

Iowa State Fire Marshal's Office
Iowa Fire Extinguishing and Alarm System Certification Advisory Board
Meeting Minutes –September 20, 2017

Members Present:

David Gutfreund
Doug Richard
David Kuhn
Jeff Elliott-by phone

Members Present:

Ellen Hagen
Sue Chadima
Jason Davis
Linda Schemmel-by phone

Members Not Present:

Michelle Mullin
Craig Fraser

State Fire Marshal Staff Present:

Jeannie Guttenfelder, Secretary

The Iowa Fire Extinguishing and Alarm System Certification Advisory Board meeting was held in the State Fire Marshal conference room on the 3rd floor of the Public Safety building on Wednesday, September 20, 2017. The meeting was called to order at 10:05am by Second Chair David Kuhn. Attending by call-in were board members Linda Schemmel, Jeff Elliott, and public attendee Jeff Aries from Waterloo.

The meeting minutes from February 2017 were discussed and Mr. Kuhn asked for clarification on which “David” was nominated and approved as Second Chair at the last meeting. Jeannie Guttenfelder will review the meeting recording and report back to the board members as well as check with Doug Richard, but it was agreed it was likely intended to be Mr. Kuhn and not David Gutfreund. The minutes were approved unanimously by the board; Ellen Hagen made a **motion** to approve and Sue Chadima **seconded** the motion.

A short discussion was held regarding a new certification through IMSA that an individual requested the board consider for approval as an alternative to NICET certification for the fire alarm system installer endorsement. The brochure and website information provided was brief, and board members had several questions. Ms. Guttenfelder will contact Jeff Knight, IMSA Education & Certification Manager for further information. Ms. Guttenfelder also spoke with Mr. Knight by telephone previous to the board meeting and he will be sending certification manuals and information by mail soon for board member review at the December meeting.

In other board business, several board members asked for an updated member roster and when terms were expiring. Ms. Guttenfelder will send out an updated roster with the unapproved minutes. Ms. Guttenfelder also shared she anticipates having Barb Edmondson submit the amended administrative rules process begun in early 2018, as the passage of licensing for consumer fireworks delayed the original plan to file them in the fall of 2017. Ms. Guttenfelder will also provide copies to the board members of the revised administrative rules for members to review prior to the next meeting. Any further changes can be addressed at that time.

There were no additional comments by the board or public comments. The next board meeting is scheduled for Wednesday, December 20, at 10am. Ms. Hagen made a motion to adjourn the meeting and Jason Davis seconded the motion. The meeting was adjourned at approximately 10:30am.

Respectfully submitted,

Jeannie Guttenfelder, Secretary 2