



**Fire Marshal's Advisory Board Meeting**  
**Tuesday July 17, 2012**  
**10-2 pm CDT**  
**Department of Public Safety Building – 2<sup>nd</sup> Floor Conference Room**

**In attendance:**

Richard Broderick - Rapid City Fire Department  
Michael Harstad - Rosenbauer America  
Jim Strain – DOA, Division of Wildland Fire Suppression  
Jerry Diamond - Independent Insurance Agents of SD  
Glenda Marks – DPS Fire Marshal's Office  
Doug Hinkle- DPS Fire Marshal's Office  
Paul Merriman - DPS Fire Marshal's Office

**Absent:**

Rick Gustad – Platte Fire Department

**Meeting Minutes**

Call to order and roll call – Paul Merriman

Introductions

Welcome - Public Safety Secretary Trevor Jones and Division of Emergency Services Director Kristi Turman.

Paul Merriman discussed the following:

- Procedures for accessing the DPS – Sutherland Building (Secured Building).
- PEPL Fund Coverage for FMAB members (Public Entity Pool for Liability)
- Travel reimbursement process - meals, mileage, lodging

Paul Merriman discussed the purpose of the FMAB - advise, aid, and assist the Office of the State Fire Marshal in carrying out its duties. Provide input on policies affecting fire constituencies in SD.

Doug Hinkle and Paul Merriman provided an overview of the State Fire Marshal's Office and its duties.

- Contact information
- Staff introductions/Office tour
- SDCL Chapter 34-29B – Fire Prevention

Paul Merriman discussed the IAAI Certified Fire Investigator Program . Fire Marshal Deputies are currently pursuing certification and are in the application process. Currently SD has only one CFI. In

recent years, the Office of State Fire Marshal has begun to work with and share resources with DCI and BATF in response to fire investigations.

Doug Hinkle provided an overview of the Certified Firefighter Program in SD and the process for Firefighters to become Certified Instructors. Doug updated the group on efforts to update the current test curriculum for the Certified Firefighter Program.

The ISO Fire Suppression Rating Schedule which measures the major elements of a community's fire suppression system and its ability to respond to fire emergencies was discussed. Jerry Diamond provided some background and information on how the insurance industry views ISO and talked about some of the other measures that are used by the industry in the rating process.

Rich Broderick updated the group on fire sprinkler initiatives and a recent court ruling regarding fire sprinkler installations in Rapid City. Rich would like to work jointly with the FMAB and the State Fire Marshal's Office on educating and promoting the use of fire sprinkler systems. He has spoken with SD Housing Authority about the Governors Housing Program and the possibility of providing fire protection in the design process.

Doug Hinkle provided an update on the NFIRS reporting system, and the changes being made to that system in an effort to make it more user friendly for Fire Departments. Programming changes are being made to the system and a test server has been set up to work through the improvements. More information will be forthcoming.

Glenda Marks and Paul Merriman discussed the 2012 Fire Department Certification Process. Applications must be filed with the office to be eligible to receive fire insurance premium rebates. To be in compliance, Fire Departments must have a minimum of 15 members on their roster and a heated building in which to store apparatus.

Paul Merriman and Glenda Marks updated the Board on the Fire Safe Cigarette Program. SD receives a certification fee of \$1500 per brand family every 3 years to be used for the administration of the program and for fire prevention activities.

Jim Strain discussed the abnormally dry conditions in SD and the use of consumer fireworks. The group focused mainly on the counties authority to prohibit or ban fireworks. It was the conclusion of the group that the language in SDCL 34-37-19 should be reviewed and possible legislation introduced to address the dates and the fire danger index references. The group also talked about sky lanterns and the concern over there use. It was the consensus of the group that we would begin to gather information on sky lanterns and documented incidents and discuss the topic again in future meetings.

Doug Hinkle went through Emergency Support Function, ESF #4 of the State Emergency Operations Plan and the responsibilities and duties of the Fire Marshal's Office in supporting the detection and suppression, of wildland, rural, and urban fires requiring state response assistance.

Jim Strain talked about the upcoming Firefighters Memorial in October for the 3 fallen Firefighters that lost their lives in 2011, and the possibility of having Color Guard in attendance. Fire Marshal's Staff will follow up on this and report to the Board.

Michael Harstad discussed State Fire School from both a vendors perspective and attending firefighter. Mike asked what the involvement of the State Fire Marshal's Office is in putting State Fire School together. Currently the State Fire Marshal's Office is limited to lining up instructors for the classes chosen by the SDFFA and Host Dept. The group discussed the State Fire School process and brainstormed ways to improve registration, attendance, and visibility for vendors.

The next FMAB Meeting will be held Tuesday October 30, 2012, from 10-2 p.m. at the DPS – Sutherland Building, 2<sup>nd</sup> Floor Conference Room in Pierre.