

WESTERN FIRE CHIEFS ASSOCIATION
APPOINTMENT: NFPA Uniform Fire Code (NFPA 1) Technical Committee

Appointees' Names	Appointees' Organization	Appointees' Contact Info	Date Appointed	Length of Term
AC Scott Adams <i>Principle Member</i>	Park City Fire Service District 730 West Bitner Road Park City, UT 84098	sadams@pcfd.org 435-649-6706 x1303	January 2005 - WFCAs Rep (July 1997 – initially joined committee)	Automatically re-appointed annually as long as appointee is willing to serve and WFCAs and NFPA desire
FM James Weigand <i>Alternate for S. Adams</i>	City of Carlsbad Fire Department 1635 Faraday Avenue Carlsbad, CA 92088	jweig@ci.carlsbad.ca.us 760-602-4661	January 2005	(same as above)
Fire Captain Val Martin <i>Principle Member</i>	Dept of Fire & Public Safety County of Maui 200 Dairy Road Kahului, HI 96732	valeriano.martin@co.maui.hi.us 808-270-7568	October 2007	(same as above)
FC Joe Perry <i>Alternate for Val Martin</i>	UC Davis Fire Department 1 Shields Avenue Davis, CA 95616	jmperry@ucdavis.edu 530-752-3850	January 2005	(same as above)

Purpose, Scope and Goals of Committee	Scope and Responsibility of Committee: Primary responsibility for documents on a Fire Prevention Code (Uniform Fire Code – NFPA 1) to be used with the National Fire Codes for the installation, operation, and maintenance of buildings, structures, and premises for the purpose of providing safety to life and property from fire and explosion. Includes development of requirements for, and maintenance of, systems and equipment for fire control and extinguishment. Responsible for developing proposals for changes to NFPA codes and standards, reviewing NFPA's Report on Proposals (ROP), developing comments on proposed changes, and acting as liaisons to their regional fire service on issues pertaining to NFPA codes and standards. Specifically responsible for Uniform Fire Code (NFPA 1) including Fire Protection of Storage (formerly NFPA 230).
Frequency, Format and Location of Meetings	Frequency and Format of Meetings: Meets face-to-face approximately twice per year, with occasional teleconferences and email exchanges and voluntary task group work Location of Meetings: Varies as determined by the committee and the committee chair.
Specific Duties of Appointment	Attend the formal committee meetings in person. Actively participate in and contribute to the function of the committee on behalf of the best interests of the WFCAs and its membership. Review relevant materials and complete tasks as assigned by the committee leadership within specified timeframes. Alert the WFCAs Board of any emergent issues that may be of interest or concern to the Western Division. The typical workload is approximately 20 hours per year not including voluntary task group work.
Standing Expectations of WFCAs Board	Appointed representatives of the WFCAs are expected to: <ul style="list-style-type: none"> • Demonstrate conduct that is at all times professional and brings credit to the association and its membership. • Accept and act upon extemporaneous or ad hoc direction from the WFCAs Board in a timely manner and with the same credence afforded the direction received herein. • Reflect in their actions adherence to the WFCAs's bylaws, policies, and resolutions as well as the following adopted principles: <ul style="list-style-type: none"> ✓ WFCAs (and its representatives) will build and maintain relationships with our members, our state associations, the IAFC, and other partner organizations. ✓ WFCAs will actively foster communication to enhance these relationships.

