



South Carolina
Department of Labor, Licensing and Regulation



110 Centerview Drive
Post Office Box 11329
Columbia, SC 29211-1329
(803) 896-4390

Henry D. McMaster
Governor

Emily H. Farr
Director

October 18, 2018

The Honorable Bruce W. Bannister
South Carolina House of Representatives
Legislative Oversight Committee
Economic Development, Transportation, and Natural Resources Subcommittee
Post Office Box 11867
Columbia, South Carolina 29211

Dear Chairman Bannister:

Thank you for the opportunity to provide additional information to the Economic Development, Transportation, and Natural Resources Subcommittee regarding the Professional and Occupational Licensing and State Fire Divisions of the Department of Labor, Licensing and Regulation. In response to your letter dated October 3, 2018, I am providing the following information for your consideration.

1. An update on the progress toward implementation of the recommendations the Legislative Audit Council made to the agency in its January 2018 audit of the Division of Fire and Life Safety, using the attached template. If there are any recommendations that the agency does not intend to implement, please note those and provide a brief explanation.

Please see attached spreadsheet.

2. Proposed draft language for the agency’s recommendations for changes to S.C. Code Ann. § 23-9-25 regarding the Volunteer Strategic Assistance and Fire Equipment (V-SAFE) grant program.

The proposed language is included below:

SECTION 23-9-25. Volunteer Strategic Assistance and Fire Equipment Program; purpose; administration of grants.

(A) It is the purpose of this section to create the “Volunteer Strategic Assistance and Fire Equipment Program” (V-SAFE).

* * *

(F)(1) The State Fire Marshal shall administer the grants in conjunction with a peer-review panel.

(2) The peer-review panel shall consist of nine voting members who shall serve without compensation. Seven members must be fire chiefs from each of the seven regions of the State as defined by the State Fire Marshal. The Chairman of the House Ways and Means Committee shall appoint fire chiefs from Regions 1, 2, and 7. The Chairman of the Senate Finance Committee shall appoint fire chiefs from Regions 3, 4, and 6. The Governor shall appoint one fire chief from Region 5 and one fire chief from the

State at large. The State Fire Marshal also shall serve as a member. The President of the South Carolina State Firefighters' Association shall serve as a nonvoting member and chairman of the committee.

(a) The peer-review panel shall have the authority to establish funding priorities, by consensus, for each grant cycle, based on their assessment of the greatest needs of the South Carolina Fire Service and within the purposes established in this Section.

(i) Funding priorities shall be communicated through an annual Notice of Funding Opportunity, which shall accompany the announcement of the grant application period.

* * *

(5) A recipient that completes the approved scope of work prior to the end of the performance period, and still has grant funds available, may:

(a) use the greater of one percent of their award amount or three hundred dollars to continue or expand, the activities for which they received the award without submitting an application to amend their grant request;

(b) use excess funds to create or expand, a fire or injury prevention program. Excess funds above the amounts discussed in subitem (a) must be used for fire or injury prevention activities or returned to the program. In order to use excess funds for fire or injury prevention activities, a recipient must submit an amendment to its grant. The amendment request must explain fire or injury prevention efforts currently underway within the organization, where the use of excess funds would fit within the existing efforts, the target audience for the fire or injury prevention project and how this audience was identified, and how the effectiveness of the requested fire or injury prevention project will be evaluated;

(c) submit an application to the Peer Review Panel to amend their grant request to redirect remaining funds to another eligible project;

~~(e)~~ (d) use a combination of subitems (a) and (b); or

~~(e)~~ (e) return excess funds to the program. To return the excess funds, a recipient must close out its award and state in the final performance report that the remaining funds are not necessary for the fulfillment of grant obligations. The recipient also must indicate that it understands that the funds will be unavailable for future expenses.

(6) The State Fire Marshal shall:

(a) develop a grant application package utilizing the established guidelines;

(b) establish and market a written and electronic version of the grant application package;

(c) provide an annual report of all grant awards and corresponding chartered fire department purchases to the Chairman of the Senate Finance Committee, the Chairman of the House Ways and Means Committee, and the Governor;

(d) provide all administrative support to the peer-review panel; and

(e) provide a grants web page for electronic applications.

