

In The Matter Of:

*Public Meeting - State Fire Safety Committee
Department of Fire, Building and Life Safety*

*The Reporter's Transcript of Proceedings
April 2, 2015*

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PUBLIC MEETING
STATE FIRE SAFETY COMMITTEE
DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

THE REPORTER'S TRANSCRIPT OF PROCEEDINGS

Phoenix, Arizona,
April 2, 2015
1:30 o'clock p.m.

PREPARED BY:
CAROLE A. WHIPPLE
Certified Court Reporter
Certificate #50089

PREPARED FOR:

(ASCII/COPY)

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1 THE PUBLIC MEETING OF THE STATE FIRE SAFETY
2 COMMITTEE taken on April 2, 2015, commencing at 1:30 p.m. at
3 the Offices of the Industrial Commission Auditorium, at 800
4 West Washington Street, Phoenix, Arizona, before CAROLE A.
5 WHIPPLE, a Certified Court Reporter in the State of Arizona.

6

7 BOARD APPEARANCES:

- 8 Randy Karrer
- 9 Mark Burdick
- 10 Lisa Gerwitz
- 11 John Gilmore
- 12 Russell Louman
- 13 Rick Southey

14 LEGAL APPEARANCE:

- 15 Frankie Shinn-Eckberg

16 STAFF APPEARANCES:

- 17 Debra Blake
- 18 Fred Durham
- 19 Jonathan Riley
- 20 Jim Flagg
- 21 Amy Michaels

22

23

24

25

1 Phoenix, Arizona
2 April 2, 2015
3 1:30 o'clock p.m.

4 P R O C E E D I N G S

5 MR. KARRER: Good afternoon. We'll call the
6 meeting to order. It is 1:30 p.m. and we are at 800 West
7 Washington Street, Phoenix, Arizona at the Industrial
8 Commission's auditorium. This the Fire Safety Committee.
9 So I will call roll. Mark Burdick. Absent. James Ford?

10 MR. FORD: Present.

11 MR. KARRER: Lisa Gerwitz?

12 MS. GERWITZ: Present.

13 MR. KARRER: John Gilmore?

14 MR. GILMORE: Present.

15 MR. KARRER: Eric is not here. Russell Louman?

16 MR. LOUMAN: Here.

17 MR. KARRER: Patrick Moore will not be here.

18 Rick Southey?

19 MR. SOUTHEY: Here.

20 MR. KARRER: Debra Blake is the interim director.

21 MS. BLAKE: Here.

22 MR. KARRER: Debra is here. And Fred Durham?

23 MR. DURHAM: Here.

24 MR. KARRER: Amy Michaels is the secretary.

25 And -- I'm not going to say it. We'll just call you

1 Frankie.

2 MS. BLAKE: Legal counsel.

3 MR. KARRER: Legal counsel. All right. With
4 that I believe we have a quorum.

5 MS. BLAKE: We do.

6 MR. KARRER: First thing on the agenda is
7 approval of the minutes. That was sent out to us quite some
8 time ago. I know I responded without any questions. Does
9 anyone on this committee have any questions, corrections for
10 the minutes of -- it would be June 23rd of 2014? I'll
11 entertain a motion to approve.

12 MR. LOUMAN: Motion to approve.

13 MR. SOUTHEY: Second.

14 MR. KARRER: Motion and a second. Is there any
15 further discussion? All those in favor signify by saying
16 aye. Any opposed or abstentions? Passes unanimously.

17 All right. The next item on the agenda, old
18 business. Review, discussion and possible action on
19 adopting the 2012 International Fire Code. I believe that
20 there is probably a staff report on this so, Fred, fire
21 away.

22 MR. DURHAM: Yes, there is. It was in process.
23 The new governor, of course, the first thing he did was put
24 the rule making moratorium back into effect. I have met
25 with Rene Guillen who is our policy adviser from the

1 Governor's Office. He thinks it's a good idea if we sat
2 down, resubmitted the appeal to reopen it and it's currently
3 with the Governor's Office and he has submitted that. Once
4 we get the appeal through and they give us the ability to
5 have that exemption to the rule-writing moratorium we're
6 going to go forward with it.

7 MR. KARRER: You see no -- oh, Mylanta. Please
8 let the record show that the current fire chief for the next
9 two days is present. Right up here. The head of the table.

10 MR. BURDICK: Did I say I wasn't going to be
11 here?

12 MR. KARRER: So, Fred, you think that -- maybe
13 you should explain the process a little bit so we understand
14 it.

15 MR. DURHAM: The way it is right now we have
16 applied for an exemption to the rule-writing moratorium. If
17 the Governor says yes or no, we'll go forth from there. If
18 he says, yes, we have to go through the whole governmental
19 rules-writing commission, put the package in, have the
20 hearings, start all over again and move forward with it. I
21 don't know until I hear back from Rene. He seems to think
22 it's a good idea. He wants to bring it up because of the
23 disparate and its a problem in the state, especially with
24 the counties adopting building codes for 2012 and we're
25 still in three. It really starts to cause problems with us.

1 So he agrees it would be a great thing getting updated. So
2 he's working towards trying to get that basically okayed.

3 MR. KARRER: What are we hearing from mechanical
4 and current buildings? Are we in '12 or in '03?

5 MR. DURHAM: It depends on what county and what
6 jurisdiction because there is state-wide building,
7 mechanical or electrical code. Those are all adopted by
8 local jurisdictions. So I've got from some places are still
9 in '03. I have one county that has no adopted code up to
10 and through '12. The two big, Pima and Maricopa and Pinal
11 Counties, they're in '12 already.

12 MR. KARRER: All righty. So when do we
13 anticipate that --

14 MR. DURHAM: Hopefully I'll get that back in a
15 few weeks. It's a very busy time. And he's been gracious.
16 He's worked with us on it but he's not only our policy
17 adviser. He's got I think six or seven other agencies.
18 Lots of things going on.

19 MR. KARRER: Would we have to reconvene? Is that
20 the correct --

21 MR. DURHAM: No. You've given us direction to go
22 forward with it. So we're going forward with it. Since
23 you've said -- as long as you guys still agree that the 2012
24 is the way to go.

25 MR. KARRER: It is 2015.

1 MR. GILMORE: Question?

2 MR. KARRER: Yes, sir.

3 MR. GILMORE: As I recall on one of our last
4 sessions there was a question about the smaller counties and
5 municipalities. Is that part of the certification to date
6 or is that something that you do later?

7 MR. DURHAM: We're going to have to do a whole
8 economic impact statement before it goes to GERK. That is
9 an important portion of it. The primary cost, it's a
10 tradeoff. Because the building codes are moving forward,
11 they purchased most of the books anyway. It will save money
12 for business in general to have more of a uniform code than
13 we have now. So there are pluses. There is the cost to the
14 smaller municipalities to buy the books. That's the primary
15 cost. They're a few hundred dollars. It's not --

16 MR. GILMORE: I thought the issue was the impact
17 on the code itself, on the construction of structures and
18 mechanical and all those things tied into it. I thought
19 this policy couldn't go forward to manage the new code.

