

**PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY NOON, SEPTEMBER 15, 2005 IF YOU DESIRE A SIGNLANGUAGE INTERPRETER AT THE MEETING**

OPERATION FIRESAFE OPERATIONAL COMMITTEE  
& BURN PREVENTION COMMITTEE AGENDA

**10:00 a.m., September 20, 2005**

Association of Central Oklahoma Governments  
21 E. Main – Suite 100  
Oklahoma City, Oklahoma

- I. CALL TO ORDER
- II. INTRODUCTIONS
- III. CHAIRMAN'S REPORT
- IV. APPROVAL OF MINUTES--REGULAR MEETING JULY 19, 2005 ([Attachment IV](#))

**Action Requested:** Motion to approve minutes from the July 19, 2005 meeting.

- V. COMMITTEE REPORTS ([Attachment V](#))

**INFORMATION:** Committee Chairpersons will lead discussions on the following committee activities.

- A. Fund Development Committee----- Glenda Vassar
- B. Program Development Committee----- Jimmy Gibson
- C. Public Education Committee----- Tim Adams
- D. Mental Health Committee ----- Lois Pokorny

**Action Requested:** Discussions.

- VI. OPERATION FIRESAFE PROGRAM STATISTICS

**Action Requested:** For information and discussion.

- VII. NEW BUSINESS
- VIII. ADJOURNMENT

OPERATION FIRESAFE OPERATIONAL COMMITTEE  
& BURN PREVENTION COMMITTEE  
MINUTES  
July 19, 2005

The fourth meeting for the calendar year of the Operation FireSAFE Operational Committee convened at 10:04 a.m., July 19, 2005 in the ACOG Conference Room, 21 East Main, Suite 100, Oklahoma City, Oklahoma. The meeting was held as indicated by advance notice posted at the ACOG Offices at least twenty-four (24) hours prior to the meeting.

**PRESIDING**

Darryl Troupe, Chairman, Norman Fire Department

**PRESENT**

Jim Hock, Del City Fire Department  
Micah Weaver, Edmond Fire Department  
Tim Wheeler, Edmond Fire Department  
Jerry Lojka, Midwest City Fire Department  
Getty Williams, Newalla Fire Department  
Les Tyree, Oklahoma Air National Guard Fire Department  
Kevin Larimore, Oklahoma Air National Guard Fire Department  
Tim Adams, Oklahoma City Fire Department  
Jimmy Gibson, Shawnee Fire Department  
Alan Hileman, Shawnee Fire Department  
Richard Walston, Tinker Air Force Base Fire Department  
Rob Gilkison, The Village Fire Department  
Dan Benton, Mid-Del Youth & Family Services  
Glenda Vassar, State Farm Insurance

**GUESTS**

Elizabeth Hopkins, American Red Cross

**STAFF**

Jane Sutter, Division Director  
Jerry Church, Special Programs Officer  
Anita Kroth, Administrative Assistant

I. CALL TO ORDER

Vice-Chairman Darryl Troupe called the meeting to order at 10:04 a.m.

II. INTRODUCTIONS

Self-introductions were made around the room.

III. CHAIRMAN'S REPORT

None

IV. APPROVAL OF MINUTES – REGULAR MEETING MAY 24, 2005

Tim Adams, Oklahoma City, made a motion to accept the minutes of the May 24, 2005 regular meeting. Getty Williams, Newalla, seconded the motion. The motion passed unanimously.

V. COMMITTEE REPORTS

Fund Development - Glenda Vassar reported that she is currently processing forms to collect State Farm funds for the FireSAFE program. Jane asked for an estimate of the amount of expense each city spends in order to operate an Operation FireSAFE program in their city. The estimates given were: Midwest City \$10,000; Oklahoma City \$150,000; The Village \$8,000; Edmond \$200,000; Del City \$6,000; Norman \$25,000; Newalla \$100; Oklahoma Air National Guard \$500; and Mid-Del Youth & Family Services \$2,500.

