**OAFC PAC 5 Meeting**

**MINUTES**

**March 30, 2017 - 1300 hrs**

**Eastern Ontario Emergency Training Academy, Norwood**

**Present:**

|  |  |  |
| --- | --- | --- |
| Mike Cavanagh | Fire Chief | Algonquin Highlands Fire Services |
| Allen Mann | Fire Chief | Algonquin Highlands Fire Services |
| Darryl Payne | Fire Chief | Asphodel-Norwood Fire Department |
| Lloyd Hutchinson | Fire Chief | Brighton District Fire Department |
| Rick Caddick | Deputy Chief | Brighton District Fire Department |
| Bob Branscombe | Fire Chief | Centre Hastings Fire Department |
| Gene Thompson | Deputy Chief | Cobourg Fire Department |
| Mike Vilneff | Fire Chief | Cobourg Fire Department |
| Chuck Pedersen | Fire Chief | Douro-Dummer Township Fire Department |
| Brian Sears | Fire Chief | Faraday Township Fire Department |
| Angela Moore | Deputy | Faraday Township Fire Department |
| Ron Raymer | Deputy Chief | Kawartha Lakes Fire Rescue Service |
| Terry Jones | Deputy Chief | Kawartha Lakes Fire Rescue Service |
| Mark Pankhurst | Fire Chief | Kawartha Lakes Fire Rescue Service |
| Jason Gear | Fire Chief | Madoc Township Fire Department |
| Pat Hoover | Fire Chief | North Hastings (Bancroft) Fire Department |
| Jesse Lambe | Fire Chief | North Kawartha Fire Department |
| Martin McRae | Deputy Chief | North Kawartha Fire Department |
| Ted Bryan | Fire Chief | Otonabee-South Monaghan Fire Department |
| Chris Snetsinger | Fire Chief | Peterborough Fire Services |
| Chad Brown | Deputy Chief | Peterborough Fire Services |
| Cathy Gogo | Recording Sect | Peterborough Fire Services |
| C. Ryan Edgar | Fire Chief | Port Hope Fire & Emergency Services |
| Robert Rutter | Deputy Chief | Prince Edward County Fire Department |
| Daniel Smith | Deputy Chief | Quinte West Fire Department |
| Derrick Little | Fire Chief | Stirling-Rawdon/Tweed Fire Services |
| Tim Blake | Fire Chief | Trent Hills Fire Department |
| Steve Brockbank | Deputy Chief | Trent Lakes Fire Department |
| James Oliver | Fire Chief | Tyendinaga Township Fire Department |
| Dan Koroscil |  | Wollaston Township |

**1. Declaration of Pecuniary Interest**

 There were no declarations of pecuniary interest.

**2. Minutes of Last Meeting**

 No errors, amendments or omissions were mentioned.

**Motion moved by: Mike Vilneff**

**Seconded by: Ryan Edgar**

 **That the minutes of the October 16, 2016 meeting be approved. Carried.**

**3. Deputations or Invited Persons**

 No guest speaker this time. Some new members in the Fire service will introduced.

**4. Correspondence for Discussion and/or Decision**

 ***a) Part 1 Offence list update***

Deputy Chief Chad Brown had sent out information packages to the group and asked for any additional suggestions for the list of offences; none were received. The OAFC was asked to meet with the OFMEM in regards to Vulnerable Occupancies. The inspection template process has been discussed as well as other concerns brought forward from members.

The Deputy Chief has three suggestions he will bring forward: PFS requires Vulnerable Occupancies to submit their request for an annual Fire Drill to take place between April and October; not complying with this should be a Part 1 Offence. Failure to provide instructions to staff in Vulnerable Occupancies regarding Fire Drills and failure to review the Fire Safety Plan should also be Part 1 offences rather than using the expensive court system. Part 3 would require going to court, and most departments don’t have the budget for this.

**Motion moved by: Mike Vilneff**

**Seconded by: Ron Raymer**

**That Deputy Chief Brown will present the above suggestions on behalf of PAC 5. Carried.**

 ***b) Additional FPPA Change requests.***

Please forward any ideas to DC Brown as soon as possible. This will be the last opportunity for awhile to bring forward recommendations.

**5. Pac 5 report**

Welcome to the new Chief positions:

Terry Jones, Deputy Chief to Kawartha Lakes Fire Rescue Service.

