

TEXAS COMMISSION ON FIRE PROTECTION
April 29, 2021, 10:00 a.m.
1701 N. Congress Ave., William B. Travis Building, Room 1-104, Austin, Texas

The meeting of the Texas Commission on Fire Protection will be held in-person at the physical location above. Individuals entering the William B. Travis Building are strongly encouraged to wear face coverings over the nose and mouth and maintain six feet of social distance from other individuals who do not live in the same household. If you are not feeling well or were possibly exposed to COVID-19, please stay at home. Members of the public who are unable to attend in person may also participate in this meeting by two-way audio, by calling one of these toll-free numbers, 833-548-0276, 833-548-0282, 877-853-5247 or 888-788-0099 and using ID # 881 5398 0676 with Passcode: 687999

The Texas Commission on Fire Protection may discuss and/or take action on any of the following agenda items. The Commission may go into executive session on any agenda item listed below as authorized by the Open Meetings Act, Texas Government Code Chapter 551.

1. Call to order with invocation and pledge of allegiance.
2. Introduction of new commissioners.
3. Roll call and excuse of Commissioner absences.
4. Election of Assistant Presiding Officer and Secretary.
5. Commission meeting minutes of January 21, 2021 and January 22, 2021.
6. The Budget and Strategic Plan Subcommittee may meet on April 29, 2021, during the commission meeting and provide a report relating to any recommendations developed by the subcommittee relating to modifications to the agency operating budget and strategic plan.
7. Reports from fire service interest groups and agencies on matters relating to their specific organizational purposes, functions, activities, and objectives, including reports from the Texas Fire Chiefs Association, the Texas State Association of Fire Fighters, the State Firemen's and Fire Marshals' Association of Texas, the Texas Fire Marshal's Association, the Texas Association of Fire Educators, the Texas A&M Forest Service, the National Fire Protection Association, Texas State Association of Fire and Emergency Districts, the Center for Public Safety Excellence, and the State Fire Marshal's Office.
8. Report from commission representative to the Homeland Security Council.
9. Request from Curtis Dunn, Firefighter Cancer Support Network regarding Fire Fighter Training Program.
10. Report from the Health and Wellness Ad Hoc committee.
11. Subjects for future commission meeting agendas.
12. Future meeting dates.
13. Appointment of ad-hoc committee for the review of 37 Tex. Administrative Code, Part 13, Chapter 435, Fire Fighter Safety.
14. Appointment of ad-hoc committee for the review of 37 Tex. Administrative Code, Part 13, Chapter 427, Training Facility Certification.

15. Request from Kevin Price regarding proposed rule changes to 37 Tex. Administrative Code, Part 13, Chapter 429, Fire Inspector and Plan Examiner, Subchapter A, Minimum Standards For Fire Inspector Certification, §429.3, Minimum Standards For Basic Fire Inspector Certification.
16. Request from Kevin Price regarding proposed rule changes to 37 Tex. Administrative Code, Part 13, Chapter 431, Fire Investigation, Subchapter A, Minimum Standards For Arson Investigator Certification, §431.3, Minimum Standards for Basic Arson Investigator Certification.
17. Request from Kelly Kistner regarding fire marshal certification.
18. 37 Tex. Administrative Code, Part 13, Chapter 421, Standards For Certification.
19. 37 Tex. Administrative Code, Part 13, Chapter 435, Fire Fighter Safety, §435.19, Enforcement of Commission Rules.
20. Review of 2020 data collected regarding fire fighter injuries and the development of recommendations to be submitted to the State Fire Marshal's Office for inclusion in its annual report.
21. Advisory committees including but not limited to committee make up, term limits, and meeting requirements.
22. Matters from the Executive Director.
 - A. Decisions of Executive Director in contested cases and consent orders.
 - B. Status regarding division functions:
 - a. Training Approval & Testing – test administered, training approvals, record reviews and online training audits
 - b. Certification & Professional Development – training applications, IFSAC seals issued, certifications issued, training facilities, curriculum development, library resource requests
 - c. Compliance – biennial inspections, compliance officers training, issues involving regulated entities
 - d. Information Technology – public website design, FARM and FIDO improvements, CAPPS (Central Accounting Payroll/Personnel System), IT security policy, service requests
23. Personnel matters regarding the appointment, employment, compensation, evaluation, reassignment, and duties of the Executive Director.
24. Public comment.
25. Adjourn meeting.

Any invocation that may be offered before the official start of the commission meeting shall be voluntary offering of a chaplain, to and for the benefit of the commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the commission and do not necessarily represent the religious beliefs or views of the Council in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to participate actively in the business of the commission. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the commission Clerk.

1. **Call to order with invocation and pledge of allegiance.**

2. Introduction of new commission members.

3. Roll call and excuse of Commission member absences.

4. Election of Assistant Presiding Officer and Secretary.

5. Commission meeting minutes of January 21, 2021 and January 22, 2021.

TEXAS COMMISSION ON FIRE PROTECTION

Presiding Officer, Robert Moore, at 8:00 a.m. called the January 21, 2021 Commission Workshop meeting to order at 1701 N. Congress Avenue, Room 1-104, Austin, Texas.

Commissioners	Tommy Anderson*	Carlos Cortez	Sue De Villez	Kelly Doster	Paul Hamilton
	Mike Jones	Robert Moore	Bob Morgan	Mala Sharma*	J P Steelman
	Steve Tull	Kelly Vandygriff	Rusty Wilson		

*absent entire meeting

**absent part of meeting

Staff Present	Deborah Cowan	Mike Wisko	Rosalind Hunt, Assistant Attorney General
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1. **Roll call.** Steve Tull, Secretary called roll and a quorum was present.
2. **Interview of finalists for fire fighter advisory committee membership pursuant to Texas Government Code §419.023.**

The commission conducted 4 candidate interviews to fill the vacancy on the fire fighter advisory committee. After the interviews were completed the following motion was made.

A motion was made by Steve Tull and seconded by Kelly Doster to vote on the candidates for the Fire Fighter Advisory Committee vacancy. The candidate receiving the most votes will be offered the open position. The other candidates will be placed on a list in the order they finish in the voting process. That list will be valid for one year from today's date. The motion carried.

3. **Interview of finalists to fill the agency representative vacancy on the Texas Firemen's Training School Advisory Board, pursuant to Texas Government Code §86.16.**

The commission conducted 3 candidate interviews to fill the agency representative vacancy on the Texas Firemen's Training School Advisory Board. After the interviews were completed the following motion was made.

A motion was made by Steve Tull and seconded by Paul Hamilton to vote on the candidate for Texas Firemen's Training School Advisory Board. The open position will be offered to the candidate that receives the most votes. The motion carried.

4. **Discussion only regarding the agency's Sunset Commission Report.**

Executive Director, Mike Wisko outlined the final Sunset Commission recommendations. After discussion, no action taken.

5. **Adjourn meeting.**

The meeting was adjourned at 3:27 p.m.

Robert Moore, Presiding Officer

TEXAS COMMISSION ON FIRE PROTECTION

Presiding Officer, Robert Moore, at 9:00 a.m. called the January 22, 2021 meeting of the Texas Commission on Fire Protection to order at 1701 N. Congress Avenue, Room 1-104, Austin, Texas.

Attending	Tommy Anderson* Mike Jones Steve Tull	Carlos Cortez Robert Moore Kelly Vandygriff	Sue De Villez Bob Morgan Rusty Wilson	Kelly Doster Mala Sharma	Paul Hamilton J. P. Steelman
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*absent entire meeting
**absent part of meeting

Staff	Mike Wisko Tara Youngblood Rosalind Hunt, Assistant Attorney General	Deborah Cowan Paul Maldonado	Grace Wilson Rick Wallace	Cliff Grant
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Guests	Jason Collier John Paul Erskins George Malone Victor Conley Keith J. Ebel Mick Moffitt	Wesley Caskey Leonard Chan Daniel DeYear Kevin Waines Tim Dedear Eric Maloney	Tim Rutland Elaine Maddox Brandon Seery Kyle Mills Gabriel Vargas Dominique Artis	Norman Williamson Reggie Alexander Gene Senter Kenny Wilson Bryan Parker
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| 1. Invocation and Pledge of Allegiance | The invocation was given by Chaplain Evelyn Maddox and the Pledge of Allegiance was lead by Assistant Presiding Officer, J. P. Steelman. |
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| 2. Roll call | Secretary, Steve Tull called the roll, and a quorum was present. |
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| 3. Adoption of Minutes | A motion to approve the minutes of the October 29, 2020 commission meeting was made by Kelly Doster and seconded by J. P. Steelman. The motion carried. |
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| 4. Report from the Budget and Strategic Plan Subcommittee | No action necessary. |
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| 5. Reports from Interest Groups | A brief report was given by the Center for Public Safety Excellence and the State Firemen's and Fire Marshals' Office |
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| 6. Report from Homeland Security Council Representative | Agency representative Kelly Vandygriff stated no meetings have been conducted due to COVID-19 pandemic. |
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| 7. Report from Health and Wellness Ad Hoc Committee | Commissioner Sharma, committee Chair gave a brief update on the committee meetings to date. |
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| 8. Subjects for meeting agendas | Chapter 437, Fees, continue work on Sunset Report recommendations |
| 9. Future meeting Dates | The commission previously set all meetings in 2021 with the next scheduled for April 29 th . |
| 10. Appointment of Texas Fire School Advisory Board Representative | A motion was made by Steve Tull and seconded by Bob Morgan to appoint David Brannon as the new Texas Commission on Fire Protection's representative to the Texas Firemen's Training School Advisory Board. The motion carried. |
| 11. Appointment of Member to the Fire Fighter Advisory Committee | A motion was made by J. P. Steelman and seconded by Mike Jones to appoint Antonio Ramos as the recommended candidate to fill the vacancy on the Fire Fighter Advisory Committee; and to include other candidates interviewed to remain on a list for one year from this date. The motion carried. |
| 12. Appointment of Ad-Hoc Committee to review 37 TAC, Chapter 435, Fire Fighter Safety | A motion was made by Steve Tull and seconded by Russell Sanders to allow for Commissioner Mike Jones, Chair of the ad-hoc committee to contact stakeholder representatives and appoint 10 people off the list of candidates in accordance with the information posted on agency website. The motion carried. |
| 13. Appointment of Ad-Hoc Committee to review 37 TAC, Chapter 427, Training Facility Certification | A motion was made by Steve Tull and seconded by Paul Hamilton, to allow Commissioner, Paul Hamilton, Chairman of the ad-hoc committee to choose the appropriate number of candidates from the list provided and also to place Pat McAuliff, Chairman of the Curriculum and Testing Committee to serve as liaison to this committee. The motion carried. |
| 14. Matters from Fire Fighter Advisory Committee | <p>A. 1. A motion was made by Steve Tull and seconded by Mike Jones to approve for final adoption amendments to 37, TAC, Chapter 421, §421.17 as discussed. The motion carried.</p> <p>2. A motion was made by Mike Jones and seconded by J.P. Steelman to approve for final adoption 37, TAC, Chapter 429, §429.201 as discussed. The motion carried.</p> <p>3. A motion was made by Kelly Doster and seconded by Paul Hamilton to approve for final adoption amendments to 37, TAC, Chapter 435, §435.1 as discussed. The motion carried.</p> <p>4. A motion was made by Steve Tull and seconded by J.P. Steelman to approve for final adoption amendments to 37, TAC, Chapter 445, §§445.7 445.9, 445.11, 445.13 and 445.15 as discussed. The motion carried.</p> <p>B. A motion was made by Mike Jones and seconded by Kelly Vandygriff to approve the recommended changes to the Fire Investigator Curriculum Manual, Reference List and Outline as discussed. The motion carried.</p> |

15. Matters from Executive Director
- a. Mike Wisko, Executive Director informed the commissioners the agency had no contested cases or consent orders to report.
 - b. Mr. Wisko provided commissioners information regarding agency division functions.
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16. Executive Session
- Presiding Officer, Robert Moore did not call for an Executive Session.
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17. Public Comment
- Various commissioners thanked Commissioners Kelly Doster, Carlos Cortez, Steve Tull, Tommy Anderson and Robert Moore whose terms expire on February 1, 2021 for their service on the commission and to the State of Texas. Others in attendance also thanked each of the Commissioners who have served.
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18. Adjournment
- A motion to adjourn was made by Kelly Doster and seconded by Kelly Vandygriff. The motion carried.

Robert Moore, Presiding Officer

- 6. The Budget and Strategic Plan subcommittee may meet on April 29, 2021 during the commission meeting and provide a report for discussion and possible action relating to any recommendations developed by the subcommittee, including but not limited to, modifications to the agency operating budget and strategic plan.**

Texas Commission on Fire Protection
Fiscal Year 2021 - Operating Budget
4/1/2021

Summary

Goals:	FY21	FY21	Balance	Remaining
	Budget	Expended		
Education, Information and Assistance	112,008.00	43,874.38	68,133.62	
Fire Department Standards	942,952.56	539,300.37	403,652.19	
Indirect Administration	613,304.00	350,245.99	263,058.01	
1001 - Salaries & Wages:	1,668,264.56	933,420.74	734,843.82	44%
Education, Information and Assistance	1,680.00	8,968.09	(7,288.09)	
Fire Department Standards	22,932.00	11,253.75	11,678.25	
Indirect Administration	41,960.00	2,820.00	39,140.00	
1002 - Other Personnel Costs	66,572.00	23,041.84	43,530.16	65%
Education, Information and Assistance	100.00	101.15	(1.15)	
Fire Department Standards	1,000.00	895.90	104.10	
Indirect Administration	2,800.00	447.95	2,352.05	
2001 - Professional Fees and Services:	3,900.00	1,445.00	2,455.00	63%
Education, Information and Assistance	495.00	133.77	361.23	
Fire Department Standards	4,000.00	4,854.83	(854.83)	
Indirect Administration	3,000.00	830.38	2,169.62	
2003 - Consumable Supplies:	7,495.00	5,818.98	1,676.02	22%
Education, Information and Assistance	10.00	0.00	10.00	
Fire Department Standards	3,260.00	3,114.88	145.12	
Indirect Administration	40.00	0.00	40.00	
2004 - Utilities:	3,310.00	3,114.88	195.12	6%
Education, Information and Assistance	4,425.00	0.00	4,425.00	
Fire Department Standards	87,856.00	25,070.13	62,785.87	
Indirect Administration	19,275.80	6,687.98	12,587.82	
2005 - Travel:	111,556.80	31,758.11	79,798.69	72%
Education, Information and Assistance	10.00	10.99	(0.99)	
Fire Department Standards	90.00	97.58	(7.58)	
Indirect Administration	325.00	228.76	96.24	
2006 - Rent - Building (storage):	425.00	337.33	87.67	21%
Education, Information and Assistance	290.32	192.84	97.48	
Fire Department Standards	2,903.23	1,707.71	1,195.52	
Indirect Administration	1,306.45	853.87	452.58	
2007 - Rent - Machine and Other:	4,500.00	2,754.42	1,745.58	39%
Education, Information and Assistance	5,972.09	1,393.96	4,578.13	
Fire Department Standards	47,475.17	21,328.19	26,146.98	
Indirect Administration	31,306.67	33,697.63	(2,390.96)	
2009 - Other Operating Expense:	84,753.93	56,419.78	28,334.15	33%
Education, Information and Assistance	0.00	0.00	0.00	
Fire Department Standards	13,878.00	13,878.03	0.00	
Indirect Administration	0.00	0.00	0.00	
4000 - Grants:	13,878.03	13,878.03	0.00	0%
TOTAL - ALL EXPENDITURES		1,071,989.11		
APPROVED APPROPRIATION	1,975,777.30		892,666.24	45%

