

**Department of Homeland Security
Federal Emergency Management Agency
U.S. Fire Administration
Board of Visitors for the National Fire Academy
August 31, 2021
Zoom Teleconference**

Attendees:

The following members of the Board of Visitors for the National Fire Academy were in attendance for the teleconference.

John S. Butler (Chairperson)
Fire Chief
Fairfax County Fire and Rescue Department
12099 Government Center Parkway
Fairfax, VA 22033

Dr. Michael Macey
Division Director
Simtable
40A Calle Josephina
Santa Fe, NM 87506

Dr. Patricia McIntosh (Vice Chair)
Emergency Management Coordinator
College of the Mainland
1200 N. Amburn Road
Texas City, TX 77591

Steven Dubay
Deputy Chief
Colorado Springs Fire Department
375 Printers Parkway
Colorado Springs, CO 80910

Chief Kevin D. Quinn
First Vice Chair
National Volunteer Fire Council
7852 Walker Drive, Suite 375
Greenbelt, MD 20770

Kristin Crowley
Deputy Chief
Los Angeles Fire Department
200 N. Main Street, Suite 1770
Los Angeles, CA 90012

Thomas E. Romaine, Jr.
Smokechaser
Minnesota Department of Natural
Resources - Forestry
644 Pfaender Drive
New Ulm, MN 56073

Federal Emergency Management Agency/U.S. Fire Administration/National Fire Academy (FEMA/USFA/NFA) staff in attendance:

Chief Steve Dean, Deputy Superintendent, NFA
Mr. Ken Farmer, Branch Chief, Education, Training and Partnerships Branch, NFA
Mr. Al Fluman, Director, USFA/NETC Management, Operations and Support Services Division
Mr. Eriks Gabliks, Superintendent, NFA
Ms. Deb Gartrell-Kemp, Program Support Specialist
Ms. Ellen Newlin, Program Specialist
Chief Richard Patrick, Director, National Fire Programs Division
Mr. Lester Rich, Branch Chief, Response Branch, NFA
Ms. Michelle Spielman, Secretary
Ms. Tiffany Warren, Branch Chief, Training, Administration, Planning and Analysis Branch, NFA
Mr. Mike Miron, Senior Director, Federal Advisory Committees (Acting)
Mr. David Brummett, FEMA Office of Chief Counsel

Others in attendance/public attendees:

None

Convene Board of Visitors Meeting/Welcome
Chief John S. Butler, Chairperson, Board of Visitors
Dr. Patricia McIntosh, Vice Chairperson, Board of Visitors
Mr. Eriks Gabliks, Superintendent, National Fire Academy
Chief Steve Dean, Deputy Superintendent, National Fire Academy

Chief Steve Dean welcomed the Board with opening remarks:

Good morning, and welcome to this meeting of the USFA/NFA Board of Visitors. This meeting is being conducted under regulations outlined in the Federal Advisory Committee Act (FACA).

I want to thank you for volunteering your time, diligent work and for completing the necessary security and ethical processes to serve as Special Government Employees (SGEs).

My name is Steve Dean. I am the Deputy Superintendent of the NFA and will be serving as Alternate Designated Federal Officer (ADFO) for this meeting. My role is to serve as liaison between the Board of Visitors and the USFA. I am also responsible for ensuring that all the provisions of the FACA are met regarding the operation of the Board of Visitors. You know Ms. Deb Gartrell-Kemp, whose work with FACA officials at FEMA and the Department of Homeland Security (DHS) have made this meeting possible and made my work immeasurably easier and more productive. Ms. Michelle Spielman and Ms. Ellen Newlin are Deb's backups, and I want to thank them officially for everything they do to make this meeting successful.

We have an agenda as published in the Federal Register. The times listed are approximate, and we may need to adjust the agenda to accommodate schedules. We must ensure that time for deliberations is adequate and that the public has ample time to make comments. No comments were sent in from the public.

Dextera/ZAI support staff, Ms. Jennifer Vanover, will be taking notes and will compile minutes. Minutes will include matters discussed and conclusions reached by the board. As ADFO, I am responsible for preparing the minutes and ensuring that they are certified by the meeting chair within 90 calendar days. All comments and notes will be available for public review forever. Please be sure to state your name before speaking so the minutes can be recorded accurately. If you have notes, please email them to Deb today so she can forward them to Jennifer.

Chief Dean convened this meeting of the USFA/NFA Board of Visitors. Chief Dean deferred over to Mr. Mike Miron as he had a 10:30 meeting.

Mr. Miron stated that it was a pleasure to speak with the Board of Visitors of the NFA. He thanked everyone for letting him be here. He has been with DHS since May 2003. He formerly worked at the Department of Commerce where he was an international trade specialist. On 9/11, a gentleman he worked with was killed in the attack on the Pentagon. Mr. Miron then decided to do volunteer work at the White House with Mr. Tom Ridge. Mr. Ridge became secretary of Homeland Security and Mr. Miron followed him to that department, where he has been a designated federal advisor for the secretary of Homeland Security Advisory Council since 2003. He provides support for the 26 federal committee advisories at the department. He is a proud father of a law enforcement officer who is also a certified wildland firefighter. Some examples of his successes: The department hired Ms. Alexa Cogapher to provide foundational recommendations for state and local fusion centers. Secretary Janet Napolitano got away from the color code system. Now there is a national terrorism advisory system. Mr. Miron stated that the recommendations that are provided matter not only to the department but also to others. The work that is done and the reports that are put together are used by the department as well as a wide variety of other individuals. He provided slides that were filled with processed and administrative information. Meeting attendance is important. He was glad to see that attendance for this meeting was very good. He stated that when one serves on these committees, one brings their expertise to the table, and those insights and recommendations are very important. He knows that there are different subcommittees that can meet anytime they want as long as they focus on the task at hand. They can meet with interior and exterior people to help accomplish the mission. He wanted to let everyone know that their service matters for knowledge for the department as well as outside the department. He asked if anyone had questions and any follow-up on the slide presentation that he sent out. There were no questions at that time.

Chief Dean turned the meeting over to Chief John Butler.

Chief Butler had some opening remarks.

He welcomed everyone to another convening of this meeting. He stated that, reluctantly, virtual is still going on because of precautionary reasons. The U.S. fire service is as busy as always. Up and down the West Coast and Canada they have their hands full. The Gulf Coast is getting hit now with Hurricane Ida and also continuing to deal with the pandemic. The U.S. fire service continues to be just as busy as ever. Chief Butler stated that they would not want it any other way and that they would rather be here at the table than not. These are challenging times. He stated that without further ado he was convening the Board of Visitors and welcome. He then turned the meeting over to Mr. Eriks Gabliks.

