



**Minutes of the Meeting of the
Fire Service Membership Council Governing Committee**

**Thursday, October 23, 2019
9:00 a.m. – 11:00 a.m. PDT**

**Rio Hotel and Convention Center
3700 W Flamingo Road
Las Vegas, NV 89103
Room: Brasilia 4**

**“Founded by Members to Serve our Members . . .
Benefitting Communities Worldwide”**

FSMC Governing Committee Members	Representing	Present
Gary West -- Chair -- National Fire Sprinkler Association, Nashville, TN	NASFM	X
Randy Metz -- Vice Chair -- Carlsbad Fire Department, CA	IAFC:W	X
Fulton Cochran -- Clark County Fire Department, NV (Ret.)	ICC	X
Andy King -- Franklin Fire Department, TN	IAFC:SE	X
Brian Sloat -- City of Fayetteville, AR	IAFC:SW	
Michael Desrochers -- State of Vermont Division of Fire Safety	NASFM	X
Joe McElvaney -- The Hiller Companies, Inc.	ICC	
TBD -- Appointment Pending --	IAFC:C	
Rick Boisvert -- Brighton Area Fire Authority, MI	IAFC:GL	X
Coy Porter -- Utah State Fire Marshal's Office	NASFM	X
Steve Swarthout -- Riverside County Fire Department, CA	ICC	
Kelly Nicoello -- Underwriters Laboratories, TX	NASFM	X
Kara Gerczynski -- Elizabeth Fire Protection District, CO	IAFC:MV	X
Christine Reed -- Central County Fire Department, CA	ICC	X
Robert Buxton -- Hudson Fire Department, NH	IAFC:NE	
Joseph Fahd, Jr. -- Cohoes Fire Department, NY	IAFC:E	
Timothy Diehl -- Global Fire Protection Group	ICC	X
Adolf Zubia -- A to Z Fire & Code Consulting, LLC, NM	ICC	X

International Code Council (ICC) Staff and Liaisons	Present
Angie Wiese -- ICC Director, FSMC Liaison to the ICC BOD -- Fire Safety Manager, St. Paul, MN	
Karl Fippinger -- Vice President, Fire & Disaster Mitigation -- ICC	X
Dave Nichols -- Senior Regional Manager, Government Relations -- ICC	X

Members/Guests Attending In-Person	Present
Eric Acton -- Campbell County Fire -- Gillette (WY)	X
Chris Birchfield -- Global Fireproof Solutions	X
James Carver -- El Segundo Fire Department (CA)	X
Ray Cockerham -- City of Puyallup Building Services -- Fire Prevention (WA)	X
Page Dougherty -- Thornton Fire Department (CO)	X
Rob Geislinger -- National Fire Sprinkler Association	X
Evelyn Moya Ginés -- Commonwealth of Puerto Rico	X
Ben Hammond -- Arkansas Fire Marshals	X
Ian Hardage -- City of Santa Rosa Fire Department (CA)	X
Jeff Hugo -- National Fire Sprinkler Association	X
Scott Keeler -- City of Greer Fire Department (SC)	X
Rock Meng -- Global Membership Council Liaison to FSMC -- Capitol Fire Protection Engineering	X
Jessica Power -- Petaluma Fire Department (CA)	X
Adria Reinertson -- Riverside County Fire Department (CA)	X
Kevin Reinertson -- Riverside County Fire Department (CA)	X
Marc Sampson -- Longmont Fire Department (CO)	X
Tim Spears -- City of Modesto Fire Department (CA)	X
Jim Tidwell -- Tidwell Code Consultants (TX)	X
Joe Vasquez -- University of California Merced	X
Joe Zucarro -- San Bernardino County Fire Department (CA)	X

Members/Guests Joining by Teleconference	Present
Jakub Lison -- Technical Manager Americas, FR Sales Support and Advocacy -- ICL	X
Chief Byron Mathews -- Prevention & Public Education -- Cheyenne (WY) Fire Rescue	X
Shamim Rashid-Sumar, PE, FSFPE -- Vice President, Fire Codes and Standards -- National Ready Mixed Concrete Association	X

