

**PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY NOON, NOVEMBER 13, 2009
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING**



association of central oklahoma governments
Operation FireSAFE

*Remember to bring your food dish to the Pot Luck Luncheon
to be held immediately following the November 17th meeting.
Please email me at bhurdman@acogok.org and let us know what
you are bringing.*

OPERATION FIRESAFE OPERATIONAL COMMITTEE
& BURN PREVENTION COMMITTEE
AGENDA

10:00 a.m., November 17, 2009

Association of Central Oklahoma Governments
21 E. Main St., Suite 100, Oklahoma City, OK 73104

- I. CALL TO ORDER
- II. INTRODUCTIONS
- III. CHAIRMAN'S REPORT
- IV. APPROVAL OF MINUTES –SEPTEMBER 15, 2009_ ([Attachment IV](#))
- V. COMMITTEE REPORTS ([Attachment V](#))

INFORMAMTION: Committee discussions on the following committees:

- A. Fund Development Committee
- B. Program Development Committee
- C. Public Education Committee
- D. Mental Health Committee

Participating Programs

Bethany

Choctaw

Del City

Edmond

El Reno

Guthrie

Midwest City

Moore

Mustang

Newalla

Newcastle

Nichols Hills

Norman

Oklahoma Air National Guard

Oklahoma City

Shawnee

Spencer

Tinker Air Force Base

The Village

Warr Acres

Yukon

Action Requested: Discussions.

VI. VIEW RAINBOW VALLEY FIRE RESCUE VIDEO

INFORMATION: Tim Adams, Oklahoma City Fire Department, will show the Rainbow Valley Fire Rescue video to the group. The group will be given an opportunity to apply for a set of the videos for their individual Operation FireSAFE program interviewers.

Action Requested: There will be a group discussion following viewing the video.

VII. POT LUCK LUNCHEON

INFORMATION: Each year members of the committee bring a dish for a pot luck luncheon to follow immediately after the Operational Committee meeting.

Action Requested: Bring someone as a guest who is interested in the Operation FireSAFE program.

VIII. NEW BUSINESS

IX. ADJOURNMENT

ATTACHMENT IV

OPERATION FIRESAFE OPERATIONAL COMMITTEE
& BURN PREVENTION COMMITTEE
MINUTES
September 15, 2009

The fifth meeting for the calendar year of the Operation FireSAFE Operational Committee convened at 10:12 a.m., September 15, 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

Jerry Lojka, Midwest City Fire Department
Tim Snyder, Midwest City Fire Department
Ken Pontius, Moore Fire Department
Getty Williams, Newalla Fire Department
Tim Adams, Oklahoma City Fire Department
Jerry Korthanke, Oklahoma City Fire Department
Lois Pokorny, Oklahoma City-County Health Department
Pat Damron, Oklahoma State Health Department

GUESTS

None

STAFF

Jane Sutter, Deputy Director
Anita Kroth, Administrative Assistant
Barbara Hurdman, Department Secretary

I. CALL TO ORDER

Chairman Darryl Troupe called the meeting to order at 10:12 a.m.

II. INTRODUCTIONS

Self-introductions were made around the room.

III. CHAIRMAN'S REPORT

The Chairman did not give a report.

IV. APPROVAL OF MINUTES – REGULAR MEETING JULY 21, 2009

Jerry Lojka, Midwest City Fire Department, made a motion to accept the minutes of the July 21, 2009 regular meeting. Tim Adams, Oklahoma City Fire Department, seconded the motion. The motion passed unanimously.

V. NEXT STEP FOR OPERATION FIRESAFE PROGRAM

The progress reports from goal subcommittees were covered in subsequent committee reports.

VI. COMMITTEE REPORTS

Fund Development Committee – Jane Sutter said there was no report.

Program Development Committee - Tim Adams, Oklahoma City Fire Department, said he did not bring the Rainbow Valley Fire Rescue video today but will bring it to a future meeting for the group to view.

