

**PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY NOON, MAY 11, 2006,
IF YOU DESIRE A SIGNLANGUAGE INTERPRETER AT THE MEETING**

OPERATION FIRESAFE OPERATIONAL COMMITTEE
& BURN PREVENTION COMMITTEE AGENDA

10:00 a.m., May 16, 2006

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 MARCH 21, 2006 ([Attachment IV](#))

Action Requested: Motion to approve minutes from the March 21, 2006 meeting.

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

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

- A. Fund Development Committee----- Glenda Vassar (presentation by Kelly Dunkerley, State Farm)
- B. Program Development Committee----- Jimmy Gibson
- C. Public Education Committee----- Tim Adams
- D. Mental Health Committee ----- Lois Pokorny

Action Requested: Discussions.

- VI. VIEW "FOUR YEARS AFTER" FROM THE IDEA BANK

INFORMATION: Marie Helene-Lareault, now with Red Cross, has obtained a copy of the CD "In Their Own Words" and it's sequel to that "Four Years After." The group will view the CD "Four Years After" at today's meeting.

Action Requested: For information and discussion.

- VII. DISCUSSION OF GOALS/FUNDING PRIORITIES ([Attachment VII](#))

INFORMATION: See Attachment VII for details.

Action Requested: Discussion of plans for the remainder of the year.

VIII. OPERATION FIRESAFE PROGRAM STATISTICS

Action Requested: For information and discussion.

IX. NEW BUSINESS

X. ADJOURNMENT

**OPERATION FIRESAFE OPERATIONAL COMMITTEE
& BURN PREVENTION COMMITTEE
MINUTES
March 21, 2006**

The second meeting for the calendar year of the Operation FireSAFE Operational Committee convened at 10:06 a.m., March 21, 2006 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

Ken Pontius, Moore Fire Department

PRESENT

Jim Hock, Del City Fire Department
Tim Wheeler, Edmond Fire Department
Kelly Lewis, Edmond Fire Department
Marie Helene Lareault, Midwest City Fire Department
Getty Williams, Newalla Fire Department
Tim Adams, Oklahoma City Fire Department
Jimmy Gibson, Shawnee Fire Department
Ron Cummings, Spencer Fire Department
Richard Walston, Tinker Air Force Base Fire Department
Kenny Koger, Warr Acres Fire Department
Jeramie Simpson, Warr Acres Fire Department
Lois Pokorny, Okla. City-Co. Health Dept., Child Guidance
Debbie McCoy-Blood, Okla. City-Co. Health Dept., Child Guidance
Pat Damron, Oklahoma State Health Department, Child Guidance
Martha Collar, Oklahoma SAFE KIDS Coalition

GUESTS

None

STAFF

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

I. CALL TO ORDER

Chairman Ken Pontius called the meeting to order at 10:06 a.m.

II. INTRODUCTIONS

Self-introductions were made around the room.

III. CHAIRMAN'S REPORT

None

IV. APPROVAL OF MINUTES – REGULAR MEETING JANUARY 17, 2006

Tim Adams, Oklahoma City Fire Department, made a motion to accept the minutes of the January 17, 2006 regular meeting. Lois Pokorny, Oklahoma City-County Health Department, seconded the motion. The motion passed unanimously.

V. COMMITTEE REPORTS

Fund Development – Jane Sutter reported that an application for funding has been submitted to State Farm Insurance Companies in the amount of \$2,500 for the FireSAFE program and \$2,500 for the Risk Watch program. She said we have not heard back from their Tulsa office as of this date regarding those applications.

Jane said that a Risk Watch subcommittee has been formed and comprised of Martha Collar, Marie Helene-Lareault, and herself, to determine what to do with the money once received. The funds would need to be distributed to more than one community. Jane asked Operational Committee members to advise her if their community needs funds for their Risk Watch program.

Jimmy Gibson, Shawnee, said he thought the State Fire Marshal's office holds a statewide drive.

