



STATE OF TENNESSEE DEPARTMENT OF COMMERCE &  
INSURANCE COMMISSION ON FIRE FIGHTING  
COMMISSION BUSINESS MEETING  
Bell Buckle, Tennessee  
July 15, 2021

**CALL TO ORDER** (Commissioner Biggs)

**ROLL CALL** (Director Grande)

Commissioner Brian C. Biggs  
Commissioner Michael Henry  
Commissioner Tommy Kelley  
Commissioner William Scott  
Commissioner Jay Moore  
Commissioner Stephanie Specht  
Commissioner David Windrow  
Commissioner Gary Farley  
Commissioner Solomon

**Members not present**

Commissioner Carter Lawrence

A quorum has been established

**Commerce and Insurance/Fire Prevention Staff Present:**

Anthony Grande- Executive Director- Fire Commission  
Commissioner Gary Farley  
Director Mary Gribble  
Leigh Ferguson- Chief Counsel  
Kim Cooper- Legal  
Brian Nicholson – Fire Coordinator  
Michael Miranda – Fire Coordinator  
Cheryl Deener- Administrative Assistant  
Jessica Curtis-Administrative Assistant  
Fred McCay- Accreditation

Jeff Elliott – TFACA Director, Fire service Program

Jason Sparks, TFACA Field Supervisor

Prayer and Pledge of Allegiance

Commissioner Scott: Motion by to approve minutes from previous meeting, seconded by Commissioner Henry.

Commissioner Biggs: Motion approved

Commissioner Farley- no updates

TFACA Sparks- recruit 8/30 50 registered and waitlist. 8/18-8/19 Wildland Firefighter pilot class. Goal is it works then we can make it obtainable for volunteers' prerequisites will copy what FFC has for testing. 9/20-9/24 partner with Fort Campbell for Airport Firefighter. There are (2) two hour classes for wildland through NWCG, Free class, Rural Supply Class. Aug 22nd Chief training symposium 8/25-8/26. New Instructor for TFACA is Keith Elliott Williamson County 9/11-9/12, Kingsport 10/2-/10/3, Ruther Walker Weekend 11/6-117.

Commissioner Farley - Governor and legislature funded one million in budget for grant applications starting January 2022.

Director Grande- Communications- email on textbook request from Winchester. It was mentioned previously about having one book for certification levels. Anyone interested in being on book comity get with Fred.

Kim Cooper, Legal- report on training office- fraudulent submission- 12 to 13 documents forged to participate in ACI program and a police officer class. Under criminal investigations, recommended him being banned for at least 60 months.

Director Grande - no FFC certificates were earned to revoke.

Commissioner Henry- integrity and passion of this commission he would recommend never eligible for certifications or incentive pay.

Commissioner Kelley- is it only the person or is it more than one person

Commissioner Scott- person for ACI training and he instructed and signed off on training class

Commissioner Solomon- did he participate in EIP

Director Grande - he was volunteer

Commissioner Henry- Motion to 60 months banned from FFC cert and in service pay both career and volunteer, seconded by Commissioner Solomon.

Director Grande - in theory there could be a legal issue to modify that later.

Director Grande: Roll Call

Commissioner Brian C. Biggs:	Yes
Commissioner Michael Henry:	Yes
Commissioner Tommy Kelley:	Yes
Commissioner William Scott:	Yes
Commissioner Jay Moore:	Yes
Commissioner Stephanie Specht:	Yes
Commissioner David Windrow:	Yes
Commissioner Travis Solomon:	Yes

Commissioner Biggs: Motion carries

Commissioner Windrow- do we notify others since he is training

Director Grande - we've spoken to his chief and will be making a visit to the dept and other dept that were affected.

Brian Nicholson- Reciprocity report-

Michael Miranda- He will be hosting 3 more commission 101 classes that are required for in service. It is important for people to attend the classes to learn acadis and do paperwork that needs completed. I have completed 17 classes so far in East Tn. October 1<sup>st</sup> is the deadline to submit in service program.

November 1<sup>st</sup> week peer review and Middle and West- get with me for a host. East can get with me for a host as well.

Director Grande Michael has helped find non copyrighted material for courses to help with training in 4-hour classes. Be good to have a library through an organization help build programs.

Commissioner Farley- he wants to foster some association to help people.

Michael Miranda- Byron Smith, Jamie Rasnik, Jasen Parks, and David Dorris all helped put this together.

Fred McCay- NFPA compliance, FFI, FFII, AFF, RRI, RR2, PDO, AADO, FAO, ARFF/DO. Need some for FOI-FOIV. He needs to edit and add live fire instructor. No requirement now but the legal issues is something happens. Commission to accept a live fire instructor and live fire instructor in charge. Live Fire Instructor requires Fire Department Instructor I, Live Fire Instructor in charge required Fire department instructor II.

Wildland Firefighter I and II, new books new standard. ISO and FOI, JPRS, testing methodology. Proboard- you must create a process of the skill.

Fire safety survey must talk through what he is doing.

Must read verbs, lesson plans, product process, standing in class teaching must meet a rubric in live environment.

Proboard before 6/30 and Ifsac before 8/25

Trying to get them in separate budgets.

Commissioner Biggs- Motion by Henry seconded by Kelley to adopt Live Fire Instructor I and Live Fire Instructor in Charge.

