

OPERATION FIRESAFE OPERATIONAL COMMITTEE &
BURN PREVENTION COMMITTEE AGENDA
10:00 a.m., March 17, 2009
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 JANUARY 20, 2009 ([Attachment IV](#))

Action Requested: Motion to approve minutes from the January 20, 2009 meeting.

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

INFORMATION: Committee discussions on the following committees:

- A. Fund Development Committee
- B. Program Development Committee
Discuss "What I would like to know about FireSAFE"
- C. Public Education Committee
- D. Mental Health Committee
Discuss developing a program evaluation study

Action Requested: Discussions.

- VI. ADVANCED TRAINING FOR OPERATION FIRESAFE INTERVIEWERS AND EDUCATORS ([Attachment VI](#))

INFORMATION: An Advanced Operation FireSAFE Training for Interviewers and Educators is scheduled for April 13, 2009 at the ACOG offices, 21 E. Main Street, Suite 100, Bricktown, Oklahoma City. A training session agenda and registration form are included in this agenda.

Action Requested: Complete and return registration to attend by April 6th.

- VII. NEW BUSINESS

- VIII. ADJOURNMENT

OPERATION FIRESAFE OPERATIONAL COMMITTEE
& BURN PREVENTION COMMITTEE
MINUTES
January 20, 2009

The first meeting for the calendar year of the Operation FireSAFE Operational Committee convened at 10:05 a.m., January 20, 2009, 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

Chairman Darryl Troupe, Norman Fire Department

PRESENT

Casey Rooney, Midwest City Fire Department
Susan Chavez, American Red Cross
Lois Pokorny, Oklahoma City-County Health Department
Pat Damron, Oklahoma State Health Department

GUESTS

None

STAFF

Jane Sutter, Deputy Director
Jerry Church, Communications Coordinator
Anita Kroth, Administrative Assistant

I. CALL TO ORDER

Chairman Darryl Troupe called the meeting to order at 10:05 a.m.

II. INTRODUCTIONS

Self-introductions were made around the room.

III. CHAIRMAN'S REPORT

None

IV. APPROVAL OF MINUTES – REGULAR MEETING JANUARY 20, 2009

Susan Chavez, American Red Cross, made a motion to accept the minutes of the January 20, 2009, regular meeting. Darryl Troupe, Norman Fire Department, seconded the motion. The motion carried the following votes:

AYE: Rooney, Troupe, Chavez, Pokorny, and Damron

NAY: None

ABSTAIN: None

V. COMMITTEE REPORTS

Fund Development Committee – Jane Sutter reported that Operation FireSAFE received an additional \$2,000 from State Farm Insurance which means we have \$4,500 from State Farm this year, and the Operation FireSAFE program needs to determine the best use of these funds. We could consider the purchase of educational videos with these funds. Jane asked the group to consider other recommendations they have as well.

Lois Pokorny suggested that a university graduate student who could devote approximately 100 hours to the project to conduct a review/evaluation of the Operation FireSAFE program. We could ask that they look at how well the program is operating, number of cases handled and the case dispositions. This could help us target steps to take in the future. Lois said she would write a prospectus for it.

Susan Chavez said we would want it to reveal some measure of behavior and objectives of behavior, and show how it might have changed after attending the program. She said a student social worker or psychology student, or a student from any of the behavioral sciences, could do the work no compensation required.

The group held further discussion regarding the program evaluation, creating an awareness of the program, the effectiveness of the program, etc.

Lois suggested that we include a brainstorming session at next month's Operational Committee meeting to discuss What Would You Like To Know About Operation FireSAFE? She said she would lead that discussion.

Lois also suggested that we invite Amy Fletcher from the Oklahoma State Health Department who is an Epidemiologist to attend that meeting and be a part of that discussion.

Pat Damron said she would ask Amy to attend our March meeting. Pat said college students who conduct evaluations will receive college credit for it.

Darryl said since it would be difficult for a graduate student to get into each individual fire department, he suggested that a review/evaluation be conducted internally beforehand.

The group discussed designing a new Operation FireSAFE brochure with part of the State Farm donation money. Jerry Church said he would investigate that in further detail.

Program Development Committee – Darryl said we will ask Tim Adams, City of Oklahoma City Fire Department, to bring the video he planned to show at this month's meeting to show it at next month's meeting.

Darryl said he will be speaking to a representative at Syndastar regarding video productions and he asked if anyone had a recommended video they are interested in so he could talk to her about sending us a sample video to view, and he would ask for a sample to bring to the Operational Committee for viewing. He said he will contact Tim Adams about the video that he planned to bring.

Public Education Committee – Jane reported that Gayle Jones, Oklahoma Department of Education, at a previous meeting, offered to contact Susan Staples about making a presentation to the Oklahoma City public school counselors. Therefore, Jane contacted Susan and is waiting to hear back from her about a presentation date.