Mr. Gabliks replied thank you and welcomed everyone. He stated that it was good to see everyone virtually and he hoped everyone was safe and healthy. He advised that there is a lot going on in the country right now and fire and emergency medical services (EMS) are doing everything in their power to help. Mr. Gabliks stated that Chief Tonya Hoover could not be present today. He gave an update on her behalf and shared the balance of his report on the NFA. He stated that Chief Hoover is still serving as the acting United States Fire Administrator. Mr. Gabliks advised that there is still discussion on naming the next fire administrator and that as soon as it is official that information will be released. Mr. Gabliks stated that under Chief Hoover's leadership, business is moving forward. The NFA has an amazing staff and continues to support the fire and EMS providers, both career and volunteer across the country. There has been discussion on the tragic weather situations that have been going on in the Southeast. A number of USFA staff have been deployed or are being deployed to that area to help with the FEMA efforts. Other items of interest are that the new FEMA administrator has been named: Ms. Deanne Criswell. She has a rich background of fire service starting in Colorado as a member of the National Guard where she achieved the rank of deputy chief. She is no stranger to the USFA; she is an NFA alumna. She is very interested in fire and EMS issues. Mr. Gabliks discussed some things on the larger organizational front: One is that the USFA is involved in 2 major efforts with DHS and FEMA. One is an enterprise-wide discussion on climate change and how it affects FEMA as an organization, and obviously, the USFA's discussion is on the wildland urban interface (WUI). Mr. Gabliks stated that those in Western states no longer have a wildfire season — it is happening year-round. He stated that discussion is happening on a national level, and from the USFA stance, FEMA should discuss WUI fire situations just as much as hurricanes and floods. With climate change there are heat issues that affect many states, whether responding to people with heat related medical issues or those with no air conditioning, and things that need emergency response like drought and mudslides. Mr. Gabliks stated that from the USFA side the key element is making sure to not forget the impact that all these discussions have on state, local, tribal and territorial partners and that it is being heard.

Mr. Gabliks stated that another discussion that has a lot of interest both from FEMA and DHS is perfluorooctanesulfonic acid firefighting foam, or PFAS. There are 2 elements. One is the impact on the firefighters' health and safety, both career and volunteer. Second is the impact to the environment. He stated that these are issues being looked at on Capitol Hill and they are having active discussions in those areas.

Chief Kevin Quinn made a motion that they reconvene and that both Chief Butler and Dr. Patricia McIntosh stay as the chair and vice chair if they are accepting. Chief Butler accepted the chairperson position. Dr. McIntosh accepted the vice chair position. Thomas Romaine seconded the motion. Chief Butler asked if Chief Dean had anything to say or add. He did not have anything at this time.

Chief Butler motioned for them to launch the polls for the meeting dates.

- The date for October's annual report writing meeting poll that had the most votes was Oct. 20, 2021, from 1 p.m. to 4 p.m. It was discussed and that date was accepted.
- The date for December's meeting poll that had the most votes was Dec. 6, 2021, from 3 p.m. to 5 p.m. That date was discussed and accepted.

- The date for March's meeting poll that had the most votes was March 15, 2022, from 1 p.m. to 3 p.m.
- The date for August's meeting poll that had the most votes was Aug. 15 and 16, 2022, time to be determined.

Chief Butler turned the meeting over to Mr. David Brummett for the ethics briefing.

Mr. Brummett said good morning to everyone. He sent out his notes in a slide packet. Mr. Brummett stated that he always starts and ends with his phone number and strongly recommends that if anyone has a question to track him down. The slides he provided are information on conflicts of interest. He stated that major things to avoid are conflicts of interest. Conflicts of interest can pop up anywhere; they can be right around the corner. Mr. Brummett stated that the main reason this ethics briefing is being discussed is because most everyone at the Board of Visitors meeting is an SGE. The SGEs are categorized as federal employees who perform duties on behalf of the government. Employees do have a specific maximum time that they need to stay under, which is 130 days in a calendar year. He stated that if 1 hour is worked that day then that will be 1 of those 130 days. Mr. Brummett stated that this was his fourth year of this, and no one has complained about working more than 130 days. If there is someone going over 130 days, that could trigger some issues. If under an hour's worth of work is done, that is not a full day of business. Mr. Brummett stated that his favorite thing is the Confidential Financial Disclosure (OGE 450) Forms. Every year this form needs to be filled out. Ms. Gartrell-Kemp stated that they will be filled out again in March. Mr. Brummett said he will check on that date because the signatures on the new forms need to be on the exact date. Mr. Brummett stated that they have spoken about lobbying before. If anyone talks to U.S. congressmen about getting more money for the NFA, that is a red flag. Mr. Brummett stated not to lobby congress.

Mr. Brummett stated that this next section is the meat of the ethics information; this is the scary stuff that no one here has had issues with. If anyone is offered something like Lakers tickets and it has something to do with being a Board of Visitors member, that could be considered a conflicting financial interest. Mr. Brummett stated that no one can do anything for money that has to do with a covered relationship. A covered relationship includes a spouse, kids, lawyers, a general partner — someone close who would conflict loyalty to the Board of Visitors. The higher departments are not as lenient with ethics rules being broken. There are some exemptions from conflict of interest for particular matters, but one should definitely ask first. Mr. Brummett stated that if anyone were to receive phone calls from foreign countries, they should let someone know. He stated that if a procurement is on the horizon that would serve for the mission or needs, hopefully no Board of Visitors members are connected to that. This would be a red flag. Criminal prohibitions after leaving SGE service are not likely to apply. If appearing before other federal agencies or government officials, that may need to be checked out first. He advised to check with someone about political issues with bumper stickers on cars or coffee cups on desks. He stated that this is thrown in because officials like to talk about this during an election year. Mr. Brummett instructed members not to accept or receive political contributions or political buttons and not to use federal resources for political activities. This is the same as the foreign matter. He stated that it is probably not a good idea to be an expert witness for a case that affects or is against the government's interests, or to take valuable gifts. The value is set at 20 dollars. He instructed not

to take anything expensive because of being a Board of Visitors member. Mr. Brummett stated that the people in this meeting have knowledge of nonpublic information whether it is future projects or new things moving forward and not to use that information in a context to get something out of it. Full-time employees have a little more restriction. Mr. Brummett stated that SGEs are allowed to give talks or write on topics within their discipline. If someone is asked to teach, write or speak and it is not for the Board of Visitors, they should check to make sure it is okay to do.

Mr. Brummett offered additional resources:

- U.S. Office of Government Ethics www.oge.gov.
 - Mr. Brummett advised that no one wants to hear from this agency; they set these rules.

- U.S. Office of Special Counsel www.osc.gov.
 - Mr. Brummett again advised that definitely no one wants to hear from this agency because when breaking those rules there are attorneys involved. One should never ask if something is okay because it is probably not okay.

