

**Iowa State Fire Marshal's Office**  
**Iowa Fire Extinguishing and Alarm System Certification Advisory Board**  
**Meeting Minutes –March 16, 2016**

**Members Present:**

Craig Fraser  
David Gutfreund  
Linda Schemmel  
Sue Chadima  
Ron Hoover  
Jeff Elliott

**Members Present:**

Ellen Hagen  
Jason Davis

**Members Not Present:**

Michelle Mullin  
Doug Richard  
David Kuhn

**State Fire Marshal Staff Present:**

Rich Bolten, Building Code  
Commissioner  
Jeannie Shepherd, Secretary 2

The Iowa Fire Extinguishing and Alarm System Certification Advisory Board meeting was held in the public conference room of the Oran Pape State Building on Wednesday, March 16, 2016. The meeting was called to order at 10am. Jason Davis attended by the conference call number. Jeff Zasada with the City of Dubuque; Paul Due with Communications Engineering Company, Green Bay, WI; Toby Beyer with Omnitel Communications; and Brian Leachman with Omnitel Communications attended the conference by phone.

The meeting minutes from December 2015 were approved unanimously by the board; Craig Fraser made a **motion** to approve and Ellen Hagen **seconded** the motion. Barb Edmondson was unable to attend, but had emailed Jeannie Shepherd there was no current update to the submittal of the proposed rule changes.

John Hadley with Guardian Security Systems Inc submitted a letter to the board asking for consideration to include Personal Emergency response Systems (PERS) and Mobile Personal Emergency Response Systems (MPERS) in the requirements for alarm system licensing. The board was asked to review the letter prior to the meeting and held discussion at this meeting. Mr. Hadley was unable to attend so Ms. Shepherd read the letter for the record. There was discussion regarding these concerns and it was decided the issue would be discussed further at the April board meeting regarding how the definition of a nurse call system may need to be amended and any other rule changes in order to cover licensing requirements for PERS and MPERS systems installed commercially in a venue other than what is already covered by the rules, but not to be required for residential venues. Ms. Shepherd will contact Mr. Hadley to confirm he will be available to attend the April meeting to answer questions from the board and provide further explanation of his concerns.

During the public comments, Paul Due asked the board to consider amending the rules to allow licensing of a company only inspecting special hazard systems (not installing or maintaining) to have a NICET II in special hazards instead of a level three. It was agreed to suggest an endorsement be added to the rules for inspection only with a NICET II in special hazards as the requirement for the responsible managing employee.

Due to scheduling conflicts, the next board meeting will be moved to the last Wednesday in April, the 27th, at 10am. It will be held in the public conference room of the Public Safety Building or by conference call.

A **motion** was made by Mr. Fraser to adjourn the meeting at 10:52am and Ms. Hagen **seconded** the motion.

Respectfully submitted,

Jeannie Shepherd, Secretary 2