### **New Business**

TACA course 20 hours

Motion to approve by Commissioner Henry, seconded by Commissioner Kelley, motion carries TRI-Community- Andrew Wolf- please remove request. He is a 501C3 and is ineligible.

(TFITS)TN fire service classes- motion by Commissioner Henry to approve, seconded by Commissioner Scott, motion carries. All 4 classes- Technical Surveillance for Hazardous Materials Response, how your five senses can kill you, Natural and manmade disasters, OSHA Accident Investigations.

Commissioner Biggs- add to agenda Nolensville Fire Dept., IAAI, Audits that were completed. Request from Brighton. Motion by **y?** Seconded by Commissioner Moore- Motion carries.

Commissioner Windrow- Nolensville FD is official as of July 1<sup>st</sup> as an independent department.

Motion to approve by Commissioner Henry, seconded by Commissioner Specht.

Motion to accept waiver to allow Nolensville FD to submit in service program for 2021.

Director Grande: Roll Call

Commissioner Brian C. Biggs: Yes

Commissioner Michael Henry: Yes

Commissioner Tommy Kelley: Yes

Commissioner William Scott: Yes

Commissioner Jay Moore: Yes  
Commissioner Stephanie Specht: Yes  
Commissioner Travis Solomon: Yes  
Commissioner Windrow: Abstains

Commissioner Windrow: Motion to approve IAAI seconded by Commissioner Henry, motion approved.

Commissioner Biggs: We will cover the audits.

Director Grande: Other than two entities, everyone else was completely clear, other than those two were just minor in leaving out details. In my opinion this was a much better audit process than last year. I have sent a letter to Chief Sweat in Memphis because Memphis documentation was extraordinary improved this year. We planned it for two days, but it only took one day, and were able to do all the other audits in the area with one trip instead of two separate trips. My recommendation is that we accept all the audits and results of the audits, with the understanding that you do not vote yes for the audits you participated in. You are only voting on audits you did not participate in. Can we do it that way?

Commissioner Biggs: If its my understanding that we are not voting for the individual audits we conducted. I do not have a problem with that.

Commissioner Kelley: Motion to approve by and seconded by Commissioner Scott.

Commissioner Biggs: Motion carries.

Commissioner Biggs: Next thing to add to the agenda was Brighton Fire Department request. I will let Director Grande talk about this.

Director Grande: This was a last-minute request from Brighton to participate in Atoka's program this year. So that means in October they should have sent in saying they were participating in Atoka' program, so they are requested a waiver for one member to receive supplement pay from Atoka's program.

Commissioner Biggs: The Atoka program is already approved?

Director Grande: Yes, that is correct. Atoka provides Munford and Tipton county and obviously they have brought in Brighton.

Commissioner Solomon: Motion to approve, seconded by Commissioner Specht.

Director Grande: Roll call vote:

Commissioner Brian C. Biggs: Yes  
Commissioner Michael Henry: Yes  
Commissioner Tommy Kelley: Yes  
Commissioner William Scott: Abstain  
Commissioner Jay Moore: Yes  
Commissioner Stephanie Specht: Yes  
Commissioner David Windrow: Yes  
Commissioner Travis Solomon: Yes

Commissioner Biggs: Motion approved

Commissioner Biggs: Any other new business?

Commissioner Windrow: What about the letter we got from Winchester? I know you mentioned it, but we didn't take any action on it. It is not on the agenda, but it is about textbooks.

Commissioner Windrow: Motion to add letter H to discuss letter from Winchester Fire Department about using one textbook for certifications. seconded by Commissioner Henry.

Commissioner Biggs: Motion approved

Commissioner Windrow: I think this is also, it might be a dream for coordinator.

Director Grande: Right, so we have had a discussion previously and the creation of the textbook and which textbook should go with which certification and now that we are beginning to see, the volunteer EIP, purchasing textbooks, this could become a greater issue. We discussed this earlier that the 16 and 64 hour, with 10 textbooks could be \$1,000.00 for a volunteer fire department. Perhaps they could borrow the textbooks from a neighbor, if you are trying to take a Firefighter I test, with two textbooks it can be hard, but in that same point if Memphis is using IFSTA and Nashville is using J&B, because we are the Commission, to we create a test bank that uses all of them, that is what Fred has been doing with test bank knowledge of two textbooks or do one single textbook. I would encourage to make sure the Assistant Chief Victory is included in any textbook committee. That would be great support for us to hear from a smaller department that do training and use textbooks.

Commissioner Biggs: Have we ever done a poll to see of what the majority is using?

Commissioner Henry: Yes, there was a consensus form sent out, I cannot remember how many certifications we had then, but it was what folks were using. So, there is a collection on that data.

Commissioner Specht: From my understanding we were told that questions had to appear in both books, it wasn't just in one it was in both. Secondly, we do choose one book or the other.

Commissioner Henry: But at some point, now that we have this EIP program for volunteer departments that stored? It is like the Director said, If you J&B and the rest are using IFSTA, I understand that there is a cost issue.

Fred McCay: the issue is what is inferred to me may not be the same as someone else.

Commissioner Biggs: put together a committee and see what they recommend.

Director Grande: we could do something like under 700 exams- one textbooks over 700 exams use two textbooks.

Motion for Next meeting November 18th and 19<sup>th</sup>

Motion to adjourn by Commissioner