Mr. Brummett stated that if anyone has any questions to reach out to him. The main worry is conflict of interest or financial gain. He stated that the next time he is heard from it will be about the OGE 450 forms.

Mr. Brummett concluded his presentation and asked if there were any questions.

Dr. McIntosh questioned Mr. Brummett on Robinhood stocks. Mr. Brummett replied that yes, that needs to be reported on the OGE 450 form.

Dr. Michael Macey asked what the restrictions would be for calling one another up and saying “Hey, here is an issue. Has anyone heard anything about it?” For example, if someone heard about an issue with a program and asked another member if they had heard about it. Mr. Brummett replied that the restrictions he talked about were more on giving information to nonmembers, and that it is okay to discuss things with other Board of Visitors members.

Chief Butler asked if there is a conflict of interest issue with him also being a member of the board at International Association of Fire Chiefs. Mr. Brummett offered to connect with Chief Butler directly in the coming weeks on his specific ethics question, while generally reminding the Board of Visitors of their ethics obligation to share non-public information learned in the Board of Visitors business with outside organizations or entities.

Mr. Steven Dubay asked about the state fire chief conference in October. He asked about what to do if someone from another state asks him questions about the NFA. Mr. Brummett replied that it is okay to have a friendly conversation but not to give out important information that one knows should not be shared.

Mr. Gabliks stated that everyone asked good questions because being a part of the Board of Visitors is like wearing a number of hats. People in this meeting are fire chiefs, union members, college professors, etc. Being on the Board of Visitors is an honor, and he was glad to have

everyone here. The questions people ask are the same at all the conferences. Someone is always asking about what is going on at the NFA. Mr. Gabliks stated that about 90% of the issues are general information. Mr. Brummett agreed. There were no more questions.

Ms. Gartrell-Kemp sent Mr. Brummett's slides to everyone, and she asked Dr. Mark Rivero to reach out to Mr. Brummett when he feels better.

Chief Butler turned the meeting over to Mr. Gabliks for remarks on the strategic plan.

Mr. Gabliks stated that everyone had seen this strategic plan before. It is work that started under Chief Keith Bryant's leadership as the USFA administrator. This is the 2019-2023 USFA strategic plan. This plan is focused on how the USFA supports state, local, tribal and territorial partners and both career and volunteer fire and EMS personnel. Mr. Gabliks stated that they want to make sure this plan is achievable and makes sense. There are 3 goals.

Mr. Gabliks stated that the first goal is building a culture of preparedness in the fire and EMS branches. The NFA is a part of that, and other national fire programs are also a key element. They have the ability to identify, prevent, prepare for and mitigate community risks. Mr. Gabliks stated that it has been awhile since "America Burning" was updated, and that it is nearing completion. He stated that they have asked for specific information with "America Burning" on wildland fire issues. Mr. Gabliks replied that there will be an "America Burning" and an "America Burning" with a WUI addition, each with information about fire issues, needs and topics in the U.S. Mr. Gabliks stated that it is currently in draft form and should be ready soon. The NFA helps fire and EMS increase their organizational resilience. They develop partnerships to strengthen fire and EMS. The partnerships are from border to border and state to state and each organization. People may not realize that the USFA has partnerships with the senior community, and there are booths at the America Aging conference each year where the USFA shares fire and life safety issues.

Mr. Gabliks stated that the second goal is that they ready the nation's fire and EMS for all hazards. There is a lot of talk about all risk, all hazards. The NFA is front and center in the professional development piece, not only on campus but also virtually, and through partnerships with community colleges. They are strengthening the culture of health and wellness to improve responder safety, and survival is a little more challenging. The NFA has classes about health and wellness. It is important to know about vehicle reflective markings on apparatus. Not everyone is familiar with them. Mr. Gabliks stated that the objective is to get all the information possible out to the public. There is also data-driven decision-making and information sharing. He stated that Chief Richard Patrick will talk about that during his update on the National Fire Incident Reporting System (NFIRS). They have done great things this year not only to bolster the program but to raise awareness about how the NFIRS works and how simple it is to use.

Mr. Gabliks stated that the third goal is ensuring that the USFA is an innovative, knowledgeable and responsive organization that encourages an environment that embraces the contributions, innovations and potential of staff and supports ongoing professional development opportunities. Several seasoned NFA employees retired since the last meeting, which is a loss because they take their knowledge with them. Most of them had been here for 20, 30 or 40 years. He stated that Mr. Smiley White will be recognizing his 55th anniversary next month as a federal employee. Mr. Gabliks advised that there are challenges in filling vacancies because of the federal system. The

system is complex, so it takes some time to get people hired. It is not uncommon to take 3 to 6 months to fill a vacancy. Mr. Gabliks stated that simplifying administrative and business operations is a given. They promote effective internal communications. Each of the sections have meetings and they have a larger town hall meeting. The Emergency Management Institute (EMI) and USFA also meet on a monthly basis to talk about what can be done to help each other and what to work together on to make everything better. Some see the National Emergency Training Center (NETC) as 2 different campuses, but it is only 1 with 2 very specific missions. Mr. Gabliks stated that they operate and maintain a facility that provides a safe and secure environment for everyone. He stated that Mr. Al Fluman will talk about that when his turn comes around. There has been a lot of new infrastructure that is not the same since the last Board of Visitors meeting. The campus is not only safe and secure, but it is also environmentally friendly. The USFA is increasing their profile on a national level. There have been national podcasts. They are getting out and meeting stakeholders at the conferences. Mr. Gabliks stated that they are still in the middle of the strategic plan. There will be a new U.S. fire administrator coming on board soon so the plan will be adjusted as it is reviewed. Mr. Gabliks asked if anyone had any questions.

Dr. Macey asked what the metrics are to measure success. Mr. Gabliks replied that they have been meeting with stakeholders and reporting out on what has been going on. They benchmark students coming onto campus. Mr. Gabliks stated that they want to make sure students are taking information back to their departments and sharing it. They have students take surveys while they are here; they are given evaluations to complete. He stated that the return on investment is whether they took what they learned on campus and applied it in their organizations. They have good numbers and track everything on an ongoing basis. Mr. Gabliks asked if anyone had any other questions. There were no more questions at that time.

Deferred Maintenance and Capital Improvements on the National Emergency Training Center Campus

Mr. Al Fluman, Director, U.S. Fire Administration/National Emergency Training Center Management, Operations & Support Services Division

Mr. Fluman advised that he would briefly outline current campus projects.

- The main gate area is almost done.
- They are finishing up 3 construction areas on campus. Those areas are: renovations in Building J basement — putting classrooms and staff down there; renovations to Building L, where they will be putting staff on the first floor; completely gutting and doing renovations on Building O — they will be putting staff in there. Mr. Fluman stated that for the most part these construction projects are done and just waiting on furniture. These renovations will increase housing capacity on campus.
- The sixth building with solar panels is Building J. That building will have the most solar panels. NETC is trying to eventually work toward net zero electricity.

