



STATE OF DELAWARE
STATE FIRE PREVENTION COMMISSION
DELAWARE FIRE SERVICE CENTER

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DOVER, DELAWARE 19904

STATE FIRE PREVENTION COMMISSION

Monthly Meeting

December 18, 2007

MEMBERS PRESENT

Marvin C. Sharp, Chairman
Bob Ricker, Vice Chairman
W. (Bill) Betts, Jr.
Kenneth H. McMahon
Alan Robinson
Douglas S. Murray, Sr.
David J. Roberts

Allison Reardon, Deputy Attorney General
Patrick Mathews, M.D., BLS Medical Director
Grover P. Ingle, State Fire Marshal
Robert Newnam, Director, State Fire School
Sherry Lambertson, Executive Specialist

GUESTS

Richard R. Ward, Assistant State Fire Marshal
Michael Chionchio, Assistant State Fire Marshal
John Rossiter, SFMO
Kevin Wilson, DVFA
Sandy Hypes, OEMS
Ken Pyle, DVFA
Steve Kavanagh
Richard Toulson
James Cabbage, DVFA

CALL TO ORDER

Chairman Sharp called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

REGULAR SESSION

APPROVAL OF NOVEMBER 20, 2007 COMMISSION MEETING MINUTES

It was moved by Vice Chairman Ricker, and seconded by Commissioner McMahon that the minutes of the November 20, 2007 Commission meeting be approved as amended. Motion carried.

CALL FOR ADDITIONAL AGENDA ITEMS

Chairman Sharp called for additional agenda items. Vice Chairman Ricker added Middleford Speedway Update, Logisticare Correspondence, Lewes Fire Department Correspondence, TransCare, Ambulance Dispatch Discussion and an Executive Session for personnel issues. Commissioner Betts added Kent County Call Board. It was moved by Commissioner Murray, seconded by Commissioner McMahon to approve the agenda as amended. Motion carried.

REPORT OF THE STATE FIRE MARSHAL

Agency's Activity for the month of November is as follows: investigations 73- (criminal 28- /accidental 37- undetermined 8-); arrests 8-; inspections 819- (health care 20-/deputy 172/tech services -273 "QAP-323"); complaints-22; plan reviews 338-; PRUF revenue collected (November) \$294,660 year to date \$911,437; total overtime hours worked 234.0-; time off in hours (Deputies) 717.5 (vacation 217.0- /compensatory leave 37.5- /sick leave 58.0- /holiday 405.0- /compassionate 0.0)

INFORMATIONAL ITEMS

Personnel Issues

Fire Marshal Ingle reported that interviews were conducted for the Deputy Fire Marshal I position for Kent County. Background Checks are currently being run on the candidates. After completion, Fire Marshal Ingle will review the background checks and conduct a second interview with the top three candidates.

Personnel Issues cont.

John Reedy, Fire Protection Specialist hired in November, will begin work on January 22, 2007.

Rebekah Legar remains out of work on medical leave. It is anticipated that she will return to work mid January.

Kathleen Kaschmar is out of the office on Family Medical Leave for approximately four weeks.

DFIRS Update

The following fire companies are delinquent in DFIRS requirements. The total state participation in compliance is 79%. Overdue reports by 30 days are 3.1%, 60 days overdue 4.9%, 90 days, 3.2% and 90+ days 4.9%. Lilly Medina, State NFIRS Program Manager attended a meeting at the National Fire Academy on National Fire Information Council that oversees the National Fire Information System. Delaware is one of three states that have 100% electronic reporting. Our rate of errors is well in the normal range. Other states are working towards possible funding legislation to get better participation in reporting.

- **New Castle County**

Aetna	October
Odessa	October
Belvedere	August & October
Wilmington Manor	September & October

- **Kent County**

Carlisle	August
Cheswold	March & October
Clayton	February, July & October
Felton	September
Harrington	July - October
Hartly	September & October
Marydel	October
South Bowers	October

- **Sussex County**

Delmar	October
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Hardwired Smoke Detector Update

Fire Marshal Ingle reported that the Hardwired Smoke Detector program had a busy month in November. Fourteen different installations were completed for the needy. A report was submitted for review.