(G) Two percent of these funds may be awarded to the South Carolina State Firefighters' Association annually for the express purpose of establishing and maintaining a recruitment and retention program for volunteer firefighters. The association must apply for the grant to the peer-review panel.

(H) Three percent of these funds shall be retained by the State Fire Marshal for the express purpose of funding costs associated with the administration of the program.

3. Any data you have on the cost of Fire Academy courses, such as the cost per student of each type of course, as well as the fees that are charged to students from outside South Carolina.

State Fire is working to develop a current and accurate formula to calculate the cost of delivery for each type of course, which has proven to be a difficult and complicated process. This is due to the many variables associated with the cost of course delivery that influence the exact cost, per student, of each course type. For example, a 16-hour course taught by an instructor who makes \$15.00/hr. would cost \$240.00 in instructor fees to deliver; however, the same 16-hour course taught by an instructor who makes \$18.00/hr. would cost \$288.00 in instructor fees to deliver. Instructor pay is the largest variable for each course, with some courses requiring as many as 8 instructors (for hands-on skills). Other costs are static, such as the cost of books. For courses delivered regionally, the cost of trailer delivery varies by the miles traveled to deliver the trailer.

Please see the attachment for fees charged to students outside of South Carolina.

4. The number of fire sprinkler plans reviewed by State Fire in the most recent fiscal or calendar year, the number of plans reviewed by local fire officials (if known), and the percentage of plans reviewed by State Fire that were rejected.

In FY18, State Fire received 1187 plans for fire sprinkler review by State Fire engineers. Of the 1187 plans received for review, State Fire engineers ultimately approved 1117, which is a 94% approval rate. Of the 6% that did not receive an approval in FY18, some plans were received in June of 2018 and were not approved until July 2018. These plans rolled over into the next fiscal year and would be counted in the approval rate for FY19.

State Fire does not know how many plans are reviewed by local officials because the office is not notified when its services are not requested.

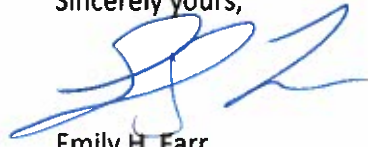
5. A list of professional or occupational licenses issued by other entities (either governmental or private) that may duplicate the licenses provided by LLR's boards.

The mission of the Professional and Occupational Licensing Division is to protect the public through regulation of professional and occupational licensees and the administration of boards charged with the regulation of professional and occupational practitioners. The State of South Carolina requires certain educational requirements, as set out by statute and regulation, for the holders of professional and occupational licenses. Although there may be some professional associations that allow licensees to be members, the agency is unaware of any duplicative license that would require the same state-mandated requirements.

Please let me know if you have any supplemental questions. I appreciate the opportunity to provide the Committee with any additional information.

The Honorable Bruce W. Bannister
Legislative Oversight Committee
Economic Development, Transportation, and Natural Resources Subcommittee
October 18, 2018
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Sincerely yours,

A handwritten signature in blue ink, appearing to read 'E. Farr', with a stylized flourish extending to the right.

