

**Ontario Fire Service Advisory Committee  
Section 21 Committee  
MINUTES  
September 14 - 15, 2017**

Meeting held at 5110 Creekbank Rd, Mississauga, ON L4W 0A1  
Commencing at noon on September 14, 2017

**Present**

Rob Grimwood	O AFC
John Hay	O AFC
Mike Vilneff	O AFC . Committee Co-Chair
John Mavrinac	OPFFA . Committee Co-Chair
Geoff Boisseau	OPFFA
Dan Worrall	OPFFA
Jeri Ottley	FFAO
Johnathan Karn	FFAO . September 14, 2017
Juanita Jenkin	MOL
Timothy Metcalfe	Public Services Health & Safety Association (Facilitator)

**Regrets:**

Jeff Attwell	OFMEM - Observer
Johnathan Karn	FFAO . September 15, 2017
Cathy Hoffman	AMO
Mark Pankhurst	AMO
Vic Dillabaugh	OPFFA

1. **Review of Minutes** from June 8-9, 2017 meeting.  
**Action:** Accepted and will be posted.
2. **O AFC Committee Member and Management Co-Chair**  
Mike V. reported that the O AFC has chosen a new Section 21 Member and Co-Chair. Their names have been sent to the Minister for Approval. For this meeting Mike V. will be the Management Co-chair for the Fire Section 21 Committee.  
**Action:** Juanita will notify committee members when the new member and co-chair have been appointed.

### **3. Elevator Rescue Training Program - Tim**

PSHSA meet with TSSA in July to discuss the creation of a Fire Department deliverable curriculum for non-cable elevator systems. It was decided by both parties that this would be a valuable endeavor which would increase safety for both the public and firefighters. Development of the program will move forward in the fall of 2017.

**Action:** Tim M. will report to committee at next meeting.

Geoff B. reported on two recent incidents each resulting in a death of an elevator worker in Toronto. This highlighted the importance of working safely around inoperative elevators.

**Action:** The OAFC will send an e-blast reminding members to review appropriate guidance notes with their firefighters.

### **4. Sharepoint System - Tim**

Members of the committee have been provided access to a Sharepoint drive. This will allow members convenient access to working documents.

**Action:** Tim will contact all committee members to ensure that they have been able to log into the sharepoint system. Tim will then arrange a training webinar for committee members.

### **5. Ministry of Labour – Prevention Services - Accreditation Framework**

Jules Arntz-Gray spoke about the Ministry of Labour's plan for an Accreditation program for employers. This system would be voluntary but result in employers becoming eligible for future incentives. MOL Voluntary OHSMS Accreditation and Employer Recognition Program Model was presented and feedback sought to identify unique factors which could be considered within the fire service.

### **6. Ministry of Labour - Juanita**

Statistics about LTI in the fire service are not currently available from WSIB. The committee felt that viewing LTI lag indicators would be helpful in the formation of Guidance Notes.

The full process of Guidance Note finalization was reviewed. Several additional steps have been added to this process to meet Ontario.ca posting requirements for accessibility and French language translation, resulting in further delays. Additionally all existing GN's are being moved through this new process. Nothing new will be released until all Fire GN's have been reviewed and reformatted.

**Action:** Juanita will continue to update the committee throughout the fall on the process.

## **7. O-Reg. 714/94 Subcommittee Report**

The work of this group was discussed at a high level at the MOL. It was decided (by the MOL) that the subcommittee should suspend their work until the Technical Safety Committee (TSC) completes their review of the Fire Protection and Prevention Act, to ensure there is no conflict between TSC recommendations and proposed regulatory amendments.

The subcommittee felt the work of the TSC has nothing to do with the regulatory amendments, and want to have their work ready, so as not to delay the process any longer.

**Action:** The Fire Section 21 Committee decided to continue the existence of the o-reg. 714/94 subcommittee. They will continue their discussions about modification and will await notification from the MOL.

Juanita forwarded questions from the MOL Policy Group regarding the update of NFPA standards in regulation 714/94. The questions were discussed and further discussions were planned between co-chairs and their members.

**Action:** Co-chairs will send their answers to these questions to Juanita.

## **8. NFPA Technical Rescue Curriculum-Tim**

Tim M. updated the committee on the NFPA Technical Rescue Curriculum that has been created by PSHSA through a MOL funding grant.

**Action:** Tim will provide an update at the December meeting.

## **9. PSHSA Fast Facts Sheets-Tim**

Volunteer Firefighter and PTSD Fast fact sheets were reviewed by the committee.

**Action:** Members will forward feedback to the co-chairs. Co-chairs will send comments to Tim M.

## **10. Redmond Symposium Review-Tim, John, Geoff**

Redmond attendees shared emerging trends and updates on recent research which could be used in developing new guidance notes and updating existing guidance notes.

## **11. Rapid Intervention Teams GN 6-11**

Comments were taken into consideration and minor modifications made.

**Action:** Tim M. will send to Juanita for MOL processing. Mike and John will respond to comments received.

## **12. Medication and Drug Exposure GN 6-41**

Comments were taken into consideration and minor modifications made.

**Action:** Tim M. will send to Juanita for MOL processing. Mike and John will respond to comments received.

### **13. Alternate Meeting Locations**

Committee spoke about the December meeting being held in Niagara-on-the-lake. Rob G. has negotiated a reduced hotel room rate and will provide the meeting rooms.

**Action:** Both Co-chairs will gather cost estimated for December meeting and will provide them to Juanita J. by mid-October. MOL requested that the Niagara-on-the-lake meeting be revenue neutral. Juanita will notify co-chairs whether MOL approval is received.

### **14. Guidance Note Review and Modification - Juanita**

Juanita has edited and reformatted the GN in chapter one to three. Juanita then presented an example of the new look and feel that the Fire Guidance Notes will have after they have been prepared for the Ontario.ca website. A lengthy discussion took place about the new format and flavor of the GNø as well as the length of time that this process is taking. All members of the committee expressed concerns regarding the process and release of new or modified GNø in the last two years.

**Action:** Tim M. will send to Juanita for MOL processing.

Meeting concluded September 15, 2017 12:00 hrs

### **Next Meeting Dates:**

December 7-8, 2017