

# TEXAS COMMISSION ON FIRE PROTECTION

July 11, 2013, 10:00 a.m.

1701 N. Congress Ave., William B. Travis Building, Room 1-104, Austin, Texas

1. Roll call – 10:00 a.m. (including consideration of whether to excuse absences).
2. Adoption of April 25, 2013 commission meeting minutes.
3. The Budget and Strategic Plan subcommittees will meet on July 11, 2013 during the commission meeting and may develop recommendations to be presented to the full commission including but not limited to, modifications to the agency budget and strategic plan. The subcommittees may meet separately or together.
4. Reports from the Budget and Strategic Plan subcommittees with discussion and possible action relating to any recommendations developed by these subcommittees.
5. Reports from fire service interest groups and agencies on matters relating to organizational purposes, functions, and objectives, including, but not limited to, the Texas Fire Chiefs Association, the Texas State Association of Fire Fighters, the State Firemen's and Fire Marshals' Association of Texas, the Texas Association of Fire Educators, the Texas A&M Forest Service, the National Fire Protection Association, Texas State Association of Fire and Emergency Districts, and the State Fire Marshal's Office.
6. Discussion and possible action concerning reports by the Commission representative to the Texas Fire School Advisory Board and by representatives of the Texas Engineering Extension Service (TEEX) regarding fire protection training provided by TEEX through its Emergency Services Training Institute (ESTI).
7. New matters from the commission, staff, or public which may be discussed in future commission meetings.
8. Discussion and possible action on future meeting dates.
9. Matters referred from the Fire Fighter Advisory Committee (FFAC), including, but not limited to:
  - A. Discussion and possible final adoption on proposed amendments, new sections, repeals and rule reviews as follows:
    1. Proposed amendments to Title 37 TAC, Chapter 421, Standards For Certification, including but not limited to, §421.1, Procedures for Meetings, §421.3, Minimum Standards Set by the Commission, §421.5, Definitions, §421.9, Designation of Fire Protection Duties, §421.11, Requirement to be Certified Within One Year, §421.13, Individual Certificate Holders, §421.15, Extension of Training Period, and §421.17, Requirement to Maintain Certification.
    2. Proposed amendments to Title 37 TAC, Chapter 427, Training Facility Certification, including but not limited to, Subchapter C, Training Programs for On-Site and Distance Training Providers, §427.301, General Provisions for Training Programs—On-Site and Distance Training Providers, §427.303, Training Approval Process for On-Site and Distance Training Providers, §427.305, Procedures for Testing Conducted by On-Site and Distance Training Providers, and §427.307, Onsite and Distance Training Provider Staff Requirements.
    3. Proposed amendments to Title 37 TAC, Chapter 437, Fees, including but not limited to, §437.1, Purpose and Scope, §437.3, Certification Fees, §437.5, Renewal Fees, §437.7, Standards Manual and Certification Curriculum Manual Fees, §437.11, Copying Fees, §437.13, Processing Fees for Test Application, §437.15, International Fire Service Accreditation Congress (IFSAC) Seal Fees, and §437.17, Records Review Fees.

4. Proposed amendments to Title 37 TAC, Chapter 439, Examinations for Certification, including but not limited to, Subchapter A, Examinations for On-Site Delivery Training, §439.1, Requirements—General, §439.3, Definitions, §439.5, Procedures, §439.7, Eligibility, §439.9, Grading, §439.11, Commission-Designated Performance Skill Evaluations, §439.13, Special Accommodations for Testing, and §439.19, Number of Test Questions.
  5. Proposed amendments to Title 37 TAC, Chapter 449, Head of a Fire Department, §449.1, Minimum Standards for the Head of a Fire Department, §449.3, Minimum Standards for Certification as Head of a Suppression Fire Department, and §449.5, Minimum Standards for Certification as Head of a Prevention Only Department.
  6. Proposed amendments to Title 37 TAC, Chapter 457, Minimum Standards for Incident Safety Officer Certification, including but not limited to, §457.1, Incident Safety Officer Certification, §457.3, Minimum Standards for Incident Safety Officer Certification, and §457.5, Examination Requirements.
- B. Discussion and possible action on proposed amendments, new sections, repeals, and rule reviews as follows:**
1. Proposed amendments to Title 37 TAC, Chapter 421, Standards For Certification, including but not limited to, §421.1, Procedures for Meetings, §421.3, Minimum Standards Set by the Commission, §421.5, Definitions, §421.9, Designation of Fire Protection Duties, §421.11, Requirement to be Certified Within One Year, §421.13, Individual Certificate Holders, §421.15, Extension of Training Period, and §421.17, Requirement to Maintain Certification.
  2. Proposed amendments to Title 37 TAC, Chapter 423, Fire Suppression, Subchapter A, Minimum Standards for Structure Fire Protection Personnel Certification, including but not limited to, §423.1, Minimum Standards for Structure Fire Protection Personnel, §423.3, Minimum Standards for Basic Structure Fire Protection Personnel Certification, §423.5, Minimum Standards for Intermediate Structure Fire Protection Personnel Certification, §423.7, Minimum Standards for Advanced Structure Fire Protection Personnel Certification, §423.9, Minimum Standards for Master Structure Fire Protection Personnel Certification, §423.11, Higher Levels of Certification, §423.13, International Fire Service Accreditation Congress (IFSAC) Seal.
  3. Proposed amendments to Title 37 TAC, Chapter 455, Minimum Standards for Wildland Fire Protection Certification, including but not limited to, §455.1, Minimum Standards for Wildland Fire Protection Personnel, §455.3, Minimum Standards for Basic Wildland Fire Protection Certification, §455.5, Minimum Standards for Intermediate Wildland Fire Protection Certification, and §455.7, Examination Requirements.
- C. Report from the Curriculum and Testing Committee with discussion and possible action on recommendations with regards to the following:**
- a. Fire Investigator, 1033 Matrix, curriculum outline and phase outline
  - b. Instructor I, II and III curricula, outlines and reference lists
  - c. Fire Officer III and IV reference lists
  - d. Basic Wildland Fire Fighter reference list
  - e. Intermediate Wildland Fire Fighter curriculum, outline, reference list and skill sheets
  - f. HazMat Operations Mission-Specific Competencies, HazMat Technician and HazMat Incident Commander reference lists
  - g. Appointment of Head of a Fire Department Ad Hoc Advisory Committee
10. Discussion and possible action on recommendation from David Covington, Fire Chief, Schertz Fire Rescue on acceptance of the Federal Highway Administration's Strategic Highway Research Program for continuing education credit.
  11. Discussion of acceptance of ProBoard certification.
  12. Discussion and possible action on matters from the Executive Director.
- A. Report on decisions of the Executive Director in contested cases and consent orders.**

**B. Status of division functions.**

**C. Legislative update.**

- 13. Executive session pursuant to Section 551.074, Texas Government Code for the discussion of personnel matters: the appointment, employment, compensation, evaluation, reassignment, duties, discipline, or dismissal of the Executive Director, and the appointment, employment, reassignment, or duties of personnel acting on an Interim basis in this position.**
- 14. Open session for further discussion and possible action regarding preceding agenda item.**
- 15. Adjourn meeting.**

**The Texas Commission on Fire Protection may go into executive session on any agenda item if authorized by the Open Meetings Act, Texas Government Code Chapter 551.**