Emily H. Farr
Director

Rec #	Text of Recommendation	Status	Description/Comments
1	The Division of Fire and Life Safety should review all policies and procedures and ensure that they are accurate, timely, and complete.	In progress	All policies have been reviewed, numerous new policies have been implemented, and existing policies have been updated or are in the process of being updated.
2	The Division of Fire and Life Safety should ensure that it develops and adheres to a schedule for periodic review of its policies and procedures.	Implemented	A schedule for periodic review is included in a new policy governing the development of policies, procedures, and guidelines. All new and updated policies identify a review cycle to prompt a systematic review of each policy.
3	The Division of Fire and Life Safety should consolidate its policies and procedures into a single manual where they can be organized and easily retrieved.	Implemented	All new and revised policies have been consolidated into a single digital manual and stored on a commonly shared server hard drive. The digital manual will be available on the LLR Intranet and on the Instructor Resources section of the Fire Academy website.
4	The Division of Fire and Life Safety should ensure that revision dates and signatures of approval are clearly identifiable on each policy and procedural document.	Implemented	All new and updated policies, procedures, and guidelines contain a section in the header to clearly identify the revision number, revision date, and authorizing signatures.
5	The Department of Labor, Licensing and Regulation should thoroughly document changes to its administrative fee charges and any reasons for those changes, and perform cost analysis to ensure that the charges are properly allocated.	Implemented	LLR performs costs analyses to ensure administrative charges are properly allocated. The Agency documents changes to those administrative fees, in writing, to clearly document how those fees are derived.
8	The Division of Fire and Life Safety should work with the S.C. Board of Pyrotechnic Safety to communicate to fireworks' sellers in the permit application that the issuance of a sales permit does not necessarily mean that the sales facility is clear of fire code violations.	Partially Implemented	State Fire has been working with the BPS on this recommendation. However, it is ultimately a decision of the Board.
9	The Division of Fire and Life Safety should work with the S.C. Board of Pyrotechnic Safety to ensure that the fireworks' seller permitting process aligns with the applicable fire codes.	Partially Implemented	State Fire has been working with the BPS on this recommendation. However, it is ultimately a decision of the Board.
10	The Division of Fire and Life Safety should implement a follow-up inspection procedure, which could include random inspections or inspections of facilities most in need of follow-up.	Partially Implemented	The nature of fire and life safety inspections includes too many location-specific variables to address in a one-size-fits-all procedure for follow-up inspections. However, State Fire does conduct follow-up inspections within time frames identified in the inspection report for facilities that require corrective action and where State Fire has clear authority to require correction or when a licensing agency requests a follow-up inspection.
11	The Division of Fire and Life Safety should update its software to enable it to determine which inspected facilities have the most serious compliance issues.	In Progress	An RFP for a new software system has been published by SC MMO and the successful vendor has been selected. Development and implementation is anticipated to be completed by Spring 2019.
12	The Division of Fire and Life Safety should publicize problematic inspection findings in order to encourage the correction of findings.	Partially Implemented	All inspection reports are considered public records and are subject to disclosure pursuant to FOIA.
13	The Division of Fire and Life Safety should annually monitor the turnover rate for all of its part-time instructors and use that analysis in determining what steps to take in order to retain qualified instructors.	Implemented	LLR/State Fire monitors the turnover rate of its part-time instructors. State Fire Administration now receives monthly reports from Human Resources specifically addressing turnover data.
14	The Department of Labor, Licensing and Regulation should create a formal policy within its policy manual on the proper retention time periods for information (including payment and student records data) and disseminate this policy agency-wide.	Implemented	The agency has a formal Agency Records Management Policy, and State Fire has conducted a complete review of the record retention requirements pursuant to this policy.
15	The Division of Fire and Life Safety should cease accepting credit card information via email.	In Progress	State Fire is working with the Agency's Division of Technology and Security to implement alternative payment methods to include online payment via credit card.

Rec #	Text of Recommendation	Status	Description/Comments
16	The Department of Labor, Licensing and Regulation should create a formal policy within its policy manual on the correct methods for the handling and processing of payment information and disseminate this policy agency-wide.	In Progress	LLR Administration is developing an agency-wide policy to address the issues.
17	The Division of Fire and Life Safety should decide how long to keep student records after discussing the issue with the S.C. Department of Archives and History.	Implemented	State Fire has reviewed student record retention requirements and updated the record retention schedule.
18	The Division of Fire and Life Safety should send old student records to the S.C. Department of Archives and History's State Records Center for proper storage.	Implemented	State Fire has properly disposed of old student records that exceed the new record retention schedule.
22	The Division of Fire and Life Safety should analyze reports classified by fire department to identify customers who have not used the South Carolina Fire Academy's training recently.	Implemented	State Fire has developed a report of training participants by department and periodically analyzes this information.
24	The Division of Fire and Life Safety should develop a maintenance policy with a preventive maintenance schedule for all of its facilities, props, and equipment, and should include the policy in the division's policy manual.	In Progress	A new policy is being developed by the new, full-time Facility Manager for the Fire Academy.
25	The Division of Fire and Life Safety's Fire Academy Maintenance System should be updated to allow the tracking of costs associated with maintenance and repairs at the South Carolina Fire Academy.	Implemented	Fire Academy Maintenance Database has been updated and now allows for tracking of costs and employee work time associated with maintenance and repairs to buildings and training props.
26	The Division of Fire and Life Safety should track dormitory and cafeteria complaints over time to identify any deficiencies.	In Progress	State Fire captures dormitory and cafeteria complaints through student feedback on course evaluation forms. An electronic course evaluation and student feedback method is being researched, which would allow long-term tracking of this nature.
27	The Division of Fire and Life Safety's South Carolina Fire Academy should track dormitory students by fire department, state, and country to identify potential fire departments that are using the South Carolina Fire Academy's training, but are not using the South Carolina Fire Academy's dormitory, in order to address why those students are not staying at the dormitory.	In Progress	New software to allow tracking of this nature is planned for inclusion in the dormitory renovation.
28	The Division of Fire and Life Safety's South Carolina Fire Academy should track dormitory students by public/private and male/female demographic information to help identify the type of individuals staying at the dormitory, and any potential problems.	In Progress	New software to allow tracking of this nature is planned for inclusion in the dormitory renovation.
29	The Division of Fire and Life Safety should complete the upgrade and remodel of the South Carolina Fire Academy dormitory which the division is in the process of performing.	Partially Implemented	Phase I has been approved by JBRC and SFAA. Architectural and Engineering services have been procured.
30	The Division of Fire and Life Safety should record any internal inspections of the South Carolina Fire Academy dormitory and keep those records for later inspection.	Partially Implemented	The integration of inspection records is being tested as part of the upgrade to the Fire Academy Maintenance Database.
31	The Division of Fire and Life Safety should research the use of a computerized debit card system for meals and store purchases in the South Carolina Fire Academy cafeteria in order to better automate the process and make it more reliable and efficient.	In Progress	Fire Academy Administration has researched software used by other state training facilities to determine the feasibility and cost of a computerized debit card system.