Texas Commission on Fire Protection
Fiscal Year 2021 - Operating Budget
4/1/2021

Summary		01	02	03	04	05	06	07			
Goals:		Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTALS	% Remaining	Budget
1001 - Salaries & Wages:	Education	\$ 9,334.00	\$ 9,334.00	\$ 5,206.38	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 43,874.38	60.83%	\$ 112,008
	Standards	\$ 77,042.91	\$ 77,042.91	\$ 77,042.91	\$ 77,042.91	\$ 77,042.91	\$ 77,042.91	\$ 77,042.91	\$ 539,300.37	42.81%	\$ 942,953
	Admin	\$ 51,367.00	\$ 51,367.00	\$ 51,367.00	\$ 48,950.84	\$ 46,908.92	\$ 51,908.92	\$ 48,376.31	\$ 350,245.99	42.89%	\$ 613,304
									\$ 933,420.74	44%	\$ 1,668,265
1002 - Other Personnel Costs	Education	\$ 180.00	\$ 200.00	\$ 200.00	\$ 8,028.09	\$ 120.00	\$ 120.00	\$ 120.00	\$ 8,968.09	-433.81%	\$ 1,680
	Standards	\$ 1,556.25	\$ 1,576.25	\$ 1,596.25	\$ 1,596.25	\$ 1,636.25	\$ 1,636.25	\$ 1,656.25	\$ 11,253.75	50.93%	\$ 22,932
	Admin	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 420.00	\$ 2,820.00	93.28%	\$ 41,960
									\$ 23,041.84	65%	\$ 66,572
2001 - Professional Fees/Services:	Education	\$ -	\$ -	\$ 101.15	\$ -	\$ -	\$ -	\$ -	\$ 101.15	-1.15%	\$ 100
	Standards	\$ -	\$ -	\$ 895.90	\$ -	\$ -	\$ -	\$ -	\$ 895.90	10.41%	\$ 1,000
	Admin	\$ -	\$ -	\$ 447.95	\$ -	\$ -	\$ -	\$ -	\$ 447.95	84.00%	\$ 2,800
									\$ 1,445.00	63%	\$ 3,900
2003 - Consumable Supplies:	Education	\$ -	\$ 25.10	\$ 18.46	\$ 23.09	\$ 3.68	\$ 16.03	\$ 47.41	\$ 133.77	72.98%	\$ 495
	Standards	\$ -	\$ 541.78	\$ 285.75	\$ 690.61	\$ 1,746.01	\$ 550.99	\$ 1,039.69	\$ 4,854.83	-21.37%	\$ 4,000
	Admin	\$ -	\$ 111.18	\$ 81.77	\$ 102.26	\$ 29.22	\$ 235.50	\$ 270.45	\$ 830.38	72.32%	\$ 3,000
									\$ 5,818.98	22%	\$ 7,495
2004 - Utilities:	Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	\$ 10
	Standards	\$ -	\$ 889.67	\$ 444.88	\$ -	\$ 890.03	\$ 445.15	\$ 445.15	\$ 3,114.88	4.45%	\$ 3,260
	Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	\$ 40
									\$ 3,114.88	6%	\$ 3,310
2005 - Travel:	Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	\$ 4,425
	Standards	\$ 774.09	\$ 5,428.58	\$ 2,722.17	\$ 5,173.34	\$ 3,676.45	\$ 4,001.24	\$ 3,294.26	\$ 25,070.13	71.46%	\$ 87,856
	Admin	\$ -	\$ 307.97	\$ 115.00	\$ 1,920.78	\$ 266.06	\$ 2,744.51	\$ 1,333.66	\$ 6,687.98	65.30%	\$ 19,276
									\$ 31,758.11	72%	\$ 111,557

**Texas Commission on Fire Protection
Fiscal Year 2021 - Operating Budget
4/1/2021**

Summary		01	02	03	04	05	06	07			
Goals:		Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTALS	% Remaining	Budget
2006 - Rent - Building (storage):	Education	\$ -	\$ -	\$ 2.24	\$ 1.12	\$ 5.53	\$ 1.05	\$ 1.05	\$ 10.99	-9.90%	\$ 10
	Standards	\$ -	\$ -	\$ 19.88	\$ 9.94	\$ 49.16	\$ 9.30	\$ 9.30	\$ 97.58	-8.42%	\$ 90
	Admin	\$ -	\$ 60.00	\$ 9.92	\$ 4.96	\$ 84.58	\$ 4.65	\$ 64.65	\$ 228.76	29.61%	\$ 325
									\$ 337.33	21%	\$ 425
2007 - Rent - Machine and Other:	Education	\$ -	\$ 25.11	\$ 35.48	\$ 32.97	\$ 39.03	\$ 30.27	\$ 29.98	\$ 192.84	33.58%	\$ 290
	Standards	\$ -	\$ 222.43	\$ 314.09	\$ 291.93	\$ 345.63	\$ 268.16	\$ 265.47	\$ 1,707.71	41.18%	\$ 2,903
	Admin	\$ -	\$ 111.22	\$ 157.04	\$ 145.96	\$ 172.82	\$ 134.09	\$ 132.74	\$ 853.87	34.64%	\$ 1,306
									\$ 2,754.42	39%	\$ 4,500
2009 - Other Operating Expense:	Education	\$ 258.10	\$ 239.83	\$ 202.41	\$ 78.64	\$ 197.64	\$ 263.98	\$ 161.79	\$ 1,402.39	76.52%	\$ 5,972
	Standards	\$ 2,345.86	\$ 3,295.19	\$ 3,990.28	\$ 2,307.70	\$ 3,022.17	\$ 3,295.17	\$ 3,146.41	\$ 21,402.78	54.92%	\$ 47,475
	Admin	\$ 1,265.59	\$ 1,205.63	\$ 1,393.26	\$ 5,165.64	\$ 1,218.93	\$ 16,181.68	\$ 7,304.19	\$ 33,734.92	-7.76%	\$ 31,307
									\$ 56,540.09	33%	\$ 84,754
4000 - Grants:	Standards	\$ -	\$ 2,474.94	\$ -	\$ 4,737.19	\$ 2,454.79	\$ -	\$ 4,211.11	\$ 13,878.03	0%	\$ 13,878
		\$ 144,523.80	\$ 154,858.79	\$ 147,050.17	\$ 161,704.22	\$ 145,309.81	\$ 164,289.85	\$ 154,372.78	\$ 1,072,109.42	45%	\$ 1,964,655
Education, Information and Assistance									\$ 54,683.61	56%	\$ 124,990.41
Fire Department Standards									\$ 607,697.93	45%	\$ 1,112,468.96
Indirect Administration									\$ 395,849.85	45%	\$ 713,317.92

Fiscal Year 2021 - Operating Budget 13008
4/1/2021

Appr. 3008

PCA

4001

Goal A: Education and Assistance

	<u>Education & Assistance</u>	<u>Total</u>	<u>% Remaining</u>
Salaries and Wages:			
7002- Salaries	43,874.38	43,874.38	
	Budget:	112,008.00	
	Expended:	43,874.38	
1001 - Balance Salaries & Wages:	68,133.62	68,133.62	61%
Other Personnel Costs:			
7022- Longevity Pay	1,060.00	1,060.00	
7023- Lump Sum Termination	7,908.09	7,908.09	
	Budget:	1,680.00	
	Expended:	8,968.09	
1002 - Balance Other Personnel Costs	(7,288.09)	(7,288.09)	-434%
Professional Fees and Services:			
7253- Other Professional Fees (EAP)	101.15	101.15	
	Budget:	100.00	
	Expended:	101.15	
2001 - Balance Professional Fees and Services:	(1.15)	(1.15)	-1%
Consumables:			
7300- Consumables	133.77	133.77	
	Budget:	495.00	
	Expended:	133.77	
2003 - Balance Consumable Supplies:	361.23	361.23	73%
Utilities:			
	Budget:	10.00	
	Expended:	0.00	
2004 - Balance Utilities:	10.00	10.00	100%
Travel:			
	Budget:	4,425.00	
	Expended:	0.00	
2005 - Balance Travel:	4,425.00	4,425.00	100%
Rent:			
7470- Rent Space - storage	10.99	10.99	
	Budget:	10.00	
	Expended:	10.99	
2006 - Balance Rent - Building (storage):	(0.99)	(0.99)	-10%
Rent - Machine and Other:			
7406- Rental - Furnishings & Equipment (copier)	192.84	192.84	
	Budget:	290.32	
	Expended:	192.84	
2007 - Balance Rent - Machine and Other:	97.48	97.48	34%

Fiscal Year 2021 - Operating Budget 13008
4/1/2021

Appr. 3008

PCA

4001

Goal A: Education and Assistance

	Education & Assistance	Total	% Remaining
Other Operating Expense:			
7040- ERS-Retirement Contribution	219.37	219.37	
7042- ERS Insurance Payment	438.74	438.74	
7219- Fees for Receiving Electronic Payments	1.12	1.12	
7262- Maint & Repair - Computer Software	144.75	144.75	
7291- Postage & Postal Services	32.78	32.78	
7299- Purchased Contracted Services	32.62	32.62	
7947- Workers Compensation Transfer (SORM)	112.98	112.98	
7961- STS Transfers-Telecommunications (TexAn)	213.50	213.50	
7962- Capitol Complex (CCTS)	198.10	198.10	
Budget:	5,972.09	5,972.09	
Expended:	1,393.96	1,393.96	
2009 - Balance Other Operating Expense:	4,578.13	4,578.13	77%
Budget:	124,990.41	124,990.41	
Expended:	54,675.18	54,675.18	
TOTAL BALANCE - 3008	70,315.23	70,315.23	56%
% Remaining	56%	56%	

Fiscal Year 2021- Operating Budget - 13800

4/1/2021

Appr. 3800

PCA

4801

4802

4803

Goal C: Indirect Administration

%

	<u>Exec Office</u>	<u>Fin Svcs</u>	<u>Commis</u>	<u>Total</u>	<u>Remaining</u>
Salaries and Wages:					
7001- Salaries & Wages - Exempt	64,226.22	0.00	0.00	64,226.22	
7002- Salaries & Wages - Non-Exempt	189,069.77	96,950.00	0.00	286,019.77	
	Budget:	462,738.00	166,200.00	0.00	628,938.00
	Expended:	253,295.99	96,950.00	0.00	350,245.99
1001 - Balance Salaries & Wages:	209,442.01	69,250.00	0.00	278,692.01	44%
Other Personnel Costs:					
7022- Longevity Pay	1,420.00	1,400.00	0.00	2,820.00	
	Budget:	23,020.00	3,306.00	0.00	26,326.00
	Expended:	1,420.00	1,400.00	0.00	2,820.00
1002 - Balance Other Personnel Costs	21,600.00	1,906.00	0.00	23,506.00	89%
Professional Fees and Services:					
7253- Other Professional Fees (EAP)	303.45	144.50	0.00	447.95	
	Budget:	1,866.67	933.33	0.00	2,800.00
	Expended:	303.45	144.50	0.00	447.95
2001 - Balance Professional Fees and Services:	1,563.22	788.83	0.00	2,352.05	84%
Consumables:					
7300- Consumables	461.85	368.53	0.00	830.38	
	Budget:	2,000.00	1,000.00	0.00	3,000.00
	Expended:	461.85	368.53	0.00	830.38
2003 - Balance Consumable Supplies:	1,538.15	631.47	0.00	2,169.62	72%
Utilities:					
	Budget:	26.67	13.33	0.00	40.00
	Expended:	0.00	0.00	0.00	0.00
2004 - Balance Utilities:	26.67	13.33	0.00	40.00	100%
Travel:					
7101- Travel I/S - Public Transportation Fares	0.00	0.00	1,641.94	1,641.94	
7102- Mileage	594.67	0.00	913.03	1,507.70	
7105- Travel I/S - Incidental Expenses	0.00	0.00	605.93	605.93	
7106- Travel I/S - Meals & Lodging	99.00	0.00	0.00	99.00	
7110- Travel I/S - Board Member Meals & Lodging	0.00	0.00	2,761.40	2,761.40	
7135- Travel I/S - State Occupancy Tax	0.00	0.00	72.01	72.01	
	Budget:	1,927.58	0.00	17,348.22	19,275.80
	Expended:	693.67	0.00	5,994.31	6,687.98
2005 - Balance Travel:	1,233.91	0.00	11,353.91	12,587.82	65%
Rent:					
7470- Rent Space - storage	213.03	15.73	0.00	228.76	
	Budget:	216.67	108.33	0.00	325.00
	Expended:	213.03	15.73	0.00	228.76
2006 - Balance Rent - Building (storage):	3.64	92.60	0.00	96.24	30%
Rent - Machine and Other:					
7406- Rental - Furnishings & Equipment (copier)	578.42	275.45	0.00	853.87	
	Budget:	870.97	435.48	0.00	1,306.45
	Expended:	578.42	275.45	0.00	853.87
2007 - Balance Rent - Machine and Other:	292.55	160.03	0.00	452.58	35%

Fiscal Year 2021- Operating Budget - 13800

4/1/2021

Appr. 3800

PCA

4801

4802

4803

Goal C: Indirect Administration

%

	<u>Exec Office</u>	<u>Fin Svcs</u>	<u>Commis</u>	<u>Total</u>	<u>Remaining</u>
Other Operating Expense:					
7040- ERS Retirement Contribution	1,071.29	484.75	0.00	1,556.04	
7042- ERS Insurance Payment	2,412.54	969.50	0.00	3,382.04	
7203- Registration Fees-Employee Training	100.00	0.00	0.00	100.00	
7219- Fees for Receiving Electronic Payments	3.40	1.62	0.00	5.02	
7262- Maint & Repair - Computer Software	434.24	206.79	0.00	641.03	
7273- Reproduction & Printing	11.75	0.00	11.75	23.50	
7276- Communication Services (T-1 Line)	4,440.00	0.00	0.00	4,440.00	
7291- Postage & Postal Services	98.36	46.84	0.00	145.20	
7299- Purchased Contracted Services	20,756.09	46.60	0.00	20,802.69	
7334- Furnishings & Equipment -Expensed	111.68	3.79	0.00	115.47	
7947- Workers Compensation Transfer (SORM)	338.94	161.40	0.00	500.34	
7961- STS Transfers-Telecommunications (TexAn)	640.51	305.01	0.00	945.52	
7962- STS transfer to GR (CTS)	594.50	283.10	0.00	877.60	
Budget:	20,871.11	10,435.56	0.00	31,306.67	
Expended:	31,049.83	2,636.05	11.75	33,697.63	
2009 - Balance Other Operating Expense:	(10,178.72)	7,799.51	(11.75)	(2,390.96)	-8%
Budget:	513,537.66	182,432.04	17,348.22	713,317.92	
Expended:	288,016.24	101,790.26	6,006.06	395,812.56	
TOTAL - BALANCE Remaining 3800	225,521.42	80,641.78	11,342.16	317,505.36	45%

Texas Commission on Fire Protection
Fiscal Year 2021 - Operating Appropriations
 Thursday, April 1, 2021

Summary		BT01	BT04	BT11	BT12	BT13	BT15	BT16	
Appropriations		Appr Original Budget	Appr Transfers In	Est. Coll. Revenue	Cash Revenue	Excess Collected Revenue	Cash Expenditures	Cash Reserves - Payroll	Appr Cash Avail.
13008	Fire Safety Information	124,990.00	-	-	-	-	49,488.61	5,195.00	\$ 70,306.39
13014	Certify & Regulation	1,112,469.00	-	65,000.00	67,320.00	3,435.00	528,716.56	80,008.23	\$ 506,064.21
13800	Indirect Admin	713,318.00	-	-	-	-	346,405.78	49,444.07	\$ 317,468.15
23102	Benefit Replacement	-	1,500.00	-	-	-	-	-	\$ 1,500.00
90327	State Retirement	-	140,000.00	-	-	-	72,154.34	11,700.86	\$ 56,144.80
91142	OASI, State Match	-	120,000.00	-	-	-	60,051.73	9,676.16	\$ 50,272.11
97768	Convenience Fees	-	-	-	44,917.05	44,917.05	44,702.59	-	\$ 214.46
99327	Group Insurance	-	235,000.00	-	-	-	114,931.46	18,620.01	\$ 101,448.53
99906	Unappropriated General Rev	-	-	-	191,632.50	-	-	-	\$ 191,632.50
Totals		\$ 1,950,777.00	\$ 496,500.00	\$ 65,000.00	\$ 303,869.55	\$ 48,352.05	\$ 1,216,451.07	\$ 174,644.33	\$ 1,295,051.15