Marie announced that she has a copy of the sequel video to "In their own words" called "Four Years After," purchased from the Idea Bank. She said that she would leave at ACOG for anyone to view. Jane suggested to the group that the video be shown at the next Operational Committee meeting.

Martha Collar reminded the group about the upcoming annual golf tournament and handed a sign up sheet around the room for anyone who wanted to sign up to buy a golf ball for the annual golf ball drop. She said there would be 2,500 golf balls dropped from the air above the golf course. If anyone's golf ball lands in a hole, they win \$2,500. She asked if anyone in the group would like to sell or buy a golf ball for the tournament.

Program Development – Jimmy Gibson recommended that we begin scheduling training sessions on the FireSAFE program at various fire departments.

Jimmy suggested that this is a good time of the year to initiate a training schedule of the newly developed FireSAFE program orientation Power Point presentation. Jimmy said that typically this training schedule would consist of three consecutive days in order to cover personnel in all shifts. He said if anyone is interested in scheduling a session, they could contact him to make those arrangements.

Jimmy reported that he spoke to Shawnee Fire Chief Jerry Bower regarding applying for a grant from the Fire Chiefs Association for the FireSAFE program. Chief Bower informed him that funds are not available at this time.

Public Education Committee – Tim Adams reported that he and Marie Helene-Lareault made an orientation presentation to the mental health professionals at the Mid-Del Youth and Family services organization last month. He said it went phenomenally well and that they spent nearly an hour with the group.

Marie reported that she had made the same presentation at the Tri-City mental health group in Choctaw during the prior month. She said that session went very well, also.

Mental Health Committee – Lois Pokorny reported that the Interview Training class on February 24th was very well attended. She said there was a good mix of mental health professionals there from Mid-Del Youth & Family Services and Tri-City Mental Health services. There were several new firefighters and interviewers in attendance.

VI. TIM ADAMS & LOIS POKORNY REPORT ON FEMA TRAINING

Lois Pokorny reported that she and Tim recently attended a training session at the National Fire Academy. They attended the Juvenile Firesetter Intervention Specialist I and II leadership class.

Dr. Kolko, a speaker at the conference, was there and made a lengthy presentation in which he identified two different ways to run a program and at the same time, both of those need further research. Dr. Kolko said the two approaches that work best are the one-on-one approach such as Operation FireSAFE, with mental health intervention. Dr. Kolko even talked about the home visit approach by the fire department which was a negative approach when it came to the mental health intervention side.

Lois highlighted the information she learned. She said the training helped to stimulate the learning process; impressed the importance of the identification of the pathological firesetter or repeat firesetter, i.e. asocial behavior and destructive.

Lois and Tim said they participated in a panel discussion at the training conference about firesetters with extreme firesetting behaviors.

The one commonality among the juveniles was their detrimental homelives (e.g., alcoholism in the home and other addictions).

Lois said she came back with a stronger resolution not to let a child fall through the cracks and to do a super job of determining who might be a pathological firesetter and make sure they receive treatment for an extended period of time if necessary.

Pat Damron asked if there were any groups there that reported doing group education versus individual education. Tim said there was. Dr. Kolko said that group sessions over time can be more effective than individual, one-time interview. He said the success of group sessions related to their multiple sessions and the repeated message over time. Compared to a one-time interview, multiple group sessions have been measured more effective.

Tim said one item of importance mentioned was release of confidential information, especially when it reveals previous fires. Tim said some of the issues involved are felonies with possible fatalities when processing fires. Currently, in the process if this was disclosed in the interview it would not be brought out anywhere else, but if it is a felony the interviewer does not have any other legal choice. If there is a fatality involved or the firesetter admits to setting a fire with damages that are deemed criminal, the interviewer must disclose that. Jane asked what dollar amount determines a criminal act.

Ken Pontius said in Moore it is based upon criminal and malicious intent. Jim Hock, Del City, said he was not aware of a specific dollar amount of damages. Oklahoma's juvenile system does not recognize felonies. Juvenile actions are considered either delinquent or non-delinquent. Tim said he has a meeting schedule with the Oklahoma City D.A. and will have more information to report on this point at the next Operational Committee meeting.