20 MR. DURHAM: That's -- a lot of the cost actually
21 because the entire state of Arizona with the exception of
22 Yuma -- Yuma is using the uniform fire code and everyone
23 else is on what is called the I codes. It used to be we had
24 a building code, a fire code and a mechanical code, totally
25 separate and published by different agencies. In about 2000

1 they got together and formed the I Code. It's a consortium
2 of all the old code organizations that came together. The
3 good thing is they're very interlocked. The bad thing is
4 they're very interlocked. So if you adopt the 2012 building
5 code you're sort of adopting the 2012 fire code in the same
6 way because certain chapters are actually verbatim; the
7 mechanical code, the fire code, they're exactly the same.
8 So when you have a fire code that drops out of compliance
9 with that building code, they're referencing something that
10 the standards may not be the same in what we can enforce
11 legally.

12 MR. GILMORE: That's all.

13 MR. FORD: Another question.

14 MR. KARRER: Mr. Ford.

15 MR. FORD: Fred, I don't know if you know this or
16 not, a lot of the jurisdictions are updating their codes and
17 are all on different ones as you mentioned. How many
18 different jurisdictions around the state are still on the
19 2003 code? How many are that far behind?

20 MR. DURHAM: It's very few. If I could look it
21 up, there's probably four or five that I can think of
22 offhand and they're all fairly small jurisdictions. What
23 they do is they don't bother to adopt the code. They just
24 use the state code.

25 MR. FORD: So really we're not impacting that

1 many people.

2 MR. DURHAM: No. The bulk of the population of
3 Arizona is already under the new codes.

4 MR. FORD: If I could make one more comment. My
5 understanding going through the code process, I think the
6 big change, the big additional costs are between the '12 and
7 the '15 with the environmental stuff. That's in some
8 response to John's questions. I don't think it's a big
9 impact on the development community. There is some
10 obviously.

11 MR. DURHAM: John, I don't know if you could put
12 a number on it. Usually there's a tradeoff. Something is
13 increased on the fire side and we had dropped a requirement
14 on the building side. So I think the costs overall even out
15 but I don't do construction cost estimations so I wouldn't
16 take my word on it. But I think it's pretty much a wash.

17 MR. KARRER: It's my understanding, too, since
18 we've got to get essentially the codes aligned to help
19 development as opposed to limit it, I think when you have
20 these various versions of the code it can cause more
21 problems than good. So --.

22 MS. BLAKE: Mr. Chairman and many members --

23 MR. KARRER: Yes.

24 MS. BLAKE: I have participated in your meetings
25 before so if you already addressed this, I apologize. I

1 know on the manufacturing side when we went from the 2003
2 building codes to the 2009, which is what we currently
3 adopted on that side of the house, there is a requirement in
4 there for fire sprinklers in residential buildings. And so
5 I know when we adopted them we looked at all of the changes
6 and because, at least the manufactured housing industry and
7 HUD has not supported that, we adopted the 2009 but excluded
8 the fire sprinkler as an exemption. So I don't know if this
9 committee has looked at the differences, as you mentioned,
10 going from 2003, '09, '12, wherever. But I think there
11 might be some things there that you might want to consider
12 exempting out of the adoption or consider.

13 MR. KARRER: Good point. Thank you, Debra. Is
14 there anyone who has any questions or concerns in that
15 regard to the code? I know we discussed this at the last
16 meeting and we did have some dialogue in relation to
17 sprinklers, but I don't think there was a lot of discussion.
18 Is there anyone that has a lot of concerns with that?

19 MR. FORD: I have a comment in response to yours.

20 MR. KARRER: Go ahead.

21 MR. FORD: The legislature has already taken care
22 of that for us. They have taken and removed any requirement
23 that it can't be mandatory to have residential sprinklers
24 when we adopt the new code. If you already have it in place
25 there's a grandfather clause you're okay. But for anything

1 newer, whether you adopt the nine or the twelve it doesn't
2 matter. The legislation will trump.

3 MR. DURHAM: And it's fairly clear in statute
4 that the state says if it's a fourplex or less in our
5 enabling statutes, it's a single family residence. And
6 under the law that you're speaking of, we cannot require it.
7 However, even in the 2003 code over a fourplex requires
8 sprinklers. So there's no real change there that would
9 affect the fire code.

10 MS. BLAKE: Thank you.

11 MR. KARRER: Okay. Any other questions on this
12 item? So, Fred, we would ask that you keep us posted on the
13 progress of the adoption of the code. If you hear any
14 additional information, please share it with the committee.

15 MR. DURHAM: I will.

16 MR. KARRER: Moving right along. Item number IV,
17 b, review, discussion and possible action on fee schedule
18 for the Office of the State Fire Marshal pursuant to A.R.S.
19 41-241 -- excuse me 41-2146(D). Fred, I assume that's you
20 again?

21 MR. DURHAM: That's me again. We would like some
22 clarification, please. In our current statute -- in your
23 current fee schedule we didn't clarify if you submitted
24 plans and they were disapproved or you didn't give the right
25 information, whether or not your money would then be

1 refunded. Up to this point if you submitted plans and
2 something was wrong, we gave you all your money back. Part
3 of the Lean Transition Program, part of the process we've
4 been looking at is we'd like to change that and we didn't
5 want to do it just arbitrarily. We want to make sure the
6 committee agrees with us.

7 So if you go to the proposed fee schedule,
8 currently the plan submittal fee is \$225 and we have a \$35
9 administrative fee. We changed the way we're able to submit
10 plans. Jonathan is going to give us a demonstration here in
11 a little while.

12 MS. BLAKE: Just as a point of order, we jumped
13 to agenda item V, g, under new business, the discussion on
14 plan review. So before we jump there, we have to have the
15 chair recognize that or close out old business, item b.

16 MR. DURHAM: Yes.

17 MR. KARRER: Why don't we do this, it sounds as
18 though since these are related why don't we close out old
19 business, since that was an old business item and we have a
20 new business item coming up. So why don't we move right
21 into number V, g, and we won't take action on b. We'll just
22 move to g.

23 MR. DURHAM: And come back to b.

24 MR. KARRER: And we can come back to b for
25 action.

1 MR. DURHAM: Because the two things are related.

2 MS. BLAKE: Thank you.

3 MR. KARRER: So recognized. Thank you, Debra.
4 Go ahead, Fred.

5 MR. DURHAM: So we've developed an on-line plan
6 where now instead of having to show up at the office with a
7 roll of plans, you're going to be able to apply for the
8 permit. Pay for the permit with a credit card, and upload
9 them digitally. We'll be able to digitally review them.
10 There's emails that go out at various stages of the process.
11 Your plan's been submitted. Your plans are under review.
12 When they're done they're digitally stamped and they're able
13 to be downloaded again. We think that's going to streamline
14 the plans process a lot and it will really help the people
15 that aren't in Maricopa County. So folks in Pima County
16 don't have to shuttle things up and have people drop stuff
17 off.