False Fire Alarms

Fire Marshal Ingle reported on the False Fire Alarm Activation report statewide. New Castle County is showing an increase. After the first of the year, the Fire Marshal's Office will begin offering the program once again for new fire line officers.

Sprinkler Services

Fire Marshal Ingle reported that because of the decline in the economic state and cold weather, his office is starting to receive a lot of requests for sprinkler systems to be placed out of service. This is mainly happening in vacant buildings with no electric service and nothing to support the sprinkler system. When a request is received, someone from the Fire Marshal's Office is going to review the facilities and have them remove all of the combustible materials from the area as required by the Fire Prevention Commission Regulations. They make sure the area is secured and security personnel on the scene around the clock. If they comply with those requirements of the regulations, they are allowed to shut the system down. If they do not comply, then the system will have to remain in service. Local Fire Chief's are being informed of these buildings so personnel are not put in danger.

P & C Roofing Appeal – City of Wilmington

Fire Marshal Ingle received a fax from the City of Wilmington Law Department on Friday, December 14th. He has reviewed the 18 page fax and believes that the City of Wilmington has cited them correctly.

The P & C Roofing Appeal submitted to the Fire Prevention Commission is different from the appeal addressed by the City of Wilmington Law Department.

Fire Marshal Ingle will continue to work on this and keep the commission apprised.

ACTION ITEMS

No report at this time.

FIRE MARSHAL/FIRE SCHOOL

No report at this time.

MISCELLANEOUS

No report at this time.

REPORT OF THE FIRE SCHOOL DIRECTOR

INFORMATIONAL ITEMS

Director

- Status of the Virtual Reality Trailer – The Fire School is continuing to attempt getting it up and running.
- Progressing with the changes to the computer program - \$75,000.00
- Brigade 1081 Standard is currently under review by staff. This is the standard that the Brigades are under. There has been a request that the Fire School provide certification under the 1081 either as a structural or exterior Brigade Fire Fighter.
- Attended FF Testing at Station 45
- Submitted a one-year plan review for the Commission to review.
- Year End Training Reports were submitted to the Commission for review.
- A non emergency ambulance unit is claiming that they are not required to have and EVO certified driver. The Fire School is in discussion with them, because their licensing does not show them as a non emergency transport service.

Staff Activities

- Senior Instructor Mike Lowe is scheduled for Grant Review.
- Senior Instructor Jim King – IMT Training – NFA – Train the Trainer Classes for IMT positions.

Programs/Courses

- Current Month – December
 - Rope Rescue I – 27 students
 - Vehicle Rescue – 47 students
 - Certification Testing – 22 FF I/II, FO II – 2
 - Fire Safety Workshop – cancelled
 - NFA Leadership III – 33 students
 - Very Good to Excellent reviews

Programs/Courses cont.

- Instructor's Development Seminar – 35 Instructors and Aides
- Divisions Usage – November
 - New Castle – 13
 - Kent – 8
 - Sussex - 8
- Additions – Revisions
 - Finalized the Methods of Fire Attack for Structural Firefighting
 - Completed the revisions to Method of Instruction Course

EMS

- Current Month – December
 - CPR classes – 8
 - CEU classes – 5
 - EMT-B Refreshers – 2
- End of month will send list to Fire Company of Certified personnel
- First of year will send EMT-B re-cert applications directly to EMT-B. Companies will be notified if an EMT-B fails to re-cert.
- EMS Ambulance Permits – not received
 - New Castle (Hockessin, Odessa, Townsend, Port Penn)
 - Kent (Bowers, Camden-Wyoming, Cheswold, Felton, Frederica, Marydel)
 - Sussex (Delmar, Lewes, Rehoboth, Seaford, Mid Sussex)
 - Private (Urgent, Transcare, U of D, First State, Stat Care, Life Star, Christiana Care Med, DFT, AMR, Beebe Medical)
 - Reporting requirements – removal of Associations and Paramedics from list. Requirements per §6713 we have to make notification on ambulance company providers. The list is being updated.