Revenue Comparison by Month 2020/2021

Thursday, April 1, 2021
YTD Comparisons

FY20 Revenue					FY21 Revenue								
Appr 99906 - General Revenue			Appr 13014 Fund 0001- IFSAC		Appr 99906 - General Revenue			Appr 13014 Fund 0001 - IFSAC					
Sep-18	\$	312,100.00	8.5%	\$	9,360.00	13.5%	Sep-19	\$	442,435.00	11.9%	\$	11,220.00	16.7%
Oct-18	\$	2,019,765.00	55.2%	\$	10,492.33	15.1%	Oct-19	\$	1,994,050.00	53.7%	\$	9,510.00	14.1%
Nov-18	\$	634,767.50	17.3%	\$	9,615.00	13.8%	Nov-19	\$	610,523.62	16.4%	\$	7,950.00	11.8%
Dec-18	\$	211,447.50	5.8%	\$	10,590.00	15.2%	Dec-19	\$	179,706.46	4.8%	\$	10,530.00	15.6%
Jan-19	\$	198,755.00	5.4%	\$	12,450.00	17.9%	Jan-20	\$	161,562.50	4.3%	\$	9,435.00	14.0%
Feb-19	\$	154,670.00	4.2%	\$	8,850.00	12.7%	Feb-20	\$	135,047.50	3.6%	\$	8,385.00	12.5%
Mar-19	\$	128,964.67	3.5%	\$	8,175.00	11.8%	Mar-20	\$	191,632.50	5.2%	\$	10,290.00	15.3%
Apr-19			0.0%			0.0%	Apr-20	\$	-	0.0%	\$	-	0.0%
May-19			0.0%			0.0%	May-20	\$	-	0.0%	\$	-	0.0%
Jun-19			0.0%			0.0%	Jun-20	\$	-	0.0%	\$	-	0.0%
Jul-19			0.0%			0.0%	Jul-20	\$	-	0.0%	\$	-	0.0%
Aug-19			0.0%			0.0%	Aug-20	\$	-	0.0%	\$	-	0.0%
Totals	\$	3,660,469.67	100.0%	\$	69,532.33	100.0%		\$	3,714,957.58	100.0%	\$	67,320.00	100.0%

FY20 Revenue Collected **\$ 3,730,002 103.19%**

FY21 Revenue Collected **\$ 3,782,278 104.63%**

Revenue for Biennium:

Annual GR & Appropriated Receipts
IFSAC Seals
GAA Other Direct & Indirect
Budget Rider
Subtotal
5% Contingency
Total Reqd

	FY20	FY21
Annual GR & Appropriated Receipts	\$ 1,885,777	\$ 1,885,777
IFSAC Seals	\$ 65,000	\$ 65,000
GAA Other Direct & Indirect	\$ 914,072	\$ 914,072
Budget Rider	\$ 750,000	\$ 750,000
Subtotal	\$ 3,614,849	\$ 3,614,849
5% Contingency	\$ 180,742	\$ 180,742
Total Reqd	\$ 3,795,591	\$ 3,795,591

Amount Over or (Under) Required Revenue **\$ (65,589) \$ (13,314)**

FY20	
Collected	98.27%
As of Date	4/1/2020

FY21	
99.65%	Percentage of Revenue Collected
4/1/2021	

Performance Measures

Texas Commission on Fire Protection Key Performance Measures.
Verification Report as of 3/30/2021 11:16 AM for Fiscal Year 2021.
Run by Tcfp.Doc.Helpers.DocAuthorization.

Metric						Method of Calculation
* - Reported to ABEST quarterly, Q1 - Quarter 1, Q2 - Quarter 2, Q3 - Quarter 3, Q4 - Quarter 4, FY YTD - Year to date based on fiscal year						
Number of inspections of regulated entities (Cumulative): 910						Total number of inspections of regulated entities conducted within the reporting period is obtained from the commission's data system. The total number includes biannual inspections, inspections of training programs in progress (also called audits), an inspection of an entity as part of an investigation, and meetings associated with inspections.
	Q1	Q2	Q3	Q4	FY YTD	
Inspection	518	351	N/A	N/A	869	
Investigation	1	0	N/A	N/A	1	
Training Audits	7	4	N/A	N/A	11	
Inspection Related	23	6	N/A	N/A	29	
*Total Inspections	549	361	N/A	N/A	910	
Number of examinations administered (Cumulative): 9384						Each written examination is counted. The measure records the total number of examinations administered for fire service certification purposes. A retest, usually conducted due to failure of an initial exam, is counted as an examination as well.
	Q1	Q2	Q3	Q4	FY YTD	
*Exams Administered	4756	4628	N/A	N/A	9384	
Exam pass rate (Non-Cumulative): 82.18%						The total number of individuals who passed their examination as reflected in the agency data management system (numerator) is divided by the total number of individuals examined (denominator) and then multiplied by 100 to achieve a percentage. Persons taking an examination multiple times are counted each time they take the exam.
	Q1	Q2	Q3	Q4	FY YTD	
# Examined	4756	4628	1573	0	10957	
# Passed	3965	3741	1298	0	9004	
Pass Rate	83.37%	80.83%	82.52%	0%	82.18%	
Number of individuals certified (Non-cumulative):						The total number of individuals holding one or more certifications with the agency is obtained from the data system at the end of the reporting period. An individual who holds more than one certification is counted only once. The measure records the number of certified persons, regardless of whether the individuals are associated with a fire protection entity.
	Q1	Q2	Q3	Q4		
# Individuals	33436	34113	N/A	N/A		
Number of Training Providers Certified (Non-cumulative):						The total number of training providers with one or more active certifications is counted. A training provider that holds more than one certification is counted only once.
	Q1	Q2	Q3	Q4		
# Providers	333	341	N/A	N/A		
Average cost per inspection of regulated Facilities: \$170.66						Total cost related to inspection activities for the reporting period (numerator) is divided by the total number of inspections conducted during the same period (denominator) to determine the average cost. Costs used to perform the calculation include salaries of inspection personnel (including 25% of compliance manager's salary); travel costs directly related to inspections and inspection-related meetings with regulated entities; supplies; document review and handling; and notifications. Indirect costs are excluded.
	Q1	Q2	Q3	Q4	FY YTD	
Cost entered	\$75,336.96	\$79,962.66	N/A	N/A	\$155,299.60	
*Total Inspections	549	361	N/A	N/A	910	
*Avg cost per	\$137.23	\$221.50	N/A	N/A	\$170.66	

Report was run on 3/30/2021 11:16 AM

Current Budget and Strategic Plan Subcommittee Members

Steve Tull, Chair - (to be replaced)

Bob Morgan

Kelly Doster – (to be replaced)

Mala Sharma

J. P. Steelman – (to be replaced) since now serving as the Commission's Presiding Officer

This committee was previously two separate committees. One for Budget and one for Strategic Plan. At the April 26, 2018 commission meeting the commission elected to combine the two committees into one and selected the above members to serve on the committee.

This subcommittee met on March 5, 2020 to review the agency's Strategic Plan for updates which is required in the even numbered years of the biennium per instructions from the Legislative Budget Board (LBB).

- 7. Reports from fire service interest groups and agencies on matters relating to organizational purposes, functions, and objectives, including, but not limited to, Texas Fire Chiefs Association, the Texas State Association of Fire Fighters, the State Firemen's and Fire Marshals' Association of Texas, the Texas Fire Marshal's Association, the Texas Association of Fire Educators, the Texas A&M Forest Service, the National Fire Protection Association, Texas State Association of Fire and Emergency Districts, the Center for Public Safety Excellence, and the State Fire Marshal's Office.**

8. Report from commission representative to the Homeland Security Council.

9. Request from Curtis Dunn, Firefighter Cancer Support Network regarding Fire Fighter Training Program.

10. Report from the Health and Wellness Ad Hoc committee.

11. Subjects for future commission meeting agendas.

12. Future meeting dates.

13. Appointment of ad-hoc committee for the review of 37 Tex. Administrative Code, Part 13, Chapter 435, Fire Fighter Safety.

14. Appointment of an ad-hoc committee for the review of 37 Tex. Administrative Code, Part 13, Chapter 427, Training Facility Certification.

- 15. Request from Kevin Price regarding proposed rule changes to 37 Tex. Administrative Code, Part 13, Chapter 429, Fire Inspector and Plan Examiner, Subchapter A, Minimum Standards For Fire Inspector Certification, §429.3, Minimum Standards For Basic Fire Inspector Certification.**

Attn: Chief Michael Wisko, Executive Director
Texas Commission on Fire Protection

From: Kevin Price

3912 Tranquil Path Dr.

College Station, TX, 77845

Subject: Rule Change Petition

Chief Wisko,

My name is Kevin Price and I am an active firefighter and instructor within Texas, I am writing to you to petition that a change be made to Rule 431.3 (4)(C) and Rule 429.3 (2)(C)(iv). I am writing this petition on my own behalf and not of any agency I work for.

Rule 431.3 (4)(C) currently states; *successful completion of the following college courses: Fire and Arson Investigation I or II, 3 semester hours; Hazardous Materials I, II, or III, 3 semester hours; Building Construction in the Fire Service or Building Codes and Construction, 3 semester hours; Fire Protection Systems, 3 semester hours. Total semester hours, 12.*

Rule 429.3 (2)(C)(iv) states; *Hazardous Materials I, II, or III, three semester hours (total semester hours, 12)*

Regarding these rules I petition that Hazardous Material I, II, or III be removed from the list of courses as they equate to Hazardous Materials Awareness, Operations, and Technician respectively per the course catalogs for Lonestar College. I cross referenced the Texas Higher Education Coordinating Board course list and found no such courses listed anywhere either. Texas Commission on Fire Protection already has separate requirements for these certifications through both Chapter 1 and Chapter 6 of the curriculum manual as well as in Chapters 453 and 423 of the Texas Administrative Code. The proposed changes would be simply striking the above verbiage from the rules in question. Due to this being proposed changes I have not included a full rewrite of each rule as no other issue is found in either of them.

Regards,

Kevin Price

CHAPTER 429
FIRE INSPECTOR AND PLAN EXAMINER
SUBCHAPTER A
MINIMUM STANDARDS FOR FIRE INSPECTOR CERTIFICATION

§429.1. Minimum Standards for Fire Inspector Personnel.

- (a) Fire code enforcement is defined as the enforcement of laws, codes, and ordinances of the authority having jurisdiction pertaining to fire prevention.
- (b) To qualify for appointment to fire code enforcement duties, individuals must be certified as a Fire Inspector, or meet the requirements in subsections (c) and (d) of this section.
- (c) Individuals may be appointed to fire code enforcement duties on a probationary or temporary status if they have successfully passed the commission exam for Fire Inspector, as specified in Chapter 439 of this title (relating to Examinations for Certification).
- (d) Individuals appointed to fire code enforcement duties in subsection (c) of this section must be certified as a Fire Inspector within one year of the appointment.
- (e) Individuals holding any level of fire inspector certification shall be required to comply with the continuing education requirements in §441.13 of this title (relating to Continuing Education for Fire Inspection Personnel).

§429.3. Minimum Standards for Basic Fire Inspector Certification.

In order to be certified as a Basic Fire Inspector, an individual must:

- (1) possess valid documentation as an Inspector I and Inspector II from either:
- (A) the International Fire Service Accreditation Congress; or
 - (B) the National Board on Fire Service Professional Qualifications issued by the Texas A&M Engineering Extension Service using the 2009 or later edition of the NFPA standard applicable to this discipline and meeting the requirements as specified in §439.1(a)(2) of this title (relating to Requirements—General); or
- (2) complete a commission approved fire inspector training program and successfully pass the commission examination(s) as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved training program shall consist of one or any combination of the following:
- (A) completion of the commission approved Basic Fire Inspector Curriculum, as specified in the commission's Certification Curriculum Manual; or
 - (B) successful completion of an out-of-state, NFA, and/or military training program which has been submitted to the commission for evaluation and found to meet the minimum requirements as listed in the commission approved Basic Fire Inspector Curriculum as specified in the commission's Certification Curriculum Manual; or
 - (C) successful completion of the following college courses:
 - (ii) Fire Protection Systems, three semester hours;

- (ii) Fire Prevention Codes and Inspections, three semester hours;
- (iii) Building Construction in the Fire Service or Building Codes and Construction, three semester hours; and
- (iv) Hazardous Materials I, II, or III, three semester hours (total semester hours, (12); or

(D) documentation of the receipt of Fire Inspector I and Fire Inspector II certificates issued by the State Firemen's and Fire Marshals' Association of Texas that are deemed equivalent to a commission approved Basic Fire Inspector curriculum.

§429.5. Minimum Standards for Intermediate Fire Inspector Certification.

(a) Applicants for Intermediate Fire Inspector Certification must meet the following requirements:

(1) hold as a prerequisite Basic Fire Inspector Certification as defined in §429.3 of this title (relating to Minimum Standards for Basic Fire Inspector Certification); and

(2) acquire a minimum of four years of fire protection experience and complete the training listed in one of the following options:

(A) Option 1--Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or

(B) Option 2--Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses. (See the exception outlined in subsection (c) of this section); or

(C) Option 3--Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses. (See the exception outlined in subsection (c) of this section.)

(b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in the fire service, may not be counted toward this level of certification.

(c) The training required in this section must be in addition to any training used to qualify for any lower level of fire inspector certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§429.7. Minimum Standards for Advanced Fire Inspector Certification.

(a) Applicants for Advanced Fire Inspector Certification must complete the following requirements:

(1) hold as a prerequisite an Intermediate Fire Inspector Certification as defined in §429.5 of this title (relating to Minimum Standards for Intermediate Fire Inspector Certification); and

(2) acquire a minimum of eight years of fire protection experience and complete the training listed in one of the following options:

(A) Option 1--Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or

(B) Option 2--Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses. (See the exception outlined in subsection (c) of this section); or

(C) Option 3--Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses. (See the exception outlined in subsection (c) of this section.)

(b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in the fire service, may not be counted toward this level of certification.

(c) The training required in this section must be in addition to any training used to qualify for any lower level of fire inspector certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§429.9. Minimum Standards for Master Fire Inspector Certification.

(a) Applicants for Master Fire Inspector Certification must complete the following requirements:

(1) hold as a prerequisite an Advanced Fire Inspector Certification as defined in §429.7 of this title (relating to Minimum Standards for Advanced Fire Inspector Certification); and

(2) acquire a minimum of 12 years of fire protection experience, and 60 college semester hours or an associate degree, which includes at least 18 college semester hours in fire science subjects.

(b) College level courses from both the upper and lower division may be used to satisfy the education requirement for Master Fire Inspector Certification.

§429.11. International Fire Service Accreditation Congress (IFSAC) Seal.

(a) Individuals who pass the applicable sections of the state examination may be granted IFSAC seal(s) for Inspector I and Inspector II by making application to the commission for the IFSAC seal(s) and paying the associated fees, provided they meet the following provisions:

(1) To receive the IFSAC Inspector I seal, the individual must:

(A) complete the Inspector I section of a commission approved course; and

(B) pass the Inspector I section of a commission examination.