- This month they are about halfway done installing campus-wide fire alarm upgrades. Mr. Fluman stated that a contract will be in place this month to finish up the rest next year with the exception of Building N, which will probably have to be done in 2023.
- Large projects for next year with next year's budget include the heating, ventilating, and air conditioning (HVAC) system for Building N, which is NETC's largest building. This project will start in October.
- Mr. Fluman stated that another project is going to be some restroom renovations for next year and some Americans with Disabilities Act campus-wide upgrades. Another project is to improve the gutter systems on many buildings.
- EMI has chosen to convert offices into hoteling for staff. Mr. Fluman stated that most if not all staff have been teleworking. He stated that the third and fourth floors of Building N will be set up for telework hoteling-type arrangements for staff. It will decrease the cost of the HVAC needed in Building N.
- NETC is toying with the idea of converting the smallest building on campus, Building T, behind the dining hall, into a laundry area for the campus. Then laundry could be done here on campus instead of sending it out. The contractors who are doing it now do not seem to be doing a great job, and the cost is about \$200,000 a year. It will save about \$100,000 a year to do it in house.

Mr. Fluman finished his updates and advised that he would be happy to answer any questions.

Dr. McIntosh asked for clarification on the term "hoteling." Mr. Fluman replied that what hoteling is in essence is that the third and fourth floors of Building N are going to be used for staff. Staff will be grouped together in pods with appropriate social distancing and space allocated instead of having everyone in separate offices, the same concept that is happening in Buildings O and L. Mr. Gabliks added that with hoteling, the idea is that if the Board of Visitors worked at the station they would not all have a permanent workstation. If everyone showed up on the same day, someone would be left out. Mr. Gabliks stated that at FEMA headquarters, everyone's filing cabinet is on wheels so they can move it to wherever their workstation is for that day. Dr. McIntosh replied that it must take a lot of maintainability for doing things this way. Mr. Fluman replied that at EMI they choose to do things this way. That is how they have been operating for over a year and a half. They have had few employees on campus since the COVID-19 pandemic hit. Mr. Fluman stated that he was not going to provide any COVID-19 pandemic updates since he does that daily. Dr. McIntosh asked if there are any chances that EMI would affect the amount of space that the NFA can access and claim. Mr. Fluman replied that they have been toying with the idea that USFA directors may not need as much space for employees. They would like to add a couple more classrooms, but they must be careful when it comes to the historic preservation of the buildings. Mr. Fluman stated that by October or November they should have 30 to 40 additional dorm rooms. Even when they are booked to capacity, rarely do they use all the classroom space. Dr. McIntosh asked if it seems like there are enough classrooms and hotel space for students. Chief Dean replied that during some weeks there are extra classrooms in Building J because there are not enough beds to house enough students to fill all the classrooms. Chief Dean stated that there has been discussion to the point that

it is not just EMI classrooms or NFA classrooms. If NFA would need a classroom in Building K, which has been the EMI side, they could use that classroom if it is available and vice versa. With the COVID-19 pandemic going on, everyone has been working together better than when he started coming here. Mr. Gabliks replied that with working from home and Zoom classes, it has not been too bad with the capacity on campus. Once things get back up to speed again, then they will have to figure out how to have enough places for students to sleep. Mr. Gabliks stated that virtual is good for the people who cannot get here. Chief Dean replied that when he first came here, they did not have people in all the offices in Buildings F and D. They were all dorm spaces in those buildings. The classrooms in Building J were all full. Mr. Fluman asked if there were any more questions. There were no more questions at that time.

Chief Dean replied that when situations arise like the 2 students the week before who tested positive, that the system Mr. Fluman has put together for the last 13 months works. It is organized, the students understand it and it flows. There is a good system here and that is because of the time and effort Management, Operations and Support Services (MOSS) has put into it. Chief Dean stated that he just wanted the Board of Visitors to know that. Chief Butler replied that it is really appreciated.

**U.S. Fire Administration Data, Research, Prevention and Response
Chief Richard Patrick, Director, National Fire Programs Division, U.S. Fire Administration**

Chief Butler turned the meeting over to Chief Patrick.

Chief Patrick said hello to everyone. He stated that he was the director for National Fire Programs. Outside of the NFA and MOSS, most of the things the USFA does on a normal basis for the American fire and EMS stakeholders are going on within this division. They have some operational support for FEMA during disaster responses. Chief Patrick stated that there are 4 major disasters going on at this time: the hurricane that is coming through right now; the wildfires out West that FEMA is engaged in; the Afghan refugees; and the largest for the country is the pandemic, which is ongoing. Usually the highlights are intended to be toward NFIRS. Chief Patrick stated that they operate the fire data center which is the home of the NFIRS. These are the data elements included in all software-manufactured applications to capture specific sets that are needed to identify the American fire problem. From the data produced, there are numerous statistical reports to identify what departments are responding to. Of the 30,000-plus fire departments in the U.S., approximately 24,000 actively participate in NFIRS. This leaves a gap of 6,000 that do not report. In the most recent annual statistics, they exceeded 29 million responses from those 24,000 departments. They expect the 2020 data to exceed 30 million responses.

Chief Patrick stated that we are in the middle of a pandemic. It is good to believe that the pandemic is over the hump, but the data states that the pandemic is still in the middle. The USFA is conducting a first-ever national study called the NFIRS COVID-19 special study. Fire departments use this as a category to identify the incident they respond to. The program reports out on that on a weekly basis through the USFA up through FEMA, as well as providing information to the 10 FEMA region administrators. Chief Patrick stated that there are over 10 million responses that

have been reported. There have been only 10,600 fire departments that have reported since January 2020. They executed NFIRS Modernization 10 back in October 2020. That is currently being engaged with state partners even 10 months later. They are showing success in improvements across the board. Chief Patrick stated that they provide states access to data warehouse reporting tools so that they can enhance the data sharing and authenticity of that data. The estimation methodology project is to develop methodology to compute national estimates using NFIRS and other publicly available data. A lot of data is from the Census as well. The approach allows for more overall consistency and transparency of the estimation process. National Fire Data Center (NFDC) staff are in the process of operationalizing the program code. The data reports how it is used and why it is used. The data from the National Fire Protection Association (NFPA) is combined with data from NFIRS. There are dozens of different topics.