Tim said they talked about using a basic computer form, an on-line form to keep track of information. Tim said they said to use the short form on the "call-ins" to the FireSAFE program. He said they suggested that the long form be used in arson cases or court informed cases. Tim said he would produce both short and long form into an Excel file for printing and use.

Tim suggested that a subcommittee be formed to meet and perform mock interviews using each form and then determine which form would be used respectively; it is possible that it might be determined that one, standardized form will suffice.

Tim said he currently has issues with referrals. Court referral cases go to Oklahoma County Youth Services and other types of cases go to Red Rock for treatment, but that Red Rock has not been responsive. Pat Damron said she would work further with Tim on that process.

Tim Wheeler, Edmond, added that if the case is determined to involve criminal intent, there is a fine required to be paid by the juvenile's family because the juvenile would receive a citation. This penalty is kept on a municipal level rather than going to the state level.

Tim said another point that was made at the training conference was that the group needs to have a short organizational chart; he said one chart for the Operational Committee group, and one from each individual fire department interview site. It should identify where referrals are directed. The chart should be complete with contact names on the backside of the chart, he said.

Tim said within the program manual there needs to be a short and concise handbook on the order of a "how to" instruction guide to give to new interviewers that would explain the purpose of the program and how it works.

Tim said at the Oklahoma City office the parents are given a survey form at the end of the interview. At the training conference it was suggested to develop a call-back survey so the family could be contacted 3-4 weeks later and asked how well the program worked for them. This would eliminate the pressure from the parents to give high marks at the immediate end of the interview.

Also, at the training conference Tim said the departments are encouraged repeatedly to evaluate their own programs. Tim said the call-back survey would be a good way to evaluate.

Lastly, Tim said that the training conference they went to is not a certification course, Level I and II officer. He said the national organization relies on certifications done at a state level. Tim said he talked to John Weatherby at OSU in Program Development to see if that office would accredit the attendance and participation in the FEMA course for state certification. He also asked him if they could get a FEMA course offered here in Oklahoma if OSU would certify it; the Operation FireSAFE Operational Committee could be some of the first to receive the training.

Tim said this would be good for creditability and be used in performance review. Getty Williams added that it is helpful in counting points when applying for federal grants, Homeland Security and FEMA.

After much discussion and in an effort to prioritize the list of recommendations, Tim made a recommendation that this group develop the format for forms; create an organizational chart; and develop an on-line handbook for the program. Tim said he is already working on the handbook in an electronic form. Tim Adams, Jimmy Gibson and Marie Helene-Lareault agreed to work on that committee. Jane said we would begin to work on the regional organizational chart.

Tim said overall, the attendance at the training conference was good and it is a valuable class even though it is not a certification class. He said it was a good eye-opener and a good refresher course from the interviewer's perspective. Tim recommended that anyone attend a FEMA training class.

Jane asked Tim for the next class dates for that training. He said he thought the next training dates are between June 1 and June 30. Jane said we should take another look at that and decide who we could send from the FireSAFE program.

Marie said there is a public education class coming up that where attendees are responsible only for their meals. She said it is a pilot class to Discovering the Road to High Risk Audience, e.g., elderly, children, disabled, etc. She said that attendance would not count toward your stipend. Therefore, a person could attend the class twice in one year. She said there is another public education class coming up in the fall which is developing strategies in public education.

Tim Wheeler asked if it would be possible to get those types of training CLEET certified since some smaller towns do not have fire investigators only police officers who investigate fires. Pat Damron said she would look into getting information on the national program and see if there is a way that training could receive CLEET certification. Pat said she would check into CLEET certification for the local training program as well.

VII. OPERATION FIRESAFE PROGRAM STATISTICS

Each reporting agency maintains and updates statistical information on a regular basis and submits statistics on a monthly basis. Current and updated statistics were made available in today's agenda.

