis Onieal welcomed everyone. Mr. Ron Face participated in the meeting via phone as he was on travel to the Noble Training Center.

FACILITIES UPDATE

Mr. Ron Face provided an update on security, budget, and facilities.

The FY07 budget money has been loaded into the accounts. Staff is moving forward with procurement actions. During the second quarter, it is anticipated that USFA will have money for unfunded requirements.

Facility deferred-maintenance contracts that were awarded using 2006 dollars are progressing well. Progress on campus maintenance continues. Once the weather is good, sidewalks will be repaired. Electric and steam expenses were high in the last two quarters of FY06.

Campus security changed effective January 1, 2007. Decisions were made based on discussions with Office of Management and Budget, Department of Homeland Security, and Preparedness Directorate personnel. There will be three officers per shift-- no guards on the gate. Signs will be posted on the Main Gate that the site is a Federal facility and only authorized visitors are permitted. Visitors should report to the Security Building; students report to C Building. The changes will reflect a savings of \$1.6M per year out of program funds. The current guard buildings will be replaced in the spring with larger, mobile buildings that are being renovated to be guard buildings. If there would be a need for increased security, plans are in place to bring it up very quickly.

In the Congressional Quarterly, there is a detailed description as to what FEMA will be. Mr. David Paulison will be nominated for FEMA Administrator. The Preparedness Directorate infrastructure will not be moving to FEMA; it will remain in place and be the National Programs and Protection Directorate. FEMA will have nine administrators, including one for the USFA. The head of USFA will be an Assistant Administrator of FEMA. Under Secretary George Foresman will be Under Secretary with the National Programs and Protection Directorate.

FIRE AND EMERGENCY SERVICES HIGHER EDUCATION (FESHE)

Mr. Ed Kaplan reported on his FESHE activities with regard to professional development, including model curriculum committees for EMS and Industrial Fire.

Dr. Fleming and Chief Don Oliver attended the FESHE Committees meeting December 14-16, 2006. Dr. Fleming opened the meeting; Chief Oliver attended all 3 days. Mr. Kaplan thanked both of them.

Mr. Kaplan reviewed materials previously sent to the BOV members.

Per the Federal Advisory Committee Act, the following recommendations for FESHE were accepted by the BOV as presented:

- FESHE committees structure (Oliver/Tokle motion).
- Line-of-Duty Death course outlines (Johnson/Oliver motion). Courses include: *Advanced Principles in Fire and Emergency Services Safety and Survival* and *Principles of Firefighter and Emergency Services Safety and Survival*.
- Existing and new model fire science curriculum. Courses include *Building Construction for Fire Protection, Issues in Fire/EMS Management, Fire Behavior and Combustion, Fire Prevention, Fire Plans Review, Principles of Code Enforcement, and Fire and Life Safety Education*.
- Move forward with committee reports (Tokle/Reall motion). Reports included the “National EMS Management Curriculum Committee Inaugural Meeting Report” dated January 8, 2007; the “National Fire Prevention Professional Development Committee Report” dated December 20, 2006; and the “National Industrial Fire Safety Professional Development Committee” (undated).

The agenda for the upcoming FESHE conference was reviewed--positive, no decision/action was required by the BOV.

Chief Oliver commended Mr. Kaplan in the great job he’s done.

If any of the BOV members have suggestions for the FESHE conference agenda or Virtual PODIUM (Professional Online Development, Instruction, Understanding & Mentoring), please send him a message at Ed.Kaplan@dhs.gov.

ACADEMY UPDATE

Dr. Onieal provided an update on Academy activities.

- The 6 day course conversion is moving along. There will be fifteen 2-week cycles and fifteen 1-week cycles in FY08, for a total of 45 weeks. The cost for the increased deliveries will be \$800K to \$1M. Information was given to Acting Administrator Charlie Dickinson to discuss with Mr. David Paulison, Director for the Federal Emergency Management Agency

(FEMA). Mr. Paulison initiated the conversion of courses. The differentiated costs include increased stipends and instructor costs.

- The Academy will be handing off eleven new and updated 2-day courses to the State training systems in several batches. Dr. Fleming asked for a listing of the courses.
- New program delivery descriptions will be coming out shortly – a graphic of the changes will be sent to each BOV member. The new course descriptions are based on the course length, who is paying for what, and where the course is being delivered.
- Dr. Onieal is a member of the FEMA training council who is trying to coordinate materials, content, and delivery of all training for FEMA.
- Based on historical data, Academy bedspace will be increasing to 275 from 250. Depending on the budget, one more class will be delivered each cycle--it is a cost factor.
- The President has nominated Greg Cade as the new Fire Administrator. Mr Dickinson is in D.C. today meeting with him.
- March 31 is the target day for the Learning Management System (LMS) to be up and running. Staff members are working on the certification of the system. For FY07, \$400K is budgeted for the LMS. Budget.
- The International Fire Service Journal of Leadership and Management has been published – the first peer-reviewed research journal in the fire service. We're very excited about it.
- Greg Cade has been nominated for the U.S. Fire Administrator position--hope for a quick nomination process.

BOV DISCUSSIONS

The next BOV meeting is scheduled for March 27-29, arriving March 26 and departing March 30. Agenda items should be sent to Ms. Wivell over the next month.

Some minor edits were noted for the BOV's annual report.

On a proper Oliver/Tokle motion and vote, the minutes for the October 2006 meeting were accepted as presented.

FOR THE GOOD OF THE ORDER

Dr. Onieal will be traveling on personal time to China in the summer to attend the China/U.S. Disaster Management Conference. He will send information to the BOV members.

ADJOURNMENT

Dr. Fleming thanked everyone for their service on the Board. He asked for a motion to adjourn. All approved. Meeting adjourned at 2:47 p.m.