Delaware Risk Watch Report

The Delaware Risk Watch report was submitted to the Commission for review.

Scheduled Activities

- Director Newnam, Annual Leave, December 21st – 28th.

REPORT OF THE BLS MEDICAL DIRECTOR

Dr. Matthews reported that A.I. Dupont Hospital will become a Level 2 Trauma Center beginning January 1, 2008. They will take intra transport traumatic patients as well as isolated orthopedic injuries for children seventeen years of age and younger.

Dr. Matthews reported continuing border issues. He state that the consensus remains that all BLS Crews should continue to have Delaware certification.

Dr. Matthews reported on the implementation of medicated dressing use by ALS and BLS providers

Dr. Matthews reported that the Medical Directors are discussing the possibility of using a mechanical chest compression machine. It will be used at Christiana Fire Company as a pilot program.

REPORT OF DEPUTY ATTORNEY GENERAL

Executive Order Ninety-Nine

Deputy Attorney General Allison Reardon reported that she continues to work on legislation regarding Executive Order Ninety-Nine.

ACTION ITEM

Substation Committee Report

Ken Pyle gave a report from the Substation Committee. This committee is in the process of reviewed the minimum requirements for the Establishment of Additional Stations for Existing Fire and/or EMS Companies/Departments of the State of Delaware. A draft of the proposed changes was submitted to the commission for review.

Part X Ambulance Regulation Adoption

It was moved by Commissioner Roberts, seconded by Commissioner Murray to table the adoption of the Part X Ambulance Regulation until the January 15th Commission Meeting. Motion carried.

Private Property Ambulance Coverage/Middleford Speedway Update

Vice Chairman Ricker reported that he met with the owners of Middleford Speedway. They want to do what is best for the people of Middleford Speedway. They plan to contact the person in charge of their EMS department and find out what he is in fact certified to do.

District Maps

Commissioner Murray suggested that the commission research the cost and receive bids on having official district maps made of the fire and ambulance districts as set in 2007. Currently the only official maps are at each of the call board centers.

It was moved by Commissioner Murray, seconded by Commissioner Robinson to request an official map from the Call Board Centers for reproduction from the State Fire Prevention Commission. A request will be made for Individual District Maps and County Maps showing the districts. Motion carried.

LogistiCare

The Commission discussed correspondence received from LogistiCare in regard to aggregate requirements. The Commission will research this through the Insurance Commissioner.

Lewes Fire Department Correspondence

After review of the Lewes Fire Department Correspondence, it was agreed to send Lewes Fire Department a copy of the State Fire Prevention Commission grievance procedures.

TransCare

The Commission discussed correspondence from TransCare in regard to transport requirements of psychiatric patients from the Veterans Hospital. Dr. Matthews reported that the EMS stance is that law enforcement should be involved when a psychiatric patient is combative and is being transported involuntarily. Based on the limited information provided and the lack of any supporting authority from the Veterans Hospital for its position, it is the opinion of the State Fire Prevention Commission and the Office of EMS that TransCare has acted appropriately.

Kent County Call Board

Commissioner Betts reported that the Kent County Call Board has received the Emergency Fire Dispatch Accreditation. They are one of only six in the world that have this accreditation.

Closest Unit Dispatch

Vice Chairman Ricker discussed possible changes to the protocol of Delta and Echo calls. He is suggesting that in these types of call the closest unit should be dispatched for better patient care coverage. Deputy Attorney General Reardon stated that this would need to be done through regulation.

Chairman Sharp asked that Vice Chairman Ricker work with a committee to research what is in the best interest of the citizens of Delaware. He will report his findings to the commission at the January meeting.

It was moved by Commissioner Robinson, seconded by Commissioner Roberts to go into Executive Session for personnel reasons. Motion carried. The Commission entered Executive Session at 10:42 a.m.

EXECUTIVE SESSION

It was moved by Commissioner McMahon, and seconded by Commissioner Roberts to go out of Executive Session. Motion carried. The Commission exited the Executive Session at 11:53 a.m.