Chief Patrick stated that they are publishing a new fire data analyst handbook. It is currently in a final review. They expect it to be published in late October of this year. They executed a contract that went out for bid conducting a comprehensive needs assessment of NFIRS. The study will identify pitfalls across the board for NFIRS and a recommended path moving forward. It might give a pathway to a more modern system. NFIRS is not a software program in any way, shape or form. It is a data standard that was created decades ago, working closely with vendors to enhance the utility of that data standard software they produce. The data center also tracks line-of-duty death reports. Everything that comes in is voluntary reporting. Chief Patrick stated that they did receive a statutory charge to create a system that captures firefighter suicides in any way, not just on the job. This is currently an active process with USFA, FEMA, DHS and Congress on how that will work. They hope to collect data based on all of the identifiable information, issues and technology concerns with security imposed upon federal government by the middle of next year. The fire department registry has a voluntary system for fire departments to enter their demographic information.

Chief Patrick stated that in the research side of the house they have over 2 dozen active research programs with which the USFA is engaged. They range from studies on certain topics and best practices to partnering with scientific research. "America Burning" has been revisited 3 times over its history since 1973. The last time it was revisited was 2011. The current study is in its final phase; they hope to have final delivery this fall. The sister program is "America Burning WUI," which received final contractual drafting this week. It is all aspects of WUI, and it will be a high-level document intended for use by all stakeholders right up to the congressional level. Chief Patrick stated that they continue to work on vehicle safety from roadways to operations and visibility. They have an active EMS responder safety study underway. The most popular is USFA Funding Alternatives for Emergency Medical and Fire Services, which is in the third or fourth revision. That is expected to come out later this calendar year. There is a COVID-19 issue and future pandemic planning study currently underway. They currently have 4 DHS-funded WUI technology applications underway with DHS Science and Technology. A fifth one has been developed contractually on augmented reality, which is a fire prevention tool for prevention officers, firefighters and other wildfire mitigation specialists to walk around with an iPhone app to identify properties.

Chief Patrick advised that on the prevention side of the house, the major campaign is Fire is Everyone's Fight™. This is a campaign that is promoted for engagement from anybody who has

an interest as a stakeholder, not just for fire service members. They house the social media platform, and the website is maintained through that. Chief Patrick stated that the NETC Library is in the process of purchasing 100 new e-books. There are over 100 pictographs on the USFA website that can be adapted to use as a logo or message. Pictographs are wordless; they are designed for 2 factors: literacy, and to cover the 5 languages that are most commonly spoken in the U.S. The fire marshal interchange has a DHS information network solely for fire marshals. It contains for-official-use-only information, where fire marshals can post about common practices, best practices, ideas, etc. This encourages younger fire marshals to engage with more experienced fire marshals, and to ask questions of them.”

Chief Patrick stated that they are recruiting a branch chief for the NFDC. They are looking for a national expert in data to lead a team into the future of capturing it and statistics for the reports. Chief Patrick asked if anyone had any questions.

Dr. Macey asked for clarification about what represents a COVID-19 incident and how they are identified. Chief Patrick replied that it is most of the information that the 911 dispatch is providing to the fire department upon response. What is found on scene will also identify whether they will enter it into the COVID-19 piece within the dataset. Dr. Macey asked if in the future there will be an idea of an open dataset. For example, New York City has open data, so anyone can go in and mine data and find information for themselves. Chief Patrick replied that this does exist now and anybody can access or get access to that data. They give out raw data by the thousands. Dr. Macey clarified that under systems such as “NYC OpenData” the public has access to datasets, which is different than the need to request datasets. Chief Patrick replied that he is not the data expert on how these systems work. He knows they can have the data based on what is sent out. He thinks they may have to request to get in to see it. Dr. Macey asked if that will change in the future so that people do not have to ask to access it. Chief Patrick replied that that may be the case and that anything is possible. Chief Patrick stated that he hopes they come out with questions about that. Chief Patrick said that Chief Hoover was speaking in Wyoming about data, data, data. That was the title of her presentation. There is a myth that fire departments do not believe they have access to that data. They can query anything from their own data, although it will be filtered coming up through the system.

Chief Butler asked if there were any more questions. There were no more questions at that time.

National Fire Academy Updates on Developments, Deliveries, Staffing and Admissions

Mr. Ken Farmer, Branch Chief, Education, Training and Partnerships, National Fire Academy

Mr. Ken Farmer from the Education, Training and Partnership branch reported the following:

- Fire and Emergency Services Higher Education (FESHE) is coming up. They have a planning meeting on campus on Sept. 27-29, 2021.
- They have held 2 state weekends and have 1 more planned with Connecticut before the end of the fiscal year.

- State deliveries: During the first 3 quarters of the year, there were 490 deliveries and 7,474 students with a solid increase per quarter.
- The Blackboard learning management system (LMS) is working on getting authority to operate. It should be any day now. Mr. Farmer advised that it was supposed to be the next day but could be 10 to 20 days.
- Continuing to work on the Managing Officer pilot class in West Palm Beach, Florida. It seems to be working very well.
- The support relationship with the National Wildfire Coordinating Group (NWCG) has ended as they have now purchased their own software system and are self-reliant. Mr. Farmer stated that several wildland courses through the system will continue to be offered to the general fire service with their permission.
- There has been a good increase in LMS. The first quarter had 11,974 students, second quarter had 19,888, and third quarter was at 25,815 and it continues to grow. There are 3 courses in development in the LMS.

Chief Butler asked if anyone had any questions. There were no questions at that time. Chief Butler turned the meeting over to Ms. Tiffany Warren.

National Fire Academy Updates on Training, Administration, Planning and Analysis Ms. Tiffany Warren, Branch Chief, Training, Administration, Planning and Analysis

Ms. Warren from the Training, Administration, Planning and Analysis Branch provided the following update:

- The American Council on Education (ACE) and the International Accreditors for Continuing Education and Training (IACET) had 769 continuing education and training events conducted at the NFA over the past 12 months. That was from April 2020 to April 2021. There were 6,226 participants who were served 5 continuous education and training events. There were 5,983 learners awarded IACET continuing education units (CEUs). The total number of IACET CEUs that were awarded in the past 12 months was 17,361. Ms. Warren stated that this was a by-the-numbers view of what the NFA is doing with IACET.
- In November they are doing a review of 17 courses for ACE.
 - R/N/O0233, “Chemistry for Emergency Response.”
 - F/W/O0322, “Incident Command System for Structural Collapse Incidents.”
 - 2 campus fire and life safety: F/W/O0193, “Campus Fire and Life Safety I: Risk Assessment” and F/W/O0194, “Campus Fire and Life Safety II: Public Education.”
 - R/N0247, “Advanced Life Support Response to Hazardous Materials Incidents.”
 - R/N0387, “Analytical Tools for Decision-Making.”
 - F/W/O0635, “Best Practices in Community Risk Reduction.”
 - F/W/O0636, “Building Organizational Support for Community Risk Reduction.”