Rec #	Text of Recommendation	Status	Description/Comments
32	The Division of Fire and Life Safety should follow all state procurement laws and guidance.	Implemented	State Fire follows all state procurement laws and guidance. Procurement for the division is managed by the State Fire Finance and Procurement Operations Manager within LLR Administration.
33	The Division of Fire and Life Safety should develop inventory practices for all of its goods and conduct an inventory count at least annually.	Implemented	State Fire has purchased inventory software and will begin tracking assets in FY19.
34	The Division of Fire and Life Safety should competitively procure instructional materials, consistent with course needs and the professional standards to which they might be designed.	Implemented	The agency has determined only one vendor exists in SC for the textbooks utilized in most of State Fire's courses. State Fire follows state procurement guidelines for purchasing of textbooks.
35	The Division of Fire and Life Safety should develop and maintain an inventory of books and other instructional materials so that DFSL officials can track those materials, including being able to know the number of products on-hand, at any given time, by region.	Partially Implemented	State Fire has purchased inventory software, which will allow tracking of books and instructional materials as consumable inventory.
36	The Division of Fire and Life Safety should track its costs associated with course development and delivery and use that analysis to develop a fee structure commensurate with its goal to provide access to training and recover some of its costs.	In Progress	Fire Academy Curriculum Manager has been assigned this responsibility.
37	The Division of Fire and Life Safety should ensure that documentation of instructors having met, and those attempting to meet, the instructor education and training requirements is accurate and accessible in the South Carolina Fire Academy database.	In Progress	Revised PD of Accreditation Manager to include Instructor Development. The manager has been assigned this responsibility.
38	The Division of Fire and Life Safety should implement procedures to ensure that the information in the South Carolina Fire Academy database is current, accurate, and complete.	In Progress	Fire Academy Administration is conducting a review of the Fire Academy Database to determine best practices.
39	The Division of Fire and Life Safety should periodically audit the South Carolina Fire Academy database and any other automated systems used to store firefighter and instructor data to ensure that the records are current, accurate, and complete.	In Progress	Fire Academy Administration is conducting a review of the Fire Academy Database to determine best practices.
40	The Division of Fire and Life Safety should periodically review its training costs in order to determine the true costs of providing its training.	In Progress	State Fire Finance and Procurement Operations Manager and Fire Academy Superintendent have been assigned this responsibility.
41	The Division of Fire and Life Safety should adjust its fees for all of its training to ensure that the revenue generated is commensurate with its mission to upgrade the skills of the state's firefighters and the legal authorization to charge fees to cover its costs, including the possibility of using a sliding scale fee system.	In Progress	State Fire Finance and Procurement Operations Manager and Fire Academy Superintendent have been assigned this responsibility. After a review of on-campus course fees, the SC Fire Academy Advisory Committee supported an increase in fees for on-campus courses to include the cost of meals in course fees.
42	The Division of Fire and Life Safety should implement a policy establishing a schedule for periodically reviewing its costs and adjusting its fee schedules.	In Progress	State Fire Finance and Procurement Operations Manager and Fire Academy Superintendent have been assigned this responsibility.
44	The Division of Fire and Life Safety should implement a test at the end of its class on South Carolina rules and regulations.	In Progress	State Fire Administration is reviewing the feasibility and potential benefits of administering an end-of-course exam.