18 With that, part of our transition -- we're
19 trying to get the time period down. So we're going to
20 change the way we've been doing rejections. We have plans
21 sitting for up to six months, for example, where somebody
22 submitted something. They were sent in. We can't approve
23 this until you send us the information to clarify this item
24 or correct this item and they don't get back. So what we
25 want to do is go to a seven day -- seven working days. If

1 you don't get back, at least let us know what is going on,
2 we're not going to approve the plans, send them back. But
3 we would like to keep the submittal money, like a carrot on
4 the stick. And keep the two things separate.

5 MS. BLAKE: So if you'd like to go to the tab
6 "refund recommendation" in your booklet.

7 MR. KARRER: Yes.

8 MS. BLAKE: Maybe Fred could walk through that
9 and explain it.

10 MR. DURHAM: That's what I'm saying. So we're
11 going to change it a little bit. Currently we have a \$225
12 plan submittal fee for all plans that come into the office.
13 We have a \$35 administrative fee and that's to cover the
14 cost of the front desk people who take it in or log it and
15 do all the work. With the computer system we won't have to
16 do that anymore. So if you submit the plans on-line it's
17 only 225 instead of 260. If we have had no action taken on
18 the plans, we did not review them, and they call up and say,
19 we're very sorry we submitted to you, we'll go ahead and
20 refund them their money. And even with the ones that we got
21 and they accidentally submit to us and they should have
22 submitted to one of our MOU partners or it's not even ours
23 to begin with. People do submit things and then we realize
24 that and we refund their money. There is no reason to keep
25 that over a small clerical error.

1 However, if they come and bring plans in over
2 the front desk and we have the time invested in logging them
3 and doing the work, it's 225 plus 35. If no action's taken,
4 i.e. they accidentally submitted to us or they say the
5 project is canceled, we want to keep the \$35 and return the
6 \$225. If the plans have been in review, the plans that we
7 already spent the time to open them, find out what was
8 wrong, send the correspondence and in seven days you don't
9 get back, we want to keep the \$225. Because we spent the
10 time and effort to review them, you shouldn't get your plans
11 reviewed for free and no answer and all your money back.
12 It's just a waste of resources for us.

13 And for the over-the-counter submittal, it's
14 going to be -- because we can't go completely digital
15 because not everybody is capable of doing that. So we're
16 going to have a sort of hybrid system for awhile where
17 all -- as of right now all general construction plans they
18 have to fill out the application on-line, they have to pay
19 on-line, but they can still deliver the hard copy plans to
20 the front desk. We'd like to eventually go to digital plan
21 submissions, but I don't know how long that's going to take.
22 I don't know how many people don't have the CAD capability.
23 We still have a few contractors that draw with pencil. So
24 you see how it's laid out.

25 So basically if it's paper, we touch it we

1 keep the \$35. If the plans have been reviewed, we keep the
2 whole \$225.

3 MR. KARRER: Questions for staff? Lisa?

4 MS. GERWITZ: I have a question. I think I was
5 reading back in the notes this isn't all categories yet.
6 You don't have all categories available?

7 MR. DURHAM: We don't have all categories on-line
8 yet. We're basically in sort of an advanced beta testing.
9 We didn't want to shove everything in the plans portal. The
10 Lean Transition Program was specifically targeted at the
11 general construction plan. So that's what we used to roll
12 out first. Overall so far it's working fairly well.

13 We have a kiosk set up in the front office.
14 So even people that come in with the old hard copy, they
15 just sit down and fill it out on-line. But I think most of
16 the contractors are very happy. They don't have to drive
17 down to the office. They can fill it out on-line. They
18 know exactly when it was submitted. It sends them a
19 tracking number. They can pay with a credit card instead of
20 having to cut a check. It seems like it's a very popular
21 thing. And hopefully within the next month or so we'll have
22 everything on-line.

23 MR. KARRER: Thank you. Jim, you have a
24 question?

25 MR. FORD: A comment and a question. We do

1 electronic submittals and it wasn't working very well. And
2 I think you'll find change of plans will come in that way.
3 So it does work very well.

4 The second thing that you mentioned earlier
5 is the time lines. Again, I'm going to throw it back to
6 you. I think there is state legislation again about the
7 time lines have to be reviewed and either approved or
8 commented or turned back or in my, at least my
9 interpretation, they're automatically approved?

10 MR. DURHAM: This is correct. For us in our
11 statute it says basically we have 60 days from the time the
12 plan hits the front desk to approve it or deny it or it's
13 deemed approved.

14 MR. FORD: I didn't hear it's 60 days. I think
15 that it says that they cut it down dramatically.

16 MR. DURHAM: I think it did but if I remember
17 right the legislation you're speaking of did not apply to
18 the state.

19 MS. BLAKE: It's municipalities.

20 MR. DURHAM: It only applied to municipalities
21 and fire districts. Applied to everybody but state.

22 MR. FORD: Just making sure.

23 MR. DURHAM: With the new process we have gone
24 from 38 days -- now, the really heavy stuff hasn't hit yet
25 for the summer construction boom -- but right now we're

1 under ten. As long as we keep it there we won't have any
2 problem meeting any of those requirements.

3 MR. FORD: That was my point. I didn't want you
4 guys to think it was 60 days. I'm not sure exactly what it
5 is but as we go forward I hope that it's doesn't impact you.

6 My last comment would be I agree from the
7 timing, effort and logging and all that is done, if we
8 submit bad plans that's not your problem. That's their
9 problem. So I just agree with the thought process that went
10 into this.

11 MR. KARRER: Thank you. Any further discussion
12 or further questions for staff?

13 MR. LOUMAN: Mr. Chairman? At this point is
14 there any determination if you do red line them and they
15 come back and say we want a partial refund? Any thought
16 about that?

17 MR. DURHAM: No. There has been no -- this is
18 just the plan submittal fee and this applies to every set of
19 plans. Now there's other fees that we probably would end up
20 refunding. But the baseline plan submittal is on every set
21 of plans. There are additional ones for sprinkler system,
22 for a fire alarm system. I think for now, they will get
23 that back. But for the plans submittal fee itself is what
24 we're talking about.

25 MR. LOUMAN: Okay.

1 THE WITNESS: Further discussion? As a reminder
2 we're on item g for plan review refunds. So I'll entertain
3 a motion.

4 MR. GILMORE: I'd like to make a motion to
5 approve the recommendation of Fred.

6 MR. KARRER: We have a motion to approve the
7 proposed plan review refunds policy. Is there a second?

8 MR. LOUMAN: I'll second.

9 MR. KARRER: Second. Is there any further
10 discussion? Okay. All those in favor signify by saying
11 aye. Any opposed or abstentions? Passes unanimously.

12 Now we'll go back to b which is, review,
13 discussion, and possible action on fee schedule. Anything
14 further on the fee schedule other than we'll have to adopt
15 that to reflect what we just did, correct?

16 MR. DURHAM: You'll have to update the fee
17 schedule to have that and we can get that done and that's
18 exactly what we just did. We can get that updated and we'll
19 post it that you guys approved that this is the refund
20 schedule.

