



## **NATIONAL FIRE PROTECTION ASSOCIATION**

The leading information and knowledge resource on fire, electrical and related hazards

**Correlating Committee on Professional Qualifications  
First Draft Meeting for NFPA 1021, NFPA 1521, NFPA 1051, NFPA 1071, NFPA 1078  
Second Draft Meeting for NFPA 1003, NFPA 1005, NFPA 1041, NFPA 1091**

**Luxor Hotel and Casino  
3900 S. Las Vegas Boulevard  
Las Vegas, NV 89119**

**June 8-9, 2018  
8:00am – 5:00pm PT**

Remote Connection Option:  
(866) 398-2885 Guest Code: 237983#  
Connect Web: <https://nfpa.adobeconnect.com/rfash/>

### Agenda

1. Call to Order - Chair William Peterson
2. Introduction of Members and Guests
3. Chair's Remarks and Purpose of Meeting (Authority/Responsibilities)
4. Approval of Minutes from Previous Meetings
  - a. NFPA 2400, 1<sup>st</sup> draft, April 9, 2018
  - b. NFPA 1082 1<sup>st</sup> draft, November 20, 2017
  - c. Correlating Committee Meeting, June 1, 2017
5. NFPA Staff Liaison report – Bob Fash
6. TC Member Status CC/TC Membership IC and Totals
7. New First Draft Fall-2020 Cycle Documents (PI Closing Date 1-4-2019)
  - a. NFPA 1031- Fire Inspector and Plan Examiner Professional Qualifications – PIs and FRs for the first draft

- b. NFPA 1033- Fire Investigator Professional Qualifications – FDM location and date TBD
  - c. NFPA 1035- Fire and Life Safety Educator, Public Information Officer, Youth Firesetter Intervention Specialist, and Youth Firesetter Program Manager Professional Qualifications – FDM location and date TBD
  - d. NFPA 1037- Fire Marshal Professional Qualifications– FDM location and date TBD
8. Review of Second Draft Meeting Documents (Fall 2018 cycle documents)
- a. NFPA 1003 – *Standard for Airport Fire Fighter Professional Qualifications* - (TC Revisions & ballot results)
  - b. NFPA 1005 – *Standard for Professional Qualifications for Marine Fire Fighting for Land-Based Fire Fighters*- (TC Revisions & ballot results)
  - c. NFPA 1041 - *Standard for Emergency Services Instructor Professional Qualifications* - (TC Revisions & ballot results)
  - d. NFPA 1091 - *Standard for Traffic Incident Management Personnel Professional Qualifications* - (TC Revisions & ballot results)
9. Review of First Draft Meeting Documents (Fall 2019 cycle documents\*)
- a. NFPA 1021- *Standard for Fire Officer Professional Qualifications* – (TC Revisions & ballot results)
  - b. NFPA 1521- *Standard for Fire Department Safety Officer Professional Qualifications* – (TC Revisions & ballot results)
  - c. NFPA 1051- *Standard for Wildland Firefighting Professional Qualifications* – (TC Revisions & ballot results)
  - d. NFPA 1071- *Standard for Emergency Vehicle Technician Professional Qualifications* – (TC Revisions & ballot results)
  - e. NFPA 1078 – *Standard for Electrical Inspector Professional Qualifications* (\*Custom 2021 cycle) – (TC Revisions & ballot results)
10. Professional Qualification documents with Custom Cycles
- a. NFPA 1082, *Standard for Facilities Safety Directors Professional Qualifications* – CC Approved first draft. Public Comments closed on May 9, 2018. Posting for CC review will be on or after October 17, 2018.
  - b. NFPA 2400, *Standard for Unmanned Aerial Systems Operation for Emergency Service Personnel* – Professional Qualification chapters imbedded within the standard. CC Approved first draft. Public Comments closes on June 20, 2018. Posting for CC review will be on or after October 17, 2018.
11. Technical Committee merge. Wildland Fire Management (WFM-AAA – NFPA 1143/1145) merge with the Wildland Fire Fighting Professional Qualifications (PQU-WSP – NFPA 1051).

12. The following documents reporting in the Fall 2017 Revision Cycle did not receive NITMAMS, were balloted by the Standards Council and are now considered consent standards with an Issuance date of November 11, 2016 and an effective date of November 30, 2017.
  - a. NFPA 1026 *Standard for Incident Management Personnel Professional Qualifications*
  - b. NFPA 1061, *Standard for Public Safety Telecommunications Personnel Professional Qualifications*
  - c. NFPA 1081, *Standard for Facility Fire Brigade Member Professional Qualifications*
  
13. NFPA 1001 - *Standard for Fire Fighter Professional Qualifications*
  - a. Received 12 NITMAMS
  - b. 3 CAMs forwarded by the Motions Committee for presentation at the 2018 NFPA Technical Meeting.
  - c. NITMAMS will cause a publication date change to 2019, but will not affect revision cycle.
  
14. NFPA 1006 - *Standard for Technical Rescuer Professional Qualifications.*
  - a. Revision Cycle Shift from Fall 2021 to Annual 2020.
  - b. New Chair – Orlando Hernandez, Texas Department of Emergency Management
  - c. Public Input closing date is June 27, 2018
  - d. First Draft Meeting scheduled for July 18-20, 2018 in Quincy, MA.
  