Jason Post, Chief of Limerick, is filling in as Chief of Wollaston Township Fire Department. Dan Koroscil is also working with Wollaston Fire.

**6. Director’s Report**

 Richard Boyes, Executive Director provided the following updates:

**DZ Licensing (Follow Up)** OAFC staff and representatives from a number of fire departments and OFMEM have met with MTO staff to discuss a wide range of licensing issues. All parties agree on the requirements for training and overall road safety. The primary concerns that remain unresolved are the qualifications required of the fire service instructor providing the 20 hours of training in the truck and whether more than one student can be in the truck receiving instruction at the same time. It has been recommended to the Board that a meeting will be scheduled between OAFC and MTO staff in an attempt to answer/resolve these issues.

(DZ Licensing has been a burden for volunteer departments; Huntsville has been pushing this. Chief Bryan said they discussed this at the OFA meeting they may be taking away the ability to challenge the testing, in June or July, in preference to the driving program through MTO for DZ licenses, which will be costly.

**CACC Fire Call-Taking and Alerting –** OAFC staff have been in contact with the MOHLTC Manager responsible for CACC operations. The province is considering the consolidation of CACCs but has not moved on that issue. Fire call-taking and alerting is embedded in MOHLTC policy and no decision will be made on this issue without stakeholder consultation. This issue can be closed until new information comes to our attention.

**EMS/TIF = Simultaneous Notification –** This issue is being driven by the Urban Advisory Committee with a working group lead by Bruce Montone from Windsor. This was discussed by the OAFC Board Feb. 28/17 and more information will be provided after that meeting. The Board is committed to ensuring that the MOHLTC meets its original commitments to Simultaneous Notification

**Sault Ste. Marie issues –** A verbal update was provided.Issues are ongoing, which include operational guidelines and resource deployment.

**Loyalist Township LODD –** A verbal update was provided.

**2 Hatter Issue** **–** A hearing took place at the IAFF and the verdict was guilty against 2-hatters and fines were imposed. Members were suspended with monthly monetary fine. Mississauga local took on the Caledon local. Halton Hills is no longer supporting them. The Mayor of Caledon is supportive. A Legal team is working in the background. The Board is watching this; AMO is quietly supportive.

**Fire-Paramedic Discussions –** The OAFC was never provided with a survey from the OPFFA. This issue is dead. The TIF issue is separate and the OAFC has been working with the MOHLTC regarding early notification. We have history with our members and are working to determine the issues and next steps.

**VFF Green Light Signs –** PAC and Rural Suburban Committee members have reviewed the 4 mock-ups provided by MTO and selected an option which was supported by the Board. The selected sign specifications will be provided to the fire service once arrangements are finalized with MTO.

**05. KM Highway marker signs (400 Series Highways - Pilot Project) -** The OAFC has been working with MTO and a number of fire departments to reduce the number of emergency responses and the number of no-service calls on the Hwy 401 corridor east from Port Hope. It has been suggested that 0.5 km road markers along the corridor would provide the public with a better idea of their location when calling 9-1-1. MTO has requested more data prior to considering this request.

Deputy Chief Thompson (Cobourg) has developed a questionnaire for departments servicing the corridor. The PAC committee believes that there is value to the survey and it will be recommended that the OAFC Board permit the distribution of the survey to the affected departments. Chad Brown and Gene Thompson tasked with developing the survey.

(More details coming from MTO on No Service calls. Encouraged that the Board is able to assist with some claims. Setting up direct billing is taking 6 months. If the OPP report has not been filed, the Fire Department can be denied payment.)

**Vulnerable Occupancies** – Members of the OAFC Fire Prevention and Public Education Advisory Committee had a very productive meeting with OFMEM staff to discuss methods of improving and simplifying the Vulnerable Occupancy process. OFMEM has scheduled follow up meetings over the next year

**Next Generation 9-1-1 Update –** Discussions are now underway regarding the Next Generation for 9-1-1. This includes the capacity of call centres to receive text messages. This will involve additional new technology which many centres may find difficult to fund. Few of the existing 9-1-1 answering points in Ontario currently have the capacity to use the new technology. This issue is being led by Fire Chief John Hay who is working with the Ontario Association of Chiefs of Police to move this issue forward.