21 MR. KARRER: Okay. So now I assume this fee
22 schedule that's in the packet reflects those changes?

23 MR. DURHAM: This is our current one.

24 MR. KARRER: Oh, that's the current one, okay.
25 Gotcha.

1 MR. DURHAM: It just never addressed any refunds.

2 MR. KARRER: Gotcha. Any questions for staff?

3 This is an action item. Jim?

4 MR. FORD: Mr. Chairman, if you reviewed some
5 plans and you send back the comments, in here it says it's
6 automatically another hundred dollars for the first time or
7 you get one review?

8 MR. DURHAM: No. You get a free one. The
9 resubmittal is if it's so bad that if you get the entire set
10 sent back and they have to come in with another whole roll
11 of plans it's a hundred dollars.

12 MR. FORD: Okay.

13 MR. DURHAM: That's very rare that that happens.
14 Usually it's a minor issue where Jeff sends them an email.
15 They forgot a flow test or they didn't send the right cut
16 sheets. There's various ways they manage to not exactly
17 have it right. That's not a hundred dollar item. It's a
18 here's your whole set back. You need to resubmit the whole
19 set.

20 MR. FORD: Then once in awhile -- to follow-up --
21 once in awhile we will send it back and ask for corrections
22 and they won't make the corrections and you have to do that
23 two other three times sometimes. Is there a number if you
24 have to send it back three times do you consider it --

25 MR. DURHAM: Actually if they send it back wrong

1 three times they will have to start over again. With the
2 new time frame being pushed by the Governor's Office we
3 don't have time to send some of these plans back three
4 times.

5 MR. KARRER: Questions? Mr. Burdick?

6 MR. BURDICK: Just quick review of this stuff, I
7 checked out -- I can't multitask. Sometimes I'm trying to
8 do something else and I miss the conversation. So let me
9 review this real quick. The review of these fees is what
10 you currently got through and recessed, correct? These are
11 reflective of what you need today?

12 MR. DURHAM: Yes. We are not changing the
13 baseline fees. We're not changing any of the fees that we
14 charge for our permits or our inspections or anything like
15 that. We just need to clarify how we're going to do our
16 refunds. It was just never done. We never even thought
17 about refunds when we did the fee schedule.

18 MR. BURDICK: I appreciate that piece and I think
19 that's an important aspect as we take action and, frankly,
20 due to the infrequency of the opportunities to discuss it,
21 this is going to take care of things moving forward, I
22 guess.

23 MS. GERWITZ: Are we going to need a fee
24 increase?

25 MR. DURHAM: Not at this time. Not -- we're

1 capturing -- for what we need for the cost recovery for
2 permit inspections, we're doing okay. I think Gene did the
3 numbers on that and it was pretty close.

4 MS. BLAKE: I honestly haven't seen it.

5 MR. BURDICK: If you're comfortable with that --
6 I don't want to put you on the spot. But if you're
7 comfortable with that, fine. What I'm saying is I would
8 hate for us to not reconvene for six months to a year and
9 with an already stressed budget, I would rather add to that
10 possibility. Well, if you were to say this is grossly out
11 of whack --

12 MR. DURHAM: I don't believe it's grossly out of
13 whack.

14 MR. BURDICK: I feel better. Okay.

15 MR. KARRER: Further discussion? Okay. I'll
16 entertain a motion if someone is so inclined.

17 MR. FORD: Move to approve fees that were
18 submitted. Is that the motion that you're looking for?

19 MS. GERWITZ: Second.

20 MR. KARRER: Lisa seconded. Any further
21 discussion? All those on favor signify by saying aye.

22 (All votes in the affirmative.)

23 MR. KARRER: Any opposed or abstentions? Passes
24 unanimously. So now we're on to new business. Discussion
25 on the fiscal year 2016 budget for the Office of the State

1 Marshal. Debra, is that you. Or is that Fred?

2 MS. BLAKE: Fred has a few more. Fred, are you
3 prepared to talk about the budget?

4 MR. DURHAM: Yes.

5 MR. KARRER: Okay. Fred?

6 MR. DURHAM: Yes. The agency got almost exactly
7 the same amount of money this year as we got last year. So
8 we're looking at about \$600,000 to operate the State Fire
9 Marshal's Office this year. We're currently at six members
10 until they fill the Fire Marshal's position or the laterals
11 can hire more. But with the hiring freeze in effect I don't
12 see hiring any more people soon. So we're okay. We're not
13 buying new trucks and fancy laptops but we'll be okay.

14 MS. BLAKE: I would just add to that the fiscal
15 '15 budget that we're wrapping up soon, the end of June,
16 we're on target to manage well within the budget and will
17 probably have about \$20,000 to give back to the general fund
18 for the state. So we've managed well because we haven't
19 filled any empty positions.

20 MS. GERWITZ: How many positions are you down
21 now?

22 MS. BLAKE: It depends on what we need or what
23 we're allowed. Are you down one, Fred?

24 MR. DURHAM: It depends on where you start
25 counting.

1 MS. BLAKE: Yeah.

2 MS. GERWITZ: Field stuff?

3 MR. DURHAM: If you start counting last year,
4 we're down a fire marshal. If you start counting 2010 with
5 the big cutoffs -- we've had as many as 17 people in the
6 office and we're down to six. To be honest a hundred
7 deputies would do the job properly because there isn't a
8 whole lot of the unknown out there. We concentrate on the
9 schools, we concentrate on the county and state buildings
10 and we do very little in the private industry. There's a
11 great swath of Arizona that is out there.

12 MR. KARRER: That's not inspected.

13 MS. GERWITZ: And that's my swath right there.

14 MR. DURHAM: Yes, I know that's why you're
15 asking.

16 MR. BURDICK: To follow up on that just quickly,
17 when you say that, do you know off the top of your head the
18 counties or other MUOs put in place where other agencies are
19 providing the support?

20 MR. DURHAM: I can't give you that number off the
21 top of my head. I would say around 30.

22 MR. BURDICK: Is that obviously in Maricopa and
23 Pima Counties?

24 THE WITNESS: Mostly Maricopa and Pima County and
25 stuff out by the river and up in Navajo County. I'm sorry,

1 not Navajo, Mohave County.

2 MR. KARRER: His neck of the woods.

3 MR. DURHAM: Yeah. And the issue is always the
4 larger jurisdictions. The smaller jurisdictions are the
5 ones that either do not have a fire department or have no
6 interest whatsoever in doing it.

7 MR. BURDICK: So the follow-up question to that
8 is on an annual inspection schedule of what your plan is for
9 new construction existing, if you could wrap it all in, what
10 is your percentage meeting that?

11 MR. DURHAM: Right now with the stuff we have in
12 our data base, for example, we're at almost a three-year
13 cycle to get the schools done. We're in the schools once
14 every three years. We get county buildings it depends.
15 Some of the occupancies are more often, prisons and the
16 jails are more often, some of the high hazard things are at
17 almost a yearly schedule. Some of the state stuff is at ten
18 years. And the unincorporated businesses out in the county
19 are at never. They've just never been done.