(2) To receive the IFSAC Inspector II seal, the individual must:

(A) complete the Inspector II section of a commission approved course;

(B) document possession of an IFSAC Inspector I seal; and

(C) pass the Inspector II section of a commission examination.

(b) In order to qualify for an IFSAC seal, an individual must submit the application for the seal prior to the expiration of the examination.

16. Request from Kevin Price regarding proposed rule changes to 37 Tex. Administrative Code, Part 13, Chapter 431, Fire Investigation, Subchapter A, Minimum Standards For Arson Investigator Certification, §431.3, Minimum Standards For Basic Arson Investigator Certification.

Attn: Chief Michael Wisko, Executive Director
Texas Commission on Fire Protection

From: Kevin Price

3912 Tranquil Path Dr.

College Station, TX, 77845

Subject: Rule Change Petition

Chief Wisko,

My name is Kevin Price and I am an active firefighter and instructor within Texas, I am writing to you to petition that a change be made to Rule 431.3 (4)(C) and Rule 429.3 (2)(C)(iv). I am writing this petition on my own behalf and not of any agency I work for.

Rule 431.3 (4)(C) currently states; *successful completion of the following college courses: Fire and Arson Investigation I or II, 3 semester hours; Hazardous Materials I, II, or III, 3 semester hours; Building Construction in the Fire Service or Building Codes and Construction, 3 semester hours; Fire Protection Systems, 3 semester hours. Total semester hours, 12.*

Rule 429.3 (2)(C)(iv) states; *Hazardous Materials I, II, or III, three semester hours (total semester hours, 12)*

Regarding these rules I petition that Hazardous Material I, II, or III be removed from the list of courses as they equate to Hazardous Materials Awareness, Operations, and Technician respectively per the course catalogs for Lonestar College. I cross referenced the Texas Higher Education Coordinating Board course list and found no such courses listed anywhere either. Texas Commission on Fire Protection already has separate requirements for these certifications through both Chapter 1 and Chapter 6 of the curriculum manual as well as in Chapters 453 and 423 of the Texas Administrative Code. The proposed changes would be simply striking the above verbiage from the rules in question. Due to this being proposed changes I have not included a full rewrite of each rule as no other issue is found in either of them.

Regards,

Kevin Price

CHAPTER 431

FIRE INVESTIGATION

SUBCHAPTER A

MINIMUM STANDARDS FOR ARSON INVESTIGATOR CERTIFICATION

§431.1. Minimum Standards for Arson Investigation Personnel.

(a) Fire protection personnel who are appointed arson investigation duties must be certified, as a minimum, as a basic arson investigator as specified in §431.3 of this title (relating to Minimum Standards for Basic Arson Investigator Certification) within one year from the date of initial appointment to such position.

(b) Prior to being appointed to arson investigation duties, fire protection personnel must complete a commission approved basic fire investigator training program, successfully pass the commission examination pertaining to that curriculum, and possess a current peace officer license from the Texas Commission on Law Enforcement or document that the individual is a federal law enforcement officer.

(c) Personnel holding any level of arson investigation certification shall be required to comply with the continuing education requirements in §441.15 of this title (relating to Continuing Education for Arson Investigator or Fire Investigator).

§431.3. Minimum Standards for Basic Arson Investigator Certification.

In order to be certified as a Basic Arson Investigator an individual must:

(1) possess a current basic peace officer's license from the Texas Commission on Law Enforcement or documentation that the individual is a federal law enforcement officer;

(2) hold a current license as a peace officer and notify the commission on the prescribed form regarding the law enforcement agency currently holding the individual's peace officer license; and

(3) possess valid documentation of accreditation from the International Fire Service Accreditation Congress as a Fire Investigator; or

(4) complete a commission approved basic fire investigation training program and successfully pass the commission examination as specified in Chapter 439 of this title (relating to Examinations for Certification). An approved fire investigation training program shall consist of one of the following:

(A) completion of the commission approved Fire Investigator Curriculum, as specified in Chapter 5 of the commission's Certification Curriculum Manual;

(B) successful completion of an out-of-state, NFA, or military training program which has been submitted to the commission for evaluation and found to meet the minimum requirements as listed in the commission approved Fire Investigator Curriculum as specified in Chapter 5 of the commission's Certification Curriculum Manual; or

(C) successful completion of the following college courses: Fire and Arson Investigation I or II, 3 semester hours; Hazardous Materials I, II, or III, 3 semester hours; Building Construction in the Fire Service or Building Codes and Construction, 3 semester hours; Fire Protection Systems, 3 semester hours. Total semester hours, 12.

§431.5. Minimum Standards for Intermediate Arson Investigator Certification.

(a) Applicants for Intermediate Arson Investigator Certification must complete the following requirements:

(1) hold as a prerequisite a Basic Arson Investigator Certification as defined in §431.3 of this title (relating to Minimum Standards for Basic Arson Investigator Certification); and

(2) acquire a minimum of four years of fire protection experience and complete the requirements listed in one of the following options:

(A) Option 1--Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or

(B) Option 2--Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses (See the exception outlined in subsection (c) of this section); or

(C) Option 3--Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses (See the exception outlined in subsection (c) of this section); or

(D) Option 4--Hold current Intermediate Peace Officer certification from the Texas Commission on Law Enforcement with four additional law enforcement courses applicable for fire investigations (See exception outlined in subsection (c) of this section).

(b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in the fire service, may not be counted toward this level of certification.

(c) The training required in this section must be in addition to any training used to qualify for any lower level of Arson Investigator Certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§431.7. Minimum Standards for Advanced Arson Investigator Certification.

(a) Applicants for Advanced Arson Investigator certification must complete the following requirements:

(1) hold as a prerequisite an Intermediate Arson Investigator Certification as defined in §431.5 of this title (relating to Minimum Standards for Intermediate Arson Investigator Certification); and

(2) acquire a minimum of eight years of fire protection experience and complete the requirements listed in one of the following options:

(A) Option 1--Successfully complete six semester hours of fire science or fire technology from an approved Fire Protection Degree Program and submit documentation as required by the commission that the courses comply with subsections (b) and (c) of this section; or

(B) Option 2--Completion of coursework from either the A-List or the B-List courses. Acceptable combinations of courses are as follows: two A-List courses; or eight B-List courses; or one A-List course and four B-List courses (See the exception outlined in subsection (c) of this section); or

(C) Option 3--Completion of coursework from either the A-List or the B-List courses in combination with college courses in fire science or fire protection. Acceptable combinations of courses are three semester hours meeting the requirements of Option 1 with either one A-List course or four B-List courses (See the exception outlined in subsection (c) of this section); or

(D) Option 4--Advanced Arson for Profit or Complex Arson Investigative Techniques (Bureau of Alcohol, Tobacco, Firearms, and Explosives resident or field course, 80 hours); or

(E) Option 5--Hold current Advanced Peace Officer certification from the Texas Commission on Law Enforcement with four additional law enforcement courses applicable for fire investigations (See exception outlined in subsection (c) of this section).

(b) Non-traditional credit awarded at the college level, such as credit for experience or credit by examination obtained from attending any school in the commission's Certification Curriculum Manual or for experience in the fire service, may not be counted toward this level of certification.

(c) The training required in this section must be in addition to any training used to qualify for any lower level of Arson Investigator Certification. Repeating a course or a course of similar content cannot be used towards this level of certification.

§431.9. Minimum Standards for Master Arson Investigator Certification.

(a) Applicants for Master Arson Investigator Certification must complete the following requirements:

(1) hold as a prerequisite an Advanced Arson Investigator Certification as defined in §431.7 of this title (relating to Minimum Standards for Advanced Arson Investigator Certification); and

(2) acquire a minimum of twelve years of fire protection experience, and 60 college semester hours or an associate's degree, either of which includes at least 18 college semester hours in fire science or criminal justice subjects.

(b) College level courses from both the upper and lower division may be used to satisfy the education requirement for Master Arson Investigator Certification.

§431.11. Minimum Standards for Arson Investigator Certification for Law Enforcement Personnel.

(a) A law enforcement officer employed or commissioned by a law enforcement agency as a peace officer who is designated as an arson investigator by an appropriate local authority is eligible for certification on a voluntary basis by complying with this chapter.

(b) An individual holding commission certification as a fire investigator who becomes a law enforcement officer employed or commissioned by a law enforcement agency as a peace officer, and who is designated as an arson investigator by an appropriate local authority will qualify for a similar level arson investigator certification. To obtain an arson investigator certification the individual must make application to the commission to include confirmation of commission.

§431.13. International Fire Service Accreditation Congress (IFSAC) Seal.

Individuals completing a commission approved basic fire investigator program and passing the applicable state examination may be granted an IFSAC seal as a Fire Investigator by making application to the commission for the IFSAC seal and paying applicable fees. In order to qualify for an IFSAC seal, an individual must submit the application for the seal prior to the expiration of the examination.

17. Request from Kelly Kistner regarding fire marshal certification.

18.37 Tex. Administrative Code, Part 13, Chapter 421, Standards For Certification.



Texas Commission on Fire Protection Agenda Item Summary

MEETING: Commission
DATE: 04/29/21

Agenda Item #: 18
Agenda Title: Chapter 421, Standards For Certification
Action to be taken: Discussion and possible publication

Origin of Item: Staff

1. INTRODUCTION/PURPOSE

The purpose of the item is for discussion of providing an exception when special circumstances are presented for renewal of a certification that has been expired for more than one year.

2. DESCRIPTION/ JUSTIFICATION

By amending the rule it would allow the Executive Director of the agency to determine if a special circumstance was presented in order for a certificate holder to renew a certification that had been expired for over one year without retesting for that certification.

3. BUDGET IMPACT

No budget impact is anticipated

4. TIMELINE CONSIDERATIONS

This proposal is for publication, to be considered for final adoption at the commission's July 15, 2021 meeting.

5. RECOMMENDATION

Propose for publication

6. REFERENCES

Title 37, Chapter 421, Standards For Certification

CHAPTER 421

STANDARDS FOR CERTIFICATION

§421.17. Requirement to Maintain Certification.

(a) All full-time or part-time employees of a fire department or local government assigned duties identified as fire protection personnel duties must maintain certification by the commission in the discipline(s) to which they are assigned for the duration of their assignment.

(b) In order to maintain the certification required by this section, the certificate(s) of the employees must be renewed annually by complying with §437.5 of this title (relating to Renewal Fees) and Chapter 441 of this title (relating to Continuing Education) of the commission standards manual.

(c) Except for subsection (d) of this section, **or upon determination by the Executive Director when special circumstances are presented,** an individual whose certificate has been expired for one year or longer may not renew the certificate previously held. To obtain a new certification, an individual must meet the requirements in Chapter 439 of this title (relating to Examinations for Certification).

(d) A military service member whose certificate has been expired for three years or longer may not renew the certificate previously held. To obtain a new certification, the person must meet the requirements in Chapter 439 of this title [~~relating to Examinations for Certification~~]. In order to qualify for this provision, the individual must have been a military service member at the time the certificate expired and continued in that status for the duration of the three-year period.

(e) The commission will provide proof of current certification to individuals whose certification has been renewed.

**19.37 Tex. Administrative Code, Part 13, Chapter 435, Fire Fighter Safety, §435.19,
Enforcement of Commission Rules.**



Texas Commission on Fire Protection Agenda Item Summary

MEETING: Commission
DATE: 04/29/21

Agenda Item #: 19

Agenda Title: Chapter 435, Fire Fighter Safety

Action to be taken: Discussion and possible publication

Origin of Item: Staff

1. INTRODUCTION/PURPOSE

The purpose of the item is for discussion to amend the rule regarding prior notification of a commission compliance inspection of a regulated entity.

2. DESCRIPTION/ JUSTIFICATION

By amending the rule language, it will streamline the process for agency compliance officers and shorten the amount of time necessary to complete the biennial inspection of the regulated entity.

3. BUDGET IMPACT

No budget impact is anticipated

4. TIMELINE CONSIDERATIONS

This proposal is for publication, to be considered for final adoption at the commission's July 15, 2021 meeting.

5. RECOMMENDATION

Propose for publication

6. REFERENCES

Title 37, Chapter 435, Fire Fighter Safety

CHAPTER 435

FIRE FIGHTER SAFETY

§435.19. Enforcement of Commission Rules.

(a) The commission shall enforce all commission rules at any time, including, but not limited to, commission investigations, fire department inspections, or upon receiving a written complaint from an identified person or entity of an alleged infraction of a commission rule.

(b) The commission shall **initiate a biennial inspection with an email notifying the fire department and requesting electronic copies of the Standard Operating Procedures (SOPs), training records, and/or other documentation needed for review, be submitted within 48 hours of notification. The e-mail will also indicate the date range for an on-site inspection within the upcoming two-week period. Compliance officers may work with the Head of Department to ensure all necessary department representatives will be present at the time of the on-site inspection. Compliance Officers may postpone an inspection for extenuating circumstances with the approval of the Compliance Manager.** ~~[not provide prior notification of an inspection to a fire department.]~~

(c) Upon receipt of a signed complaint alleging a violation of a commission rule, the commission shall have 30 days to initiate an investigation and report back to the complainant its progress.

(d) Upon substantiating the validity of a written complaint, the commission shall follow the procedures outlined in Texas Government Code, Chapter 419, §419.011(b) and (c).

20. Review of 2020 data collected regarding fire fighter injuries and the development of recommendations to be submitted to the State Fire Marshal's Office for inclusion in its annual report.

TEXAS COMMISSION ON FIRE PROTECTION

INJURY REPORT

January 1, 2020 to December 31, 2020



TEXAS COMMISSION ON FIRE PROTECTION

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Mission

The commission shall gather and evaluate data on fire protection personnel injuries and develop recommendations for reducing injuries.

Why we are collecting injury data

Under Texas Government Code §419.048, the Texas Legislature charged the commission with gathering and evaluating data on injuries. The rules requiring regulated entities to report injuries to the commission are in Texas Administrative Code §435.23. The commission encourages volunteer entities to report injuries so that it can gain as accurate a picture as possible concerning injury trends in the Texas fire service. The injury reporting program began in March 2010.

Information the commission collects

- Minor, serious, and fatal injuries, as well as toxic exposures
- Activities where fire personnel are injured
- Types of injuries (burns, strain-sprains, wounds, etc.)
- Body parts being injured
- Tasks performed at the time of injury
- Missed time
- Work assignment after injury
- Malfunctions/failures of personal protective equipment (PPE), self-contained breathing apparatus (SCBA), personal alert safety systems (PASS devices) and standard operating procedures (SOPs)

How this will help the fire service

- Identify common injuries and exposures
- Identify trends in injuries and exposures
- Identify needed training
- Evaluate and find improvements in procedures
- Track lost time injuries (requested by user community)

Executive Summary

The information in this report is collected by the Texas Commission on Fire Protection (TCFP) via an on-line injury reporting application. The report is a comprehensive analysis of injuries and exposures to Texas fire fighters. These injuries and exposures were reported to the TCFP in 2020 by fire departments throughout the state, and this report contains charts and graphs depicting the results of the information that was collected. The report also compares Texas fire fighter injury statistics with national statistics that were gathered by the National Fire Protection Association (NFPA) in 2019.

Under Texas Government Code §419.048, the Texas Commission on Fire Protection is charged with developing and establishing criteria to receive and analyze injury information pertaining to Texas fire fighters. The commission reviews this information to develop recommendations to help reduce injuries to fire protection personnel. The commission provides this information to the State Fire Marshal's Office (SFMO) by September 1 of each year for inclusion in the SFMO's annual *Firefighter Fatality Investigations Report*. The commission has enacted rules about reporting injuries in the Texas Administrative Code (TAC) Title 37, Chapter 435, and has established the criteria and policies for reporting and analyzing the information.