FSMC Governing Committee Teleconference Meeting Agenda:

- 1) Call to Order/Roll Call/Welcome guests (West/Fippinger)
 - a) Note: If you would like your attendance noted and you are not a standing invitee, please email kfippinger@iccsafe.org and CC dnichols@iccsafe.org

- 2) Opening Remarks from the Chair (West)
 - a) Welcome to everyone in the room and on the line.
 - b) Introductions around the room for those attending in-person
- 3) Additions or Corrections to the Agenda
 - a) None
- 4) Approval of Minutes
 - a) September 12, 2019 Webex
 - i) Motion to accept: Adolf Zubia; Second: Andy King; Discussion: None; Approved unanimously
- 5) Reports from Officers (West/Metz)
 - a) Chief West
 - i) Director Wiese is unable to join us this morning due to a board event. She continues to do a great job for us and we look forward to hearing from her at our next meeting.
 - ii) The Fire Service Membership Council (FSMC) Governing Committee met informally yesterday to network and catch up. Great discussions. Thank you to those who attended.
 - iii) Yesterday's conversations drove home the need for us to have a deeper discussion about increasing participation in the membership council and succession planning for our governing committee and key leaders.
 - iv) Asking Karl to coordinate with Karla Higgs - ICC Membership to discuss feasibility of holding next FSMC in-person meeting in conjunction with the Congressional Fire Services Institute (CFSI) Symposium and Dinner being held April 29-30, 2020 in Washington, DC. We should also discuss any necessary budget inputs to support our 2020 meetings.
 - v) Our discussions yesterday also revealed the need to explore the possibility of offering a stipend or other financial incentives to key fire service speakers for the 2020 annual conference. This will be discussed further by the Training and Education subgroup and they will look at formulating a recommendation for us to consider.
 - b) Staff liaison (Fippinger)
 - i) The Code Council will be hosting a wildland fire forum in Sacramento, CA spring of 2020. We are forming a planning team to develop the agenda, dates, and venue options. Further details will be shared as they are available.
 - ii) Will be in Las Vegas for the rest of the week participating in ICC Government Relations all-hands staff meetings.
 - iii) Traveling Friday to Coeur d'Alene, ID for the National Emergency Management Association (NEMA) Annual Forum. This is the association for state emergency management directors. In addition to state emergency managers, the forum will be attended by national level organizations and senior leaders from FEMA.
- 6) Reports from Special Committees
 - a) Update on Ad-Hoc Committee on Building Safety and Security (Metz)

- i) Activity has primarily been phone calls and low-level work.
- ii) Committee leadership and staff are trying to tie all 8 subcommittees together to develop a white paper.
- iii) Coy Porter and Chief Metz are the representatives. The ad-hoc committee is very diverse.
- iv) In-person meeting scheduled for November in Minneapolis

7) Unfinished Business

a) 2019 Work Group Updates

i) Chairman's Project (West/Metz)

- (a) Still have on-going work with recruitment to increase participation with our council and our working groups.
- (b) The ICC Board of Directors received a report on governance from a consultant. No decision to date on remote voting, but all FSMC members should register to vote. If remote voting goes through it provides an opportunity for the fire service to mobilize and move items through the process that are important to us.
 - (i) Chief Zubia recommends the group review the remote voting issue and take a position so our membership council can be out in front on this issue. We should be well positioned in the case that this has a positive impact on the fire service.
 - (ii) Chief West reminded members that the most important thing about voting is registering to vote. Only 10% of the ICC membership is voting on code change proposals.

ii) Training and Education (Gerczynski)

