



# Oklahoma State Fire Marshal Commission

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## MINUTES OKLAHOMA STATE FIRE MARSHAL COMMISSION REGULAR MEETING – May 5, 2017

### **Members Present:**

Cary Williamson  
Stan May  
Keith Bryant  
Cecil Clay  
Kirk Trekell

### **Others Present:**

Robert Doke, SFMO  
Susie Cain, SFMO  
Sam Schafnitt, SFMO  
Terry Ferrel, SFMO  
David VanBuskirk, SFMO  
Jon Dutton, Attorney General's Office  
Matt Lay, Tulsa FD  
Dr. Eric Reynolds, OSU FST  
Caroline Reed, OSU FST  
Richard Kelley, COFT  
Craig Hannan, IFSTA  
Bob Allen, OEM  
Melvin Mashburn, Rural Fire Coordinator  
Larry Morgan, Rural Fire Coordinator  
Tom Bradley, Stillwater FD  
Phil Ostrander, OSFA  
Brett Brewer, McAlester FD  
Debbie Doke  
Kim Trekell

The regular meeting of the State Fire Marshal Commission was called to order in accordance with the Open Meetings Act at 10:00am in Tulsa, Oklahoma by Chairman Cary Williamson. Roll call was made and a quorum was declared with five members present.

FM Duke recognizes guests in attendance.

**Motion 1:** Approve Regular Meeting Minutes of April 7, 2017 as submitted. Commissioner Bryant moves to accept. Commissioner Trekell seconds. Motion carried.

Votes:	<u>Yes</u>	<u>No</u>	<u>Other</u>
	Williamson		
	May		
	Bryant		
	Trekell		Clay-Abstain
			Elam-Absent
			Barnes-Absent

**OSU Fire Service Training**

Dr. Eric Reynolds. FST is extremely busy training firefighters and winding down the current fiscal year. Awaiting news of funding for the upcoming budget.

**Oklahoma Uniform Building Code Commission Report**

Cary Williamson. Meeting held on April 18, 2017 where the CEO Billy Pope is corresponding with the State Auditor's Office preparing for the 2016 audit. First two year audits will cost \$8,300 each. Last year audit will cost \$10,300. The 2016 audit will cost \$12,500 with all future audits will cost \$17,000. Corresponding with OMES regarding Master Service Agreement. IT services will increase from \$2,625.72 to \$8,198.04 per year. Monitoring SB 283 - 6-year code cycle and HB 1168 - moving OUBCC under the Department of Labor. March revenue was \$42,841.32. Contract with Attorney General's Office was approved.

**Fire Marshals Association of Oklahoma Report**

Sam Schafnitt. FM Duke will give the opening remarks at the Annual Conference. JC Carroll and I will sit on a panel with plan review industry people. Working with CLEET to get credit for conference attendees. Western Enterprises will give a class and a nightly display at the BBQ.

**Fire Extinguisher Industry Committee Report**

Sam Schafnitt. No meeting was held.

**Council on Firefighter Training Report**

Richard Kelley. In April COFT closed its doors. The Board is trying to finish up budget commitments. Interim Director Neal has completed all the tax credit forms.

**Oklahoma State Firefighters Association Report**

Phil Ostrander. Thanks the Commission for moving their meeting to the Fire School. Last year's Fire School had about 500 participants. This year estimates are 650. As of today 473

attendees have registered coming from 120 entities over seven states. Possible total attendance could be as high as 800. OSFA Convention will be in Dewey the first week of June.

### **Fire Marshal Report**

Robert Doke, State Fire Marshal. Met with OSU-OKC on US Fire Administration grants FP&S. Attended Targeted Training. Wild Land PPE evaluations conducted. Discussion on Building Code Appeal Board (handout provided). Commission Bryant asks that by statute there is an appeal process but no established board of appeals. AAG Dutton states where there is no local appeals board OUBCC would review electrical, mechanical and plumbing issues and the Fire Marshal would review life safety issues.

### **Legislative Update**

HB 1833 establishes the Firefighter Training Advisory Committee (FTAC) and makes the Agency a non-appropriated (select) Agency. Passed out of the House first time with one no vote from Representative Renegar. Passed out of the Senate 80-0. Headed back to the House to approve Senate amendments. If passed by the House it will go to the Governor. Commissioner Bryant asks what would be the effective date. FM Doke states July 1st. The Agency will review the tax forms with the Tax Commission to speed up the paperwork approval process and review the 5 Levels of Firefighter and Fire Officer process. Working with Senator Lankford's Office on the 1.3 million US firefighters that could possibly benefit from potential terrorists threat training. At the Ardmore meeting in June a representative will be present to discuss a rifle ballistic shield plate for law enforcement use.

### **Technology**

No updates.

### **Agency Status Report:**

### **Review of Financial Statement**

Susie Cain, Executive Secretary to State Fire Marshal. Financial Statement through April 30, 2017 including monthly general revenue balances, revolving account balances, deposits, revenue sources and vendor expenditures. FM Doke has reviewed/approved monthly financial reports of 6 Digit Expenditure Report, Funding Distribution Report, Clearing Account Report and PCard Transaction Detail.

**Motion 2:** Approval by the Commission of the Financial Statement as submitted. Commissioner Clay moves to accept. Commissioner Trekell seconds. Motion carried.

Votes:	<u>Yes</u>	<u>No</u>	<u>Other</u>
	Williamson		
	May		
	Bryant		
	Clay		
	Trekell		
			Elam-Absent
			Barnes-Absent

**Administration.**

Sam Schafnitt, Assistant State Fire Marshal. Met with JC Carroll and the State Capitol Improvement group. Attended Targeted Training with 24 attendees. Assisted with interviews for the Oklahoma City Fire Department for the position of Deputy Chief. Commissioner Bryant states his appreciation to AFM Schafnitt for his assistance with the interview process. Transmitted NFA applications for Agents Judah Sheppard, Anthony Reed and Cullen Fowler.

**Field Operations**

Terry Ferrel, Operations Chief. All inventory forms have been received and reviewed by the Supervisors. All issued equipment is accounted for. At this time 158 of the 224 mandatory inspections have been completed: 157 jail facilities and 1 horse racing tracks. 49 100% inspections, 1 annual school inspections and 39 FSC inspections in April. Commissioner Clay asks if the small stores are educated what to look for to be compliant. AFM Schafnitt states the Agents handout pamphlets and statutes paperwork. Most small stores buy from reputable vendors but some non-compliant cigarettes get shipped from other parts of the world.

**Public Comment**

No updates.

**New Business**

No updates.

**Motion 5:** Adjournment. Commissioner Bryant moves to accept. Commissioner Trekell seconds. Motion carried.

Votes:	<u>Yes</u>	<u>No</u>	<u>Other</u>
	Williamson		
	May		
	Bryant		
	Clay		
	Trekell		

Elam-Absent  
Barnes-Absent

End of tape.

June 2, 2017  
Date




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Cary Williamson, Chairman  
State Fire Marshal Commission