The commission originally built the data systems necessary to gather this information in 2010. In 2017 the data systems were migrated from a Microsoft Access database structure to a new system which was developed in-house and designed specifically to meet the information resource needs of the TCFP. Fine-tuning of this new system is ongoing as we receive feedback from stakeholders. The reporting process is accomplished online. Fire departments regulated by the commission have been notified of the requirement to report. Several volunteer departments, which are not regulated by the commission, are also participating voluntarily.

A Reminder for Fire Departments

Any injuries to fire protection personnel that are reported to the Texas Worker's Compensation Commission must be reported to the Texas Commission on Fire Protection. This includes cancer diagnoses.

This report concludes with recommendations from the commission to help reduce the number of fire fighter injuries in Texas and to improve the injury reporting program.

Abstract

This report contains data submitted by regulated and non-regulated entities. The data collected in 2020 was the tenth full year of reporting.

Grand Totals – 2020

Total number of incidents (injury reports) submitted: 4,982

Total number of individuals who sustained an injury or exposure: 5,794*

Total number of injuries reported: 2,411

Total number of exposures reported: 3,578

**Note that an individual could have more than one injury or could have an injury and an exposure. This explains why the total number of individuals who sustained an injury is less than the total number of injuries + total number of exposures. (5,794 < 2,411 + 3,578)*

Because the injury reporting system was reconfigured in 2018, the information collected by the TCFP has evolved over the last couple of years. It's important to remember that one incident report can have multiple individuals involved, and each of those individuals can have one or more injuries. For example:

Joe and Bob were burned in a fire while on duty. This resulted in:

- One incident (one injury report), with
- Two individuals who...
- Sustained three injuries
 - Joe was burned on the hand and arm (two injuries)
 - Bob was burned on the leg (one injury)

545 of the 756 regulated departments used TCFP's injury reporting system in 2020. That's a reporting rate of 72%. These departments reported a total of 5,794 individuals who were either injured or exposed in calendar year 2020. Of these, 505 individuals incurred their injuries/exposures during fire suppression activities, representing 9 percent of the total reported injuries (see Table 1).

Injuries and exposures from emergency medical services (EMS) activities surpassed those from fire suppression activities in 2020. EMS activities accounted for 2,875 of the 5,794 total individuals who were injured or exposed, or 50 percent.

After EMS and fire suppression, the next highest number reported in 2020 occurred in the performance of station duties, with 1,239, or 21 percent, of the total reported injuries.

Skills training and wellness/fitness activities again rounded out the top five activities: 411 skills training injuries (7 percent of the total) and 399 wellness/fitness injuries (7 percent of the total).

We feel it's important to note that the total number of injured or exposed individuals reported in station duties, wellness/fitness activities, and skills training (which are all non-emergency activities) accounted for 36 percent of the total injuries reported in 2020.

State of Texas vs. NFPA

Comparison between the State of Texas (2019) and National Fire Protection Association (NFPA) U.S. Firefighter Injuries (2019)

For the purposes of comparison, the commission has mapped its categories to the NFPA categories as follows:

- "Fireground" includes the commission's Fire Suppression and Rescue – Fire Related categories.
- "Non-Fire" includes Rescue Non-Fire, EMS and Hazmat.
- "Other On-Duty" includes Fire Prevention, Station Duties and Wellness/Fitness.

The NFPA's "Responding and Returning" and "Training" categories appear to correspond closely to the commission's categories. (The NFPA numbers include Texas statistics, although the reporting populations may not be the same.)

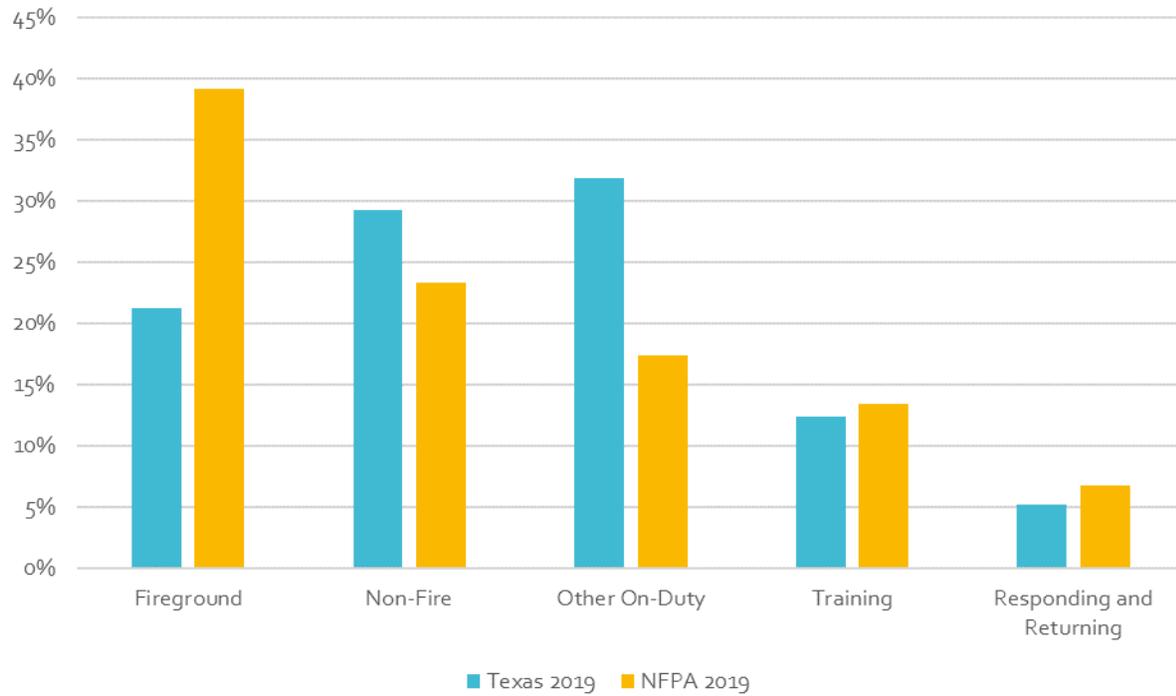
Comparing Texas 2019 and NFPA 2019

Table 1: Comparison of Texas 2019 and NFPA 2019

Category	Texas 2019		NFPA 2019	
	Count	Percent	Count	Percent
Fireground	804	21%	23,825	39%
Non-Fire	1,105	29%	14,150	23%
Other On-Duty	1,206	32%	10,575	17%
Training	469	12%	8,175	13%
Responding and Returning	196	5%	4,100	7%
Total	3,780	100%	60,825	100%

NFPA data is from the [Firefighter Injuries in the United States in 2019](#) report, copyright ©2019 National Fire Protection Association, Quincy, MA.

**Figure 1: Injuries by Activity, percentages
(Comparing Texas 2019 and NFPA 2019)**

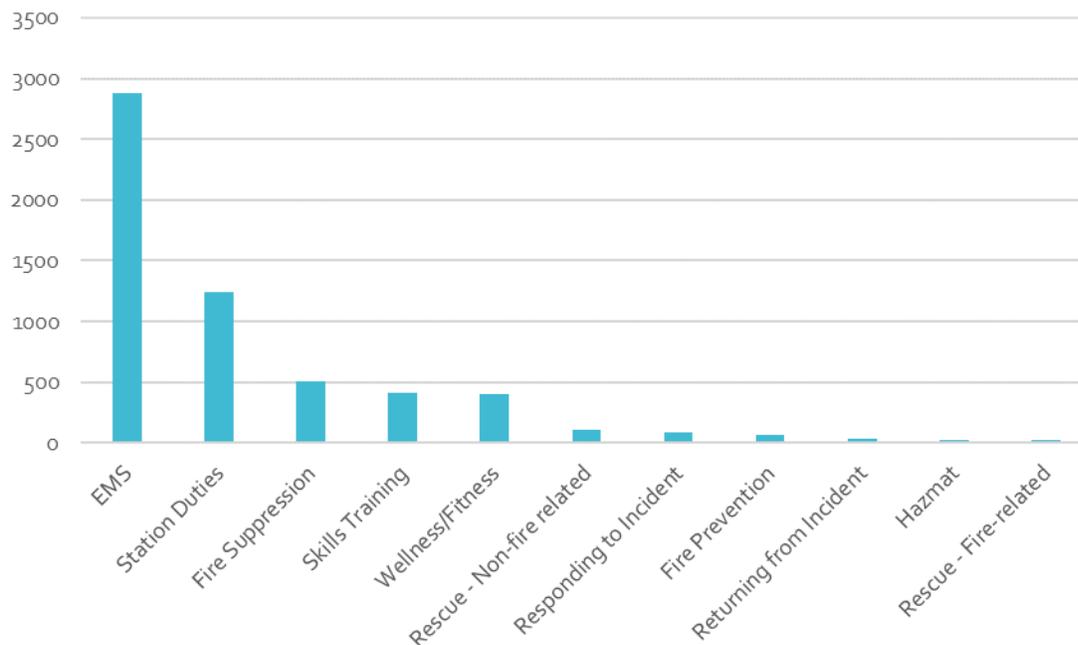


Fire Protection Personnel Injuries

Table 2: Total Injured or Exposed Individuals by Activity and Severity, 2020

Activity	Minor	Serious	Fatal	Total	2019	2018
EMS	2,372	501	2	2,875	922	1,027
Station Duties	640	598	1	1,239	739	639
Fire Suppression	381	123	1	505	763	799
Skills Training	293	118	0	411	469	400
Wellness/Fitness	295	104	0	399	407	417
Rescue - Non-fire related	84	29	0	113	157	183
Responding to Incident	66	23	0	89	143	163
Fire Prevention	46	24	0	70	60	90
Returning from Incident	27	13	0	40	53	91
Hazmat	22	6	0	28	26	28
Rescue - Fire-related	22	3	0	25	41	44
Total	4,248	1,542	4	5,794	3,780	3,881

Figure 2: Total Injured or Exposed Individuals by Activity, 2020



Injuries/Exposures by Activity

EMS activities resulted in the highest number of minor injuries in 2020 (see Table 3), which is consistent with the previous five years. The total numbers of minor and serious injuries and exposures is up significantly in 2020 compared with previous years due to the COVID-19 pandemic.

Definitions

Minor = An injury/exposure that does not result in the employee missing a full duty period.

Serious = An injury/exposure that results in the employee missing one or more full duty periods.

Fatal = The injured/exposed individual did not survive.

Table 3: Minor Injury/Exposure Activities, 2016 – 2020

Activity	2016		2017		2018		2019		2020	
	Count	Percent								
EMS	882	27.89%	929	28.99%	843	29.09%	776	25.84%	2,372	55.84%
Station Duties	434	13.73%	481	15.01%	437	15.08%	591	19.68%	640	15.07%
Fire Suppression	866	27.39%	662	20.66%	607	20.95%	616	20.51%	381	8.97%
Wellness/Fitness	252	7.97%	254	7.93%	286	9.87%	290	9.66%	295	6.94%
Skills Training	311	9.84%	291	9.08%	277	9.56%	330	10.99%	293	6.90%
Rescue - Non-Fire	161	5.09%	206	6.43%	157	5.42%	140	4.66%	84	1.98%
Responding to Incident	117	3.70%	156	4.87%	99	3.42%	114	3.80%	66	1.55%
Fire Prevention	47	1.49%	50	1.56%	69	2.38%	46	1.53%	46	1.08%
Returning from Incident	37	1.17%	42	1.31%	57	1.97%	39	1.30%	27	0.64%
Rescue - Fire Related	20	0.63%	113	3.53%	39	1.35%	37	1.23%	22	0.52%
Hazmat	35	1.11%	21	0.66%	27	0.93%	24	0.80%	22	0.52%
Total	3,162	100.00%	3,205	100.00%	2,898	100.00%	3,003	100.00%	4,248	100.00%

(Numbers in red above = least amount of injuries for the five-year period.)

(Numbers in red above = least amount of injuries for the five year period.)

Table 4: Serious Injury/Exposure Activities, 2016 – 2020

Activity	2016		2017		2018		2019		2020	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
Station Duties	172	18.76%	185	21.29%	201	20.49%	147	19.02%	598	38.78%
EMS	158	17.23%	147	16.92%	184	18.76%	146	18.89%	501	32.49%
Fire Suppression	179	19.52%	157	18.07%	191	19.47%	145	18.76%	123	7.98%
Skills Training	141	15.38%	120	13.81%	123	12.54%	139	17.98%	118	7.65%
Wellness/Fitness	146	15.92%	129	14.84%	131	13.35%	117	15.14%	104	6.74%
Rescue - Non-Fire	52	5.67%	27	3.11%	26	2.65%	17	2.20%	29	1.88%
Fire Prevention	11	1.20%	15	1.73%	21	2.14%	14	1.81%	24	1.56%
Responding to Incident	36	3.93%	53	6.10%	64	6.52%	28	3.62%	23	1.49%
Returning from Incident	18	1.96%	28	3.22%	34	3.47%	14	1.81%	13	0.84%
Hazmat	3	0.33%	7	0.81%	5	0.51%	4	0.52%	6	0.39%
Rescue - Fire Related	1	0.11%	1	0.12%	1	0.10%	2	0.26%	3	0.19%
Total	917	100.00%	869	100.00%	981	100.00%	773	100.00%	1,542	100.00%

Table 5: Number of Individuals Who Sustained Fatal Injuries/Exposures, 2020

Activity	Count	Percent
EMS	2	50%
Fire Suppression	1	25%
Station Duties	1	25%
Total	4	100%

Emergency vs. Non-Emergency Injuries

Table 6: Number of Injured Individuals by Emergency Activity and Severity, 2020

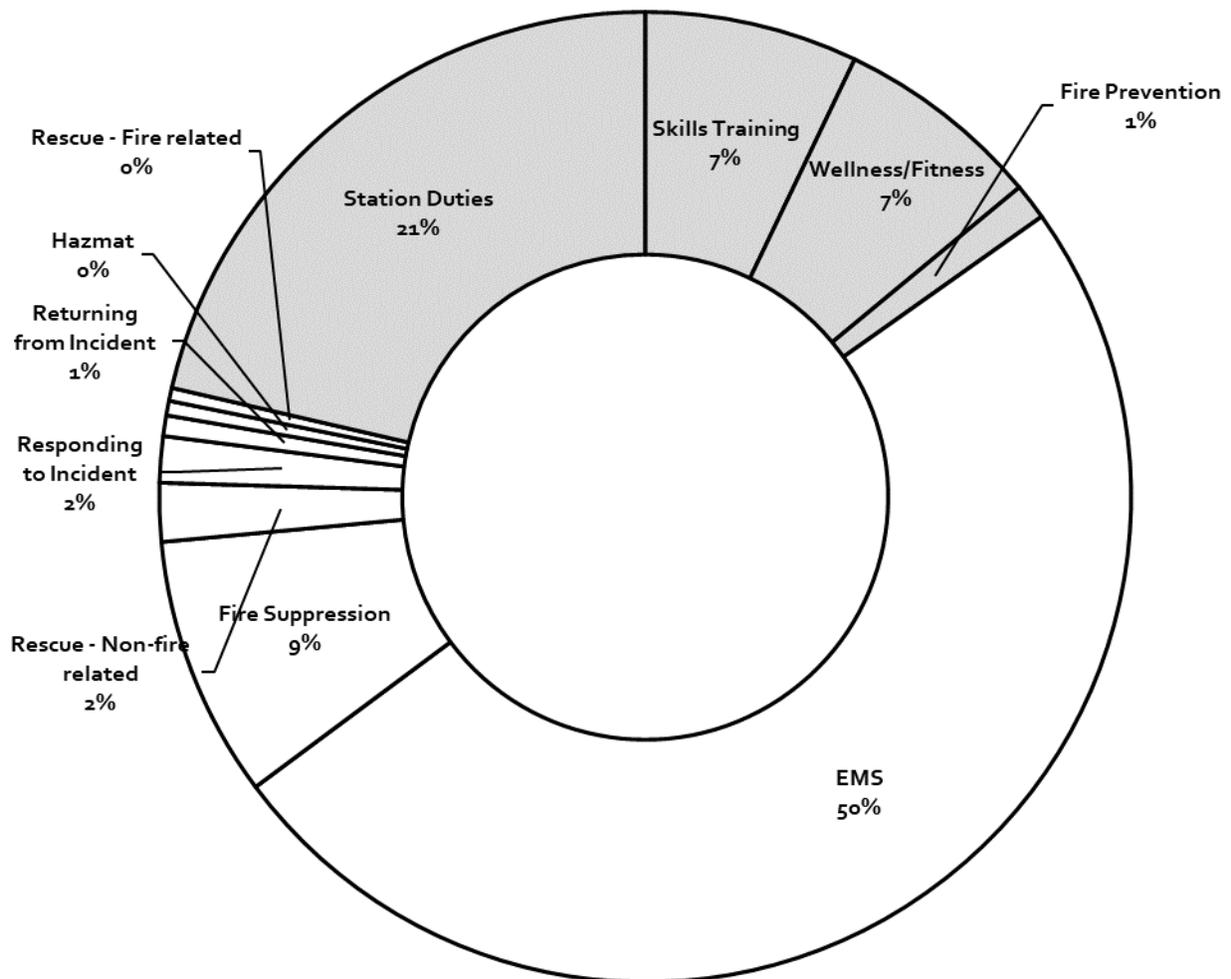
Activity	Minor	Serious	Fatal	Total
EMS	2,372	501	2	2,875
Fire Suppression	381	123	1	505
Rescue - Non-fire related	84	29	0	113
Responding to Incident	66	23	0	89
Returning from Incident	27	13	0	40
Hazmat	22	6	0	28
Rescue - Fire related	22	3	0	25
Total	2,974	698	3	3,675

