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2016 PAC Minutes, Fire Inspection and Fire Safety Education

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Minutes

Fire Inspection and Fire Safety Education
Program Advisory Committee Meeting

November 15, 2016
1:30 – 3:00 pm.
Fanshawe College
Room D-1061

Attendees: Rob Broadbent, Brian McLaughlin, Brian George, Mike Cain, Chris McDonough, Scott Tegler, Jeff McCormick, Pam McLaughlin, Mark Hunter, Via Teleconference: Jim Jessop, Nancy McDonald-Duncan

1 Welcome and Introductions
   • Welcome from Jeff
     o Thank you to all who made this meeting possible and thanks to all who have agreed to be a part of the committee
     o Jeff send regrets from the other members of the committees and informs the attendees who is sitting on the PAC
   • Welcome from Mark Hunter
     o PAC key element into tying our programs into our community
     o The question was asked prior to starting this program “What are some of the gaps in the fire service that our program could fill?” and this question was asked at the external focus groups, the answer was Fire Inspection and Fire Safety Education
     o Mark spoke on our new eight million dollar facility in Building CWest of Fanshawe and the elements that will be used in this program like technology lab, the school itself for mock inspections and building under construction.

2 Approval of Agenda
   • Motion to approve the agenda by Jeff McCormick moved by Mike Cain seconded by Scott Tegler
     • Approved

3 Terms of Reference
   • Review
     o Legislative requirement for the MTCU for all programs and Jeff thanks all for participating in this PAC it will not be successful and wouldn’t have been successful without the people that are here today
   • Membership
     o No fewer than eight members
     o Majority of the members are drawn from related professional organizations, employers, practitioners, graduates and the general public
Representative of the geographical area served by the Campus, in this case it is a program unlike any other so our representation so far is provincial.

Appointments are for a three year term with provision normally for one reappointment.

Assisted by appropriate resource persons from the responsible school, Faculty or Campus and such people do not vote on advisory committee matters.

Voting members must have an arm’s length relationship with the Board of Governors and with the College.

Voting members exclude the Board of Governors, full time and part time employees or students who administer, teach in, support or are enrolled in the programs within the mandate of the advisory committee.

Advisory committees establish a process and criteria for addressing situations in which a member fails to participate.

Advisory committees meet not less than once in the September to June period and in this case preferably twice per year.

**Conduct of Business**

Chair

- Needs to be appointed and Jeff had someone who came forward earlier to take on this position, Jeff let the members at the table volunteer for the position before putting the other person’s name on the table.
- Deputy Chief Brian Arnold was the person that came forward to volunteer as Chair.
- Rob Broadbent moved this and Brian George seconded this motion.
- Jeff accepted on behalf Brian Arnold.

Formal minutes

- Minutes will be taken of committee activities and decisions.
- When finalized by the such minutes are approved by the committee.
- Advisory committee minutes and reports are submitted to the Vice-Presidents, appropriate Deans, and Chairs and members of the advisory committee.
- The office of the Senior vice President, Academic maintains a central file of advisory committee agendas, minutes, reports and other documentation.