VIII. NEW BUSINESS

Jerry Church mentioned the issue of water conservation in the Central Oklahoma region. He said from September 1, 2005 to March 1, 2006 was the driest epic in Central Oklahoma history. He said the month of December was the warmest in December in state history. He said over the last five years, as a region, we are 35" below in rainfall. As far as water capacity and water usage, the City of Edmond is already at June level. He said all of these facts influence how well able we will be to put out fires, and also affect how fires get started. Tim Adams said the State Fire Marshal's office put out a statement that from the end of October to the end of February, four million acres in the state of Oklahoma had burned.

IX. ADJOURNMENT

Tim Adams made a motion to adjourn. Lois Pokorny seconded the motion. The meeting was adjourned at 11:25 a.m.

**OPERATION FireSAFE
Operational Committee**

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

**2006
Subcommittees**

Fund Development Committee

Glenda Vassar, Chair

Jim Hock, Del City
Jane Sutter, ACOG

Mental Health Committee

Lois Pokorny, Chair

Kyle Trumbly, Yukon
Debbie McCoy-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

MEMORANDUM

DATE: May 8, 2006
TO: FireSAFE Operational Committee
FROM: Jane Sutter, ACOG
SUBJECT: Goals /Funding Priorities

INFORMATION: At our last meeting we discussed various goals for the program. One of the most emergent needs appears to be replacing the old televisions/VCR units with updated TVs with DVDs. We will also need to replace the VCR training tapes with DVD versions. After doing some quick Internet research, it appears that we can get 20" TV/DVD combos for around \$200 each. Our IT person is investigating the costs of transferring the VCR tapes to DVD. **Please complete the attached survey** indicating your needs and preferences as we go forward on our efforts to bring the sites up to date.

We also discussed at the last meeting the need for a FireSAFE organizational chart. We will have a draft for your consideration at the meeting.

Another immediate goal is to hold a long-overdue FireSAFE Foundation meeting. We have scheduled one for 11:30 a.m., Tuesday June 6. Please be thinking of possible additions to the foundation board as it has been awhile since they met, and there has been some attrition. A list of the current membership is attached.

Action Requested: Completion of attached survey and discussion.

Firesafe Foundation, Inc.
Board of Directors

OFFICERS

Charles Joyner, Chairman (2006)
Midwest City Council

George Fina, Vice-Chairman (2006)
Piedmont City Council

Willa Johnson, Secretary-Treasurer (2006)
Oklahoma City Council

MEMBERS

Martha Collar (2003-2006)
SAFE KIDS Coalition

Glenda Vassar (2003-2006)
State Farm Insurance

Pat Damron (2003-2005)
*Oklahoma State Department of Health
Child Guidance*

Shannon Rowland (2003-2005)
Volunteer, Mercy Hospice Program

George Fina (2003)
Councilmember, Piedmont

Stan Inman (2003)
Commissioner, Oklahoma County

Buddy Fay Foster (2003-2004)
Oklahoma Lawyers for Children

Paul Marmen (2003-2004)
*Director, EMS for Children
Oklahoma Health Sciences*

James Hale (2003-2004)
EMS & The Village Fire Department

Sue Settles (2003-2004)
*Child Abuse Prevention
Oklahoma State Health Dept.*

Lois Pokorny (2003-2004)
Oklahoma City-County Health Dept.

Debbie Blood (2003-2004)
Oklahoma City-County Health Dept.

FIRESAFE NEEDS SURVEY

May, 2006

Name: _____

Department: _____

Phone number: _____

TV/DVD Combination

_____ Yes, our department would like a TV/DVD combination unit for FireSAFE parent/child training.

If yes, what size would be preferable? _____ 13 inch _____ 20 inch

Tapes/DVDs

What VHS tapes would you need to have converted to DVD if equipment were available (please list all):

Title	Company	Length
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If grant funding were available to purchase new DVDs, what titles would you be interested in (please list title, company and length)?