Jane presented FY06 FireSAFE Budget Considerations in a handout for the group to review and discuss: Mental Health training in Framingham, Maine \$2,000, which would include \$500 for hotel, \$725 for registration, plus airfare and car rental. We have previously discussed sending someone from our group to that training. Meal costs if four team members accepted, to attend FEMA's Juvenile Firesetter I and II certification training (must be teams of two, one from fire service and one non-fire service) \$500; development costs of new publication and education materials such as a refurbished display board \$1,500; and ACOG's program administrative costs \$1,800.

Jane reported that last year SAFE KIDS Coalition contributed \$2,500 to FireSAFE of which \$915 was used to send Marie Helene-Lareault to the Juvenile Firesetter I certification and workshop training in Missouri. She said if the program receives the \$2,500 from State Farm Insurance we would be set to send one mental health professional to the Massachusetts training, and pay meals for four people to the FEMA certification training.

The group concurred that these items make a good recommendation for considerations in the FY06 FireSAFE budget.

Program Development - Jimmy Gibson announced that if anyone would like a CD of the recent Power Point Presentation developed by the Program Development subcommittee, that they should contact Marie and she would provide that to them.

Jane encouraged our group to make that the presentation to their line personnel on staff at each of their fire departments to help them understand more about Operation FireSAFE and how it is used. She asked each one to review their training schedules at their department and advise the presenters when they would like a presentation made to their personnel. Marie will help with the training.

Jimmy said this is intended to be a 30-minute presentation by one mental health professional, one person from the fire service and one person from ACOG. The presentation is expected to be 15 minutes and 15 minutes allowed for a question and answer session.

It was suggested that we ask that the Metro Chiefs Association include time on their monthly meeting agenda to hear this presentation. Jane said she would contact Chief Jeff Lara about getting that on one of the upcoming chiefs' meeting agenda.

Tim Adams mentioned the Forms Review subcommittee assigned to evaluate the FEMA forms met this morning and wants to make a formal recommendation to the Operational Committee to disregard Appendix C from the forms altogether. The review subcommittee recommends that the program use Appendix A (SM4-39) the actual FEMA form as an initial screening tool.

Jerry Lojka explained that there are parameters set and after scoring, if it falls within the parameters it would not be necessary to go on to use the long form.

He said during the interview, if the evaluator has strong feelings that the child would need additional help, regardless of what the score adds up to be, the evaluator would need to make a full assessment and move onto the referral. If the score falls below the parameters, then the interviewer can continue on with the education and not make the referral to the mental health professional.

After discussion, the group agreed to use Appendix A as the screening tool, and if anyone in the group experiences a problem with that, they should bring that to this committee for further discussions.

Tim Adams made a motion to accept the recommendation from the FEMA Form Review Subcommittee as set out above as an addition to what is currently done. Rob Gilkison, The Village, seconded the motion. The motion passed unanimously.

Public Education - Tim Adams researched additional training opportunities for the Operation FireSAFE group. He said Arizona is no longer holding an annual juvenile firesetter conference.

Tim mentioned SOS Fires “Research Roundtable” scheduled for November 7-9<sup>th</sup> in Welches, Oregon. He said it is structured; no breakout classes.

Tim reported that there is a Juvenile Firesetter Identification & Intervention conference at the 3<sup>rd</sup> International Fire Watch Conference August 19 & 20 in Cherry Hill, New Jersey. He said there will be internationally recognized and talented experts from the United States, Canada, Great Britain and Australia to present hot topics and effective practices for working with the issues of juvenile firesetting behavior. Tim recommended this class.

Jane said the FireSAFE program currently does not have the funds to support anyone attending, but individual departments could consider them.

Mental Health Committee – Jane reminded the group that Pat Damron attended the last committee meeting and asked if anyone from this group would like to be a representative on a new initiative known as the Oklahoma After School Network which is a collaboration of people to make life better for children. Jane asked if anyone would like to volunteer. The group asked for their meeting schedule. Darryl Troupe said he would consider it, and Tim Adams volunteered also. Jane said she would ask Pat to call Darryl and Tim.