15. Discussion and possible action on Annex of Job Task Analysis for professional qualification documents.
  
16. Update on New Project Request for Support Personnel Professional Qualifications
  
17. Update Potential Project - Fire Data Analyst Professional Qualifications.
  
18. Next Meeting - TBD
  
19. Adjourn at the Close of Business

# Address List No Phone

05/25/2018

Robert Fash

**PQU-AAC**

## Professional Qualifications

|   |                                       |   |  |
|---|---------------------------------------|---|--|
| <b>William E. Peterson</b><br><b>Chair</b><br>2601 Swoop Circle<br>Kissimmee, FL 34741<br><b>International Fire Service Training Association</b>  | <b>M</b> 1/1/1990<br><b>PQU-AAC</b>   | <b>Brian R. Brauer</b><br><b>Principal</b><br>University of Illinois Fire Service Institute<br>Building 0294, Room 114<br>11 Gerty Drive<br>Champaign, IL 61820-7404<br><b>National Board on Fire Service Professional Qualifications</b><br><b>Alternate: Frederick W. Piechota, Jr.</b> | <b>E</b> 12/08/2015<br><b>PQU-AAC</b>  |
| <b>Gregg A. Cleveland</b><br><b>Principal</b><br>La Crosse Fire Department<br>726 5th Avenue South<br>La Crosse, WI 54601<br><b>NFPA Fire Service Section</b>                               | <b>U</b> 03/07/2013<br><b>PQU-AAC</b> | <b>Gordon Descutner</b><br><b>Principal</b><br>Alaska DPS Fire Standards Council<br>5700 East Tudor Road<br>Anchorage, AK 99507<br><b>Alaska Fire Standards Council</b>   | <b>E</b> 03/07/2013<br><b>PQU-AAC</b>  |
| <b>Angus Maclean Duff</b><br><b>Principal</b><br>Consolidated Fire District 2<br>6410 Riley St<br>Overland Park, KS 66202   | <b>U</b> 04/05/2016<br><b>PQU-AAC</b> | <b>Richard A. Dunn</b><br><b>Principal</b><br>SC State Firefighters' Association<br>111 Westpark Boulevard<br>PO Box 211725<br>Columbia, SC 29210   | <b>E</b> 11/30/2016<br><b>PQU-AAC</b>  |
| <b>Richard T. Dunton</b><br><b>Principal</b><br>Unified/ Rochester/Milton Fire Departments<br>40 Ford Farm Road<br>Milton, NH 03851   | <b>E</b> 08/03/2016<br><b>PQU-AAC</b> | <b>Alec Feldman</b><br><b>Principal</b><br>Fulcrum Consultants<br>47 Rathfarnham Park<br>Dublin, D14 KX78 Ireland<br><b>JOIFF-International Organisation for Industrial Hazard Management</b>   | <b>SE</b> 04/08/2015<br><b>PQU-AAC</b> |
| <b>Douglas P. Forsman</b><br><b>Principal</b><br>Fairfield Bay Fire Department<br>601 Woodlawn Drive, #36<br>Fairfield Bay, AR 72088  | <b>L</b> 1/1/1990<br><b>PQU-AAC</b>   | <b>Douglas R. Goodings</b><br><b>Principal</b><br>Blue River Community College<br>20301 E M 78 Highway<br>Independence, MO 64057  | <b>U</b> 11/30/2016<br><b>PQU-AAC</b>  |
| <b>Scott M. Gorgon</b><br><b>Principal</b><br>North Las Vegas Fire Department<br>9821 Canterbury Rose Lane<br>Las Vegas, NV 89134-5913<br><b>International Association of Fire Fighters</b> | <b>L</b> 07/29/2013<br><b>PQU-AAC</b> | <b>R. Kirk Hankins</b><br><b>Principal</b><br>Fire Consulting & Case Review International, Inc.<br>6360 E. Breezewood Drive<br>Columbia, MO 65202<br><b>International Association of Arson Investigators, Inc.</b><br><b>Alternate: Thomas W. Aurnhammer</b>                              | <b>U</b> 3/1/2011<br><b>PQU-AAC</b>    |

# Address List No Phone

05/25/2018

Robert Fash

**PQU-AAC**

## Professional Qualifications

|  |                      |   |                     |
|--|----------------------|---|---------------------|
| <b>Richard A. Mason</b>  | <b>SE</b> 08/11/2014 | <b>Bill Slosson</b>   | <b>E</b> 11/30/2016 |
| <b>Principal</b><br>National Fallen Firefighters Foundation<br>3 Suzanne Drive<br>Portsmouth, NH 03801-5910<br><b>National Fallen Fire Fighters Foundation</b>   | <b>PQU-AAC</b>       | <b>Principal</b><br>Washington State Patrol<br>P.O. Box 42642<br>Olympia, WA 98504-2642   | <b>PQU-AAC</b>      |
| <b>Philip C. Stittleburg</b>   | <b>L</b> 10/23/2003  | <b>Christopher A. Toten</b>   | <b>E</b> 04/04/2017 |
| <b>Principal</b><br>La Farge Fire Department<br>114 South State Street<br>La Farge, WI 54639-0009<br><b>National Volunteer Fire Council</b><br><b>Alternate: David W. Lewis</b>  | <b>PQU-AAC</b>       | <b>Principal</b><br>US Marine Corps<br>Marine Corps Detachment Goodfellow<br>224 Apache Trail<br>Goodfellow AFB, TX 76908-3103  | <b>PQU-AAC</b>      |
| <b>Charles R. Watson</b>   | <b>SE</b> 08/17/2017 | <b>Tracie M. Young-Brungard</b>   | <b>E</b> 07/29/2013 |
| <b>Principal</b><br>S-E-A, Ltd.<br>3305 Breckinridge Boulevard, Suite 126<br>Duluth, GA 30096  | <b>PQU-AAC</b>       | <b>Principal</b><br>Pennsylvania Office of the State Fire Commissioner<br>Pennsylvania State Fire Academy<br>1150 Riverside Drive<br>Lewistown, PA 17044-1979<br><b>International Fire Service Accreditation Congress</b><br><b>Alternate: Wayne Bailey</b> | <b>PQU-AAC</b>      |
| <b>Michael J. Yurgec</b>   | <b>M</b> 08/17/2017  | <b>Dalan Lee Zartman</b>  | <b>U</b> 04/05/2016 |
| <b>Principal</b><br>Global Emergency Products<br>2 Pine Drive<br>Sherman, IL 62684-9713  | <b>PQU-AAC</b>       | <b>Principal</b><br>Rescue Methods<br>7207 Scioto Parkway<br>Powell, OH 43065   | <b>PQU-AAC</b>      |
| <b>Alex Zielinski</b>  | <b>SE</b> 12/06/2017 | <b>Thomas W. Aurnhammer</b>   | <b>U</b> 10/23/2013 |
| <b>Principal</b><br>Safety Training Services<br>8516 Henry Street<br>Highland, IN 46322  | <b>PQU-AAC</b>       | <b>Alternate</b><br>Los Pinos Fire District<br>275 Browing Avenue<br>PO Box 319<br>Ignacio, CO 81137<br><b>Principal: R. Kirk Hankins</b>   | <b>PQU-AAC</b>      |
| <b>Wayne Bailey</b>  | <b>E</b> 03/03/2014  | <b>David W. Lewis</b>   | <b>L</b> 10/23/2013 |
| <b>Alternate</b><br>North Carolina Fire & Rescue Commission<br>Office of the State Fire Marshal<br>1202 Mail Service Center<br>Asheville, NC 27699<br><b>International Fire Service Accreditation Congress</b><br><b>Principal: Tracie M. Young-Brungard</b> | <b>PQU-AAC</b>       | <b>Alternate</b><br>533 Oakton Road<br>Odenton, MD 21113-1336<br><b>National Volunteer Fire Council</b><br><b>Principal: Philip C. Stittleburg</b>  | <b>PQU-AAC</b>      |

