

**Ontario Fire Service Advisory Committee
Section 21 Committee
MINUTES
June 8 - 9, 2017**

Meeting held at 5110 Creekbank Rd, Mississauga, ON L4W 0A1
Commencing at noon on June 8, 2017

Present

Andy Kostiuk	O AFC . Committee Co-Chair
Rob Grimwood	O AFC
John Hay	O AFC
Mike Vilneff	O AFC
John Mavrinac	OPFFA . Committee Co-Chair
Geoff Boisseau	OPFFA
Vic Dillabaugh	OPFFA
Dan Worrall	OPFFA
Jeri Ottley	FFAO
Mark Pankhurst	AMO
Juanita Jenkins	MOL
Vivien Wharton-Szatan	MOL
Monica Szabo	Public Services Health & Safety Association
Timothy Metcalfe	Public Services Health & Safety Association (Facilitator)

Regrets:

Jeff Attwell	OFMEM - Observer
Johnathan Karn	FFAO
Cathy Hoffman	AMO

1. **Review of Minutes** from March 2-3, 2017 meeting.
Action: Accepted with small alterations; will be posted.
2. **Elevator Rescue Training Program**
PSHSA is meeting with TSSA in July to discuss the creation of a Fire Department deliverable curriculum for non-cable elevator systems.
Action: Tim M. will report to committee at next meeting.

3. GTSWCA Information Book

PSHSA will negotiate with GTSWCA terms for booklet disseminated.

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

4. Alternate Meeting Locations

Vivien informed the committee that the Fire Section 21 Meetings will have moved to the Centre for Health and Safety Innovations. John M. 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 Juniata J. at the September meeting. MOL requested that the Niagara-on-the-lake meeting be revenue neutral.

5. Committee Administration Update

Vivien discussed the pilot project of PSHSA performing the functions of committee facilitator, progress of translating the Guidance Notes into French and their eventual movement onto the MOL website. Vivien H-S. lead a review of the Committee's Terms of Reference. Modifications were recorded for document editing.

Action: Juniata will present the amended Terms of Reference at the September meeting.

6. PSHSA Presentation on Coroner's Inquest

Tim M. presented on the two week inquest into the swift water training deaths in 2010 and 2015. Vivien W-S. spoke about her testimony at the inquest. The committee reviewed and discussed the recommendations made at the conclusion of the inquest.

7. NFPA Technical Rescue Curriculum

Tim M. presented on the NFPA Technical Rescue Curriculum that has been created by PSHSA through a MOL funding grant. The committee reviewed the participant's workbook and instructor's manual.

8. Sharepoint System

Members of the committee have been provided access to a Sharepoint drive. This will allow members convenient access to working documents. Tim M. and Monica S. walked the committee through the process of log-in, document retrieval, editing and uploading.

Action: Committee members will report at the next meeting about the effectiveness of the system.

9. Wildland Fires GN 4-7

Committee reviewed comments submitted for GN 4-7. Comments were taken into consideration and a final draft of the document created.

Action: Tim M. will send to Juniata for MOL processing. John M. will respond to comments received.

10. Medication and Drug Exposure GN 6-41

Rob G. presented this newly written GN to the committee. Comments were taken into consideration and minor modifications made.

Action: Tim M. will send out for comment and bring comments for the committee's review at the September meeting.

11. Rapid Intervention Teams GN 6-11

Revisions reviewed by the committee.

Action: Tim M. will send out for comment and bring comments for the committee's review at the September meeting.

12. Firefighter Survival GN 7-4

Revisions reviewed by the committee.

Action: Tim M. will send to Juniata for MOL processing.

13. Care, Maintenance, Inspection and Replacement of Structural Firefighter Personal Protective Equipment GN 4-8

The GN was reviewed by the committee.

Action: Tim M. will send to Juniata for MOL processing.

14. O-Reg. 714/94 Subcommittee Report

Dan W. presented subcommittee's recommended amendments to O-Reg. 714/94. Points were discussed by committee.

Meeting concluded June 9, 2017 12:00 hrs

Next Meeting Dates:

September 14-15, 2017

December 7-8, 2017