- (a) Held a meeting on October 8th to discuss goals and objectives.
- (b) The Monday center stage panel discussion following the annual business meeting with Chief West, Ron Lynn, and Dame Judith meeting was well attended and received.
- (c) Yesterday afternoon's presentation, "The 1 October Mass Shooting" by Chief Cassell was great. It was also well attended and received.
- (d) If folks have ideas for St. Louis, please begin to offer/submit them. Kara and Fulton will reach out to Fire Marshal Ed Berkel in St. Louis to help secure participation in coordinating next year's fire service education program.
- (e) In line with Training and Education workgroup goals, we are working with the Emerging Issues and Trends workgroup to bring a few of their items forward and provide essential information on the issue. We will pass our group's work on to Christine and the Public Awareness workgroup.
- (f) Chief Metz - Kudos to Kara in her first year leading the Training and Education Workgroup with support from Fulton. We commend you and thank you for taking this on.
- (g) Kelly - The news is always providing us with opportunities to leverage what we've done here into next year. Perhaps we should look at the Hard Rock

collapse in New Orleans, LA and consider a presentation for next year's conference. Butch Browning, state fire marshal in Louisiana may be open to doing a presentation on this. Kelly will reach out and see if he'd be willing to present next year.

iii) Member Recruitment (King)

- (a) Recruitment and retention are a general challenge for the fire service. To Chief West's earlier point, we have some more focused direction for our efforts moving forward out of yesterday's meeting. These include knowing our priorities, communicating our priorities, succession planning. We also discussed the IAFC FLSS responsibilities supporting the Fire Service Membership Council and Fire Code Action Committee (FCAC) and doing our part to help those organizations along.
- (b) Karl and Chief Mike O'Brian (IAFC board member) are working on ICC/IAFC MOU.
- (c) Our group has only had one meeting in the last 6 months. We are looking for help from the room and FSMC membership to engage the fire service.
 - (i) We need to develop a mentoring plan that supports a succession plan.
 - (ii) We should reach out to fire service members to engage them when they register.
 - (iii) We should explore reaching out to emerging leaders in the fire service by engaging colleges and universities that have applicability in the code arena (e.g. Oklahoma State University, University of Maryland, Worcester Polytechnic Institute).
 - (iv) Karl has a list of ICC FSMC-affiliated members for use in doing outreach.
 - (v) Fulton Cochran suggested reaching out to all members receiving an ICC fire inspector or fire certification. These folks are showing interest in what we do. The recommendation was that we should send them a letter from the FSMC welcoming and inviting them to participate in our activities.

iv) Public Awareness (Reed)

- (a) October Fire Prevention Week tweets went out all week. Positive feedback and seeing re-tweets. Will do again for 2020 Building Safety Month.
- (b) Working on a Construction Site Fire Safety public awareness concept.
- (c) Still working on and following up on the Close before you Doze awareness campaign.
- (d) We have been discussing how to leverage sharing information in Building Safety Journal and other ICC outlets as well as outlets through our other industry partners.
- (e) Wanted to remind members that the FSMC is very collaborative and interconnected with each other's sub-groups. This is special, not sure how many councils are like that. Echo Chief King's comments that we are always looking

for folks who want to contribute and participate. If you want to get engaged with our group, email Christine Reed at: creed@ccfd.org.

- (f) Chief West - This committee has been very successful, articles have been good.
- v) Emerging Issues and Trends (Desrochers)
 - (a) The Emerging Issue and Trends working group has accomplished a lot this year and we have met the intent of our 2019 goals established at the beginning of the year. Although we have met the intent of our goals, the Emerging Issues and Trends Working Group has evolved into an information sharing hub and we will be looking at realigning some of our goals for 2020.
 - (b) In 2019 to date the group has accomplished the following;
 - (i) The working group started out reviewing our mission statement, discussed how we might scan the environment to identify emerging issues and trends, how we would collect the information, how we would process and track the information and what would we do with the information.
 - (ii) The group developed, reviewed and approved the 2019 goals and mission statement. We developed a PDF fillable form titled, “Emerging Issues and Trends”. The form allows users to easily submit their emerging issue or trend subject to the working group. The form as designed can be easily interpreted, easily distributed and allows us to insert a tracking number.
 - (iii) We developed an Excel Spread Sheet to track the emerging issues and trends. The form was sent to the National Association of State Fire Marshals where it was distributed to every State Fire Marshal in the country with an emphasis on creating partners. Additionally, the new initiative was discussed at the NASFM Annual Business meeting in Annapolis, Maryland in July 2019 in an effort to solicit topics.
 - (iv) The working group reviewed 6 new emerging issue and trend reports using the new form. The review of the emerging issues and trends included input from FSMC Chair, Gary West, Vice Chair, Rand Metz and Karl Fippinger, ICC. The inclusion of the Chair, Vice Chair and Karl Fippinger provided some guidance on how the group could act on the items. As part of this process we submitted a comment to the ICC (ES) with recommendations on a particular emerging issue and trend.
 - (v) All working group leaders are now participating in a monthly call with the Chair, Vice Chair and the FSMC Staff Liaison to share information across all groups. This has proven to be very valuable and as we move forward through the remainder of the year the process will become more productive.
 - (vi) Other working groups have been able to use some of our information to assist in educational awareness efforts. We can improve this process significantly moving forward in 2020 and may require a slight modification to our form.
 - (c) The working group has 6 more emerging issues and trends forms to review at the next monthly conference call in early November.