- 2 command and control classes: R0297, “Command and Control Decision-Making at Multiple Alarm Incidents” and R/N0312, “Command and Control of Incident Operations.”
 - F/W/O0321, “Incident Command for Highrise Operations.”
 - F/W0609, “Introduction to Unified Command for All-Hazard Incidents.”
 - R/N/O0200, “Leadership Strategies for Community Risk Reduction.”
 - R/N/O0491, “National Fire Incident Reporting System: Program Management.”
 - R/N/O0645, “Leadership in Supervision.”
 - 2 new courses: M0566, “Hot Topics Research in Fire and Life Safety” and M0576, “Training Program Design.”
- They have contracted Dr. Jeffery Simmons from Mount St. Mary’s University, an expert in strategic planning. Ms. Warren stated that Dr. Simmons is going to help create an operating and strategic plan for the NFA. There will be more about this effort as it progresses.
 - They are looking to increase our data-driven decision capability with a deeper dive contract instructor and in other areas that the NFA has. Over the years data analytics has been lacking and it is in need of improvement.

That concluded Ms. Warren’s update. She asked if anyone had any questions.

Dr. Macey asked about the numbers from April 2020 to April 2021 saying those were probably for the COVID-19 year. He asked if there was much of an increase or decrease. Ms. Warren stated that she did not know for sure but she can find out. Ms. Warren stated that she thinks it was higher because of everyone being online. She said she will get that report to Ms. Gartrell-Kemp and then she can distribute them to the Board of Visitors. Dr. Macey also asked if there is a financial dollar amount to the CEUs. Ms. Warren stated that they have not but that sounded like a good idea. She said that sounded like a great data analytics project because the data is there. There were no other questions at that time.

National Fire Academy, Superintendent’s Updates

Mr. Eriks Gabliks, National Fire Academy, Superintendent

Mr. Gabliks stated that he would be providing some updates to different branches within the NFA. He said the end of his update would wrap up information about the Executive Fire Officer (EFO) Program, which has a lot of interest and a lot of work going into it.

- Mr. Gabliks started off with some campus operations. The NFA never closed throughout this pandemic. Some campus training was suspended while the pandemic was in its prime. Deliveries of classes continued on a state-by-state basis through Zoom meetings, etc. Mr. Gabliks stated that they figured out how to do Zoom with federal licenses. There were a lot of obstacles, but they were able to offer 10 different courses. Zoom allowed them to reach audiences that never have been to the NFA. Some fire and EMS members just cannot make it to Emmitsburg or a 2-day state delivery class. Mr. Gabliks stated that virtual

deliveries will continue. Some states were turning the classes back over because there were too many COVID-19 guidelines and restrictions. Those classes were reallocated to states that could make them work. The start was 30 Zoom courses with multiple offerings and that has doubled in the last 6 months.

- Mr. Gabliks stated that they have always gone by the state, Centers for Disease Control and Prevention, and FEMA guidelines when it came to instructors and students. They never had any major problems with people abiding by the rules for the pandemic. NFA stayed firm on their rules. If people are not vaccinated, then they are required to get tested. Mr. Gabliks stated that Mr. Fluman tries to make sure everyone not only meets the guidelines but exceeds them. Students from the same classes will sleep in the same dorm areas. It is better to keep track in case 1 or a few test positive. There have been a total of 6 positive cases on campus. When testing was every 72 hours, 2 students came in with no symptoms and their first test was negative. Then a couple of days later their second test was positive. Those students were able to leave, and they were not showing any symptoms. Everyone in that class was tested for the next few days, and there were no issues. Another time 2 students came from the airport and tested positive, so they were quarantined. They both were able to go home safely. Campus does not test people who are vaccinated. A couple of students who were vaccinated were fine for a while then started feeling badly and the nurse was sent to test them, and they were positive. One had no symptoms and went home; the other stayed on campus for a while because they just felt really tired. Everyone has been staying very active in the safety protocols. Campus is 85% vaccinated. Mr. Gabliks asked if there were any questions on the COVID-19 situation. Dr. McIntosh asked if these tests were rapid tests. Mr. Gabliks said yes, they are rapid tests and if the person is not vaccinated, they have to get tested once a week right now. If the rapid test is positive, there is another test that is done that does take a little longer for results. That one is done on campus, too. Mr. Gabliks said the campus did go back to mandatory face coverings for everyone a few weeks ago.
- Active discussions are ongoing about when the National Fallen Firefighters Memorial Weekend will be held and what the protocol will be at that time. This year, 2 years of fallen firefighters will be honored, not just 1 year. The group that comes here will have to be smaller than in years past because of COVID-19. They will limit people but also make sure that the people who should be here are here. Mr. Gabliks stated that they are waiting for the final decision in a number of days.
- They looked back over the last few years to see how the NFA was doing. In 2018 there were 24,255 students who took NFA delivery classes, 32,067 who took NFA state partnership classes, and 52,168 who took NFA online classes. 2019 was a normal year for classes. Then 2020 is when the pandemic started. Classes were suspended on campus and some state partnership classes were also suspended. The online classes did grow a little. Mr. Gabliks stated that the 2021 numbers are not available at this time. They are tracking them closely but believe it will look similar to last year. The online number may go down because of the NWCG splitting off as they set up their own capacity.

- Mr. Gabliks stated that the Performance Metric is being tracked; it is a survey that is sent to students who come to the NFA as well as their supervisors. He said 93.2% of responding supervisors have reported that the NFA training has improved students' job performance, 66.7% have reported that their community's fire-related risks have been reduced as a result of training, and 93.2% have responded that the information gained has improved their departments' performance. He also said 98.4% of responding students have reported that the NFA training has improved their job performance. These responses are being tracked on an ongoing basis. Mr. Gabliks stated that they are trying to change it so that the students no longer have to opt-in to take the survey. They would rather it be harder to opt-out than to opt-in.

Mr. Gabliks provided information on courses that are being updated in the Fire Prevention curricula.

- The R0263, "Commercial Fire Sprinkler System Plans Review" course will be conducted on September 25, 2021.
- A plans review course of fire alarm systems is in development as a 5-day class.
- Digital drafting tables will be added to classrooms as an option for students. Students will be able to use blueprints or the drafting tables. Those are on order.

Mr. Gabliks provided an update on courses for the Emergency Medical Services curriculum.

- They are offering some pilots of P0146, "Supervising Emergency Medical Services" — 2-day off campus.
- R/P0150, "Management of Emergency Medical Services" — 10-day on campus.
- "Advanced Leadership Issues in EMS" (the title will change because the old version was archived in 2018) — 6-day on campus.
- "Hot Topics Research for EMS" — (conversion to) NFA online mediated; the old version was archived in 2017.
- R/P0168, "Management and Planning of Specialized Operations for EMS" — 6-day on/off campus.
- "EMS Hazard and Disaster Planning" — NFA online mediated that is being worked on now. It ties in well with the hurricane season.