Table 7: Number of Injured Individuals by Non-Emergency Activity and Severity, 2020

Activity	Minor	Serious	Fatal	Total
Station Duties	640	598	1	1,239
Skills Training	293	118	0	411
Wellness/Fitness	295	104	0	399
Fire Prevention	46	24	0	70
Total	1,274	844	1	2,119

Figure 3: Percentages of Injured Individuals in Emergency and Non-Emergency Activities, 2020

Emergency Activities (white) = 64%
 Non-emergency Activities (gray) = 36%

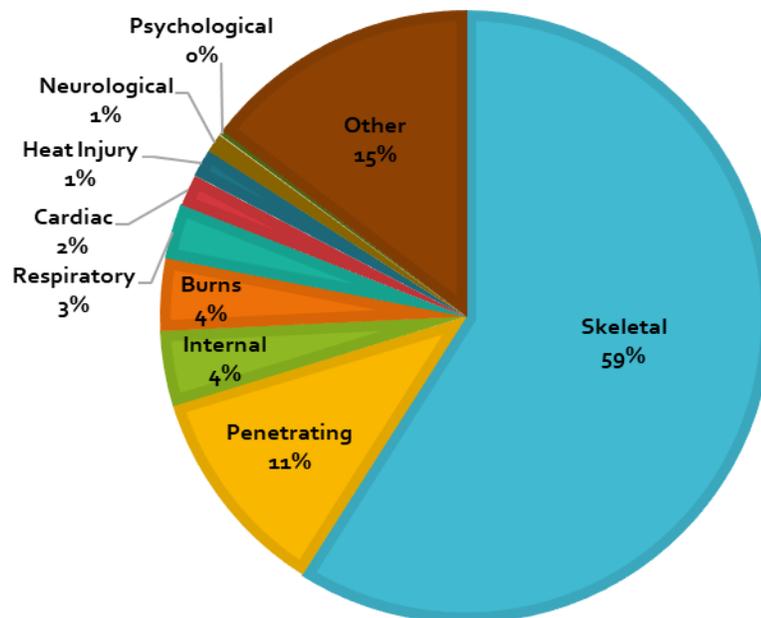


Types of Injuries

Table 8: Types of Injuries, 2020

Type of Injury	2020	
	Count	Percent
Skeletal	1,422	59%
Penetrating	273	11%
Internal	95	4%
Burns	92	4%
Respiratory	70	3%
Cardiac	40	2%
Heat Injury	36	1%
Neurological	24	1%
Psychological	7	0%
Other	352	15%
Total	2,411	100%

Figure 4: Types of Injuries, 2020

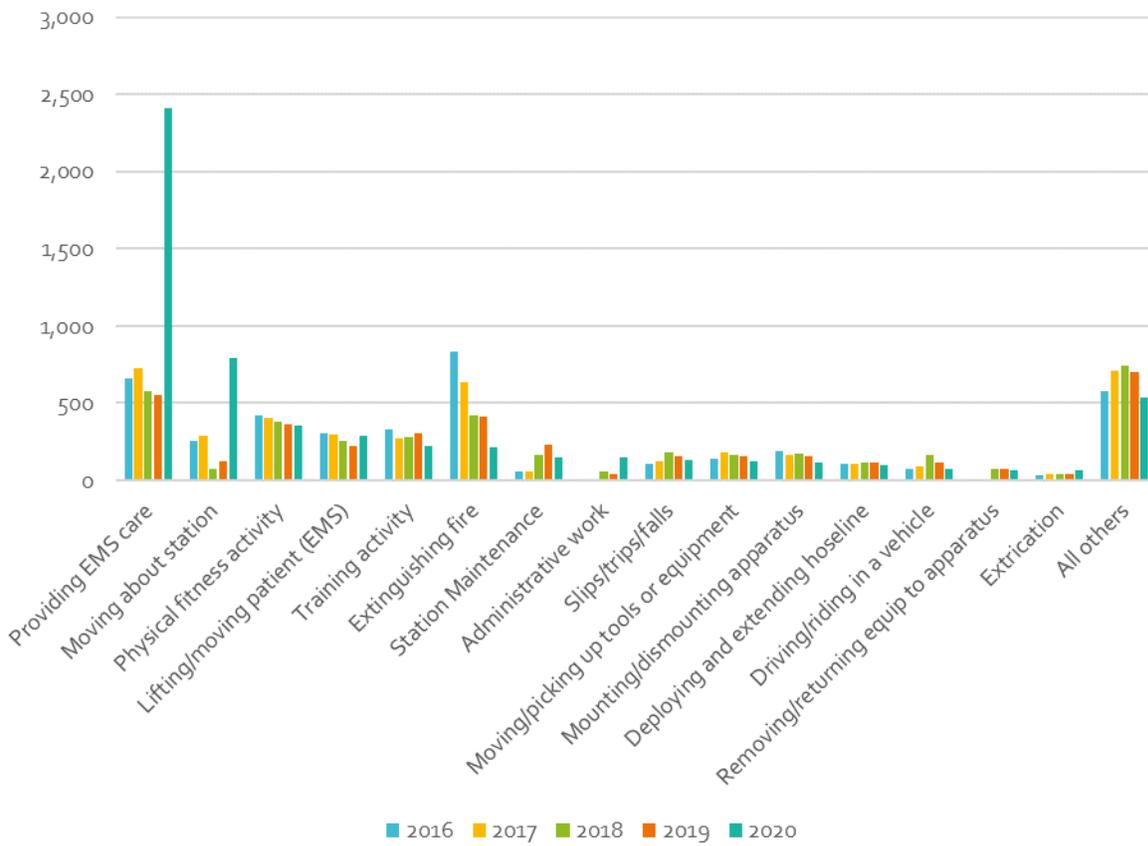


Task at Time of Injury

Table 9: Top 15 Tasks at Time of Injury, 2016-2020 (ordered by 2020, descending)

Task	2016	2017	2018	2019	2020
Providing EMS care	661	728	575	556	2,416
Moving about station	252	289	77	122	789
Physical fitness activity	420	401	376	364	359
Lifting/moving patient (EMS)	306	294	259	220	290
Training activity	331	273	281	309	222
Extinguishing fire	837	638	423	416	214
Station Maintenance	59	55	166	235	150
Administrative work	n/a	n/a	61	37	148
Slips/trips/falls	105	122	181	154	128
Moving/picking up tools or equipment	142	179	163	153	125
Mounting/dismounting apparatus	193	166	173	159	118
Deploying and extending hoseline	111	106	113	117	96
Driving/riding in a vehicle	70	92	166	119	70
Removing/returning equip to apparatus	1	n/a	76	76	68
Extrication	30	38	44	40	66
All others	579	709	747	703	535
Total	4,097	4,090	3,881	3,780	5,794

Figure 5: Top 15 Tasks at Time of Injury, 2016 – 2020



Injuries by Body Part

Table 10: Injuries by Body Part, 2016 – 2017 (ordered by 2017, descending)

Injured Body Part	2016	2017
Multiple body parts, whole body	1,007	1,064
Hand and fingers	359	365
Knee	376	315
Hip, lower back, or buttocks	283	292
Back, except spine	244	248
Shoulder	238	221
Ankle	192	179
Multiple parts	124	151
Face	116	127
Arm, lower, not including elbow or wrist	109	121
Leg, lower	132	113
Foot and toes	85	87
Head	82	78
Ear	74	76
Chest	82	76
Eye	70	73
Multiple body parts, upper body	61	73
Elbow	47	72
Wrist	74	56
Other body parts injured	342	303
Total	4,097	4,090

Because TCFP migrated to a new data management system in 2017, the data collected in years 2018-2020 has been categorized differently than it had been in the past. This is why Table 10 only goes through 2017, and we now have new tables (11 & 12) for 2018-2020 data.

Table 11: Injuries by Body Part Type, 2018 – 2020

Injured Body Part	2018	2019	2020
Upper Extremities	864	795	658
Lower Extremities	810	684	589
Back	490	466	420
Multiple Parts	318	255	256
Head	300	327	192
Internal	105	125	137
Chest	104	108	98
Neck	64	56	32
Hip	23	33	29
Total	3,078	2,849	2,411

Table 12: Injuries by Body Part Sub-Type, 2018 – 2020

Body Part by Sub-Type	2018	2019	2020
Back: Back	198	194	181
Back: Buttocks	1	3	2
Back: Lower Back	282	258	233
Back: Neck	4	4	1
Back: Spine	5	7	3
Chest: Abdomen	5	4	1
Chest: Abdominal Area	10	4	8
Chest: Chest	89	100	89
Head: Cheek	5	7	4
Head: Chin	7	1	4
Head: Ear	77	117	49
Head: Eye	64	60	44
Head: Face	111	112	76
Head: Jaw	1	6	2
Head: Mouth	15	16	10
Head: Nose	20	8	3
Hip: Groin	9	14	9
Hip: Hip	13	18	18
Hip: Pelvis	1	1	2
Internal: Genito-urinary	4	11	4
Internal: Heart	5	7	4
Internal: Internal	66	71	69
Internal: Intestinal tract	5	4	3
Internal: Lungs	9	11	51
Internal: Stomach	15	20	6

Internal: Trachea	1	1	0
Lower Extremities: Ankle	206	163	128
Lower Extremities: Foot	93	88	75
Lower Extremities: Knee	347	273	241
Lower Extremities: Lower leg	111	97	90
Lower Extremities: Toes	15	22	12
Lower Extremities: Upper Leg	38	41	43
Multiple Parts: Lower Body	26	19	20
Multiple Parts: Unknown	26	11	27
Multiple Parts: Upper Body	74	76	65
Multiple Parts: Whole Body	192	149	144
Neck: Neck	59	49	29
Neck: Throat	5	7	3
Upper Extremities: Elbow	68	44	32
Upper Extremities: Hands	361	326	300
Upper Extremities: Lower Arm	10	59	54
Upper Extremities: Shoulder	234	235	160
Upper Extremities: Upper Arm	112	72	42
Upper Extremities: Wrist	79	59	70
Total	3,078	2,849	2,411

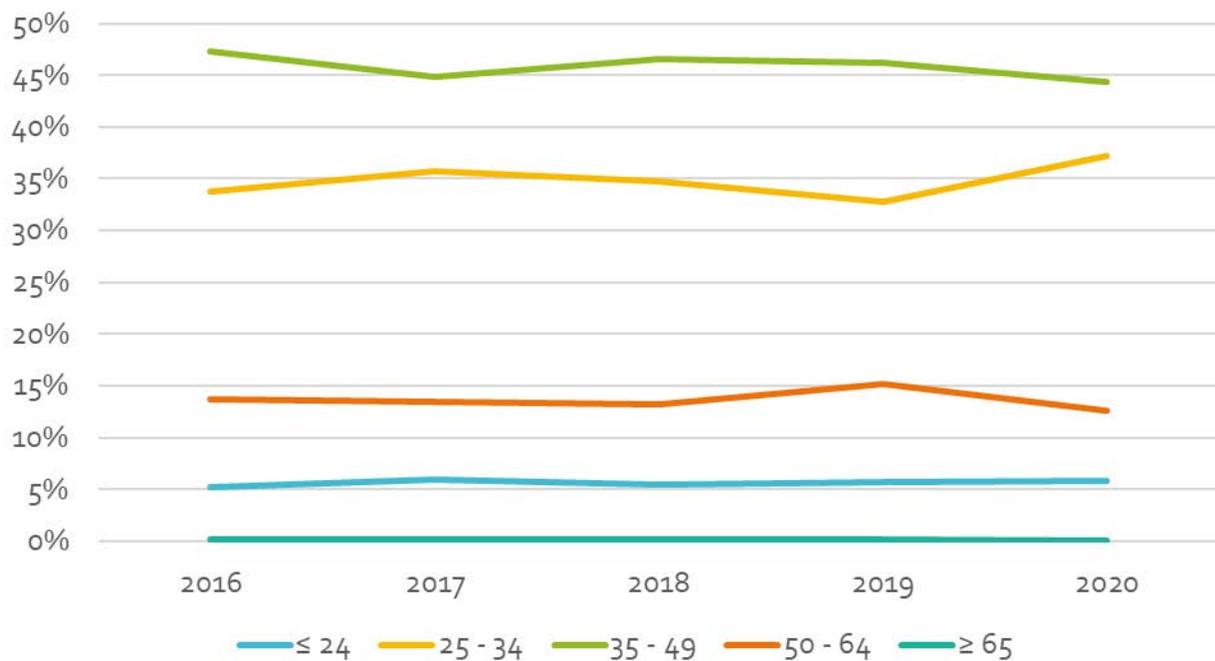
Individuals by Age Group

Table 13: Individuals by Age Group, 2016 – 2020*

Age Group	2016		2017		2018		2019		2020	
	Count	Percent								
≤ 24	213	5.20%	242	5.92%	210	5.41%	210	5.65%	334	5.79%
25 - 34	1,382	33.73%	1,460	35.70%	1,348	34.73%	1,220	32.82%	2,145	37.17%
35 - 49	1,939	47.33%	1,832	44.79%	1,806	46.53%	1,716	46.17%	2,563	44.41%
50 - 64	559	13.64%	550	13.45%	511	13.17%	566	15.23%	724	12.55%
≥ 65	4	0.10%	6	0.15%	6	0.15%	5	0.13%	5	0.09%
Totals	4,097	100.00%	4,090	100.00%	3,881	100.00%	3,717	100.00%	5,771	100.00%

*Includes injured individuals and individuals with exposures.