- (d) On November 5 and 6, 2019 there is a Vermont/New Hampshire Fire Safety/Carbon Monoxide Summit in New Hampshire. One day is sponsored by NFPA and the second day is sponsored by the VT/NH CO Alliance. I have been put on the agenda to speak specifically about our ICC Emerging Issues and Trends Working Group initiative.
 - (e) We should consider establishing an ICC email address for Emerging Issues and Trends submissions. Kelly Nicoletto agreed and recommend that we post and distribute a PDF of the rolling list on a regular basis.
- b) FSMC Charter Revision (Fippinger)
- i) At the October 29, 2019 meeting of the ICC Board of Directors considered proposed changes (as previously discussed and documented by this body) regarding term limits and continuity of leadership for the FSMC. The proposed changes were brought to light by gaps identified in the ICC/IAFC MOU. 3 administrative proposals were presented to the board covering both FSMC and Fire Code Action Committee (FCAC) operations:
 - (1) FSMC Charter Revision
 - (2) Council Policy 31 - Code Action Committees; and
 - (3) Council Policy 9 - Role & Structure of Advisory Councils
 - ii) The results of the proposed changes are as follows:
 - (1) FSMC Charter Revision - WITHDRAWN by FSMC Board Liaison, Director Wiese based on floor discussion with the board.
 - (2) Council Policy 31 - Code Action Committees - PASSED
 - (a) 5.3.1 One-year appointments permitted. In cases where qualified candidates are not immediately available to fill open positions on one or more of the Code Action Committees, the Board of Directors can consider a maximum of two additional 1- year appointments, which must be applied for annually, to maintain continuity of the Code Action Committee.
 - (3) Council Policy 9 - Role & Structure of Advisory Councils – PASSED
 - (a) Proposed changes effectively mirror language above for CP-31.
 - iii) **Summary:** The proposed revisions to CP-31 and CP-9 were approved by the ICC Board of Directors. The approved revisions accomplish what was administratively needed to align the FSMC Governing Committee and FCAC terms. ICC counsel has determined that the changes to CP-31 and CP-9 effectively cover the intent of the proposed change to the FSMC Charter. Counsel’s basis for this determination is that the FSMC Charter states that, “The Council shall comply with applicable Bylaws, Council Policies, and procedures.” The net effect being that FSMC Governing Committee terms remain the same, but Code Council policy now allows for an additional 1-year term of appointment on a case-by-case basis within the discretion of the ICC Board of Directors.
 - iv) The minutes of the ICC Board of Directors minutes from the October 19, 2019 meeting remain under development and will be shared with the FSMC Governing Committee once they are published.
- c) Innovation in Code Administration Award (Fippinger)