Mr. Gabliks provided an update on Fire and Investigation Sciences Program.

- The curriculum is undergoing a whole new development and a rewrite. The rewrite assistance from staff and students is amazing.

- Four of the courses have been completed, and a fifth is funded for development this fall.
- The addition of accelerant detection through canines in scenario training, to create awareness of dogs' capabilities is going on now.
- There is a backlog of students wanting to attend these classes. A lot of fire investigators are retiring, and a lot of new fire investigators are waiting for this training.
- There are great partnerships at the NFA with the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). The ATF has staff assigned here; they bring in instructors, scientists and chemists to help deliver the courses.

Mr. Gabliks provided an update on the Fire and Life Safety Educator Fundamentals Program.

- A course has been completed and the NFA ran 3 back-to-back successful pilot offerings. The course performed well and is awaiting LMS for program delivery.
- Q0841, "Introduction to Strategic Community Risk Reduction" and Q0843, "Introduction to Community Risk Assessment" were piloted and are online with hundreds of successful completions. The courses are being integrated into pre-course assignments for the NFA Community Risk Reduction curriculum. They are also being utilized throughout the country as training modules within emergency services organizations.

Mr. Gabliks provided an update on Youth Firesetting Prevention and Intervention.

- A course is undergoing a significant revision to increase academic rigor and bring it even further in line with NFPA 1035, *Standard on Fire and Life Safety Educator, Public Information Officer, Youth Firesetter Intervention Specialist and Youth Firesetter Program Manager Professional Qualifications* job performance requirements. A very successful virtual interviewing component of at-risk youth compliments the experience. The revision also includes the 2 2-day F/W/O0633, "Youth Firesetter Intervention Specialist" and F/W/O0634, "Youth Firesetter Program Manager" courses.
- For the in-person R/N/P0629, "Youth Firesetting Prevention and Intervention" course revisions, work will begin on constructing an online instructor-led version of the much in-demand 6-day course. The course will include virtual interviewing with at-risk youth. Students are still going to be able to interview, but it will just be done virtually.
- Virtual connections with local youth firesetter programs have been successful.

Mr. Gabliks provided an update on Leadership and Executive Development.

- R/N0107, "Communication for Emergency Services Success": This course was revised from a 10-day offering to a hybrid course consisting of a 6-week mediated course and a 6-day course, R/P/M1000, "Effective Communications for Fire and EMS Success." The second pilot offering will take place in January.

Mr. Gabliks provided an update on Hazardous Materials.

- R/P/O0615, “Hazardous Materials Code Enforcement”: 6-day course has undergone revisions/updates. A resident pilot course is scheduled for October 2021.
- R/P0258, “Management and Safety in Response to Hazardous Materials/WMD Incidents”: A virtual, live, 2-day course for leading department training programs in development.
- There was a video production that turned into a national competition and got a Telly Award. This program received 2 awards for quality of production and quality of work.

Mr. Gabliks provided an update on Planning and Information Management.

- M0682, “Planning for Unusual and Catastrophic Events” is a new mediated course projected to start development in September.
- “Advanced Applications of Data” is a self-study course, and it is in development.
- “Introduction and Application of Data for Fire and Emergency Medical Services” is a self-study course.
- “Campus Life Safety Planning” is virtual/mediated.
- “Planning for Large Scale Incidents and Special Events” is virtual/mediated.

Mr. Gabliks provided an update on Responder Health and Safety.

- “Safety Essentials” is a self-study course and is in development.
- “Occupational Exposures in the Fire and Emergency Medical Services” is a mediated course and is in development.
- There has been much success in the virtual (Zoom) environment with more than 700 students enrolled in classes.
- There is a need to update the F/W/O0349, “Fire Service Safety Culture: Who Protects Firefighters from Firefighters?” course.

Mr. Gabliks provided an update on the Managing Officer Program.

- The class delivery resumed on campus.
- There have been no additional Managing Officer student applications accepted in 2021 due to COVID-19.
- The Managing Officer Program is due for a 10-year review.

Mr. Gabliks provided an update on the EFO Program.

- The EFO Program is running into few problems. Some in-person deliveries have resumed but no additional students will be added. The hope is to have the program reviewed next year.
- Legacy fourth year suspended classes until virtual was an option. Then, once students were allowed back on campus, classes were completed either virtually or on campus. Mr. Gabliks stated that 1 class did graduate in-person, but most graduations were virtual.
- The virtual graduations still had guest speakers from all aspects just like the in-person graduations.
- Legacy third year explored virtual options, but they were not feasible.
- Approximately 30 students still need to complete Legacy 3.
- Legacy 3 students had dates provided to them for Legacy 4 and also were assigned advisors for papers and presentations.
- The goal is for them to all graduate by June 2022.
- There was a high dropout rate for semester 1 mediated.
- The feedback from the semester 1 residential and mediated courses indicated that there was far too much work that needed to be done. Mr. Gabliks stated that they need to recalibrate 40% of the curriculum.
- Feedback from semester 2 mediated indicated that the program was just not working as they hoped it would. The LMS was needed. Semester 2 was put on hold until the LMS is completed.
- There have been no additional EFO student applications accepted in 2021 due to COVID-19.
- The EFO 2022 application period has been delayed until the fall of 2022.
- The EFO curriculum team is in place and actively working to address all the issues.

Mr. Gabliks stated that Mr. Kevin Brame did retire. There were some applicants for his position but they were not the right fit. Mr. Lester Rich is helping to get the program going again. Mr. Gabliks turned the meeting over to Mr. Rich.

National Fire Academy Updates on Response Branch Mr. Lester Rich, Branch Chief, Response Branch

Mr. Rich spoke on behalf of the EFO Program. The whole program is being revamped. There is a new internal team in the works. The protocols are in place and Mr. Rich stated that they will have the entire package to the Board of Visitors soon.

- Mr. Rich stated that the EFO 2019 – Year One was:
 - M5101, “Executive Leadership: Introduction to Executive Fire Officer and Research Design” is an online course.
 - R5201, “Exercise of Executive Leadership: Self” is a residential course.
 - M5102, “Strategic Risk Management Analysis: Organization” is an online course.
 - R5202, “Exercise of Executive Leadership: Organization” is a residential course.
 - M5105, “Executive Fire Officer Thesis” is an online course.
- Mr. Rich stated that the EFO 2019 – Year Two was:
 - M5103, “Strategic Risk Management Analysis: Community” is an online course.
 - R5203, “Exercise of Executive Leadership: Community” is a residential course.
 - M5104, “Applications in the Exercise of Leadership” is an online course.
 - R5204, “Integrating Executive Leadership for Self, Organization and Community” is a residential course.
 - M5105, “Executive Fire Officer Thesis” is an online course.
- Mr. Rich advised that the new 2021 proposed EFO Program has the following:
 - Self Section: made up of a resident 10-day class (R5201, “Exercise of Executive Leadership: Self”) in-person class.
 - Organization Section — made up of a self-study online class (Q5102, “Analysis of the Organization”) and also a residential 6-day in-person class (R5202, “Exercise of Executive Leadership: Organization”).
 - Community Section — made up of a self-study online class (Q5103, “Analysis of the Community”) and also a residential 6-day in-person class (R5203, “Exercise of Executive Leadership: Community”).