Jimmy Gibson informed the group that Liz Petrin who has served as a mental health professional representative from the Pottawatomie County Health Department for the FireSAFE program is no longer at the health department. She accepted a promotion, and now lives in Stillwater.

VI. OPERATION FIRESAFE PROGRAM STATISTICS

A current program statistical report was provided as a handout at the meeting.

VII. U. S. FIRE ADMINISTRATION TRAINING

The National Fire Academy has announced a new resident course: Juvenile Firesetter Intervention Specialist (JFIS) I & II Leadership (R628) Resident Class. There are five offerings scheduled. The dates are October 2-7, 2005 (two concurrent classes); March 12-17, 2006; June 25-30, 2006; and August 20-25, 2006.

Right now they will cover the first session and the March session. Jane said two people, i.e., one fire service and one non-fire service, from individual departments or from this collective committee group, to attend a week, and learn practices and exercises to learn how to operate a juvenile firesetter program in a collaborative way.

The non-fire service representative could be a mental health professional, or someone from schools, or an ACOG staff, or anyone involved in the program.

After discussion it was decided that Rob Gilkison, The Village, and Jerry Church, ACOG, would apply to attend the class March 12-17, 2006 in Emmetsburg, Maryland; Tim Adams volunteered to go March 12-17, 2006 and check to see if Lois Pokorny would be able to go also. Dan Benton, Mid-Del Youth & Family, and Jerry Lojka, Midwest City, would apply to attend the October 2-7, 2005 session. All said they would submit their own applications to attend.

#### VIII. NEW BUSINESS

Jerry Church reported that he is applying to attend OK-First's weather school program for public safety officials which is offered throughout the state. He said OK-First is now taking applications for this 3-day session beginning August 16-18 at O.U. He recommended it to anyone in the group who would like to attend to go to the OK-First website to apply. He said they will learn to analyze weather related phenomena. This may be particularly helpful to fire service who track wind directions during grass fires. The PSAPs use it primarily for storm watching. He said he thought anyone a part of this group would be eligible to attend.

Jerry reported that Martha Collar, Oklahoma SAFE KIDS Coalition, informed staff that there will be an annual SAFE KIDS luncheon next Wednesday and wanted everyone in this group to know they are invited to attend. It will be at the Farmer's Market.

Jerry said that Martha asked for suggestions from our group regarding media spots with the theme being candle safety, and asked the Operation FireSAFE group to make a cooperative effort to submit their idea for a media spot.

Jane Sutter informed the group that the wireless 9-1-1 legislation passed this year. She said this will allow countywide elections to approve a 50-cent service fee on wireless phone bills to provide the necessary funds to upgrade our 9-1-1 system to handle 9-1-1 calls made on wireless phones.

#### IX. ADJOURNMENT

Tim Adams made a motion to adjourn. Getty Williams, Newalla, seconded the motion. The meeting was adjourned at 11:12 a.m.

**OPERATION FireSAFE  
Operational Committee**

*Ken Pontius, Chairman, Moore  
Darryl Troupe, Vice Chairman, Norman  
Resource Person: Jane Sutter, ACOG*

**2004-2005  
Subcommittees**

**Fund Development Committee**

*Glenda Vassar, Chair*

Jim Hock, Del City  
Jane Sutter, ACOG

**Mental Health Committee**

*Lois Pokorny, Chair, Okla. City-County Health Department*

Kyle Trumbly, Yukon  
Debbie Blood, Okla. City-County Health Department

**Program Development**

*Jimmy Gibson, Chair*

None

**Public Education**

*Tim Adams, Chair*

Shaum Jennings, Bethany  
Darryl Troupe, Norman  
Martha Collar, SAFE KIDS Coalition  
Resource Person: Jerry Chuch