Figure 6: Individuals by Age Group, percentages, 2016 – 2020



Activities Resulting in Lost Time

Table 14: Activities Individuals Were Doing that Resulted in Lost Time, 2020 Totals

Activity	Count	Days Missed	
		Average	Sum
EMS	375	19	7,302
Station Duties	303	19	5,997
Wellness/fitness	65	39	2,539
Skills training	73	34	2,496
Fire suppression	62	20	1,250
Returning from incident	9	47	426
Rescue - nonfire-related	17	24	415
Responding to incident	14	23	331
Fire prevention	20	14	284
Rescue - fire-related	1	55	55
Hazmat	2	4	9
Total	941	27	21,104

Table 15: Activities Individuals Were Doing that Resulted in Lost Time, 2020 Between 1 and 30 days

Activity	Count	Days Missed	
		Average	Sum
EMS	340	14	4,983
Station Duties	274	13	3,668
Skills Training	48	12	595
Wellness/Fitness	41	13	535
Fire Suppression	51	10	512
Fire Prevention	19	13	247
Rescue - Nonfire-related	14	15	211
Responding to incident	10	12	122
Returning from incident	6	10	64
Hazmat	2	4	9
Rescue - fire-related	0	0	0
Total	805	11	10,946

**Table 16: Activities Individuals Were Doing that Resulted in Lost Time, 2020
Between 31 and 90 days**

Activity	Count	Days Missed	
		Average	Sum
EMS	29	47	1,365
Skills Training	19	60	1,140
Station Duties	20	44	883
Wellness/Fitness	16	50	803
Fire Suppression	8	50	407
Responding to incident	4	52	209
Returning from incident	1	86	86
Rescue - nonfire-related	2	42	85
Rescue - fire-related	1	55	55
Fire Prevention	1	37	37
Hazmat	0	0	0
Total	101	48	5,070

**Table 17: Activities Individuals Were Doing that Resulted in Lost Time, 2020
91+ days**

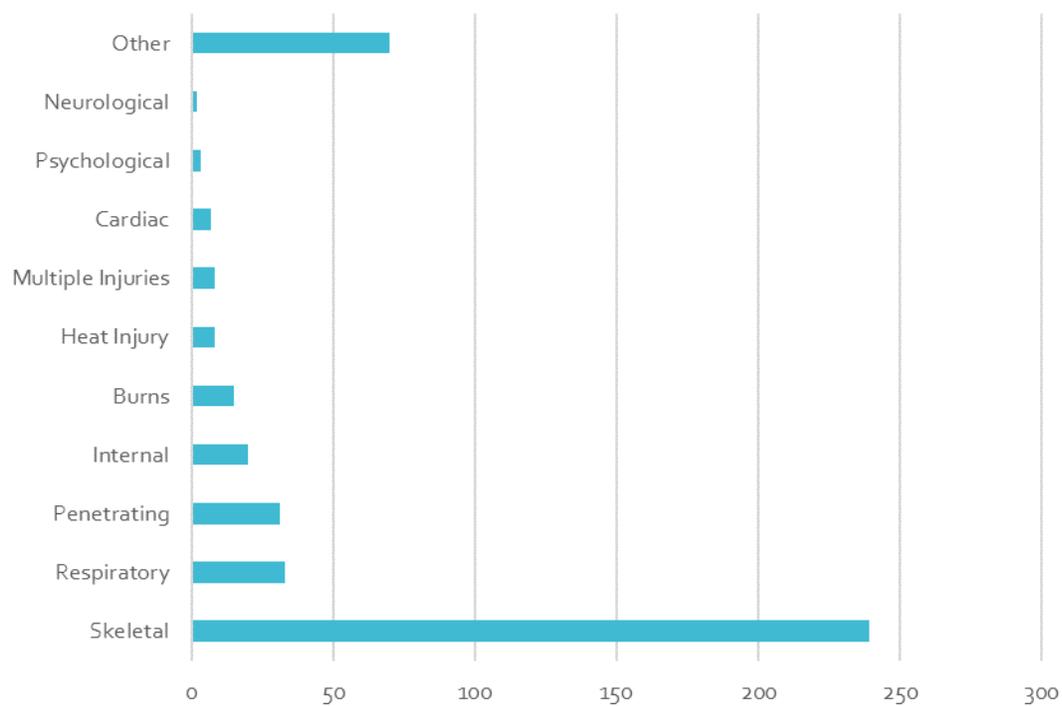
Activity	Count	Days Missed	
		Average	Sum
Station Duties	9	160	1,446
Wellness/Fitness	8	150	1,201
EMS	6	159	954
Skills Training	6	126	761
Fire Suppression	3	110	331
Returning from incident	2	138	276
Rescue - nonfire-related	1	119	119
Rescue - fire-related	0	0	0
Fire Prevention	0	0	0
Responding to incident	0	0	0
Hazmat	0	0	0
Total	35	87	5,088

Types of Injuries with Lost Time

Table 18: Types of Injuries Resulting in Lost Time, 2020

Type of Injury	Count
Skeletal	239
Respiratory	33
Penetrating	31
Internal	20
Burns	15
Heat Injury	8
Multiple Injuries	8
Cardiac	7
Psychological	3
Neurological	2
Other	70
Total	436

Figure 7: Types of Injuries Resulting in Lost Time, 2020



Burn Injuries

Table 19: All Burns, 2016 – 2020

All Burns - Types	2016	2017	2018	2019	2020
Thermal (Heat/Fire)	92	96	108	72	76
Scald or Steam	9	13	12	10	11
Chemical	3	4	6	6	2
Electrical	2	0	1	2	3
Totals	106	113	127	90	92

Table 20: Burns by Body Part Sub-Type, 2020

Body Part Sub-Type	Count
Back: Back	0
Back: Buttocks	0
Back: Lower Back	0
Back: Neck	0
Back: Spine	0
Chest: Abdomen	0
Chest: Abdominal Area	0
Chest: Chest	0
Head: Cheek	1
Head: Chin	3
Head: Ear	11
Head: Eye	3
Head: Face	8
Head: Jaw	0
Head: Mouth	0
Head: Nose	0
Hip: Groin	0
Hip: Hip	0
Hip: Pelvis	0
Internal: Genito-urinary	0
Internal: Heart	0
Internal: Internal	0
Internal: Intestinal tract	0
Internal: Lungs	0

Internal: Stomach	0
Internal: Trachea	0
Lower Extremities: Ankle	1
Lower Extremities: Foot	4
Lower Extremities: Knee	1
Lower Extremities: Lower Leg	1
Lower Extremities: Toes	0
Lower Extremities: Upper Leg	1
Multiple Parts: Lower Body	0
Multiple Parts: Unknown	0
Multiple Parts: Upper Body	11
Multiple Parts: Whole Body	0
Neck: Neck	2
Neck: Throat	0
Upper Extremities: Elbow	1
Upper Extremities: Hands	19
Upper Extremities: Lower Arm	13
Upper Extremities: Shoulder	4
Upper Extremities: Upper Arm	0
Upper Extremities: Wrist	8
Total	92

Table 21: Burns by Body Part, 2016 – 2020, Comparison to Historical Data

Body Part	2016	2017	2018*	2019*	2020*
Ear	14	16	17	17	11
Hand and fingers	27	22	30	16	19
Face	16	9	14	10	12
Wrist	9	7	8	11	8
Multiple body parts, upper body	8	4	10	6	11
Eye	0	0	4	5	3
Hip, lower back, or buttocks	1	0	0	5	0
Foot and toes	3	1	6	4	4
Multiple parts	4	12	5	4	0
Arm, upper, not including elbow or shoulder	1	2	11	3	0
Lower extremities	2	0	8	3	3
Chest	1	1	2	2	0
Neck	4	7	2	2	2
Knee	1	2	0	1	1

Shoulder	3	6	9	1	4
Back, except spine	0	2	1	0	0
Elbow	0	1	0	0	1
Pelvis or groin	0	2	0	0	0
Throat	0	0	0	0	0
Arm, lower, not including elbow or wrist	2	12	n/a	n/a	13
Head	2	1	n/a	n/a	n/a
Leg, lower	3	3	n/a	n/a	n/a
Upper extremities	2	0	n/a	n/a	n/a
Neck and shoulders	0	1	n/a	n/a	n/a
Undetermined	3	2	n/a	n/a	0
Total	106	113	127	90	92

*The 2018, 2019, and 2020 columns were pieced together from the data in Table 20: Burns by Body Part Sub-Type, from the 2018, 2019, and 2020 injury report data. This was done in order to view trends and patterns.

Exposures

Table 22: Exposure by Sub-Type, 2018 – 2020

Exposure + Sub-Type	2018	2019	2020
Chemical: Ammonia	1	3	0
Chemical: Battery Acid*	n/a	4	0
Chemical: Benzene	2	15	1
Chemical: Bleach	1	11	0
Chemical: Not listed	151	160	68
Chemical: Unidentified	73	55	27
Physical: Animal venom	6	17	5
Physical: Meningitis	38	40	33
Physical: Not listed	138	201	41
Physical: Plant toxin	27	14	12
Physical: Radiation*	n/a	4	1
Physical: Unidentified	87	66	7
Physical: UV Light*	n/a	2	1
Respiratory: Blood	69	73	71
Respiratory: COVID 19*	n/a	1	1,326
Respiratory: Influenza	4	19	5
Respiratory: Not listed	108	118	56
Respiratory: Saliva	24	22	28
Respiratory: Tuberculosis	98	76	31
Respiratory: Unidentified	50	37	5
Respiratory: Vomit	7	8	8
Other: Asbestos*	n/a	3	1
Other: Carbon Monoxide*	n/a	1	5
Other: Carcinogenic Substances*	n/a	1	10
Other: Contaminated Water/Sewage*	n/a	4	11
Other: Heavy Metals*	n/a	0	1
Other: Mold*	n/a	0	8
Other: Smoke/Products of Combustion*	n/a	5	17
Other: Virus	n/a	3	1,799
Total	884	963	3,578

*These exposure types were added to the injury reporting application in 2019, which is why they have n/a in the numbers column for 2018.

Table 23: Exposure by Route, 2020

Route	Count
Inhalation	2,789
Absorption	720
Injection/Puncture	43
Ingestion	26
Total	3,578

Figure 8: Exposure by Route, 2020, percentages

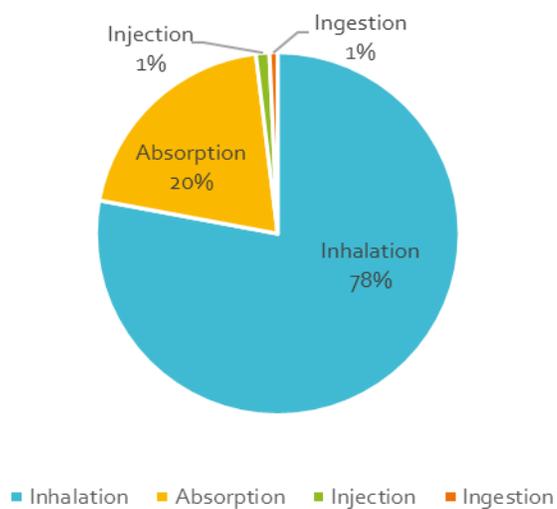


Table 24: Exposure by Substance, 2020

Substance	Count
Gas/vapor	1,722
Liquid	1,417
Solid	439
Total	3,578

Figure 9: Exposure by Substance, 2020, percentages

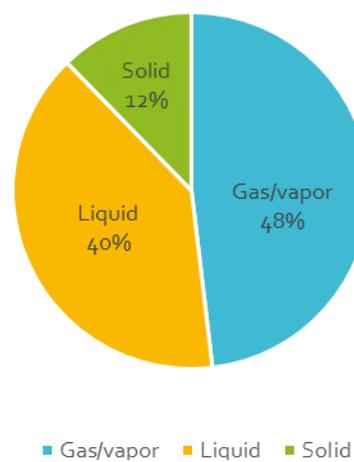


Table 25: Routes of Exposure, Historical Data, 2016 – 2017

Exposure Routes	2016	2017
Airborne pathogens	290	354
Undetermined	273	325
Blood pathogens	194	174
Body Fluids	121	173
Chemical (household/industrial)	310	147
Plant toxins	37	36
Chemical (carbon monoxide)	27	1
Total	1,252	1,210

Figure 10: Routes of Exposure, Historical Data, 2016 – 2017

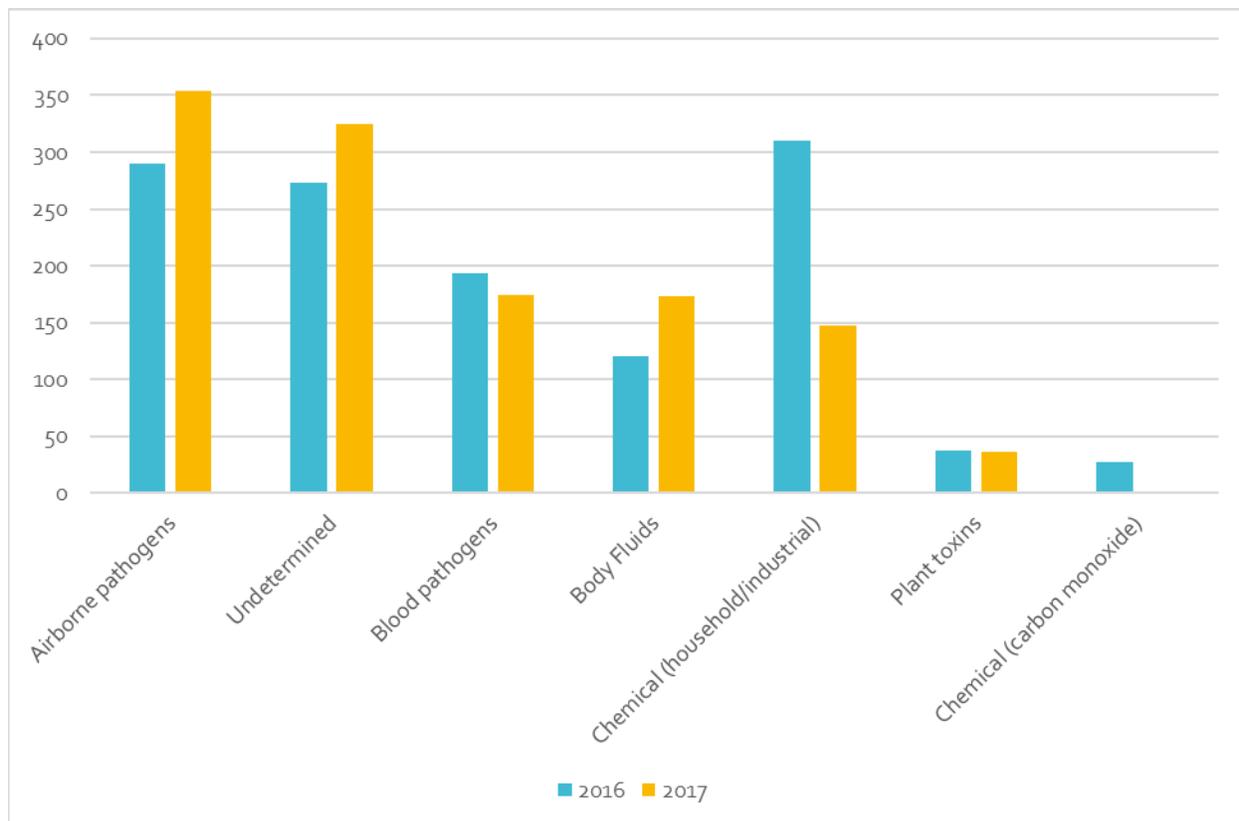


Table 26: Exposure Description, Historical Data, 2016 – 2017

Exposure description	2016	2017
Unknown	148	290
Blood	161	153
Chemicals/household/industrial	310	122
Asbestos	51	112
Tuberculosis	128	109
Body fluids	91	101
Meningitis	62	104
Animals or wildlife	90	58
Sickness, other	24	49
Poison plants	37	37
Vomit	14	17
Chlorine	1	14
Mold	26	10
Airborne, other	40	7
Staph	0	7
Carbon monoxide	26	5
HIV	4	4
Scabies	21	4
Hepatitis C	14	3
MRSA	14	3
Bacterial pneumonia	0	1
Explosive residue	0	0
Influenza	0	0
Lice	0	0
Strep	1	0
Total	1,263	1,210

Cancer

In June of 2019, the Governor of Texas signed Senate Bill 2551 (SB 2551) which expanded the scope of the law in which firefighters and EMTs who suffer from cancer are presumed to have developed the condition during the course and scope of their employment. The types of cancer this law addresses include:

- cancers that originate at the stomach, colon, rectum, skin, prostate, testis or brain
- non-Hodgkin's lymphoma
- multiple myeloma
- malignant melanoma
- renal cell carcinoma

TCFP received **47** reports of cancer diagnoses from fire departments in 2020:

Skin/Melanoma/Basal Cell/Squamous Cell carcinoma – 10

(Males, ages 34, 36, 37, 37, 38, 38, 50, 50, 53, 56)

Prostate – 9

(Males – ages 48, 52, 53, 54, 58, 58, 59, 60, 62)

Non-Hodgkin's Lymphoma – 7

(Males – 30, 38, 47, 61, 61, 64, 64)

Kidney/renal cell carcinoma – 3

(Males – 50, 51, 51)

Colon – 2

(Males – 25, 42)

Testicular – 2

(Males – 26, 33)

Thyroid – 2

(Males – 29, 30)

Breast – 1

(Female – 49)

A Reminder for Fire Departments

Any injuries to fire protection personnel that are reported to the Texas Worker's Compensation Commission must be reported to the Texas Commission on Fire Protection. This includes cancer diagnoses.