# Address List No Phone

05/25/2018

Robert Fash

PQU-AAC

## Professional Qualifications

|  |                      |  |                     |
|--|----------------------|--|---------------------|
| <b>Frederick W. Piechota, Jr.</b>  | <b>E 4/14/2005</b>   | <b>Stephen P. Austin</b>   | <b>L 1/18/2001</b>  |
| <b>Alternate</b>   | <b>PQU-AAC</b>       | <b>Nonvoting Member</b>  | <b>PQU-AAC</b>      |
| National Board on Fire Service Professional Qualifications<br>12 Cubles Drive<br>Brimfield, MA 01010<br><b>Principal: Brian R. Brauer</b>  |                      | Cumberland Valley Volunteer Firemen's Association<br>Emergency Responder Safety Institute<br>460 Polly Drummond Hill Road<br>Newark, DE 19711<br><b>TC on Traffic Control Incident Management Pro Qual</b> |                     |
| <b>Alan W. Conkle</b>  | <b>M 10/28/2014</b>  | <b>John S. Cunningham</b>  | <b>U 10/28/2014</b> |
| <b>Nonvoting Member</b>  | <b>PQU-AAC</b>       | <b>Nonvoting Member</b>  | <b>PQU-AAC</b>      |
| Ohio Association of Emergency Vehicle Technicians (OAEVT)<br>1333 Cherry Street<br>PO Box 35<br>Millbury, OH 43447<br><b>TC on Emergency Vehicle Mechanic Technicians Pro Qual</b> |                      | Nova Scotia Firefighters School<br>48 Powder Mill Road<br>Waverley, NS B2R 1E9 Canada<br><b>TC on Fire Fighter Pro Qual</b>  |                     |
| <b>Jay Dornseif, III</b>   | <b>M 10/28/2014</b>  | <b>Richard C. Edinger</b>  | <b>E 8/17/2017</b>  |
| <b>Nonvoting Member</b>  | <b>PQU-AAC</b>       | <b>Nonvoting Member</b>  | <b>PQU-AAC</b>      |
| Priority Dispatch Corporation<br>110 South Regent Street, Suite 500<br>Salt Lake City, UT 84111<br><b>TC on Public Safety Telecommunicator Pro Qual</b>                            |                      | Chesterfield County Fire & Emergency Medical Services<br>PO Box 40<br>Chesterfield, VA 23832<br><b>TC on Hazardous Materials Response Personnel</b>  |                     |
| <b>Ronald R. Farr</b>  | <b>C 4/4/2017</b>    | <b>Dave E. Hanneman</b>  | <b>U 10/27/2005</b> |
| <b>Nonvoting Member</b>  | <b>PQU-AAC</b>       | <b>Nonvoting Member</b>  | <b>PQU-AAC</b>      |
| Plainwell Fire Department<br>1226 107th Avenue<br>Otsego, MI 49078<br><b>TC on Electrical Inspection Practices</b>   |                      | Idaho Falls Fire Department<br>625 Shoup Avenue<br>Idaho Falls, ID 83402-4958<br><b>TC on Incident Management Pro Qual</b>   |                     |
| <b>Edward M. Hawthorne</b>   | <b>U 7/26/2007</b>   | <b>Orlando P. Hernandez</b>  | <b>E 12/06/2017</b> |
| <b>Nonvoting Member</b>  | <b>PQU-AAC</b>       | <b>Nonvoting Member</b>  | <b>PQU-AAC</b>      |
| Shell Oil Company<br>2012 Fairway Bend Drive<br>Haslet, TX 76052-2804<br><b>TC on Industrial Fire Brigades Pro Qual</b>  |                      | Texas Division of Emergency Management<br>422 Havens Way<br>San Antonio, TX 78260<br><b>TC on Rescue Technician Pro Qual</b>   |                     |
| <b>Ronald L. Hopkins</b>   | <b>SE 10/28/2008</b> | <b>Robert J. James</b>   | <b>08/17/2015</b>   |
| <b>Nonvoting Member</b>  | <b>PQU-AAC</b>       | <b>Nonvoting Member</b>  | <b>PQU-AAC</b>      |
| TRACE Fire Protection & Safety Consultant, Ltd.<br>123 Redwood Drive<br>Richmond, KY 40475<br><b>TC on Fire Service Instructor Pro Qual</b>  |                      | UL LLC<br>750 Anthony Trail<br>Northbrook, IL 60062<br><b>TC on Building Fire and Life Safety Director Professional Qualifications</b>   |                     |