- i) The Innovation in Code Administration Award was presented to the City of Rock Hill, SC during the Government Relations Forum on Tuesday, October 22, 2019 at the ICC Annual Conference.
- 8) New Business
- a) FSMC Service Recognition Awards (West)
 - i) Adolf Zubia, Fulton Cochran, and Joe McElvaney will complete their terms with the FSMC Governing Committee at the end of the year. Each were recognized individually by the chair for their exemplary service to the governing committee and presented with a certificate of appreciate from the International Code Council.
 - b) Fire Service Award History
 - i) Adolf Zubia offered a brief history of the Fire Service Award, presented annually in honor of Robert W. Gain, founder of the Uniform Fire Code. Members perceive that ICC has, over the years, moved away from emphasizing the importance of Robert Gain's contributions and may have lost some of the institutional knowledge of the history of this award.
 - ii) Kelly Nicoletto commented that the FSMC should drive attendance at next year's award session to demonstrate support and emphasize the importance of the award.
 - iii) Karl will follow up with Adolf, Kelly, and others to help gather history and information on the award and explore ways to raise the profile of this important award.
 - c) Report out from FSMC Governing Committee Networking Session (West/Metz)
 - i) Chief West stressed the need for additional effort and focus on succession planning for the Chair/Vice Chair leadership positions as well as FSMC Governing Committee seats.
 - ii) Discussion followed on involving Chief Reed in a Secretary or Co-Vice Chair role over the next year. More discussion to follow.
 - d) FSMC Governing Committee Membership CY 2020 (West/Metz/Fippinger)
 - i) The FSMC received 7 applications for 3 ICC open seats on the FSMC Governing Committee. The FSMC Nominating Committee reviewed 7 the applications and selected 3 applicants for endorsement. The individuals selected were presented as candidates at the Joint Membership Council Meeting and Elections held October 23, 2019 from 8:00 a.m. - 9:00 a.m. at the ICC annual conference.
 - ii) The unofficial election results (pending ratification by the ICC Board of Directors at their next meeting) are:
 - (a) Bryan Adams, Battalion Chief/Fire Marshal
Pleasant Valley Joint Fire District
Plain City, OH
 - (b) Kevin Gallagher, Fire Chief
Acushnet Fire & EMS Department
Acushnet, MA
 - (c) Mark Wassom, Assistant Fire Chief - Community Risk Reduction
Olathe Fire Department
Olathe, KS
 - iii) Chief Metz noted that these individuals are known and help create a good geographic

distribution. Their representation will help us in areas that may be underserved at this point.

- e) Chief Metz and others – Membership Council Joint Meeting and Election should be tightened up for next year. We should invite Karla Higgs to attend one of our upcoming calls to discuss the concerns and propose solutions on the way forward for next year. Recommendations include providing more information on individuals up for election, pictures of the candidates, etc. There is also business that can be done at the FSMC level rather than in the joint meeting.

9) Next Meeting

- a) Thursday, November 21, 2019 @ 1:30 p.m. EST

10) Questions/Comments from the Audience

- a) None heard

11) Good of the Order

- a) Mark Sampson from Longmont Fire Department submitted his name for the Codes and Standards Committee. He would appreciate support of the members in the room.
- b) Rock Meng - Global Membership Council has established a mentorship program. Glad to share information on it with the FSMC Governing Committee
- c) Chief Metz - Congrats to Fulton Cochran on receiving honorary membership with the ICC

12) Adjourn

- a) Motion: Chief Reed; Second: Kelly Nicoletto; Discussion: None; Result: Passed unanimously

Gary West, Chair
2019 FSMC Governing Committee

Randy Metz, Vice-Chair
2019 FSMC Governing Committee

2019 FSMC Meeting Schedule

Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
17	21	21	27-28	16	27	18	15	12	22-23	21	19
WebEx	WebEx	WebEx	ABQ	WebEx	WebEx	WebEx	WebEx	WebEx	ABM	WebEx	WebEx

For questions or additional information, contact:

Karl Fippinger
Vice President, Fire and Disaster Mitigation
FSMC Staff Liaison
International Code Council
Direct: 202.730.3946
Cell: 571.237.6237
Email: kfippinger@iccsafe.org

Dave Nichols, Senior Regional Manager – Government Relations
Assistant Staff Liaison
Tel.: 1.888.422.7233 x7701
Cell: (480) 241-1235
Email: dnichols@iccsafe.org