20 MR. KARRER: That's a concern to me.

21 MR. BURDICK: I would say to hear prisons are
22 inspected at a greater frequency than schools is extremely
23 concerning. Given the state of the society today where we
24 have as much as -- and I would challenge we have as much
25 risk in the school as we do in prisons.

1 MS. GERWITZ: We have more risk in the schools.

2 MR. BURDICK: In fact we have. They have guards
3 and things in place with lockdown. In schools -- and I've
4 been told by state inspectors they found schools with exits
5 chained. This is something that -- I don't know what
6 authority we have. But we certainly ought to go on record
7 there is a concern about that.

8 MR. KARRER: I would share that concern. I think
9 that it's due to a lack of staff.

10 MR. BURDICK: Exactly. On that note we have
11 talked about this in the past. That's why I was interested
12 in the fee schedule. We had talked about the ability to
13 assess fees to recover costs to recoup your staff and I know
14 that's highly charged. But is there any movement on that?
15 Have you been able to look at that due to your staff
16 limitations?

17 MS. BLAKE: No. With the hiring freeze in place
18 and the budget pretty much frozen now for fiscal '16, we
19 can't get any more funding. All the fees that we collect,
20 even if you would increase the fee, we don't retain those.
21 All fees collected go to the general fund. Then we get an
22 appropriation from the general fund that each division, Fire
23 Marshal, Manufactured Housing has to function and adhere to.
24 And so, you know, getting an appropriate -- increased
25 appropriation would have to be a good, strong argument.

1 Certainly what you talked about here about the concern over
2 the schools may be that, and it would have to be a
3 presentation to the Governor's Office. That would have to
4 be approved by all the powers that be with the financial
5 people saying that we need an increased appropriation for
6 the purpose of hiring additional deputy fire marshals to
7 increase our inspection frequency in schools because the
8 committee has determined that that should be a higher
9 priority than the current schedule that it has.

10 MR. BURDICK: I think there's an opportunity.

11 MS. GERWITZ: Is that something that we can
12 discuss today or is that something on another agenda item to
13 put on the agenda?

14 MR. KARRER: I think it's part of the budget.
15 Frankie, what do you think?

16 MS. SHINN-ECKBERG: I think it's part of the
17 budget.

18 MR. KARRER: It's my perspective, very similar to
19 Chief Burdick, my concern is I think it's absolutely
20 atrocious that we put a higher life value on inspecting
21 prisons than we do in our own schools.

22 MR. DURHAM: And to be honest the reasons the
23 prisons are getting inspected, for all intents and purposes,
24 are pretty good. They're not perfect. They have the same
25 budgetary constraints. We're finding problems with

1 sprinkler systems not being done and fire alarms not being
2 fixed. Their budget constraints are the same as everybody
3 else's in the state. They're doing a pretty good job.
4 Statistically the safest place the kids are in all day long
5 is in school. And they are capable of self-preservation.

6 There is a reason the prisons have a little
7 bit more eye on them is they're not. Because it's a high
8 occupancy. There is no way -- if something happens, those
9 folks cannot choose to save their own lives. So that's why
10 there's always been a pretty close eye kept on that.

11 The state prison system, for example, one of
12 the reasons they try to keep a pretty good eye on them is
13 very few of them have working fire alarms or sprinkler
14 systems. So if something were to happen it could be
15 catastrophic. So that's the reason that there is some
16 emphasis being placed upon them.

17 MR. KARRER: Also the building construction and
18 concrete picture is different.

19 MR. DURHAM: Yes.

20 MR. KARRER: I would submit, however, still with
21 the schools, I think the frequency in which they're
22 inspected, I think that's a major concern.

23 MR. DURHAM: I would love to do under six months.
24 If we had the staffing I would definitely inspect everything
25 annually, and schools more often. Right now we're not able

1 to do that.

2 MR. LOUMAN: Mr. Chairman? You're talking about
3 the state prisons. What about the private ones? Are they
4 the same frequency?

5 MR. DURHAM: They do not fall under us. Those
6 are private industry. So those are local jurisdictions
7 inspect those.

8 MS. GERWITZ: I think you also said ten years for
9 any state offices?

10 MR. DURHAM: Some, yes. It could be ten years
11 for this building, for example.

12 MS. GERWITZ: That concerns me, too.

13 MR. LOUMAN: That's not warm and fuzzy.

14 MS. GERWITZ: Yeah. To me I think we have an
15 argument to go back to the Governor's Office to amend an
16 appropriation or whatever we have to do at that point. I
17 think we have an argument. I think that's something we
18 ought to look at going forward.

19 MS. BLAKE: Would your direction be for the
20 Office of the State Fire Marshal to prepare something for
21 you to review that shows you currently how they prioritize,
22 how inspections -- a priority list, compared to the risk for
23 those types of buildings so you could look at it and discuss
24 it before we move forward then and that way you would have
25 some research and some basis to give to the Governor's

1 Office. Would that be helpful for you?

2 MR. BURDICK: If I could, based on that
3 suggestion for me would be two-fold. One, I would like to
4 know the frequency currently, the current state, if you
5 will, what is your recommendation to bring us up to some,
6 you know, reasonable level that we could all live with. I
7 understand we can't do it over night. But also with that
8 assessment, if you look at the fee schedule, and I
9 understand the loops that you've got to go through because
10 everything goes back to the general fund to present to the
11 Governor a balance plan, yes, we need more folks. And we
12 know that state-wide fee recovery would give you a better
13 distribution. In other words, the fees probably wouldn't
14 have to go back up as high so it's a relatively low impact,
15 if you follow me. So tie that to fee cost. So if you
16 raised it by \$200, whatever the fee is, that generates X
17 amount of dollars, and you could hire how many inspectors
18 out of that? So we have -- not only have we identified the
19 problem, what the recommended cycle is, but also this would
20 be the revenue tied to the fix if that makes sense.

21 MR. DURHAM: Yeah. Chief Burdick, just to
22 clarify something. Our partners that work with us are
23 allowed to charge cost recovery across the board. We,
24 however, can only have cost recovery, the way the statute is
25 currently written, for construction projects. Regularly

1 scheduled inspections, we have no ability to charge for
2 that. So that would take a statutory change in order for us
3 to set the fee you're talking about.

4 MR. KARRER: Yeah.

5 MR. DURHAM: The regularly scheduled inspections,
6 when we go out, we're not allowed to charge for that
7 currently. That would take a statutory change. That could
8 be recommended but --

9 MR. BURDICK: If I could, I don't see that as --
10 is it a big obstacle? Yes. But it isn't insurmountable.
11 Given the proper education for people to understand the
12 state, if more people understood where we're at and the
13 risk, I mean let me just say it dramatically. The risk to
14 their children versus what our inspection cycle is --

15 MR. DURHAM: Yes.

16 MR. BURDICK: -- I think that would help our
17 legislators to understand the importance of this. I don't
18 think this is a very costly fix in the grand scheme of
19 things.