# Address List No Phone

05/25/2018  
Robert Fash  
PQU-AAC

## Professional Qualifications

|  |                                |   |                                 |
|--|--------------------------------|---|---------------------------------|
| <b>Randy J. Krause</b><br>Nonvoting Member<br>Port of Seattle Fire Department<br>2400 South 170th Street<br>Seattle, WA 98158<br>TC on Fire Service Occupational Safety and Health                     | <b>E 4/10/2012</b><br>PQU-AAC  | <b>Peter J. Mulvihill</b><br>Nonvoting Member<br>14045 Perlite Drive<br>Reno, NV 89521<br>TC on Fire Inspector Pro Qual   | <b>SE 4/4/2017</b><br>PQU-AAC   |
| <b>Randal E. Novak</b><br>Nonvoting Member<br>1424 Nebraska Avenue<br>Ames, IA 50014-4523<br>TC on Accreditation & Certification Pro Qual  | <b>SE 8/17/2017</b><br>PQU-AAC | <b>Ryan Peterson</b><br>Nonvoting Member<br>Orem Fire Department<br>95 East Center Street<br>Orem, UT 84057<br>TC on Unmanned Aircraft Systems                          | <b>U 04/11/2018</b><br>PQU-AAC  |
| <b>Lawrence L. Preston</b><br>Nonvoting Member<br>Maryland Fire and Rescue Institute<br>University of Maryland<br>4500 Paint Branch Parkway<br>College Park, MD 20742<br>TC on Fire Officer Pro Qual   | <b>E 10/27/2009</b><br>PQU-AAC | <b>Jim Stumpf</b><br>Nonvoting Member<br>Organizational Quality Associates<br>2431 North Phoenix Lane<br>Meridian, ID 83646-8311<br>TC on Wildfire Suppression Pro Qual | <b>SE 10/27/2009</b><br>PQU-AAC |
| <b>Nancy J. Trench</b><br>Nonvoting Member<br>Fire Protection Publications<br>Oklahoma State University<br>930 North Willis Street<br>Stillwater, OK 74078-8045<br>TC on Public Fire Educator Pro Qual | <b>M 10/28/2014</b><br>PQU-AAC | <b>Paul Valentine</b><br>Nonvoting Member<br>TUV SUD America Inc./Global Risk Consultants<br>111 West Washington<br>Chicago, IL 60602<br>TC on Fire Marshal Pro Qual    | <b>M 10/29/2012</b><br>PQU-AAC  |
| <b>George A. Wendt</b><br>Nonvoting Member<br>Travelers Insurance Company<br>308A Emmans Road<br>Flanders, NJ 07836<br>TC on Fire Investigator Pro Qual  | <b>I 8/2/2010</b><br>PQU-AAC   | <b>Robert Fash</b><br>Staff Liaison<br>National Fire Protection Association<br>One Batterymarch Park<br>Quincy, MA 02169-7471   | <b>10/24/2016</b><br>PQU-AAC    |

## Item 3

### **3.4.2 Authority.**

A Correlating Committee shall direct the activities of the Technical Committees that have primary responsibility for the development and revision of NFPA Standards assigned to them. The Correlating Committee shall be responsible for resolving conflicts, achieving correlation among the recommendations of the Technical Committees, correcting errors and omissions, and ensuring that the Committee activities have been conducted in accordance with these Regulations and any approved Supplemental Operating Procedures (see 3.3.8). The Correlating Committee shall have the authority to choose between alternatives presented by the Technical Committees and to write text, but only as necessary for correlation, consistency, and the correction of errors and omissions.

### **3.4.3 Responsibilities.**

The responsibilities of a Correlating Committee are:

- (a) Resolving conflicts within or between NFPA Standards
- (b) Recommending the resolution of conflicts between overlapping functions in Technical Committee Scopes
- (c) Recommending the establishment of new or the discharging of existing Technical Committees and proposing new Scopes or changes to existing Scopes of Technical Committees
- (d) Recommending changes in membership to obtain or improve representation on a Technical Committee
- (e) Correlating the scheduling of the Reports from the Technical Committees operating under its responsibility
  - 1. Notifying a Technical Committee of its failure to comply with these Regulations or the Manual of Style for NFPA Technical Committee Documents
- (f) Determining whether the Technical Committee has given due consideration to all evidence presented to it in connection with the preparation of its Report, including all comments relating to negative votes
- (g) Establishing Supplemental Operating Procedures, if desired (see 3.3.8)
- (h) Performing such other or different duties as the Standards Council may from time to time assign



# Item 4a



## **NATIONAL FIRE PROTECTION ASSOCIATION**

The leading information and knowledge resource on fire, electrical and related hazards

### **Correlating Committee on Professional Qualifications Meeting for the First Draft of NFPA 2400**

#### **Web/Teleconference Meeting Minutes**

##### **Attendees:**

Bill Peterson - Chair

Brian Brauer

Gordon Descutner

Douglas Forsman

Douglas Goodings

Kirk Hankins

Bill Slosson

Phil Stittleburg

Randy Watson

Tracie Young-Brungard

John Cunningham

Richard Edinger

Randy Novak

Larry Preston

Christopher Pape - Ontario Office of  
the FM and EM - Guest

Jason Dolf - Aerial Services, Inc. -  
Guest

Michael Wixted – NFPA Staff

Bob Fash - NFPA Staff

- Call to Order - Chair William Peterson at 1:05 Eastern Time
- Introduction of Members and Guests
- Chair's Remarks and Purpose of Meeting (Authority/Responsibilities)
- NFPA Staff Liaison report given by Bob Fash and reviewed the regulations of Correlating Committee Responsibilities.
- CC reviewed first revisions (FRs) relative to NFPA 2400 - *Standard for Small Unmanned Aircraft Systems (sUAS) used for Public Safety Operations*, Professional Qualifications chapter 5 and related Annex Sections.
- CC voted to add a correlating note to FR 25, section 5.2.3.3 to change "AHJ" to "public safety entity" for consistency throughout the professional qualification chapter.
- The CC voted to move the first draft to ballot with the CC note.
- Meeting adjourned at 2:10 Eastern Time