Lung – 1

Male – 30)

Stomach – 1

(Male – 43)

Throat – 1

(Male – 68)

Unidentified – 8

(Males – 31, 43, 45, 49, 53, 59, 61; Female – 18)

The commission strongly encourages fire departments to report cancer diagnoses; the commission recognizes that the number of job-related cancers reported during this time-period represents only a fraction of the cases that Texas fire departments are currently managing. There is a growing awareness of the impact that cancer is having on fire protection personnel nationwide, and the commission urges departments to use this reporting tool to help contribute to the education and awareness of the issue in Texas.

SOP Issues

In 2020 there were 27 injuries attributed to failures of fire protection personnel to follow their departments' standard operating procedures (SOPs). All but a few were instances where the individuals were not wearing their provided PPE/SCBA gear in an environment or situation in which they should have been.

In its compliance inspections, the Texas Commission on Fire Protection verifies that fire departments have written SOPs that cover the appropriate subject matter.

Table 27: Injuries Attributed to SOP Issues, 2020

Activity	Minor	Serious	Total	2019	2018	2017
EMS	1	7	8	11	9	7
Fire Suppression	3	6	9	10	19	9
Skills Training	4	1	5	1	2	2
Responding to Incident	2	0	2	0	1	3
Station Duties	0	2	2	6	1	4
Wellness/Fitness	1	0	1	1	0	1
Totals	11	16	27	29	32	26

Table 28: Injuries Attributed to PPE & PASS Failures, 2020

Activity	Minor	Serious	Total	2019	2018	2017*
Fire Suppression	5	2	7	2	8	n/a
EMS	2	2	4	0	1	n/a
Skills Training	1	0	1	2	2	n/a
Totals	8	4	12	4	11	n/a

*TCFP did not start collecting information on PPE & PASS failures until 2018.

Fatalities

The commission's 2020 injury report includes four fatalities. Fatalities listed in this report include only those reported to the Texas Commission on Fire Protection (TCFP) by the entities it regulates.

The State Fire Marshal's Office conducted three Texas fire fighter fatality incident investigations between September 1, 2018 and August 31, 2019. Comprehensive information about the investigations may be found on their website at the following web address:

<https://www.tdi.texas.gov/fire/fmloddannuals.html>

Recommendations

The commission would like to thank Texas fire departments for their ongoing participation in reporting fire protection personnel injuries. This report would not be possible without their efforts.

Based on their review of the data contained within this report, the commission offers the following recommendations:

[LAST YEAR'S RECOMMENDATIONS BELOW ... JUST A PLACE HOLDER UNTIL THE COMMISSION GIVES ITS RECOMMENDATIONS FOR THE 2020 REPORT]

Recommendations for the Texas Fire Service

1. Continue to focus on reducing strains and sprains:
 - Stretching
 - EMS equipment review/patient moving
 - Equipment deployment/apparatus design
2. Continue to focus on reducing weightlifting injuries:
 - Clarify the purpose of weightlifting (functional fitness vs. body sculpting)
 - Review types of exercise routines
3. Focus on safety during non-emergency activities, especially:
 - station duties
 - training exercises
 - wellness/fitness activities
4. Increase cancer reporting and prevention activities:
 - Consider early detection testing
 - Review the Health and Wellness Committee's March 2019 [presentation](#)
 - Read *The Lavender Ribbon Report* (download a copy [here](#))
 - Clean everything often
5. Reduce fire ground injuries through prevention:

- Fire risk analysis
- Familiarity walk through
- Pre-planning with focus on firefighter safety and injury prevention

Commission-Adopted Standards

The commission has adopted several NFPA and other nationally recognized standards to help keep Texas fire protection personnel safe. This list summarizes the relationships between some of the Texas laws and national standards and is not intended to be all-inclusive:

Texas Government Code

[§419.040, Protective Clothing](#)

[§419.041, Self-Contained Breathing Apparatus](#)

[§419.042, Personal Alert Safety Systems](#)

[§419.043, Applicable National Fire Protection Association Standard](#)

[§419.044, Incident Management System](#)

[§419.045, Personnel Accountability System](#)

[§419.046, Fire Protection Personnel Operating at Emergency Incidents](#)

[§419.047, Commission Enforcement](#)

Texas Administrative Code

[CHAPTER 425 FIRE SERVICE INSTRUCTORS](#)

[§443.9 National Fire Protection Association Standard](#)

[CHAPTER 435 FIRE FIGHTER SAFETY](#)

[§435.21 Fire Service Joint Labor Management Wellness-Fitness Initiative](#)

[§435.23 Fire Fighter Injuries](#)

[§435.25 Courage to be Safe So Everyone Goes Home Program](#)

[§435.27 Live Fire Training Structure Evolutions](#)

[CHAPTER 451 FIRE OFFICER](#)

CHAPTER 457 INCIDENT SAFETY OFFICER CERTIFICATION

Commission's web page

NFPA Standards adopted by the commission

Recommendations on the Injury Report

From the Fire Fighter Advisory Committee meeting, March 11, 2021

Recommendations/requests for the report:

1. Acknowledge with a notation everywhere COVID has skewed the numbers.
2. Add a new exposure type: contact with a contagious co-worker.
3. Add a new injury type: roadway injuries.
4. From here forward, the report should always look the same.
5. Add a new table or chart that breaks down injuries from “station duties.”
6. Table 8 “Types of Injuries” – break down the whole chart further so one can see what people were doing that caused their injuries. (Note: See table 9 “Top 15 Tasks at Time of Injury”)

Recommendations for the fire service:

1. Reporting should be mandatory.
2. Departments need to revisit their SOPs for station duties if people continue to get injured. Do they need new SOPs?
3. In the 2019 Injury Report, the Health and Wellness committee recommended fire fighters “consider early detection testing.” Can they be more specific? Which tests are we recommending?

21. Advisory committees including but not limited to committee make up, term limits, and meeting requirements.

March 9, 2021

Robert Moore
Presiding Officer
Texas Commission on Fire Protection
1701 North Congress, Suite 105
Austin, Texas 78701

Dear Chairman Moore:

Please accept this letter as a petition for an amendment of existing rule from The Texas State Association of Fire Fighters. Our organization consists of over 18,000 professional fire fighters from across the State. Please contact me if you have any questions.

We petition that the Texas Administrative Code Title 37, Part 13, Chapter 401, Subchapter A, Section 401.16 be added as follows:

ADVISORY COMMITTEE. (a) The commission shall establish a fire fighter advisory committee to assist the commission in matters relating to fire protection personnel, volunteer fire fighters, fire departments, and volunteer fire departments. The committee shall be composed of nine members appointed by the commission.

(b) Six members of the committee must be fire protection personnel or retired fire protection personnel who collectively represent various areas in the field of fire protection. Three members of the committee must be certified instructors of fire protection personnel. At least one member of the committee must be a volunteer fire fighter or volunteer fire chief.

(c) A committee member serves at the will of the commission.

(d) The committee shall elect a member of the committee as the presiding officer of the committee. The committee shall meet at least twice each calendar year at the call of the presiding officer or at the call of the commission.

(e) The committee periodically shall review commission rules relating to fire protection personnel, fire departments, and other fire fighters and fire fighting organizations that are subject to regulation under this subchapter and recommend changes in the rules to the commission.

(f) Appointments to the committee shall be made without regard to the race, color, disability, sex, religion, age, or national origin of the appointees.

Thank you for your time and your service to the State of Texas.

Sincerely,



Glenn Deshields
Legislative Director
Texas State Association of Fire Fighters
gdeshields@tsaff.org
512-947-1349

CC: Mike Wisko, Executive Director, Texas Commission on Fire Protection

22. Matters from the Executive Director:

A. Decisions of Executive Director in contested cases and consent orders.

22. Matters from the Executive Director.

B. Status regarding division functions:

a. Training Approval & Testing – test administered, training approvals, record reviews and online training audits

b. Certification & Professional Development – training applications, IFSAC seals issued, certifications issued, training facilities, curriculum development, library resource requests

c. Compliance – biennial inspections, compliance officers training, issues involving regulated entities

d. Information Technology – public website design, FARM and FIDO improvements, CAPPs (Central Accounting Payroll/Personnel System), IT security policy, service requests

Commission Quarterly Report
Training Approval and Testing Section

- **Test Administration, Training Approvals, Record Reviews, and Training Audits Statistics – 2nd Quarter, FY 2021**
 - **Test Administration** – 4628 exams were administrated during this quarter with a pass rate of 80.83%.
 - **Training Approvals** – Total of 726 training approvals were submitted with start dates during this quarter in the commission’s Training Facility Management System.
 - **Record Reviews** – One hundred eight (108) record reviews for equivalency were conducted (29 SFFMA/79 out of state or education). One hundred fifty-nine (159) Qual numbers were issued in the Training Facility Management System.
 - **Training and Skill Testing Audits** – Fifty-two (52) online training audits were conducted during the 2nd quarter. Twenty-three (23) had no deficiencies noted. Twenty-two (22) had minor deficiencies such as expired passwords which prevented TCFP access to courses, no syllabus attached, no Instructor contact or course schedule and no textbook information. All issues were resolved in one or two days. One online audit revealed significant deficiencies and was transferred to Compliance for investigation.
 - **Online Testing Centers** – Two (2) new online testing centers were added during the 2nd quarter: Lone Star College East Aldine Center (Houston) and Texas State Technical College – Brownwood.
- **Activities for the Next Quarter**
 - Preparing for the influx of testing requests for the new Incident Commander certification which became effective January 1, 2021.
 - Work with our compliance officers to secure locations to schedule “special” test dates for Incident Commander testing.
 - Continue to scout for additional testing centers to fill “gaps” throughout the state.

2021 2nd Quarter: Certification & Professional Development
December 1, 2020- February 28, 2021

	Q1	Q2	Q3	Q4
<u>Certification/Renewal:</u>				
Professional Development Training Applications	2,606	2,889		
<u>Issued:</u> IFSAC Seals	1,836	1,902		
TCFP Certifications	4,019	2,919		
Criminal History	506	502		
Medical documents:	907	874		
Confirmation of Commissions (Peace Officer)	74	40		
Service time applications	150	80		
<u>Renewals:</u> Department Personnel	30,529	77		
Certified Training Facilities	0	271		
Individual Certified Holders	2,510	166		
Registered Seals: IFSAC	456	465		
TEEX Proboard	226	179		
Total number of Training Facilities	333	341		

Quarterly Report – Curriculum Development

December 2020 – February 2021

Meetings

December 10: Fire Fighter Advisory Committee

January 22: Commission Meeting

Meetings: Detail

- **Fire Fighter Advisory Committee**
 - Approved changes to Curriculum Manual, Reference List and Outline for Fire Investigator
 - Approved changes to the following Texas Administrative Code (TAC) sections:
 - 37 TAC, Part 13, Ch. 429 – Fire Inspector and Plan Examiner, Subchapter B, Minimum Standards for Pan Examiner, §429.201
- **Commission Meeting**
 - Approved changes to the following Texas Administrative Code (TAC) sections:
 - 37 TAC, Part 13, Ch. 429 – Fire Inspector and Plan Examiner, Subchapter B, Minimum Standards for Plan Examiner, §429.201
 - Approved Curriculum and Testing Committee recommended changes to Fire Investigator Curriculum Manual, Reference List, and Outline with amended language.

Library 2nd Quarter Report FY21

	Q1	Q2	Q3	Q4
<i>Items loaned</i>				
A/V items	0	0		
Print items	2	1		
New borrowers	4	1		
Responses to borrower follow-up surveys	0	0		
<i>Items cataloged</i>				
A/V items	8	0		
Print items	0	0		
Desk copies	11	0		
<i>Research and reference requests</i>				
Internal requests	1	0		
External requests	1	0		
Hours	2	0		
<i>Other duties</i>				
Job postings	223	212		

Compliance Report 2nd Quarter FY21

- The compliance officers continue to communicate with group emails to the regulated agencies within their respective regions. This method of communicating to departments helps to ensure regulated entities receive the same and accurate information from TCFP while each compliance officer is able to work with their departments that ask questions or need more information and more discussion with compliance officers and TCFP staff.
- TCFP compliance officers continue to receive kudos emails, letters, and notices from regulated departments. Regulated departments typically are complimentary and pleased with the revised compliance inspection processes and procedures that by now are becoming routine. The compliance officers initiate the biennial inspection of regulated agencies by email. The email commences the biennial inspection by requesting SOPs, Training Records, and other documentation to be reviewed prior to the on-site inspection. The email also identifies a date or range of dates for the on-site inspection visit from the compliance officer. Compliance officers now coordinate the onsite inspection with the Head of Department or designee.
- The compliance officers each received training and kits to self-administer COVID antigen tests. The ability to self-test for COVID helps compliance officers protect their health and safety as they continue to provide services to regulated departments and personnel.
- The revised process enables greater coordination and communication between the compliance officers and the regulated departments. The process enables the scheduling of compliance officer site visit / inspection at the department, and it also enables the department to gather and email documents in a more planned, methodical, effective, and efficient fashion.
- All compliance officers are working diligently to prioritize the reduction of risks to COVID exposures with all fire department (large, small, and medium sized), biennial compliance inspections. As a result, the inspections are modified to control for the risks. Still all inspections are being conducted comprehensively and completely with attention to the safety of all participating staff.
- The compliance team continues to meet once per month to ensure the team is communicating and coordinating with each other on issues, concerns, and problems. This once per month meeting for training purposes enables the team to make sure we are handling regulatory requirements consistently with all regulated entities.
- Williamson County's regulated entities now fall within Region 5, Lamar Ford. It used to be part of Region 6, Ernie Null. This small realignment occurred when TCFP recently re-hired veteran compliance officer Lamar Ford.

IT 2nd Quarter Report FY21

- TCFP Websites and Web Applications Uptime 99%.
- Azure Cloud staged with lift & shift migration strategy
 - Ready to launch on April 22.
- Updated helpdesk templates and approval workflow
- Database tuned for faster querying
- FARM and FIDO updated
 - Performed bug fixes
 - UI & Backend improvements
- Public Website Management module in docs updated.
 - Added/Updated the following tools
 1. Created Related Legislation tool
 2. Created EmailBlast tool
 3. Alert (message box)
 4. Announcement (message box)
- Addressed 325 Service Request (Tickets)

23. Personnel matters regarding the appointment, employment, compensation, evaluation, reassignment, and duties of the Executive Director.

24. Public comment.

25. Adjourn meeting.