**Solar Power/CANSIA Update –** The OAFC, in partnership with the solar power industry has completed the Solar Electrical Safety Handbook for Firefighters. One copy has been distributed to each fire station in Ontario. The OAFC has finalized the training package to support the handbook. The training and selection of the instructors is complete.

The course roll-out is imminent and will be announced through an E-Communication to our members. The ESA has announced the website enrolment which will allow fire departments to identify solar power generating sites which may be integrated into CAD dispatching systems.

**FPPA Revisions and Modernization –** Many issues have been submitted to the OAFC office for consideration and inclusion during the Fire Safety Technical Review. The OAFC Board has not yet been asked to make a submission to the Fire Safety Technical Table. Once requested, the OAFC Board will review the issues and then make our formal submission.

**Beyond Hoses + Helmets - Strategy and Tactics of Leading a Volunteer or Composite Fire/Rescue Organization**

The Canadian Association of Fire Chiefs and the provincial fire chiefs associations have been working in partnership with the Volunteer and Combination Officers Section (VCOS) of the International Association of Fire Chiefs to offer this two day course to provide chief officers who manage volunteers within the fire/rescue/delivery system with information, education, services and representation to enhance their professionalism and capabilities.

Designed and delivered by active fire chief officers from across Canada, the course is packed with practical hands-on fire department examples on how to provide leadership, how to recruit and retain firefighters (a critical issue for volunteer fire departments) how to run successful training programs, and how to build community support.

The Beyond Hoses and Helmets course focuses on five key areas of fire department operation:

* Leadership
* Training
* Recruitment
* Retention
* Branding/Marketing

The modules are highly interactive with group assignments and presentations. Students are left with many ideas and solutions that they can take home and use immediately. The key areas covered in the course are critical to the operation of any fire department.

The course is two days long and is usually run on a weekend. In order to maximize the amount of discussion and interaction, the course is limited to 40 participants. If you are interested in hosting a course, please fill out the [online course request form](http://www.oafc.on.ca/bhh-course-request-form). For additional course information and details, please send an email to info@oafc.on.ca

**CTS Update –** 25 Fire Departments are now in the system using CTS, and 3 other departments have the agreement under review with Legal and/or Human Resources. As of Jan. 1/17 there are approximately 6000 Registered Users on the OFAI Site, 2700 candidates tested with 1900 receiving complete certification.

**CTS for VFF (R. Arnel) –** The Rural/Suburban committee had assigned a sub-committee to determine if there is a demand for a CTS for volunteer firefighters. There is no intention of creating a mandatory CTS for volunteer firefighters. Huntsville, Essa, Northumberland County, East Gwillimbury, Orangeville and Petrolia are using different components of CTS for VFF testing. Approximately 150 VFF candidates have been tested to date.

**Road to Mental Health Readiness –** On July 30/15,The Ontario Association of Fire Chiefs (OAFC) announced the launch of a partnership with the Mental Health Commission of Canada (MHCC) which will see the Road to Mental Readiness (R2MR) program made available to fire services across Ontario. This program, originally developed by Canada’s Department of National Defense, addresses stigmas, and identifies the signs and symptoms of occupational stress injury, based on a comprehensive mental health continuum model.

Our goal is to be able to provide each and every firefighter and chief officer in Ontario with these much-needed skills and tools as this program expands and spreads.”

Course delivery is now available through the OAFC office staff currently underway. Approximately 1000 fire service personnel have already received training. Fire Chiefs should be aware that all courses, whether internal or external, must be approved and coordinated through the OAFC board office through the R2MR coordinator. As part of our commitment to this program, its delivery and the quality assurance process required by the Mental Health Commission of Canada, this requirement is strictly enforced.

The 4-hour primary course and the 8-hour leadership course have a maximum amount of 24 fire service personnel allowed per session. ***The 8-hour leadership course must be offered in the department before the primary course is offered.*** This is to ensure that everyone within the department is speaking the same language when it comes to this training. The 8-hour leadership course may be separated into 2, 4-hour sessions providing the sessions are not more than 7 days apart. The 4-hour primary course cannot be split into 2 sessions. More information concerning course requirements and booking can be found at: **http://www.oafc.on.ca/r2mr-course-and-booking-information#sthash.PTwpF0YQ.dpuf**

**Combined Inquest –** The joint inquest into two cold water/ice rescue training deaths which involved VFF Gary Kendall from Point Edward in 2010 and student Adam Brunt who died in 2015 is expected to take place in May. The OAFC will be represented during the inquest. A decision is yet to be made concerning the OAFC having standing at the inquest.