# Item 4b



## **NATIONAL FIRE PROTECTION ASSOCIATION**

The leading information and knowledge resource on fire, electrical and related hazards

### **Correlating Committee on Professional Qualifications First Draft Meeting for NFPA 1082**

**Internet-Telephonic Meeting - November 20, 2017**

#### **Meeting Minutes**

##### **Attendees:**

Bill Peterson, Chair

Angus Duff

Ricard Dunn

Douglas Goodings

Randy Watson

Stephen Austin – (PQU-TCM)

Alan Conkle – (PQU-EVM)

Richard Edinger – (HCZ-AAA)

Nancy Trench – (PQU-PFE)

George Wendt – (PQU-FIV)

Bob Fash – NFPA Staff

- Chair Peterson called the meeting to order at approximately 1:03 AM EST.
- Introduction of members and guests.
- Chair gave remarks and purpose of meeting for the Correlating Committee
- Correlating Committee reviewed and approved minutes from previous meeting conducted on June 1, 2017
- NFPA Staff Liaison report – Bob Fash
- Correlating Committee reviewed First Draft Revisions for NFPA 1082. No recommendations or notes given.
- Overview of the status of other Professional Qualification documents given to the Correlating Committee.
- Next Meeting - February, 2018 Web/Teleconference (NFPA 2400 - Standard for Small Unmanned Aircraft Systems (sUAS) used for Public Safety Operations), Position Chapters.
- Next face-to-face meeting, June 8-9, 2018, Las Vegas, NV.
- Meeting adjourned at approximately 1:40 PM EST on November 20, 2017.

# Item 4c



## **NATIONAL FIRE PROTECTION ASSOCIATION**

The leading information and knowledge resource on fire, electrical and related hazards

### **Correlating Committee on Professional Qualifications First Draft Meeting for NFPA 1003, NFPA 1005, NFPA 1091, 1041 Second Draft Meeting for NFPA 1001, NFPA 1061, NFPA 1081, 1026**

**National Fire Protection Association-World Headquarters  
1 Batterymarch Park  
Quincy, MA 02169-7471**

**June 1, 2017**

### **Meeting Minutes**

#### **Attendees:**

|                                       |   |
|---------------------------------------|---|
| Bill Peterson, Chair                  | John Cunningham – (PQU-FFQ)               |
| Gregg Cleveland                       | Larry Preston – (PQU-FOF)                 |
| Gordon Descutner                      | Jim Stumpf – (PQU-WSP) – Remote Connect   |
| Angus Duff                            | Nancy Trench – (PQU-PFE)                  |
| Ricard Dunn                           | George Wendt – (PQU-FIV) – Remote Connect |
| Richard Dunton – Remote Connect       |   |
| Alec Feldman                          | Bill Larkin – Guest                       |
| Douglas Forsman                       | Amanda Mitchell – Guest                   |
| Douglas Goodings – Remote Connect     |   |
| Bill Slosson                          |   |
| Philip Stittleburg                    |   |
| Tracie Young-Brungard                 | Bob Fash – NFPA Staff                     |
| Frederick Piechota – voting alternate | Tom McGowan - NFPA Staff                  |
| Stephen Austin – (PQU-TCM)            | Casey Grant – NFPA Staff                  |
| Alan Conkle – (PQU-EVM)               |   |

Chair Peterson called the meeting to order at approximately 8:02 AM EST.

Introduction of members and guests.

Chair gave remarks and purpose of meeting for the Correlating Committee

Correlating Committee reviewed and approved minutes from previous meeting conducted on May 10-12, 2016

NFPA Staff Liaison report – Bob Fash

TC Member Status CC/TC Membership IC and totals presented to the Correlating Committee. Attachment Item 6. Discussion on the low numbers for PQU-WSP TC. Related item presented by Tom McGowan under Item 12 on a possible merger with the WFM-AAA TC.

Presentation made by Casey Grant on the initiatives of the Fire Protection Research Foundation and the impact on professional standards.

### **Fall 2019 Documents**

Correlating Committee presented with list of Fall 2019 cycle professional qualification documents to be reviewed – No action taken.

### **Discussion and Action on 2<sup>nd</sup> Draft Documents**

#### **NFPA 1001**

Correlating Committee agreed to create three 2<sup>nd</sup> correlating revisions to the 2<sup>nd</sup> draft.

Additional discussion on the Support Member submittal and the propose request for a new project based on the TC's rejection based on scope for inclusion to the NFPA 1001 Standard.

The CC approved a request to NFPA 1932 TC to recognize that NFPA 1001 professional qualification allows for the movement of a ground ladder for repositioning, as situation dictates, without retracting. Although non-binding, there should be coordination on how ground ladders are instructed to be used.

No additional action proposed.

#### **NFPA 1061**

No action proposed

#### **NFPA 1081**

Correlating Committee agreed to create a 2<sup>nd</sup> correlating revisions to the 2<sup>nd</sup> draft pending the final vote of the TC to correct a reference to the NFPA 1072. The 1081 TC did vote in a supplemental ballot to make the correction, making additional action by the Correlating Committee unnecessary.

No additional action proposed.

### **NFPA 1026**

Discussion centered on the amount of persons certifying to the standard.

No action proposed

### **Discussion and Action on 1<sup>st</sup> Draft Documents**

#### **NFPA 1003**

No recommendations or actions taken

#### **NFPA 1005**

No recommendations or actions taken

#### **NFPA 1091**

Discussion on name change of the document to “Standard for Traffic Incident Management Personnel Professional Qualifications.”

No recommendations or actions taken

#### **NFPA 1041**

Discussion on the new positions of “Live Fire Instructor” and “Live Fire Instructor in Charge” added to the standard.

Correlating Committee created a note to the TC to have the Annex C Matrix include these two new positions.

No additional recommendations or actions taken

### **New Professional Qualification documents under development**

Presentation made by Tom McGowan on new professional qualification standards and standards that contain professional qualification requirements that will impact the Correlating Committee.