- Mr. Rich stated that the final is the Capstone Section — made up of a mediated online class (M5104, “Applications in the Exercise of Leadership: Capstone I”) and also a residential 10-day in-person class (R5204, “Applications in the Exercise of Leadership: Capstone II”).
- Mr. Rich stated the primary differences from the 2019 to the 2021 EFO Program:
 - There were 3 mediated courses removed and self-paced online coursework was added.
 - The first program experience is now in-person rather than online because the students need to get to know the instructors and their peers face to face first.
 - They went from a culminating thesis paper and defense to a comprehensive capstone experience.
- Mr. Rich advised that they will rewrite the EFO handbook and distribute it to the Board of Visitors for their feedback and questions. The feedback will be through a SurveyMonkey questionnaire. It will go out to the public for their feedback, too. Mr. Rich stated that they would like to see at least 2,000 people review and offer feedback. Mr. Rich asked if anyone had any questions.

Dr. Macey asked how long the draft would take. Mr. Rich replied that it would take about 10 days or until Sept. 10. The survey is not anonymous feedback. The recipients will have a cover letter to fill out. Mr. Rich stated that they would like feedback from people who have been through the EFO Program, people who have an interest in doing the program, and any highly motivated and engaged stakeholders as well. They anticipate that there will be between 250 and 275 people involved.

Mr. Gabliks stated that the 2-year thesis in the old version was too long. People have a hard time balancing stress, life, work, hours, etc. Mr. Gabliks advised that the program needed to be recalibrated. It is not a definite finish in 2 years; they can finish in 3 years if life gets in the way.

Mr. Rich stated that the writings will be compiled from portfolios and artifacts and the students will work with their reflective papers, basing the papers on adaptive leadership. The papers will be presented in groups so students’ peers can throw in thoughts and make them think about what they wrote. Mr. Rich stated that by their peers being involved, it will help students think more on their feet. The people currently in the program took a pause and will hopefully resume Nov. 7. EFO students should be able to finish next year. Mr. Rich stated that they are excited about everything and really want to hear all the feedback.

The meeting was then turned back over to Mr. Gabliks:

- Mr. Gabliks stated that a number of classes are coming up for ACE reviews. A lot of WUI classes are scheduled for updates next year. New training specialists are coming in and new courses are being presented. R0274, “Executive Analysis of Community Risk Reduction” is no longer going to be offered. There are people who do not even know there is an NFA. Some classes do have empty seats.

- They have increased the use of social media and podcasts.
- They do have USFA presentations at national fire and EMS conferences.
- Food services are provided on campus, and the meals have increased in price.
- Vacancies have to be filled from staff leaving and retiring.
- Mr. Gabliks advised that they will have to leave 2 positions vacant because of budget issues.
- LMS moves forward and continues through the DHS process. The duration of the process has impacted the NFA's ability to deliver classes. Zoom meetings are just baby steps, not long-term fixes. Mr. Gabliks asked if anyone had any questions.

Dr. Macey asked if the numbers for the residential classes have been looked at to see what the financial background for meal planning is. Mr. Gabliks replied that he is just learning the back of the house. He did say that it takes about 100 students being here to just turn the lights on. Some classes cannot be done virtually; students have to be here for classes that have simulation labs. Mr. Gabliks stated that Florida was given curriculum to help with the Managing Officer Program. They were paying for those classes to be offered at those departments. Mr. Gabliks stated that California was able to deliver F/W/O/S0729, "Incident Safety Officer" classes but they would not be NFA instructors nor would it go through ACE.

Dr. McIntosh asked if there have been many Hot Topic courses to help the work force. Mr. Gabliks replied that no, the instructors' process needs to have credibility. The branches have to be figured through a complex system. Mr. Gabliks stated that people need to have the background for the work because it makes for a better learning environment.

Chief Dean advised that they are very close with having LMS ready. Sept. 22 should be the day. Chief Dean stated that the Command and Control courses depend on the simulation labs. The simulation lab system is about 20 years old. He stated that if somehow lightning would strike that system it would be down for good. Mr. Gabliks stated that they have had discussions on getting contracts to upgrade that system. Mr. Gabliks asked if anyone had any questions. There were no questions at that time.

Board of Visitors Subcommittee Activity Reports

National Fire Incident Reporting System Chief Kevin Quinn, Chair

Chief Butler turned the meeting over to Chief Quinn.

Chief Quinn provided the following information:

Chief Quinn stated that it was very rewarding to hear some of the day's discussions. He stated that it was also good to hear that EMI and USFA are working more closely together. There has been a great divide between the 2. He stated that it really is a tribute to the personalities on both sides and all the hard work over the years.

Chief Quinn stated that Chief Patrick gave the updates about NFIRS and where they are in terms of the new analysis. Chief Quinn stated that he has chatted with Mr. Rivero, but there has not been an actual meeting because they have been waiting to see where the analysis was going and where the future of NFIRS is. Chief Quinn stated that even though the modernization is out they still have information to be determined. Once that comes in, they will meet. But for now, he will defer to Chief Patrick's comments.

Professional Development Initiative Update Dr. Patricia McIntosh, Chair

Dr. McIntosh provided the following information:

The professional development initiative seems to be on pause. Dr. McIntosh stated that they have been keeping up with FESHE activity. There is a meeting coming up. She stated that this year's live meeting is going to heavily emphasize advisors, counselors and academic people who help drive people toward fire programs and help manage their programs. Dr. McIntosh stated that she has spoken to Mr. Romaine about leading the efforts on the Managing Officer Program review but that has been put on pause. That concluded Dr. McIntosh's report. Dr. McIntosh asked Ms. Gartrell-Kemp if there was anything missing that needed to be discussed. Ms. Gartrell-Kemp replied no, but if anyone had any notes from the meeting to send them to her so she could distribute them to the members. Dr. McIntosh asked if there were any questions and there were none at that time.

Chief Butler asked if there was any old business to discuss before moving to adjourn. There were none at that time.

Final Comments/Adjournment

Chief Butler asked if they were ready to adjourn the meeting. Dr. McIntosh motioned to adjourn the meeting. All motioned to adjourn the meeting. Chief Butler stated that they will conclude the meeting of the Board of Visitors. The meeting is adjourned at this time. Chief Butler thanked everyone for being there.

Meeting adjourned at 3:04 p.m.