

**Ontario Fire Service Advisory Committee  
Section 21 Committee  
MINUTES  
March 2 - 3, 2017**

Meeting held at 21 Voyager Court, Etobicoke, Ontario  
Commencing at noon on March 2, 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
Dan Worrall	OPFFA
Jeri Ottley	FFAO
Mark Pankhurst	AMO
Cathy Hoffman	AMO
Cliff Moore	MOL
Tim Metcalfe	Public Services Health & Safety Association (Facilitator)
Jeff Attwell	OFMEM - Observer

**Regrets:**

Vic Dillabaugh	OPFFA
Johnathan Karn	FFAO

1. **Review of Minutes** from December 1-2, 2017 meeting.  
**Action:** Accepted with small alterations; will be posted.
2. **Elevator Rescue Training Program**  
Monica Szabo is exploring funding option for curriculum development.  
**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.

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#### **4. Sharepoint System**

PSHSA will resend system-login and provide a screenshot operations manual to committee.

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

#### **5. Alternate Meeting Locations**

The committee discussed having the June Fire Section 21 Meeting in Kingston or Niagara-on-the-lake.

MOL requested that the change of location be revenue neutral.

**Action:** Committee members will forward to the co-chairs their cost differential for attending the meeting in an alternative location.

#### **6. O-reg. 714/94 Subcommittee Report**

Dan presented a PPT reviewing potential amendments to O-Reg. 714/94 from the subcommittee. Points were discussed by committee.

**Action:** Tim will transcribe change points to word format and disseminate to committee members. Committee members will provide their feedback at June meeting.

#### **7. Hygiene GN 6-40**

Committee reviewed comments submitted for GN 6-40. Comments were taken into consideration and a final draft of the document created.

**Action:** Tim to clean up format and forward to MOL. John to respond to comments received.

#### **8. MOL Presentation on Firefighter Workplace Exposures**

Dr, Nik Rajoram MD Occupational Health Doctor spoke about environmental exposures and their routes of entry that fire sector workers encounter while working in the fire sector.

#### **9. MOL Presentation from Provincial Coordinator**

Vivien Wharton-Szatan presented to the committee.

The implementation of the MOL applicable Elliot Lake Inquest recommendations have been completed. Further training has been provided to MOL inspectors on procedures to follow at emergency scenes.

Vivien reviewed the new format for Fire Section 21 Guidance Notes.

Vivien and the committee discussed the out of date members list currently attached to the Fire Section 21 GN.

**Action:** Tim and Cliff will update the members list for June meeting

Vivien and the committee discussed the importance of reviewing and updating the Fire Section 21 Committee's Terms of Reference.

**Action:** Co-chairs, Vivien, Cliff and Tim will review the Terms of Reference and present back to the committee at the June meeting.

**10. Active Attacker GN**

Comments reviewed by the committee

**Action:** Forwarded to MOL.

**11. Infection Prevention GN 4-14**

The review of this GN has been deferred to the June meeting.

**Action:** Rob and Tim will present revised GN at the June meeting

**12. Wildland Fires GN 4-7**

Comments reviewed by the committee

**Action:** John and Dan will review and edit the GN to incorporate comments into GN update.

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

The GN was reviewed by the committee.

**Action:** Review at June meeting

**14. Rapid Intervention Teams GN 6-11 and Survival Training GN 7-4**

A request has come to the committee to modify and update GN 6-11 and GN 7-4.

**Action:** John and Geoff will review current documents for NFPA compliance and applicability across all sizes of fire departments.

**15. Designated Officer GN 2-5**

Andy reviewed and updated GN 2-5. The committee reviewed and accepted the changes.

**Action:** Revised GN 2-5 will be posted.

**16. Ground Ladder Training GN**

No comments received.

**Action:** Ground Ladder Training GN sent to MOL.

Meeting concluded March 3, 2017 12:00 hrs

**Next Meeting Dates:**

June 8-9, 2017

September 14-15, 2017

December 7-8, 2017