REGULAR SESSION

RECESS

It was moved by Commissioner Robinson, seconded by Commissioner Murray to go into Executive Session for personnel reasons. Motion carried. The Commission entered Executive Session at 1:45 p.m.

EXECUTIVE SESSION

It was moved by Commissioner McMahon, and seconded by Commissioner Roberts to go out of Executive Session. Motion carried. The Commission exited the Executive Session at 1:51 p.m.

REGULAR SESSION

ACTION ITEM

Evaluation of Fire School Director and State Fire Marshal

After discussion, Chairman Sharp appointed Commissioner Betts to work on setting objectives for the State Fire Marshal and Fire School Director. He will present a draft at the January meeting.

GENERAL INFORMATION

No report at this time.

CORRESPONDENCE

No report at this time.

MISCELLANEOUS INFORMATION

No report at this time.

REPORT OF THE COMMISSIONERS

Chairman Marvin C. Sharp

Chairman Sharp reported that he attended the Monthly Fire Prevention Commission Meeting, Kent County Fire Chief's Association Meeting, Kent County Ambulance Association Meeting, Sussex County Fireman's Association, Kent County Fire Advisory Board Meeting, OEMS Meeting, St. Joes UNI Workshop, Kent County Fireman's Association Meeting, Time Sheet Delivery, Bowers Ladies Night, DVFA Executive Meeting, Fire Advisory Meeting, Cheswold Ladies Night and Clayton Ladies Night.

Vice Chairman Bob Ricker

Commissioner Ricker reported that he attended the Monthly Fire Prevention Commission Meeting, Georgetown Fire Department Meeting, Fire Prevention Awards Ceremony, DVFA Meeting and DEMSOC Meeting.

Commissioner Kenneth H. McMahon

Chairman McMahon reported that he attended the Monthly Fire Prevention Commission Meeting, Fire Marshal Office in New Castle for Interviews, New Castle County Fire Chief's Meeting, Eastern Division of IAFC Committee Meeting, New Castle County Fireman's Meeting, Commission Workshop, Fire Marshal Office in Dover For Interviews.

Commissioner Douglas S. Murray

Commissioner Murray reported that he attended the Monthly Fire Prevention Commission Meeting, Sussex County Fireman's Association Meeting, Millville Fire Company Awards Program, DVFA Executive Meeting and Meeting with DVFA in Dover.

Commissioner David J. Roberts

Commissioner Roberts reported that he attended the Monthly Fire Prevention Commission Meeting, New Castle County Ambulance Association Meeting, Senator McBride Community Meeting, DVFA Executive Meeting and State Fire Prevention Awards, New Castle County Volunteer Fireman's Association Installation Dinner, DVFA & SFPC Meeting and Viewing Service for Ralph Tally.

Commissioner Alan Robinson, Jr.

Commissioner Robinson reported that he attended the Monthly Fire Prevention Commission Meeting, Kent County Volunteer Firemen's Association Meeting, Sussex County Vol. Firemen's Association Meeting, Citizens' Hose Co. Meeting, Citizens' Hose Co. Christmas Party, DVFA Executive Committee Meeting, DVFA Fire Prevention Awards, Citizens' Hose Co. Board Meeting, Cheswold Vol. Fire Company Appreciation Banquet, Clayton Fire Co. Appreciation Banquet, Senator Carper Christmas Party and DVFA & SFPC Meeting.

Commissioner Willard "Bill" Betts, Jr.

Commissioner Betts reported that he attended the Monthly Fire Prevention Commission Meeting, DVFA Executive Meeting, SERC IT Meeting, Kent County Chief's Meeting, DVFA & SFPC Meeting and Sussex Chief's Meeting.

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DATE OF NEXT MEETING

January 15, 2008, 9:00 AM
Commission Chamber
Delaware Fire Service Center
1463 Chestnut Grove Road
Dover, DE 19904

ADJOURNMENT

It was moved by Vice Chairman Ricker, and seconded by Commissioner McMahon that the meeting be adjourned. Motion carried. The meeting was adjourned at 2:09 p.m.

Respectfully submitted,

Sherry R. Lambertson
Executive Specialist

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