	<p>(continued on next page)</p> <ul style="list-style-type: none"> ✓ WFCFA (and its representatives) will endorse, support, and foster legislative and policy development initiatives that will enhance the fire service and advance firefighter, citizen, and community safety. ✓ WFCFA (and its representatives) will endorse programs that foster and promote quality improvement and professional development for fire service professionals and agencies. ✓ WFCFA (and its representatives) will seek and utilize fire service leaders who will professionally and enthusiastically advance the mission, goals and objectives of our organization. 				
<p>Specific Direction from WFCFA Board</p>	<p><i>While serving as the WFCFA representative to the NFPA Uniform Fire Code Technical Committee, the appointees are expected to:</i></p> <ul style="list-style-type: none"> • Advocate for fire sprinkler installations in a greater percentage of commercial and residential (single and multi-family) occupancies. • Advocate for design and engineering efficiencies in fire sprinkler installations as well as the removal of common barriers to fire sprinkler installations (e.g., system development charges). • Advocate for the integration of the NFPA family of codes • Advocate for firefighter as well as citizen safety. • Advocate for fire service participation on all committees. • Bring to WFCFA’s immediate attention any policy matters not articulated herein that have the potential to be damaging to fire prevention. 				
<p>Participation and Reporting Requirements</p>	<p><i>Committee Participation Requirements:</i> The NFPA expects committee members to attend all committee meetings in person and to participate in balloting (typically conducted electronically). Repeated lack of attendance or diminished voting participation may impact the committee member’s position on the committee.</p> <p><i>Primary Committee Contacts:</i></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Ronald Farr – Committee Chair Kalamazoo Township Fire Dept. (MI) 269-381-8080 rfarr895@aol.com</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Martha Curtis – NFPA Staff Liaison 617-984-7496 mcurtis@nfpa.org</p> </td> </tr> </table> <p><i>Regular Reporting to the WFCFA Board and UFCA Chair:</i> The appointees will maintain regular contact with and provide timely notification of emergent issues to the assigned WFCFA Board liaison and the Chair of the Uniform Fire Code Association listed below.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Joe Perry – WFCFA International Director UFCA Vice-Chair UC Davis Fire Department (CA) 530-752-3850 jmperry@ucdavis.edu</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Jim Weigand – UFCA Chair 760-602-4661 jweig@ci.carlsbad.ca.us</p> </td> </tr> </table> <p>In addition, the appointees will collectively ensure that a written briefing is submitted, preferably electronically, using the WFCFA Liaison Activity Report Form (available at www.wfca.com) to the same contacts and wfca@wfca.com within two weeks after a committee meeting or event.</p> <p><i>Initial and Annual Review of Appointment Document:</i> Initially, upon commencement of the appointment, and prior to December 1st of each year of service on the committee, the appointees will review and collectively recommend changes to this document to ensure it accurately reflects the scope and requirements of the positions. The proposed changes will</p>	<p>Ronald Farr – Committee Chair Kalamazoo Township Fire Dept. (MI) 269-381-8080 rfarr895@aol.com</p>	<p>Martha Curtis – NFPA Staff Liaison 617-984-7496 mcurtis@nfpa.org</p>	<p>Joe Perry – WFCFA International Director UFCA Vice-Chair UC Davis Fire Department (CA) 530-752-3850 jmperry@ucdavis.edu</p>	<p>Jim Weigand – UFCA Chair 760-602-4661 jweig@ci.carlsbad.ca.us</p>
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	be submitted to the aforementioned WFCAs liaison (see above) for consideration by the WFCAs Board.
Unusual Event Reporting and Review	<p>In the event of unusual circumstances or significant emergent issues, the appointee will immediately contact one of the following for direction (listed in order of priority):</p> <p>WFCAs International Director – Joe Perry UC Davis Fire Department (CA) jmperry@ucdavis.edu 530-752-3850</p> <p>WFCAs Board President – Chief Ed Wilson Lake Oswego (OR) ewilson@ci.oswego.or.us 503-635-0275</p> <p>WFCAs Executive Director – Jeff Griffin wfca@wfca.com (800) 785-3473</p> <p>In the unlikely event of conflict or disagreement between the appointees’ actions or chosen approaches and written directives from the WFCAs, the matter should be immediately brought to the attention of the WFCAs Executive Director and/or Board President for review by the Board at the earliest opportunity.</p>
Expense Reimbursement Policy	<p>Eighty percent (80%) of travel and lodging costs (only) are funded by NFPA for “enforcer” participation in a manner consistent with the NFPA’s reimbursement policy (see attached).</p> <p>The Uniform Fire Code Association (UFCA) will pay the 20% of transportation and hotel not covered by NFPA in a manner consistent with the UFCA reimbursement policy (see attached).</p> <p>Any additional out-of-pocket expenses (meals, ground transportation, tips, etc.) will be covered by the participant or participant’s agency.</p>

SIGNATURES:

WFCAs Board President

Appointee

ATTACHMENTS:

- NFPA Uniform Fire Code (NFPA 1) Technical Committee Membership Roster
- NFPA Memorandum: [...]Technical Committee Travel Fund – 2006 Reimbursement Policy
- NFPA Travel Request Reimbursement Form
- UFCA Reimbursement Policy NFPA 1/UFCA Technical Committee

RESOURCES:

- Available at www.wfca.com:
 - ✓ WFCAs Liaison Activity Report Form
 - ✓ WFCAs Doctrine Statement, Strategic Plan, Bylaws, Policies, and Resolutions
- Available at www.nfpa.org:
 - ✓ Various committee specific materials/resources – follow prompts for “Codes and Standards”, “Codes Development Process”, and then to “Technical Committees” in that order.
 - ✓ NFPA 1 (Uniform Fire Code)
- www.ufca.net

CREATED: April 2006

REVISED: October 2007