### **Overview of potential new Data Analyst Professional Qualification Standard**

Presentation given by Matt Hinds-Aldrich on a potential new Pro-qual standard for Fire Data Analyst.

## **Identified issues with current Pro-Qual Documents**

Correlating Committee was given an overview of errors found with NFPA 1002 and NFPA 1006 after being issued. The CC voted to send a recommendation to the Standards Council to have the 1006 document returned to the Technical Committee to correct errors and be reissued to the public.

### **Motion:**

CC wishes to send a note to the SC to consider slip-cycle, or other means as appropriate, and send the document back to the 1006 TC to correct errors of the published document.

### **Substantiation:**

The CC is concerned about the technical and correlating issues in the 2017 edition of NFPA 1006. The concerns are impacting the implementation of the standard and the safety of end users. The CC is recommending that the standards Council consider an alternative that in effect withdraws the 2017 edition and direct the TC to address the issues identified by stakeholders.

Additional discussion on the issuance of documents with one or more errors led to the CC to assign specific professional qualification documents to CC members to oversee them throughout the revision process.

For Fall 2018 documents the following are assigned:

- NFPA 1091 – Doug Forsman
- NFPA 1003 – Gordon Descutner
- NFPA 1005 – Philip Stittleburg
- NFPA 1041 - Ricard Dunn

Completing Job Task Analysis for each professional qualification undergoing revision was discussed. The PQU-FOF (1021) will conduct this JTA based on current job descriptions and assignments for fire officers.

An update was given on the JPRs / Competency Model from Dr. Hooton.

Update and status report on action items from professional qualifications summit.

Meeting adjourned at approximately 4:00 PM EST on June 1, 2017.

# Item 6

| <b>PQU-AAC Correlating Committee</b> |                      |                |
|--------------------------------------|----------------------|----------------|
| <u>Class</u>                         | <u>Voting Number</u> | <u>Percent</u> |
| E                                    | 7                    | 33%            |
| L                                    | 3                    | 14%            |
| M                                    | 2                    | 10%            |
| SE                                   | 4                    | 19%            |
| U                                    | 5                    | 24%            |
| Total Voting Number 21               |                      |                |

| <b>PQU-ACF 1000</b>    |                      |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 3                    | 27%            |
| L                      | 2                    | 18%            |
| SE                     | 3                    | 27%            |
| U                      | 3                    | 27%            |
| Total Voting Number 11 |                      |                |

| <b>PQU-EVM 1071</b>    |                      |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 2                    | 12%            |
| IM                     | 2                    | 12%            |
| L                      | 3                    | 18%            |
| M                      | 3                    | 18%            |
| RT                     | 1                    | 6%             |
| SE                     | 1                    | 6%             |
| U                      | 5                    | 29%            |
| Total Voting Number 17 |                      |                |

| <b>PQU-FFQ 1001-1002-1003-1005</b> |                      |                |
|------------------------------------|----------------------|----------------|
| <u>Class</u>                       | <u>Voting Number</u> | <u>Percent</u> |
| E                                  | 4                    | 13%            |
| I                                  | 1                    | 3%             |
| L                                  | 9                    | 30%            |
| M                                  | 1                    | 3%             |
| RT                                 | 1                    | 3%             |
| SE                                 | 7                    | 23%            |
| U                                  | 7                    | 23%            |
| Total Voting Number 30             |                      |                |

| <b>PQU-FIS 1031</b>    |                      |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 8                    | 28%            |
| IM                     | 2                    | 7%             |
| L                      | 2                    | 7%             |
| M                      | 2                    | 7%             |
| SE                     | 9                    | 31%            |
| U                      | 6                    | 21%            |
| Total Voting Number 29 |                      |                |

| <b>PQU-FIV 1033</b>    |                      |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 7                    | 23%            |
| I                      | 3                    | 10%            |
| M                      | 2                    | 7%             |
| SE                     | 9                    | 30%            |
| U                      | 9                    | 30%            |
| Total Voting Number 29 |                      |                |

| <b>PQU-FMA 1037</b>    |                      |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| C                      | 3                    | 11%            |
| E                      | 7                    | 25%            |
| I                      | 1                    | 4%             |
| L                      | 2                    | 7%             |
| M                      | 2                    | 7%             |
| SE                     | 6                    | 21%            |
| U                      | 7                    | 25%            |
| Total Voting Number 28 |                      |                |

| <b>PQU-FOF 1021</b>    |                      |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 7                    | 23%            |
| L                      | 7                    | 23%            |
| M                      | 2                    | 7%             |
| SE                     | 7                    | 23%            |
| U                      | 7                    | 23%            |
| Total Voting Number 30 |                      |                |

| <b>PQU-FIS</b>         |                      | <b>1041</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 8                    | 28%            |
| IM                     | 2                    | 7%             |
| L                      | 2                    | 7%             |
| M                      | 2                    | 7%             |
| SE                     | 9                    | 31%            |
| U                      | 6                    | 21%            |
| Total Voting Number 29 |                      |                |

| <b>PQU-RES</b>         |                      | <b>1006</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 3                    | 9%             |
| L                      | 8                    | 25%            |
| M                      | 5                    | 16%            |
| SE                     | 9                    | 28%            |
| U                      | 7                    | 22%            |
| Total Voting Number 32 |                      |                |

| <b>PQU-ICM</b>         |                      | <b>1026</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| C                      | 1                    | 4%             |
| E                      | 5                    | 22%            |
| I                      | 1                    | 4%             |
| L                      | 1                    | 4%             |
| M                      | 4                    | 17%            |
| SE                     | 5                    | 22%            |
| U                      | 6                    | 26%            |
| Total Voting Number 23 |                      |                |

| <b>PQU-TCM</b>         |                      | <b>1091</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 4                    | 18%            |
| IM                     | 1                    | 5%             |
| L                      | 5                    | 23%            |
| M                      | 1                    | 5%             |
| SE                     | 6                    | 27%            |
| U                      | 5                    | 23%            |
| Total Voting Number 22 |                      |                |