Rec #	Text of Recommendation	Status	Description/Comments
45	The Division of Fire and Life Safety should approach third-party providers of certification to determine if, before administering certification exams, they would collect information on whether the individuals had taken a preparatory course and from whom they had taken it, and the related passing rate.		State Fire has evaluated this recommendation and determined it to be impractical and not feasible because testing is administered by multiple third-party testing services and no preparatory course is required to take the exam.
46	The Division of Fire and Life Safety should track student enrollment and completion rates.	Partially Implemented	Fire Academy currently tracks student enrollment of CTC students in Fire Academy courses. Fire Academy does not currently track CTC student completions of accredited testing separately from all other students completing the tests.
47	The Division of Fire and Life Safety should continue to invite outside speakers with expertise unavailable within its ranks so long as it is commensurate with available funding and interest.	Implemented	Recommendation acknowledges State Fire has implemented and encourages us to continue.
48	The Division of Fire and Life Safety should track the specific services performed, including topics covered, number of participants, total event costs, and revenue generated.	Partially Implemented	State Fire tracks specific services performed, including topics covered, on the contract for services. State Fire partially tracks the remaining information, but will fully implement with its next event.
49	The Division of Fire and Life Safety should institute controls on instructor evaluations to ensure that accurate feedback is being provided on instructor performance.	In Progress	Revised PD of Accreditation Manager to include Instructor Development. The manager has been assigned this responsibility. An Instructor Development working group has been established, consisting of Subject Matter Experts from the State's fire service, to address instructor evaluations and instructor performance.
50	The Division of Fire and Life Safety should develop a means to collect and measure data from instructor evaluations, and use that data to gauge performance over time.	In Progress	Revised PD of Accreditation Manager to include Instructor Development. The manager has been assigned this responsibility. An Instructor Development working group has been established, consisting of subject matter experts from the State's fire service, to address instructor evaluations and instructor performance.
51	The Division of Fire and Life Safety should examine methods to encourage online completion of instructor evaluation forms.	In Progress	Revised PD of Accreditation Manager to include Instructor Development. The manager has been assigned this responsibility. An electronic course evaluation and student feedback method is being researched for feasibility and implementation.
54	The South Carolina Fire Academy should work with the South Carolina Fire Academy Advisory Committee to establish a formal process to address matters raised at Committee meetings.	Implemented	Fire Academy Administration now identifies actionable items and issues requiring follow-up after each Committee meeting and is tasked to timely address those matters.
55	The Division of Fire and Life Safety should establish a social media strategy and set of goals in order to maximize its potential voice in the fire service community and disseminate important information statewide.	Implemented	State Fire already had an established social media strategy, as evidenced in the Agency's 2017 Annual Accountability Report. This strategy has been implemented, continuing to the present.
56	The Department of Labor, Licensing and Regulation should work with S.C. Emergency Management Division to review and revise its succession of authority plan to include the LLR deputy director (State Fire Marshal) for both ESF-4 and ESF-9 found within the State Emergency Operations Plan.	Partially Implemented	The Continuity of Operations Plan for ESF 4/9 has been updated by State Fire staff and returned to SCEMD for final edits and execution.
58	The Division of Fire and Life Safety should continue working with the S.C. Firefighter Mobilization Oversight Committee to re-examine the Firefighter Mobilization Plan to make any necessary updates and revisions to reflect state law and currently accepted methods and best practices.	Implemented	Firefighter Mobilization Plan has been updated and was adopted by the S.C. Firefighter Mobilization Oversight Committee on May 15, 2018.
59	The Division of Fire and Life Safety should work with its partners, constituents, and customers to encourage more counties and municipalities to sign the most recent Statewide Mutual Aid Agreement.	Partially Implemented	State Fire has been encouraging counties and municipalities to sign the most recent Statewide Mutual Aid Agreement. The recent V-SAFE application period resulted in an increase of entities that have signed the most recent agreement.