20 MS. BLAKE: Mr. Chairman and the committee
21 members, if you could clarify when you have a motion based
22 on the discussion, to address the fees in a meaningful way
23 that's going to take a statutory change. So we're looking
24 at the next legislative session, a year from now. And it
25 sounds like from what you said you have another concern that

1 could be addressed in a shorter time frame which is coming
2 up with research about what we're currently inspecting, what
3 cycle time and what we are prioritizing so that you could
4 give direction on re-prioritizing and then move forward
5 maybe for an increased appropriation. So --.

6 MR. KARRER: I think that pretty much describes
7 it. Jim, John, anything from you?

8 MR. FORD: I think that's good. I agree with
9 everything that everybody said and everybody does it a
10 little bit different and making sure we're doing what we
11 can. Putting what we're saying here up against a lot of
12 discussion about the budget in the state and the schools and
13 the schools going to one to give us more money and get more
14 money back from what they lost the last time in theory.
15 We're in a difficult situation and difficult budget
16 situation because it's going to come down to priorities, not
17 our priorities, but our economy versus others priorities. I
18 think this needs to be out there. I think we need to make
19 these statements. We need to put that out so it's at least
20 addressed. But I'm, you know, a little apprehensive that
21 that many people are going to pay attention.

22 MR. SOUTHEY: So it's definitely something.

23 MR. DURHAM: Chief Ford, I'm afraid of the same
24 thing. We had the expose last year where the news people
25 came and showed them all your children may be in grave

1 danger because their school hasn't been inspected and we had
2 zero phone calls.

3 MR. BURDICK: Our City of Glendale, for those
4 that don't know me, we through an MUO took over the
5 inspection of schools. Our fire marshal reached out to the
6 school districts that are involved in Glendale. We charge a
7 three hundred dollar annual fee. Not a single board
8 supervisor, no one came back and said that -- they didn't
9 bat an eye. In fact, I would say they were pleased to know
10 that we were going to provide the inspection because the
11 fire marshal is not able to do it.

12 So now to Jim's point, I do agree if we do
13 this and it's a \$1500 fee and we're burdening the schools
14 with that, absolutely. So if we distribute the fee
15 structure over the broader population out there, would it
16 help us to where the \$300 fee for the state fire marshal
17 might bring up revenue to bring in a few extra inspectors?

18 MR. DURHAM: It may.

19 MR. BURDICK: So we need an analysis. It seems
20 to be either way that we go we're forced to look at
21 different priorities.

22 MR. KARRER: Lisa?

23 MS. GERWITZ: In the private sector in my swath
24 of the world we deal with hazardous material. We need
25 inspections, planned inspections, we need those things and

1 those are out because there's nobody out there to do them.
2 I think that's an additional part along with the schools I
3 wholeheartedly agree. But I think it also affects the
4 private sector in the same format.

5 MR. DURHAM: It does.

6 MR. BURDICK: The same thing for us. The high
7 hazard occupations, hazardous materials, we charge them with
8 an annual fee. The resistance we get for us is on the small
9 office complexes, things like that where folks say, hey, I
10 can't pay \$75. I'm going to go broke. The places that deal
11 with hazardous materials, those private sector folks, if you
12 charge \$500, they say here's the check.

13 MR. DURHAM: Right.

14 MR. BURDICK: It's not typically --

15 MR. KARRER: It's a liabilities thing.

16 MR. BURDICK: It's not a big financial thing to
17 them and they welcome it because they appreciate the service
18 because they want to be safe.

19 MS. GERWITZ: And the liability issues these days
20 is just huge. So if you can show you had those inspections,
21 and should something happen, you had that inspection. So
22 it's something to fall back on.

23 MR. KARRER: Right. Further discussion?

24 MR. FORD: Again, we've be doing this for quite a
25 while and there's a lot of experience up on the panel here

1 and I'll throw out a term that use quite a bit out speaking
2 and it's legislature by catastrophe. It's a good news/bad
3 news thing. We haven't had one such as a nitrate type of
4 stuff. We don't want that event and we try to prevent that.
5 The better job we do preventing in Arizona -- I'm not
6 trying -- we're doing a really good job here. Unfortunately
7 until we have that type of event, we're not going to get the
8 legislation and legislators to talk or do anything
9 significant unfortunately. So it's a term that been around
10 for a long time in the fire service, legislation by
11 catastrophe. So just something to think about. I'm not
12 trying to be a debutant or anything like that.

13 MR. KARRER: Further discussion? Do we need a
14 formal motion for that?

15 MS. BLAKE: Yes.

16 MR. KARRER: Because, Frankie, the question I
17 have is this item is labeled discussion only. It doesn't
18 have any action. It's not an action item. So I would say
19 that your direction to you, Fred, as we've discussed --

20 MR. DURHAM: To come up with some numbers.

21 MR. KARRER: Give us some numbers.

22 MS. SHINN-ECKBERG: Put it on the next agenda.

23 MR. KARRER: Pardon me?

24 MS. SHINN-ECKBERG: Put it on the next agenda.

25 MR. KARRER: Put it on the next agenda for the

1 next meeting. I think we're going to have another meeting
2 pretty quick. There are things that need to be addressed.
3 We don't want to leave and I think some items down the
4 agenda we're going to want to take some action on and make a
5 statement as well. But all the discussion, please take that
6 into account. Let's come up with some numbers. Essentially
7 of -- and prioritize, I would think as well, so we can move
8 forward with this.

9 But I would like the record to reflect I
10 think as a whole, although we can't vote on it, the
11 committee feels that this is a very, very high priority and
12 we don't feel very comfortable in the sense that we have
13 some liabilities is the way to describe it, out there in the
14 community, in the state community essentially, anywhere from
15 the schools to the prisons and even private businesses.

16 MR. LOUMAN: Mr. Chairman, I think this brings
17 forward the fact that this committee is trying to be
18 proactive about it.

19 MR. KARRER: Yes, agreed. Okay. Further
20 discussion on item a?

21 Moving along to number V, new business, item
22 b, discussion of replacement of the director of the
23 Department of Fire, Building and Life Safety. I assume,
24 Debra, that's yours.

25 MS. BLAKE: That's mine and it will be brief,

1 sir. As you know, Gene Palma who was our director, he
2 resigned effective March 13. About March 11th I received a
3 call from the Governor's Office asking if I would step up as
4 interim director. It's a temporary role as far as I know.
5 And so my guess is there was no time frame put on it but I'm
6 assuming they want to let the legislative session do its
7 thing and end. Obviously we have a new Governor and new
8 administration. They have a lot of things on their plate to
9 address. I don't know how they intend to prioritize them.
10 Not to demean my own role, but if they have a warm body in
11 there who is functioning keeping chaos and things under
12 control, do they have other issues like perhaps the
13 replacement of some key positions that are vacant. So I'm
14 not sure when they're going to make a decision about a
15 permanent replacement of the director of the department. In
16 the meantime I'm it. So we'll keep you posted. Amy can
17 send out an email announcement when there's a decision
18 coming forth on that. But I absolutely can't give you a
19 time frame on when that might happen.