| <b>PQU-IFB</b>         |                      | <b>1081</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 2                    | 11%            |
| I                      | 2                    | 11%            |
| M                      | 4                    | 21%            |
| SE                     | 5                    | 26%            |
| U                      | 6                    | 32%            |
| Total Voting Number 19 |                      |                |

| <b>HCZ-AAA</b>         |                      | <b>1072</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| C                      | 5                    | 14%            |
| E                      | 11                   | 31%            |
| L                      | 1                    | 3%             |
| M                      | 2                    | 6%             |
| SE                     | 9                    | 26%            |
| U                      | 7                    | 20%            |
| Total Voting Number 35 |                      |                |

| <b>PQU-PFE</b>         |                      | <b>1035</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 7                    | 28%            |
| I                      | 1                    | 4%             |
| L                      | 2                    | 8%             |
| M                      | 1                    | 4%             |
| SE                     | 7                    | 28%            |
| U                      | 7                    | 28%            |
| Total Voting Number 25 |                      |                |

| <b>UAS-AAA</b>         |                      | <b>2400</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 7                    | 17%            |
| IM                     | 2                    | 5%             |
| L                      | 2                    | 5%             |
| M                      | 6                    | 15%            |
| RT                     | 3                    | 7%             |
| SE                     | 10                   | 24%            |
| U                      | 11                   | 27%            |
| Total Voting Number 41 |                      |                |

| <b>PQU-PST</b>         |                      | <b>1061</b>    |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 2                    | 18%            |
| L                      | 1                    | 9%             |
| M                      | 1                    | 9%             |
| SE                     | 4                    | 36%            |
| U                      | 3                    | 27%            |
| Total Voting Number 11 |                      |                |



| <b>FIX-AAA</b>         | <b>1521</b>          |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 6                    | 19%            |
| I                      | 1                    | 3%             |
| L                      | 3                    | 9%             |
| M                      | 4                    | 13%            |
| RT                     | 1                    | 3%             |
| SE                     | 9                    | 28%            |
| U                      | 8                    | 25%            |
| Total Voting Number 32 |                      |                |

| <b>BLF-AAA</b>         | <b>1082</b>          |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| E                      | 8                    | 31%            |
| I                      | 1                    | 4%             |
| M                      | 2                    | 8%             |
| RT                     | 1                    | 4%             |
| SE                     | 7                    | 27%            |
| U                      | 7                    | 27%            |
| Total Voting Number 26 |                      |                |

| <b>EEP-AAA</b>         | <b>1078</b>          |                |
|------------------------|----------------------|----------------|
| <u>Class</u>           | <u>Voting Number</u> | <u>Percent</u> |
| C                      | 3                    | 30%            |
| E                      | 3                    | 30%            |
| M                      | 3                    | 30%            |
| SE                     | 1                    | 10%            |
| Total Voting Number 10 |                      |                |

## Item 8

Review of Professional Qualification documents at the Second Draft Meeting phase.

Item 8a NFPA 1003 ([TC Revisions & ballot results](#))

NFPA 1003 – *Standard for Airport Fire  
Fighter Professional Qualifications*

## Item 8

Review of Professional Qualification documents at the Second Draft Meeting phase.

Item 8b NFPA 1005 ([TC Revisions & ballot results](#))

*NFPA 1005 – Standard for Professional Qualifications of Marine Firefighting for Land-Based Firefighters*

## Item 8

Review of Professional Qualification documents at the Second Draft Meeting phase.

Item 8c NFPA 1041 ([TC Revisions & ballot results](#))

NFPA 1041 – *Standard for Emergency Services Instructor Professional Qualifications*

## Item 8

Review of Professional Qualification documents at the Second Draft Meeting phase.

Item 8d NFPA 1091 ([TC Revisions & ballot results](#))

NFPA 1091 - *Standard for Traffic Incident Management Personnel Professional Qualifications*

## Item 9

Review of Professional Qualification documents at the First Draft meeting phase.

Item 9a NFPA 1021 ([TC Revisions & ballot results](#))

NFPA 1021 – *Standard for Fire Officer  
Professional Qualifications*

## Item 9

Review of Professional Qualification documents at the First Draft meeting phase.

Item 9b NFPA 1521 ([TC Revisions & ballot results](#))

NFPA 1521 – *Standard for Fire Department  
Safety Officer Professional Qualifications*

## Item 9

Review of Professional Qualification documents at the First Draft meeting phase.

Item 9c NFPA 1051 ([TC Revisions & ballot results](#))

NFPA 1051 – *Standard for Wildland  
Firefighting Professional Qualifications*



## Item 9

Review of Professional Qualification documents at the First Draft meeting phase.

### Item 9d NFPA 1071 ([TC Revisions & ballot results](#))

NFPA 1071 – *Standard for Emergency Vehicle Technician Professional Qualifications*

## Item 9

Review of Professional Qualification documents at the First Draft meeting phase.

Item 9e NFPA 1078 ([TC Revisions & ballot results](#))

*NFPA 1078 – Standard for Electrical  
Inspector Professional Qualifications*

## Item 13

### NFPA 1001 – *Standard for Firefighter Professional Qualifications*

#### *Certified Amending Motions (see attached)*

- Any action taken at the 2018 Technical Meeting to amend or return an entire report to committee, **must be balloted** through the committees.
- The balloting of committees should be completed within 45 days following the Association Meeting.
- The **Technical Committee (TC) ballot should be mailed by June 15<sup>th</sup>** with a **return date of June 29<sup>th</sup>** with **circulation of negatives returned by July 9<sup>th</sup>**.
- The Correlating Committee (CC) will be copied on the TC ballot so they have time to review the material.
- The **Correlating Committee ballot must then be mailed on July 11<sup>th</sup>** with a **return date of July 18<sup>th</sup>** with **circulation of negatives returned by July 25<sup>th</sup>**.

#### **Amended Reports**

In accordance with 4.6 of the *Regulations Governing the Development of NFPA Standards*, the committees must now be balloted on proposed resulting text only; there will be no ballot where the recommendation is to previous edition text.

