



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LT. GOVERNOR

DANIEL BENNETT
SECRETARY

The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services

P.O. Box 1025 ~ State Road

Stow, Massachusetts 01775

(978) 567~3100 Fax: (978) 567~3121

www.mass.gov/dfs



PETER J. OSTROSKEY
STATE FIRE MARSHAL

Massachusetts Fire Training Council
Policy Sub-Committee Meeting
March 3, 2017 Minutes

MFTC Vice Chairman Firefighter Paul Medeiros opened the meeting of the Massachusetts Fire Training Council Policy Sub-Committee at 11:10 am on March 3, 2017 at the Department of Fire Services.

Members in attendance were: Vice Chairman Paul Medeiros, Captain Andrew Connerty, Captain Kurt Ruchala, and Chief Tim Nelson.

Also in attendance was Deputy Director Joseph Klucznik, Administrative Assistant Susan Neaz, and Call/Volunteer Program Coordinator Chris Norris (left after first agenda item).

I. Modifications to Call/Volunteer Rules & Regulations

Chris Norris reviewed the modifications to the Rules & Regulations. Under 'Attendance', three standalone statements were removed and replaced as H. Missing a mandatory class will result in IMMEDIATE dismissal from the program. A list of the mandatory days will be issued to the Students in their acceptance packages; I. Attendance shall mean participation in and performance of all tasks that take place during the training day; J. Any Student unable, for any reason, to participate in training shall be counted as absent for the entire training day; and K. Student shall have an obligation to notify the academy, in writing, of any change in fire department employment status, their phone number or address. The standalone statements are redundant and are included under 'Attendance'.

Under 'Miscellaneous', Remove A. There has never been a problem with ball or frisbee playing. Replace with Students must have a high school diploma or a GED in order to be eligible for entry into the program. This is a college level program. Maturity and academic awareness are the main reasons, in addition, to various events that may interfere with their studies, that students should complete their senior year of high school before coming into the program. This requirement would be in-line with other programs offered at the Academy and would take effect for the November class. Remove B. as this statement is implied under 'Grading System for Written Examinations'.

Under 'Physical Requirements, Disabilities, Injuries, and Illness'; remove standalone statement at end and include All Students must show a picture ID to be allowed entry into the first class in A.

Captain Connerty made a motion, seconded Chief Nelson, to accept the modifications to the Call/Volunteer Rules & Regulations made by the Program Coordinator. The vote was unanimous in favor of the motion.

II. Lack of policy pertaining to PAT requirement

Deputy Director Klucznik explained that the Career Recruit Program currently has an un-written policy that requires a recruit candidate to submit a PAT as part of the application package. #4 of the list of requirements states the PAT must be current within one year of appointment. The minutes of the September 6, 2006 meeting states "The rules recently put into place stipulate that the medical exam and PAT must be completed within the last 12 months of entry into the class." We require the student to attend our mandatory PT orientation. He is looking for guidance from the Sub-Committee as to his concern about the Academy/Training Council not having a policy. Is a PAT required or can we rely on our mandatory orientation to take its place? In light of the situation with HRD and the potential of not having a location to hold the PAT test, do we need this requirement? Civil service departments require it but do non-civil service departments require it? After much discussion, the sub-committee is requesting the Deputy Director seek the DFS General Counsel's advice to move forward. The feeling is that departments look to the Academy Director and Fire Training Council for answers.

A motion was made by Paul Medeiros, seconded by Captain Ruchala, that the Committee ask Steve Rourke to advise us with the following questions: 1) What is the current HRD mandate for both civil service and non-civil service fire departments? 2) Once the PAT test is given, what is the time frame for a person to be current. After clarification, the Policy Sub-Committee will take the subject up again. The vote was unanimous in favor of the motion.

III. Lack of policy regarding "no returns" after Career Recruit

Deputy Director Joseph Klucznik is requesting a policy regarding anyone that successfully completes the Career Recruit program not be allowed to return. Sometimes, a firefighter leaves a department and goes to another department. The new department may require the person to attend the Academy. In the past, the Recruit Assistant has relayed the message to the department that the firefighter is not allowed to return. There has never been any problems with this requirement, however, the DD feels the Fire Training Council/Academy should have a policy. The Committee feels we should continue to follow past practice and if a department wants to dispute our action, they can come before the Fire Training Council. The Career Recruit Program is intended for newly appointed firefighters.

Captain Ruchala made a motion, seconded by Chief Nelson, to direct MFA staff to develop a policy supporting our current practice and bring it back to the Policy Sub-Committee for review. At that time, the Committee will bring it to the full Training Council. The vote was unanimous in favor of the motion.

IV. Career Recruit Readmission Previous Training Credit Restriction and Career Recruit Admission Restriction policy updates

Deputy Director Klucznik is requesting an update to the two existing policies: 1) Career Recruit Readmission Previous Training Credit Restriction policy 2.1, 3.0, 4.0. Replace "Training Day 1A" with "Training Day 1". 2) Career Recruit Admission Restriction policy 1.1. Replace "Training Day 1A" with "Administration Day". Captain Ruchala made a motion, seconded by Chief Nelson, to approve the updates to the two policies. The vote was unanimous in favor of the motion.

Paul Medeiros made a motion, seconded by Captain Ruchala, to adjourn the Policy Sub-Committee at 12:50 pm. The vote was ananymous in favor of the motion.