Rec #	Text of Recommendation	Status	Description/Comments
60	The Division of Fire and Life Safety should continue working with the S.C. Emergency Management Division to identify potential tools to integrate into the Palmetto software system.	Implemented	Recommendation acknowledges that State Fire has implemented and encourages us to continue.
61	The Division of Fire and Life Safety should continue working with S.C. Emergency Management Division to update the State Emergency Operations Plan to accurately reflect current assets and accepted operational tools.	Implemented	Recommendation acknowledges that State Fire has implemented and encourages us to continue.
62	The S.C. Department of Labor, Licensing and Regulation should update the memorandums of understanding for South Carolina Emergency Response Task Force members to make it easier and more obvious what information and documents are required.	Implemented	The Agency has reviewed and updated the MOU used for ERTF participation. MOUs are being reviewed by State Fire and updated as deemed necessary.
63	The S.C. Department of Labor, Licensing and Regulation staff should thoroughly review each memorandum of understanding before granting active status to a South Carolina Emergency Response Task Force member.	Implemented	The Agency thoroughly reviews each MOU before granting active status to an ERTF member.
64	The Division of Fire and Life Safety should follow mandatory training standards for the South Carolina Emergency Response Task Force in accordance with the Task Force Operations Manual.	Partially Implemented	A new training plan communication strategy is in progress, which outlines the required training commensurate with the duties for each position on the ERTF.
65	The Division of Fire and Life Safety should require mandatory continuing education for all members to respond to threats using the latest and safest equipment and techniques.	Partially Implemented	State Fire has established an annual training calendar, providing ERTF members with initial training certifications and continuing education.
66	The Division of Fire and Life Safety should develop a set standard for physical fitness for all South Carolina Emergency Response Task Force members.	In Progress	State Fire is reviewing standards for physical fitness commensurate with the duties of each position on the ERTF.
67	The South Carolina Emergency Response Task Force should continue reaching out to former and prospective members to reach its goal of having two fully functioning teams to ensure a sufficient membership base to be able to initiate and sustain larger scale long-term deployments.	Implemented	Recommendation acknowledges that State Fire has implemented and encourages us to continue.
68	The Division of Fire and Life Safety should complete an inventory of all South Carolina Emergency Response Task Force assets and properly monitor the inventory periodically to ensure an adequate equipment supply.	Partially Implemented	Inventory of SCERTF assets is at 90% completion.
69	The Division of Fire and Life Safety should work with the S.C. Firefighter Mobilization Oversight Committee to determine what the current and potential needs of the state are and direct available resources to meeting those needs.	Partially Implemented	Following adoption of the updated Firefighter Mobilization Plan, State Fire is working with the S.C. Firefighter Mobilization Oversight Committee to update and further develop the ERTF Plan. The Committee has already identified the need for improved incident communications capabilities, and established a Firefighter Mobilization Communications Working Group.
70	The Division of Fire and Life Safety should work with the Department of Labor, Licensing and Regulation to prepare a budget proposal commensurate with meeting the identified needs of the South Carolina Emergency Response Task Force.	Implemented	Budget was developed and approved to maintain the ERTF at its current level and to meet identified needs. As needs are identified or updated, a budget process is in place to plan for addressing those needs. SC TF-1 was recently awarded a Homeland Security Grant of \$186,000 to update and replace its cache of equipment for hazardous materials monitoring and response.

