

**Ontario Fire Service Advisory Committee
(Section 21 Committee)*
FINAL MINUTES
January 19 - 20, 2012**

Meeting held at the Holiday Inn Select, Toronto

Commencing at noon on January 19, 2012

Present:

Kevin Ashfield	OPFFA – Committee Co-Chair
Andy Kostiuk	O AFC – Committee Co-Chair
Ed Godden	OFM
Cathy Hoffman	AMO
John Mavrinc	OPFFA
Rod McEachern	FFAO
Darren Storey	FFAO
Mike Vilneff	O AFC

Wayne Sutherland Public Services Health & Safety Association (Observer)

Joe O’Grady MOL Facilitator (Acting)
Karen Hanna MOL Facilitator

Regrets:

Shayne Mintz	O AFC
Mark Pankhurst	AMO
Gerry Pedwell	OPFFA

1. Passing of Darrell Ellwood

The Committee mourned the passing of Darrell Ellwood, who died on Christmas Day after a 26-month battle with Multiple Myeloma. Darrell represented the OPFFA on the Section 21 Committee for over three years. His funeral was held in Windsor on January 14, 2012. The Section 21 Committee was represented at the funeral by Kevin Ashfield, John Mavrinc, Andy Kostiuk, Cathy Hoffman, Mark Pankhurst, and Karen Hanna. In addition to the flower arrangement sent by the Committee for Darrell’s service, the Committee also made a memorial donation in Darrell’s name to the Windsor & Essex County Cancer Centre Foundation.

Karen reported that the Minister of Labour sent a letter of condolence to Darrell’s wife Kelly Ellwood. It was also noted that Kelly Ellwood will be presented with an appreciation award to honour Darrell’s service on the Section 21 Committee. The Minister of Labour will present this award to Kelly Ellwood at the OPFFA Health & Safety Seminar in February. Kevin noted that the OPFFA is also planning a tribute to Darrell at the OPFFA Health & Safety Seminar.

2. Introduction of New Acting Facilitator

Joe O’Grady, Provincial Specialist in the Industrial Health and Safety Program, was introduced to the Committee. Joe will be the acting Facilitator of the Section 21 Committee while Karen is on secondment to another position in the Occupational Health and Safety Branch.

3. Review of Minutes from October 13-14, 2011

The minutes were accepted as written.

ACTION: Karen to finalize the minutes and distribute for posting on the websites.

4. **Business Arising from the Minutes**

Kevin suggested that the Blank Comments Form that is sent out with draft Guidance Notes be revised to include the affiliation of the person that is commenting (i.e. OAFCA, OPFFA, FFAO, etc.). The Committee agreed with this suggestion as it will make it easier for the Committee to respond to those commenting on the draft GNs once they have been considered by the Committee.

ACTION: Joe to revise the Blank Comments Form accordingly.

5. **Review of Comments on GN # 4-11 Fall Protection from Elevating Devices**

The comments received on the draft amendments were reviewed by the Committee, and the GN was finalized.

ACTION: Joe to send the GN to the MOL Provincial Engineer prior to finalizing the GN. Thereafter, the GN will be placed in the manual.

6. **Review of Comments on GN # 6-14 Safe Roof Operations**

The comments received on the draft amendments were reviewed by the Committee, and the GN was finalized.

ACTION: Joe to send the GN to the MOL Provincial Engineer prior to finalizing the GN. Thereafter, the GN will be placed in the manual.

7. **Ministry of Transportation Draft Amendments to Book 7**

Joe provided the Committee with an overview of the document Draft Traffic Control for Unplanned Events, which Karen had sent to the Committee by e-mail on January 10, 2012.

ACTION: Joe will provide the comments that the Committee made to MTO. Committee members are asked to send any additional comments to Joe by February 24, 2012.

8. **NFPA 1971 – 2007 edition vs. 2012 edition**

Andy presented the findings of the review conducted by a Fire Protection Engineer from Toronto Fire Services. It was noted that the NFPA has had delays in finalizing the 2012 edition of NFPA 1971; it may actually come out in 2013. Matt Pegg is on the NFPA 1971 Technical Committee and has offered to attend the next Section 21 Committee to give an update on the standard.

ACTION: Joe to invite Matt Pegg to the next Section 21 Committee meeting.

9. **Revision GN # 6-9 Hazardous Materials Response and GN # 6-15 Responding to Chemical, Biological, Radiological and Nuclear (CBRN) Terrorism Incidents**

The Committee discussed the merits in combining GN # 6-9 and GN # 6-15 and referencing NFPA 472, 2008 edition. It was proposed that the new GN be known as GN # 6-9 Hazardous Materials / CBRNE Response. The elements contained in the OFM Communiqué 2008-06 "Incorporating NFPA 472 (2008) Into Ontario Curricula", dated July 31, 2008, regarding the Awareness Level of NFPA 472, 2002 edition, will be included in the GN.

ACTION: Joe to send the revised GN # 6-9 out for comment.

10. **Revision to GN # 6-19 Hybrid Vehicle Safety Issues**

The revised GN developed by Darrell and Mark was discussed by the Committee. The GN was renamed GN # 6-19 Hybrid/Electric and Electric Vehicle Safety. Mark had received permission from the NFPA to reference the NFPA Electric Vehicle Safety Training website address (where first responder manuals for various vehicles are housed) in the revised GN, which was finalized by the Committee.