**Program Review**

- Jim Jessop who was the Deputy Chief in London at the time and Chief John Kobarda first approached Fanshawe College to consider a program of this nature. Jim was instrumental in providing assistance to Fanshawe in obtaining approval from the Ministry, while he was with the Office of the Fire Marshal and continued that when he became Deputy Chief in Toronto.
- Scott Tegler also participated in one of the external focus groups that supported the creation of the program.
- There were three external focus groups and one was in Toronto and the other two were around London.
- The planning of this program started in 2014.
Focus group had involved the Office of the Fire Marshall of Ontario, and Fire Services
We had support and the people who joined in the focus group had a lot of say in what went into the program.
College worked with Frank Lamie Deputy Chief in Toronto, to work out a Fire Diploma program
It launched in September, 2016
There are thirteen students in the program and more than one hundred applicants
The reason only thirteen were accepted was because they were the only applicants who met the academic requirements of the program
There is an emphasis on English, Chemistry, Physics and in order to produce successful graduates we needed to start with good applicants
The students are currently in level one of the program there are six levels in total
Click here for Program Overview
Open for enrollment every September
The program is a full time day program
Endorsement from Fred Vslavick and hope to get endorsement from Ontario Fire Marshal Ross Nichols
Click here for admission requirements
Our other new program Public Safety Fundamentals it is another way to enter into the program it is a general first year and after that year the students can choose which stream they best fit into whether it be Police foundations, Law Clerk/Paralegal or Fire Safety and Inspection
Click here for the list of courses in the program
Thanks to Dee Morrisey for the help with the curriculum development, she was an integral role in starting this program
Our math and science courses will be taught by a faculty members from Fanshawe
The reason these courses are in the program are because they are important parts of fire safety and inspection
The public safety course is taught by the thirty year veteran of the RCMP.
The building code course is being taught by the deputy chief building official Middlesex Centre
Both former Don Crocker and Ken Sheridan will be joining our faculty next semester. Don is the retired fire chief of Central Elgin and Ken is the former fire chief of Middlesex Centre.
Jeff mentioned that he may not know all of your teams in your areas and welcomes anyone that may have an interest in teaching to please come forward
The courses that are in this program were recommended from the external focus groups, and the Ontario Fire Marshal has agreed to test the students after graduation to get requisite internal training from within the fire department
This three to four year investment will no longer be put on the Fire Departments, the students will now have this done before applying
The students also take general electives and some mentorship programs
• In the last year of the program we are planning on putting students in Fire Departments this is expected to be especially helpful because they can put them in the Fire Departments at no cost
• We are encouraging the students that they work with the local Fire Departments right from the start
• We are trying to impress upon them what it will take to meet the requirements to be a successful fire inspector
• London Fire Deputy Chiefs welcomed our students in for two hours to talk to them which was a great opportunity for the students
• Chris McDonough asked if the placements would be done by the Fire Departments and Jeff said no that it would be him placing these students and finding them an agency to work with
• Jeff will try his best to get students to work in their home town Fire Departments and he realizes in order for it to work they have to provide a service to the Fire Departments for it to be worthwhile for both parties
• For the most part our classes are taking place in the C-West Building at Fanshawe
• This is a state of the art building with labs and numerous different facilities
• Paused for introductions from Pam McLaughlin, Dean of Health Sciences and Human Services