20 MR. KARRER: Discussion?

21 MS. GERWITZ: I had a question.

22 MR. KARRER: Lisa?

23 MS. GERWITZ: Debbie, maybe this is in line with
24 the transformation project. Has there been a discussion
25 with the Department of Fire, Building and Life Safety that

1 it be blended into other state departments? And the reason
2 I ask is I deal with the Department of Weights & Measures
3 and they're taking Weights & Measures and trying to do other
4 things and there was a house bill on it.

5 MS. BLAKE: You're absolutely right. I have been
6 with the department now for nine years. Ever since I came
7 to the department there have been ongoing discussions every
8 legislative session about consolidation of agencies. You're
9 all aware that Governor Ducey, one of the platforms he ran
10 on was shrinking government and he's very committed to do
11 that. Shrinking it from waste and money perspectives to
12 consolidating agencies. Weights & Measures was the first on
13 that list obviously pushed through -- well, I didn't know
14 that the bill had been finalized but the legislature --

15 MS. GERWITZ: It's not been finalized. It's
16 still pending out there. But it was out there.

17 MS. BLAKE: Okay. And the legislative session
18 for all intents and purposes is ending today. So if it
19 doesn't get approved, does that mean they still can't do it?
20 Is it statutory-authorized just like our department is? So
21 I don't know. Ever since I worked with the department I
22 have heard that they were going to either get rid of the
23 State Fire Marshal Office completely or give it off to the
24 local jurisdiction or they may consolidate it with another
25 undisclosed agency. The Office of Manufactured Housing

1 they're going to move up with housing. So every year I hear
2 this and yet nothing's ever happened on it. So yet again
3 this year those discussions are out there. Everybody is
4 theorizing and whatnot, but we've heard nothing officially.
5 They would have to change the statutes. There were not
6 bills introduced to do that with us. Could the Governor do
7 it and not pay attention to the statutes? Probably. My
8 answer is I have no idea. But it's not a new topic or
9 discussion or conversation. So --.

10 MR. KARRER: I would suggest that it would be
11 very concerning if the state would eliminate the Fire
12 Marshal's Office. I think we are the only state in the
13 country that does not report fire injuries, fatalities and
14 fire reporting systems. And you have a state agency that
15 does that. It's just my opinion it would be very, very
16 concerning that we would go down that road because still
17 it's a life safety position. Further discussion? Jim?

18 MR. FORD: Just a question on the replacements.
19 Does it also -- I know it's driven by the Governor's
20 Office -- does that have to go back to the legislature for
21 approval also? So that person's in that position until next
22 session?

23 MR. DURHAM: Once the legislature is out of
24 session it's one of those things that they're in the job
25 until the next legislative session.

1 MS. BLAKE: It has to be senate confirmed. I
2 don't know if that's true of all agencies but cabinet-level
3 agencies, the directors have to be senate confirmed. So it
4 wouldn't be happening now. So I'm assuming it would be
5 interim. Do you know, Frankie?

6 MS. SHINN-ECKBERG: I don't know.

7 MS. BLAKE: I think the Governor has the power to
8 appoint a position. But typically the senate confirm. So I
9 don't know if it can wait until next session. I just don't
10 know the answer.

11 MS. SHINN-ECKBERG: There's a debate going back
12 and forth on whether they have to wait or not. I think
13 someone from Governor Ducey's office sent something that has
14 the guidelines on it. I'll get back to you. Off the top of
15 my head I don't know right now.

16 MR. KARRER: I would assume by the next meeting
17 we would have an answer to that question. So, you know, I
18 would ask that you guys research that and find that out.
19 Make this item kind of an actual item so we can submit some
20 kind of a recommendation as to Fire Safety Committee to his
21 office in regards to the fire marshal position and the
22 director position also.

23 MS. BLAKE: Okay.

24 MR. KARRER: Any other comments on that? Moving
25 along to V, c, discussion of replacement of retired State

1 Fire Marshal.

2 MR. DURHAM: As you know, Bob decided that he'd
3 worked enough and absolutely good for him. He went home.
4 Many people stopped by his retirement ceremony. He's
5 happily at home, working on his pool. He called me today
6 and had just gotten back from Mexico and he had gassed up
7 the RV and was going up to the White Mountains. He was
8 going to try to make it by today but apparently he's working
9 on his RV again. But, yeah, we haven't heard anything yet.
10 Currently I'm just filling in for Bob until they come up
11 with something permanent.

12 MR. KARRER: Okay. Discussion by the committee?

13 MR. FORD: I think that's all the comments.

14 MR. KARRER: I would ask again we reiterate that
15 we make this an actionable item for the next agenda.
16 Clearly this is a high priority for this committee. I think
17 everything that we discussed up to this point reflects the
18 need to keep this not only intact but to ensure it has the
19 proper staffing at every level.

20 MR. LOUMAN: Is the State Fire Marshal budgeted
21 for the '16 cycle?

22 MS. BLAKE: Yes.

23 MR. DURHAM: Yes.

24 MR. LOUMAN: And that's it?

25 MR. DURHAM: Well, they only go one year.

1 MR. LOUMAN: It's only one year.

2 MS. SHINN-ECKBERG: You can ask that.

3 MS. BLAKE: I think every intent that I've heard
4 from the Governor's Office and the policy adviser is they
5 absolutely intend to replace the position. I don't know if
6 they have applicants. I just know we have been given the
7 direction not to post for the position. The Governor's
8 Office will take care of it.

9 MR. KARRER: All the more reason for us to have a
10 recommendation.

11 MS. BLAKE: I would say sooner rather than later.

12 MR. KARRER: Absolutely. Absolutely. Any
13 further discussion on item c? Moving right along item V,d,
14 discussion of pending and new legislation relating to the
15 fire service. Since this is almost the end of the
16 legislative session there is not a lot out there I don't
17 think. Is there anything from Debra or Fred?

18 MR. DURHAM: The only thing that I've been
19 tracking because we're currently in the rules-breaking
20 process to adopt NFPA 1124 as published in August of 2013
21 for the regulation of fireworks statewide because the
22 legislature said we should do that. This time there's a
23 bill that says the only law that can be used to enforce is
24 NFPA 1124 as adopted. So we're going to adopt it by rule
25 but they put it in the legislature at this time. And they

1 wanted to be able to set off fireworks in the preserve in
2 Scottsdale but I think they got that beat back. I'm done
3 with that.

4 MR. KARRER: Jim?

5 MR. FORD: Yes. It's put on the legislature
6 every year and we've seen it come in late saying what are
7 they doing and what are they not doing? There were several
8 things that went through this year. One of those things was
9 to talk about fireworks this time. I would like to talk
10 about that first. I'd like for us to ask the question one
11 more time of staff and the department, they're going to
12 adopt NFPA 1124, the 2013 edition, which has been pulled by
13 the NFPA because it's completely insufficient and it was not
14 agreed to by the fireworks industry or anybody else. That
15 edition has been pulled by NFPA. I've been told from the
16 industry, firework industry it doesn't matter. The state
17 adopted the legislation and you have to enforce it. So in
18 essence we're trying to enforce a standard that is no longer
19 in effect. I think that puts us in a bad spot and I would
20 like to clarify that from the Attorney General what he
21 thinks about standards that have been pulled and are no
22 longer in effect and we're saying locally the state or the
23 state agency that has jurisdiction has to support that. It
24 doesn't make sense to me. If they want to say that then
25 let's go back to the 2009 decision. So I'd just like to

1 confirm that because I'm being told that the Attorney
2 General said, too bad. You guys enforce stuff that is no
3 longer in effect. I think that's a bad precedent to set.