ACTION: Joe to finalize the GN and place it in the manual.

11. Review of GN # 6-6 Flashover

Andy presented proposed revisions to the GN. It was decided that the revised GN was not yet ready to be finalized. Rod and John offered to work on the GN further and present a revised draft at the next Section 21 Committee meeting.

ACTION: Rod and John to work on the revised GN for discussion at the next meeting.

12. RIT and Firefighter Self Survival Training

John had asked about the training performance objectives for RIT and firefighter self-survival training. As the Ontario Fire College teaches these courses, Ed invited John to contact Doug Outtrim, Instructor at the OFC, for further information.

13. Structural Firefighting PPE Guidance Note

Mike reviewed the following GNs with a view to combining GN # 4-1, GN # 4-3, GN # 4-5 and GN # 4-12 into one GN for structural firefighting PPE. The Committee decided that there were merits to keeping the GNs on PPE separated, but agreed that a review of the GN for current content was necessary. The Committee decided that in addition to these four GNs that a review would also be undertaken of GN # 4-2 and GN # 4-6.

ACTION: Mike and Kevin to undertake a review of GN # 4-1, GN # 4-2, GN # 4-3, GN # 4-5, GN # 4-6, and GN # 4-12, for discussion at the next meeting.

14. Review of GN # 1-6 Inspection of Chains and Extrication Tools

Rod presented the proposed amendments to GN # 1-6. It was suggested that the title of the GN be changed to GN # 1-6 Inspection and Maintenance of Chains and Hydraulic Extrication Tools. Rod had offered to continue working on the amended GN for presentation at the next meeting.

ACTION: Rod to work on the revised GN for discussion at the next meeting.

15. Review of GN # 6-8 Aerial Ladder Operations During Lightning Storms

Andy presented the proposed amendments to GN # 6-8. It was suggested that the title of the GN be changed to GN # 6-8 Fire Operation Safety During Lightning Storms. The Committee finalized the GN and decided that it should be sent out for comment.

ACTION: Joe to send the revised GN # 6-8 out for comment.

16. CSA Z 94.4-11

Karen indicated that the 2011 edition of CSA Z 94.4 Selection, Use, and Care of Respirators is now available. There are some changes to the 2011 edition from the old 2002 edition that should be reflected in GN # 4-9 Respiratory Protection Program. Mike offered to review the 2011 edition of CSA Z 94.4 and propose amendments to GN # 4-9.

ACTION: Mike to revise GN # 4-9 for discussion at the next meeting.

17. Training Facilities

Andy reported that he had received a suggestion that the Section 21 Committee should give consideration to creating a GN that deals with the design and construction of new live fire training facilities and buildings per NFPA 1402. Karen indicated that this is really a Building Code issue; architects and engineers should be designing and constructing such buildings in accordance with the requirements of the Building Code, and NFPA 1402 can be referred to as well. Where fire departments are constructing such buildings, the departments should be ensuring that all relevant requirements have been adhered to. Andy indicated that he will get more information on the issue and will bring it forward for discussion at the next meeting.

ACTION: Andy to bring further information on the issue to the next meeting.

18. WSIB Statistics for Fire and Police

Andy reported that he attended the Police Section 21 Committee meeting in November 2011. He indicated that the police have the same challenge as the fire service in receiving statistics from the Workplace Safety and Insurance Board that are specific to fire and police. Often, fire and police data are included as part of a municipality's entire data set. Karen reported the MOL has the same data challenges with the police and fire data information that it receives from the WSIB for planning purposes. This is due to the fact that municipalities are Schedule 2 employers. More often than not, the data for a municipality is aggregate data that includes all aspects of a municipal entity, including public works, parks and recreation, administration, police, fire, etc. Where municipalities have set up separate WSIB numbers for their various municipal entities, it is easier to separate and analyze the data. Due to the common challenges that police and fire services have in receiving specific WSIB data, it was suggested that it would be a good topic for a joint meeting of the Police and Fire Service Section 21 Committees and the EMS Subcommittee should one be scheduled in November 2012.

19. Joint Fire/Police/EMS Meeting

Andy reported that the Police Section 21 Committee suggested at their November 2011 meeting that MOL host a joint meeting of the Police and Fire Service Section 21 Committees and the EMS Subcommittee in late 2012. It was suggested that November 29, 2012, be held as a potential date for such a meeting, if approved by MOL.

20. MOL Report

Karen reported that MOL is currently consulting on the proposed governance framework of the Prevention Council that will report through the Chief Prevention Officer, and on three new prevention products; all of which are posted on the MOL website. The consultation on the governance framework of the Prevention Council is open until January 30, 2012. The consultation on the Prevention Starts Here Poster, the Worker Awareness Workbook, and the Employer Guide to the Worker Awareness Program are open until February 17, 2012.

The Industrial Health and Safety Program's 2012-2013 Sector Plan is in the process of being developed. The Committee members were encouraged to provide any suggestions on the Fire Service Sector Plan to Joe by February 17, 2012.

21. Other Business

Wayne noted that there was an article published in the Caledon Enterprise newspaper regarding liability issues pertaining to volunteer and composite fire departments.

Ed reported that Deputy Fire Marshal Doug Crawford is leaving the OFM for a position with the Electrical Safety Authority.

Next Meeting Dates:

May 24-25, 2012, in Toronto

September 10-11, 2012 (proposed date)

November 29-30, 2012 (proposed date)