5 Thoughts/Expectations Discussion
• Jeff asked is anyone was receiving any questions from people about this program? Comments were that no one had received any and that they thought the program is too new for people to have heard much about it
• It was mentioned by Scott Tegler that he would have repeated what Jeff had said to the gentleman who dropped of lunch, the gentleman asked how his son could get a job on a Fire Department and Jeff’s response was for him to tell his son to come to Fanshawe to make him successful
• There is an Open house on Saturday, November 19th from 10am to 2pm, this is where all programs are on showcase for potential future students
• We are expecting a lot more interest this year due to the program start up and word of mouth
• Brian George asked how many students the program will cap at and Jeff said that they will accept 35 students per year
• There will also be career opportunities in the private sector
• Brian George asked what the projected needs will be in the coming years for Fire Inspectors and Fire Safety Officers and Mark Hunter said that they asked that question but that because often times the Fire Departments didn’t have what they needed internally so they out sourced to find them making it hard to track the number
• They then mentioned that they would like 35-40 graduates per year, that was Ontario but we expect that may be nationally as well, our intent will not go beyond that per year because we do not want to overproduce graduates
• Third year placements are in parts of the final semester
• Pam mentioned that we may be able to accept more students if we have placements that are willing to accept our students
• We currently have three students that are graduates of a pre service Fire program and two students who are volunteer firefighters
• Jim Jessop thinks that they will need 200 in the next few years in his region and that this program can’t happen sooner
• Pam asked if it was feasible to give students who have done Fire pre service program some credits for our Fire Safety and Inspection program and Jeff said that there isn’t a lot of large pieces that overlap so transfer credits wouldn’t really apply
• Mike Cain believes that an approach to placement could be project specific for example updating a simplified risk assessment
• Randy says that to oversee a placement at his Fire hall when he is the only full time person on his force would be troublesome, so he believes that it’s a good idea to give a specific task so that oversight is reduced
• Chris McDonough asked when Jeff would be starting to look for placement agencies and Jeff responded that he will start working on that second semester this year
• He is hoping that if they go well the Fire Departments will want to have another student yearly
• Rob Broadbent liked the idea of putting the students out in the field before going out to Fire Departments right away
• Jeff mentioned that the College will have assignments to carry out projects things like inspecting areas like the Fanshawe Kitchens where there is cooking equipment, and the residences, there will be a lot of practical work before the students are placed in the Fire Departments
• Mark Hunter said that once this program starts to become more popular we will be able to bring other simulation ideas in to the program
• The type of placement these students will be doing with include meeting outcomes while on placement, you have things you must achieve during that time as it is a course that occurs in the workplace setting
• Mike Cain wanted to know if they would be able to morph the program to help the students to start placements in the second year rather than first, Mark mentioned that The current cohort could not likely be changed but there is a possibility of changing the degree audit in future to make that happen and start it with a new cohort of students
• Pam mentioned our Letter of Understanding process that we have and how we can have our students do specific training before coming to the placement agency to minimize your risk and reduce the burden of the placement agencies
• With the agreement we carry insurance for our students under WSIB
• This Letter of Understanding is a contract that says that you would be willing to accept these students on the set terms, the terms are very much negotiable and you are not obligated to take on students every year, you can change your mind based on your operational needs and may decline or accept year to year
• Brain George said that he could use an individual to provide certain projects different from other departments
• Brian George was in the Fire pre service Standards of Safety and as Fire Chiefs they would accept students into the agency the problem arose when the students who were not supposed to participate would join in the fire simulations as students which was prohibited Brian wants to make sure that doesn’t happen again
• This is much easier position to mentor because these students are not going to be in bunker gear
• Pam asked if our uniforms are sufficient and Brian thinks that they are and likes that they wear the Fanshawe crest as opposed to the respected Fire Department’s crest that they are placed at
• Rob Broadbent asked about the investigation piece and Jeff mentioned that right now we have a course in the last year of the program
• The college however doesn’t have a burn facility that we can go out and have this practiced as investigators
• This is definitely something we will be looking into as we try to grow the program
• It was mentioned that Aylmer has a burn facility not far away
• Mark mentioned that we start with a good base for inspecting and then go into investigation portion
• Rob Broadbent said that to make the candidates more exciting to him he wants them to be the whole package
• Mike Cain said that suggested we incorporate fire investigation training to the NFPA 921 standard.
• Randy asked the time commitment to fire departments for these student placements and Jeff said it was 80 hours, although it may not all be done at one Fire Department, Mike Cain likes the idea and wants to promote changing up departments
• Randy Kalan advised that he does not have the time necessary to work with students who would require oversight conducting inspections but believes students would be able to assist with the education piece and creation of simplified risk assessments
• Mike Cain said working with the Fire Marshal Public Safety Council on future Fire Prevention Week themes so that students could create provincial educational programs for fire departments to use which in turn would champion the Fanshawe program.
• Mentorship is in Fire Departments and in the private sector
• Pam asked if there was any role for our students to be in elementary schools to take on a teaching role.
• Jeff said that we may be able to put students in a community with a children safety village, and we would look at other opportunities as well as just the schools
• Randy sat on the PAC committee for Conestoga College, no matter what there needs to be a component for interview skills and interview processes in the courses, he had students who looked great on paper but couldn’t do an interview so he thinks that is important in the program
• Jeff said that the students are starting to do presentations in front of people from the start, and along the way we will include some of these interviewing techniques
Court exposure, court room procedures program- Nancy MacDonald Duncan was wondering if they could do a mock court in the courtroom in London and Jeff said he hasn’t reached out and Nancy said she had contacts and that she would be happy to help.

Chris McDonough said that as changes occur to the Fire protection and Prevention Act and the Fire Code it will require Fanshawe to stay on top of that to keep the program relevant and up to date.

Jeff commented that we currently have a municipal prosecutor from Chatham- Kent developing curriculum for the legislation course and he recently published the annotated fire code.

Mark said we will be able to leverage our relationship with our paralegal and law programs, we have a goal of getting a mock courtroom here at the college as well.

Jeff said that we also have broadcasting that can help in the interview process for our students so they can have their interviews taped and played back to see how they can improve on their skills.

Jim Jessop said that there will be mandatory certification by 2017 on the fire code, the writing is on the wall as the Elliot Lake inquiry called for mandatory certification, and there is now mandatory certification of home inspectors etc.

Provincial certifications will be mandatory for all.

**ACTION:** Committee to consider what the mentorship might look like and what the involvement from the Fire Service will be.

### 6 Date and Time of Next Meeting

- Week of May 8th or 15th
- Proposed date for the next meeting will be sent out