Darryl Troupe suggested that when a fire department inspector goes to the schools to conduct an inspection, that they take that opportunity to talk to the school administrator and leave one of the school guide developed by Operation FireSAFE that includes information about the requirement for public schools to report school fires to the fire department. Darryl agreed to update the group at the upcoming March meeting as to the effectiveness of this recommended effort.

Mental Health Committee – Lois Pokorny said she will be planning a Basic Interviewer Training session during the month of April and determined a tentative training date of Thursday, April 2. She said since Kevin Berry with the City of Oklahoma City Fire Department will be a part of the training, she will need to check with him on a date he will be available. Lois said they will need someone who is experienced in the education part of the FireSAFE program to explain that well.

Darryl said he would serve in that capacity for the training if no one from Oklahoma City is available. He asked if Lois could find out how to show completion of the Operation FireSAFE Basic and Advanced Interviewer Training as two hours of mental health training through CLEET since police and fire department officers are required to have two hours each year of mental health training.

Pat Damron agreed to follow up on that and report back to the Operational Committee at the next meeting with an answer.

Lois thanked Jane Sutter and Jerry Lojka for the recent FireSAFE presentation they made to the City-County Health Department staff.

VI. NEW BUSINESS

Susan Chavez, American Red Cross, mentioned that there will be a health fair on February 13th which will target senior citizens and how to make them aware of services available to them, such as retirement communities, home health and Hospice, specialized hospital services, public safety agencies, senior fitness options, banking information, and investment opportunities to name a few.

Pat Damron commented that since seniors are involved in caring for grandchildren, they need to be aware of the Operation FireSAFE program as well.

VII. VIEW LATEST JUVENILE FIRESETTER VIDEO PRODUCED BY SYNDASTAR

The video was not available for viewing at today's meeting.

VIII. ADJOURNMENT

Susan Chavez made a motion to adjourn. Casey Rooney seconded the motion. The motion passed unanimously. The meeting was adjourned at 11:08 a.m.

**OPERATION FireSAFE
Operational Committee**

*Darryl Troupe, Norman, Chairman
Shaum Jennings, Bethany, Vice Chairman
Resource Person: Jane Sutter, ACOG*

**2008
Subcommittees**

Fund Development Committee

Earnie Baxter, Tinker Air Force Base, Chair

Jane Sutter, ACOG
Dan Stuart, State Farm Insurance

Mental Health Committee

Lois Pokorny, Chair

Casey Rooney, Midwest City Fire Dept.
Pat Damron, Oklahoma State Health Dept.

Program Development

Jerry Lojka, Midwest City, Chair

Tim Adams, Oklahoma City

Public Education

Shaum Jennings, Bethany, Chair

Susan Chavez, American Red Cross
Darryl Troupe, Norman
Resource Person: Jerry Church

ADVANCED OPERATION FIRESAFE TRAINING FOR INTERVIEWERS AND EDUCATORS

21 E. Main Street, Suite 100
Oklahoma City, OK 73104-2405

Monday, April 13, 2009
9:00 a.m. – 4:00 p.m.

- 9:00 a.m. Welcome and Introductions of participants
Focus of training: Interviewing and Educating
- 9:15 a.m. Review goals of a FireSAFE interview
Developing rapport
Obtaining accurate responses
Determining risk level and need for referral for mental health treatment
Obtaining a global impression of the child and his life circumstances
Determining the focus of the Educational Session
Review participants' experience and problems encountered
- 9:45 a.m. BREAK
- 10:00 a.m. Individualized interview practice
Conduct and observe interviews using case scenarios
Receive and provide feedback from team
Clarify difficult/ambiguous questions on FEMA forms
- 11:30 a.m. LUNCH
- 12:30 p.m. Qualitative results: reflection on interviewer's response
Satisfied, Angered, Overwhelmed, Saddened, Depressed
Quantitative results: Review of scoring protocol and interpreting results
- 1:00 p.m. Review goals of education session
Maintain rapport
Provide developmentally appropriate information
Address needs of family as suggested by interview
Provide opportunity for family to learn skills and demonstrate competence
- 1:30 p.m. Resources, Materials, and techniques, including developments from the field
- 1:45 p.m. Practice: Choice of materials for specific families' needs
- 2:30 p.m. BREAK
- 3:00 p.m. Summary of the day's topics
- 3:15 p.m. Evaluation of Training
- 3:30 p.m. End of session

ADVANCED OPERATION FIRESAFE TRAINING
FOR INTERVIEWERS AND EDUCATORS

21 E. Main Street, Suite 100
Oklahoma City, OK 73104-2405

Monday, April 13, 2009

9:00 a.m. – 4:00 p.m.

Name(s) _____

Telephone: _____ FAX _____

E-mail: _____

Return completed form by: _____

to Anita Kroth, Association of Central Oklahoma Governments

(FAX: 234-2200 or Email: akroth@acogok.org)