Rec #	Text of Recommendation	Status	Description/Comments
71	The Division of Fire and Life Safety should revise the V-SAFE grant application to itemize statutorily-mandated grant funding priorities in separate fields to ensure an applicant's response for each statutory element.	In Progress	Prior to the next grant cycle, the V-SAFE grant application will be revised by the Peer Review Panel, within the constraints of the law, to separate the statutory elements.
72	The Division of Fire and Life Safety should revise the V-SAFE evaluation instrument to mirror the grant application, each of which should reflect statutorily-mandated grant funding priorities.	Implemented	The V-SAFE evaluation instrument has been revised to reflect statutorily-mandated funding priorities.
75	The Division of Fire and Life Safety should implement a quality assurance process for grant application and evaluation data to ensure accuracy for proper funding.	Implemented	Calculations and tallies are now performed electronically, by the grant application system.
76	The Division of Fire and Life Safety should monitor and enforce six-month performance report submissions according to S.C. Code §23-9-25.	Implemented	State Fire has developed an online performance report that will be easily monitored for compliance.
8 (2010)	The Office of State Fire Marshal should require that all OSFM, resident fire marshals', and fire equipment vendors' inspection forms be updated to include the following: <ul style="list-style-type: none"> • Information informing the general public that resident fire marshals' inspections can be appealed to the OSFM, and including the contact information for the OSFM. • The Internet address for the free, current editions of the IFC and NFPA fire codes available on the OSFM website. • The specific law, regulation, or fire code regarding the infraction. 		This has not been implemented because the OSFM does not have authority to require information on the forms of fire equipment vendors or local inspectors who perform inspections under the authority given to them by the local ordinances. Further, the recommended information here would be unnecessary on a fire equipment vendor's form because the fire equipment vendor is not an inspector. However, the OSFM's form does include information about the appeal process to its office and includes the specific law, code and section of a violation. The law also already requires the same information on forms used by local fire marshals that exercise authority pursuant to section 23-9.
12 (2010)	The Office of State Fire Marshal should implement a quality review process to ensure that a sample of resident fire marshals' inspections is conducted consistently.		This has not been implemented because OSFM does not have authority over local inspectors who perform inspections under the authority given to them by the local ordinances. Local fire marshals are not required to be licensed by the State Fire Marshal and the current law (Section 23-9) allowing for "certified" or "ex officio" fire marshals does not provide a reason or mechanism for discipline or removing a certification. Therefore, even if State Fire audited the local fire marshals that use the authority of section 23-9, there would not be a legal justification for disciplining them for the audit findings. However, State Fire has provided suggested language that does provide instructions for the appeals to the OSFM that should be included in the inspection orders of local inspectors using the authority granted in section 23-9.
14 (2010)	The Office of State Fire Marshal should implement a process to check fire protection equipment vendors' inspections for unnecessary upgrades. If it is determined that unnecessary upgrades have occurred the OSFM should impose fines or other disciplinary measures.		The OSFM found this recommendation unnecessary because fire protection equipment vendors cannot require upgrades, plus the OSFM does not have the authority to impose fines or other disciplinary measures against those companies. Instruction to purchase new equipment should only come from the fire code official. Although the fire equipment company may report that equipment is non-compliant with the fire code, it would not have authority to require the customer install new equipment.

FIRE ACADEMY FEES

		<u>Out-of-State Fees</u>
<u>Firefighter</u>		
1151	Recruit Firefighter	\$3,075 (out-of-country: \$3,665)
<u>Fire Officer</u>		
2100	Fire Officer I	\$640
2102	Fire Officer II	\$640
<u>Hazardous Materials</u>		
2719	Hazmat (hazwoper) Tech Refresher	\$256
2723	Hazardous Materials Technician	\$640
2726	Hazardous Materials Operations: Refresher	\$128
2728	Hazardous Materials Operations	\$384
2736	Chlorine Response Specialist	\$256
<u>Fire Instructor</u>		
4165	Fire and Life Safety Educator I	\$512
4171	Fire Instructor I	\$640
4172	Fire Instructor II	\$640
<u>Technical Rescue</u>		
3302	Confined Space Refresher	\$128
3310	Technical Rescuer	\$256
3312	Trench Rescue I	\$384
3316	Rope Rescue High Angle Operations	\$256
3350	Water Rescue Operations	\$256
<u>Aircraft Rescue Firefighting</u>		
3400	Airport Firefighter	\$944 (out-of-country: \$1,294)
3402	Municipal FD Approach to Aircraft Rescue	\$225
3405	FAR 139 - Wheels, Engine and Interior Fires	\$150
3406	FAR 139 - Truck Operation Pit Fires	\$330
3409	ARFF Foam and Flammable Liquids Firefighting	\$350
<u>Public Fire Education/Community Risk Reduction</u>		
4165	Fire and Life Safety Educator I	\$512