

**Iowa State Fire Marshal's Office**  
**Iowa Fire Extinguishing and Alarm System Certification Advisory Board**  
**Meeting Minutes –June 29, 2016**

**Members Present:**

David Gutfreund  
Linda Schemmel-by phone  
Doug Richard  
David Kuhn  
Jeff Elliott

**Members Not Present:**

Michelle Mullin  
Craig Fraser  
Sue Chadima  
Ron Hoover  
Ellen Hagen

**State Fire Marshal Staff Present:**

Barb Edmondson, Attorney  
Jeannie Guttenfelder, Secretary

Jason Davis

The Iowa Fire Extinguishing and Alarm System Certification Advisory Board meeting was held at the Oran Pape State Building in the Public Conference Room 125 on Wednesday, June 29, 2016. The meeting was called to order at 10:08 am. Board members Jason Davis and Linda Schemmel attended by the conference call number. Steve Aries of Primary Services in Waterloo, Connie Moorhead with Global Security Training Initiative, and Alice Wisner with Iowa Legislative Services public attended the conference by phone.

The meeting minutes from May 2016 were approved unanimously by the board; Dave Kuhn made a **motion** to approve and Dave Gutfreund **seconded** the motion.

Discussion regarding an update of the Global Security Training Initiative was visited. Mr. Gutfreund and Mr. Richard were unable to audit the system and Craig Fraser was not in attendance. Jeannie Guttenfelder will resend their email addresses to Ms. Moorhead and will plan to have audited the system by the time the board meets again in September 2016.

Review of the corrected terminology for the Administrative Rules Chapters 175 and 176 was completed for the addition of an endorsement for the contractor and installer certification for inspection only of engineered systems. Jeff Elliott made a **motion** to approve the changes and Mr. Richard **seconded** the motion. The changes were approved unanimously.

There were no public comments or other business. The next board meeting is planned for Wednesday, September 21, at 10am. It will be held in the ICN conference room of the Public Safety Building or by conference call.

A **motion** was made by Mr. Richard to adjourn the meeting at 10:30am and Mr. Elliott **seconded** the motion.

Respectfully submitted,

Jeannie Guttenfelder, Secretary 2