**Elliot Lake Commission of Inquiry –** The OFMEM has made no recommendation or direction to change fire or rescue operations. There have been no changes to the Provincial Incident Management System arising out of the Inquiry. (Hoping to address this at Health & Safety conference in the fall.)

**PSHSA Training (Staff) –** OAFC staff are working with the Public Service Health + Safety Association staff to develop higher hazard curriculum (such as trench and confined space rescue) and identify training centres across Ontario capable of delivering PSHSA training and higher hazard training starting in the fall of this year. MOUs with Regional Training Centres are being finalized and the NFPA 1006 – Chapter 5 pilot courses were successfully delivered in the fall of 2016.

**Certified Municipal Manager Designation (K. Serson)**

The Ontario Association of Fire Chiefs is proud to be a significant stakeholder and partner in the OMMI. In an effort to keep current with the changing face of the fire service and training standards the OAFC has updated the evaluation process to review the education requirements for each designation level to include the NFPA Professional Qualifications Standards.

The TSSA has approached us as they have issues with commercial cooking installations. They are working on a campaign about unlicensed installations. Hood issues, too.

Fire Safety Kits sold by Public Safety Council will have helmets, activity books with the AOFC name on it, but can be personalized and sponsored by community organization. These should be out for the May conference. They are better quality, economical, not junk, current.

Group was asked to get resolutions in.

**7. New Business**

Committee members have been meeting monthly. Everyone should have received minutes. Sub-committee minutes are on the OAFC website.

Chief Bob Branscombe mentioned an issue with the Section 21 guideline on decontamination. Firefighters often accompany patients in an ambulance, and arrive at the hospital with nothing there for decontamination. He wants protocols for hospitals. Firefighters could be contaminating vehicles when they are picked up. He asked if there is a committee that can address this, and Chief Vilneff said this should be solved between County Chiefs and EMS. In Northumberland, there is a joint committee and he will bring this up. Also, the Chief in Haldimand might have some advice. This issue is on the radar, and there is a draft on the website.

Northumberland County Fire Chiefs have approved helping out Dan’s group for “After the Call”.

Deputy Chief Thompson mentioned the markers on the 401 are placed every 2 km, so now the markers will be every .5 km.

Chief Pedersen reported that the NFPA 1006 new standard has some cutting and pasting errors. There should be a revision soon. Also, with the new program, it seems like we have more EMS calls.

Chief Pankhurst thanked Richard Boyes and Brad Bigrigg for the contact when the group home fire occurred at the end of February. He advised the group to check on these types of facilities, as many of them have locked doors and windows. Connor Homes was the Operator in this case.

We have upcoming Health & Safety training coming up, with some seats still available for
Part 1. Please contact Chief Pankhurst as soon as possible if interested.

Chief Hoover stated Mutual Aid Plans are not under the definition in the plan. First Nations brought this forward, but have not heard back. It has been actioned. Change is needed to include First Nations in WSIB. The delay is due to jurisdictional issues. Richard will follow up.

Chief Bryan asked if any departments have a process regarding response to phentanyl overdoses. Bob Branscombe (Centre Hastings Fire Dept) decided to go ahead with the Narcan spray. It will cost $130 for a kit of two. City Police and OPP will go ahead. They have a funding source and are acting under medical supervision and as good Samaritans. A pharmacist provided training and stash.

We can provide airway management, both to patients and firefighters. The City of Barrie and Dr. Young will make a presentation to the conference on Saturday. There will be a discussion by the Medical Officer of Health, in Hastings, Prince Edward, in April.

Chief Snetsinger said Peterborough Fire Services is in discussion for medical oversight with Durham Region Base Hospital. It may cost approximately $15,000 to get started. We need medical oversight to administer the antidote and Legal Services input.

Narcan be stored within a set temperature range, and there is an expiry date. Medical oversight is essential; otherwise, firefighters are not covered.

Richard Boyes – At the conference, the awards night is moved to Monday night. You need to be there to win a prize.

**Next meeting: October 12, 2017 at 1:00 pm.**