Tim brought the original Operation FireSAFE promotional video for the group to view. He said it needs to be updated, and that he has a venue to get a new version produced through Oklahoma City's Public Information Office. Tim said some of the footage might be recoverable, and the entire rescue scenario would still be valid as well as the dedication.

Jerry Lojka suggested that the Program Development Committee (Jerry Lojka and Tim Adams) meet to discuss rewriting the script for the promotional video.

Tim said he would talk to the PIO office and request that the timeline for completion be within three months. The Program Development Committee will set a goal to have the script completely rewritten in 30 days.

The group discussed asking a news anchor to be the speaker in the video because they are professional at reading script.

Tim suggested that we ask Jennifer Reynolds to be the anchor. He said he would contact her to see if she would be interested in anchoring the footage.

Jerry Lojka reported that the Program Development group met with Mid-Del School last year but not this year. He said some representatives of the committee recently made a presentation at the Metro Fire Chiefs and received some positive feedback from them. He said possibly it might generate some renewed interest in sending representation from the fire departments to the Operational group meetings.

Tim Adams reported that the Program Development Committee along with a few others reviewed the Rainbow Valley Fire Rescue video. He said he looked into the price of the video and learned there is a special offer at this time. He said the Oklahoma City Fire Department paid \$350 at the time they purchased it and it was one-half the regular retail price. The special offer at this time is \$600 for two sets. Tim remarked that four of the videos in the set (four tools, evacuation, stop-drop-and cover your face) are phenomenal and the remainders are usable in other formats.

Tim recommended that we poll FireSAFE's participating partners to determine who needs this video, and take advantage of this opportunity to purchase them at a reduced cost. The polling results of the departments present at the meeting indicated Norman would like one set, and Moore would like two sets.

Jane Sutter said that there is \$5,000 from State Farm's donations that is available to be used to purchase videos.

After further discussion, Tim Adams made a motion to purchase six sets of the Rainbow Valley Fire Rescue video for the FireSAFE program. Jerry Lojka seconded the motion. The motion passed unanimously.

Darryl Troupe recommended that each of the FireSAFE departments have its Public Information Officer email a monthly communication to their suppression people at their individual stations to raise the awareness of the program.

Jane reminded the group that the Operation FireSAFE program Power Point presentation was originally produced for the purpose of making presentations to each of the fire departments' personnel to acquaint them with the Operation FireSAFE program.

Tim Adams said he would provide Oklahoma City's Power Point Presentation for a reference.

Jerry Lojka said that once the original program video is updated, it would be ideal to use for that. It could be sent out in an email for them to watch.

Mental Health Committee – Lois Pokorny reported that in May the committee decided to reconnect with all of the associated mental health professionals. She said she will be mailing a survey to each of the fire departments to learn the quality of that contact and ask if they need help with referrals.

Lois suggested that beginning in January 2010 she would like to add to the meeting agendas a typical 15-minute session on “How to Talk to Children” which would make these meetings relevant to them.

Public Education Committee – No additional report was given to the Information discussed above relating to public education.

VII. NEW BUSINESS

Tim Adams said he is working with OSU, the State Fire Marshal’s office, Tim Wheeler (Edmond Fire Department) and the City of Oklahoma City Fire Department to help restore the Oklahoma Public Education conference with juvenile firesetting being one of the keynote topics. They are looking at a minimal cost to participate and he said it will make a huge difference if all of the departments that participate in Operation FireSAFE would also attend the Pub Ed conference.

Darryl Troupe suggested that each member bring a guest, someone who is interested in the Operation FireSAFE program, to the November 17th meeting luncheon.

VIII. ADJOURNMENT

Tim Adams made a motion to adjourn. Lois Pokorny, Oklahoma City-County Health Department, seconded the motion. The motion passed unanimously.

The meeting was adjourned at 11:29 a.m.

**OPERATION FireSAFE
Operational Committee**

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

**2008-2009
Subcommittees**

Fund Development Committee
Earnie Baxter, Tinker Air Force Base, Chair

Jane Sutter, ACOG

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: Jane Sutter