#### **Report Returned**

In accordance with 4.6.5 of the *Regulations Governing the Development of NFPA Standards*, the committees must now be balloted on Association meeting action. The ballot is an informational ballot for use by the Standards Council in the event of an appeal.

The Staff Liaison will indicate whether or not they approve the Association action of returning the report to the Committees. The TC/CC shall also make a recommendation to the Standards Council on which cycle it wishes to pursue.

#### **Transcript**

A copy of the transcript will be available on the NFPA website. Committee's should know actions as part of the ballot that the transcripts will be posted on the website as soon as possible.



**NFPA 1001, Standard on Fire Fighter Professional Qualifications**  
 Certified Amending Motion (CAM) Overview

| <b>Motion Seq #</b> | <b>NITMAM Log #</b> | <b>Section/Para</b>                  | <b>Person(s) Authorized to Make the Motion</b> | <b>Certified Amending Motion**</b> | <b>Motion Page #</b> |
|---------------------|---------------------|--------------------------------------|--|------------------------------------|----------------------|
| 1001-1              | 15                  | Definitions-Community Risk Reduction | Nancy Trench, Fire Protection Publications     | Accept Public Comment No. 66       | 39                   |
| 1001-2              | 4                   | 4.3.1                                | Phillip Jose, Seattle Fire Department          | Accept Public Comment No. 42       | 40                   |
| 1001-3              | 8                   | 4.6                                  | Jim Crawford, Vision 20/20                     | Accept Public Comment No. 17       | 41                   |



|                    |  |
|--------------------|--|
| <b>Motion Seq#</b> | <b>Certified Amending Motion:</b> Accept Public Comment No. 66   |
| 1001-1             | <b>Recommended Text if Motion Passes:</b><br>Definition....<br><b><u>Community Risk Reduction.</u></b> <u>Programs, actions, and services used by a community which prevent or mitigate the loss of life, property, and resources associated with life safety, fire, and other disasters within a community.</u><br><hr/> <b>Recommended Text if Motion Fails (Second Draft Text):</b><br>The proposed text is not recommended for inclusion in the 2019 edition of NFPA 1001. |



**NFPA 1001, Standard for Fire Fighter Professional Qualifications**

Submitter: Phillip Jose, Seattle Fire Department

|                    |   |
|--------------------|---|
| <b>Motion Seq#</b> | <b>Certified Amending Motion:</b> Accept Public Comment No. 42  |
| 1001-2             | <p><b>Recommended Text if Motion Passes:</b></p> <p>4.3.1* Use self-contained breathing apparatus (SCBA) during emergency operations, given SCBA and other PPE, so that the SCBA is correctly donned, the SCBA is correctly worn, controlled breathing techniques are used, <del>emergency air use is monitored, hazardous area is exited before</del> activation of any low-air warning alarm, all low-air warning alarms are recognized, emergency procedures are enacted if the SCBA fails, <del>all or low-air warnings are recognized, alarm activates in hazard area, and respiratory protection is not intentionally compromised, and hazardous areas are</del> exited prior to air depletion.</p> <p><b>Recommended Text if Motion Fails (Second Draft Text):</b></p> <p>4.3.1* Use self-contained breathing apparatus (SCBA) during emergency operations, given SCBA and other PPE, so that the SCBA is correctly donned, the SCBA is correctly worn, controlled breathing techniques are used, emergency procedures are enacted if the SCBA fails, all low-air warnings are recognized, respiratory protection is not intentionally compromised, and hazardous areas are exited prior to air depletion.</p> |



**NFPA 1001, Standard for Fire Fighter Professional Qualifications**

Submitter: Jim Crawford, Vision 20/20

|                           |   |
|---------------------------|---|
| <p><b>Motion Seq#</b></p> | <p><b>Certified Amending Motion:</b> Accept Public Comment No. 17</p>   |
| <p>1001-3</p>             | <p><b>Recommended Text if Motion Passes:</b></p> <p><b>4.6 Community Risk Reduction:</b> <u>This duty shall involve understanding the basic principles of community risk reduction, including the integration of emergency response, engineering, enforcement, education and economic incentives as cohesive strategies to manage community risks, and to improve public safety; and performing basic public education activities that improve public safety when called upon to do so.</u></p> <p><b>A) <u>Requisite knowledge:</u></b> <u>a definition of an integrated approach to community risk reduction that includes an overview of risk assessments, and community risk reduction strategies that integrate emergency response, engineering, enforcement, education and economic incentives; the value of CRR1 to fire and emergency responders, their organization and the community.</u></p> <p><b>B) <u>Requisite skills:</u></b> <u>ability to distinguish among different CRR strategies (i.e. emergency response, engineering, enforcement, education and economic incentives) when provided examples of each; and to perform simple public education activities from standard operating procedures, methods and materials provided by the AHJ.</u></p> <p><b>4.6.1 Basic Public Safety Education:</b> <u>This duty shall involve being able to answer public questions when called upon that identify common hazards in the home, and how to rectify them; including the basic knowledge of smoke alarm types, performance and placement.</u></p> <p><b>A) <u>Requisite knowledge:</u></b> <u>an understanding of common home hazards for fire, poisoning, falls, and other common safety hazards that produce the need for emergency response; and the knowledge of how these home hazards may be rectified by those dwelling in homes; an understanding of photo-electric, ionization and multi-sensing criteria smoke alarms, power sources (i.e. battery operated or hard wired), their placement in homes, and how to install and maintain them according to NFPA 72.</u></p> <p><b>B) <u>Requisite skills:</u></b> <u>the ability to conduct a home safety visit when called upon to do so by the AHJ, to install smoke alarms per NFPA 72 and/or the standards of the AHJ, and to answer simple questions about home safety hazards given standard training approved by the AHJ.</u></p> <p><b>Recommended Text if Motion Fails (Second Draft Text):</b></p> <p>The proposed text is not recommended for inclusion in the 2019 edition of NFPA 1001.</p> |