4 MR. DURHAM: There are some court decisions that
5 go back a very long ways. Some of them from California.
6 They were actually state Supreme Court decisions that said
7 once a rule was adopted by a state legislature even if that
8 rule is repealed it's still in effect. So if the state
9 legislature says that's the rule, that's the rule. It
10 doesn't matter if the NFPA says it. Because they had
11 adopted it, it's the rule, and there is no agree or
12 disagree. There have been court decisions that says that
13 that's the way it works.

14 Now those court decisions haven't been as Cal
15 regulations and other stuff and they're very old, but I
16 think they're going to stand. If you want to ask the
17 Attorney General's Office.

18 MS. BLAKE: Frankie is going to look into it for
19 us.

20 MS. SHINN-ECKBERG: I don't have a position on it
21 but I think that is correct.

22 MR. DURHAM: Yeah. There was a pretty good
23 analysis done by the fireworks industry but it was actually
24 quite good. And they cited the court cases and they cited
25 the Supreme Court case that says once it's adopted by a

1 legislature it remains a law even if the people that
2 published it originally say it's no good.

3 MR. FORD: That was my question, was it in effect
4 when the legislature adopted it? I don't know that it was.
5 Can they go back and adopt a standard that's been pulled?
6 Previously there was a standard that said this and we're
7 going to correct that. That was my question.

8 MR. DURHAM: They hadn't. They adopted the
9 version that was published, TIA number one, but not number
10 two. Remember TIA number one was the gas-powered
11 generators, TIA number two was the massive sprinkler changes
12 that caused the whole thing to blow up. So TIA one was in
13 effect in August 2013 when they adopted it. TIA number two
14 came out shortly thereafter, and it wasn't too long after
15 the legislation was in session that the whole thing where
16 the industry said we're pulling our support, and the NFPA
17 said we're not going to do any fire testing. We're going to
18 pull our support from you and everything went downhill. So
19 from what I understand NFPA is taking that out of
20 circulation for now. They're going to strip out all
21 consumer fireworks and it's going to come back only display,
22 commercial grade and blasting agents the way it was before.

23 MR. LOUMAN: Mr. Chairman, I agree with Jim and I
24 know Jim and I have talked about it. The problem is if you
25 contact the NFPA they will not even discuss 1124 with you.

1 MR. DURHAM: No, they will not. You cannot get
2 an official interpretations from the NFPA on it. They just
3 say you can buy it by what they call an historical
4 reference.

5 MR. KARRER: That's never good.

6 MR. LOUMAN: That's why we need to find out from
7 counsel, the A.G.'s Office exactly --

8 MR. KARRER: Right.

9 MR. FORD: Because if I can't even get an
10 interpretation from them, you're putting me in a very bad
11 spot.

12 MR. KARRER: Frankie, you can look into that,
13 correct?

14 MS. SHINN-ECKBERG: Yes.

15 MR. KARRER: You can look at it and put that on
16 our next agenda as well so we have an interpretation of
17 that?

18 MR. FORD: If that's standard can we interpret
19 1124 any way we want? Ask that question also.

20 MS. BLAKE: What would you like legal counsel to
21 interpret?

22 MR. FORD: Can you interpret it any way you want?

23 MR. DURHAM: It's not -- one of the issues that
24 has come up with this, because I've taken many phone calls
25 from angry people, the State Fire Marshal's Office has no

1 role in the enforcement of the fireworks laws. It's not
2 even in our title. It's in 36, public health and safety.
3 They wrote in that they would adopt the rule and then we
4 could go fine people on the 4th of July setting off
5 fireworks on state lands a thousand bucks. Okay. That's
6 our only role. We don't have any oversight in interpreting
7 the rule. It's just very limited in what we can do and
8 can't do. It falls back to local jurisdictions
9 unfortunately to enforce the regulations.

10 MR. FORD: Mr. Chairman, have we adopted a rule
11 for that or just placed on a legislation list? I don't
12 think we adopted a rule.

13 MR. DURHAM: The final adoption of the rule is
14 next week on the 7th. If we got the exemption we got it all
15 the way through the writing, got it published in the
16 register, it will be adopted as of next week as long as the
17 Governor, the writer and review council says yes. They
18 could still say this doesn't apply; no.

19 MR. FORD: Okay. Mr. Chairman, another comment
20 on fireworks.

21 MR. KARRER: Please.

22 MR. FORD: I did have several discussions with
23 the legislators this year. The personal opinion I'm getting
24 I'm getting real tired of new fireworks legislation coming
25 through every single year. I asked in the legislature and

1 he said you're state fire departments are doing a real good
2 job of meeting your intent but when you change it on us
3 every year we have a real tough time keeping up with it.
4 And I'm hoping this year the one thing that I really was
5 opposed with they were upset, the industry was upset with
6 Scottsdale because we had put in place the local ordinance
7 that said you can't use fireworks near schools, hospitals
8 and within a mile of a preserve. And the industry lobbyist,
9 for lack of a better term, got upset and came back and
10 changed it to say state law says you can do it within one
11 hundred feet of whatever you want, including hospitals and
12 preserves and anything you want to. Luckily, the state
13 legislature now says they have a mile buffer. It's not just
14 Scottsdale. It's a mile buffer. But I think that kind of
15 backfired on them. I was hoping that the legislature leaves
16 it alone and goes on and do what we needed to with it. It's
17 getting ridiculous when one person has an issue and then it
18 affects the entire state. That's the way it's getting.
19 That's why the discussion we had in the last minutes and
20 then for this one is what all is adopted that we don't know
21 about?

22 The access roads, same situation. One
23 legislator was upset in one jurisdiction and everybody got
24 impacted on the alternative means on access roads especially
25 in smaller jurisdictions. So I don't know how and what we

1 could do about that to let them know about stuff or go
2 through our other associations, I don't know. But it's just
3 difficult to keep chasing those types of fire and safety
4 things and community impact things from so far behind. It's
5 just an editorial comment on my part. So that's why I asked
6 it to be on here again. I don't think there's been too
7 many.

8 MR. DURHAM: Senate Bill 1169, one of the
9 senators ran a bill this time that says that any time you
10 require a fire watch it may be someone who works there. And
11 the training will be provided. Thank goodness that was --
12 Bob did that before he left. The original bill said no
13 city, no county, no state can require a fire watch when fire
14 protection systems are out of service. And he explained to
15 the legislature running this that this is a public safety
16 issue. What you're talking about you're telling Phoenix
17 that you can't have a fire watch when a high rise sprinkler
18 system goes down, the fire alarm system went out in a
19 stadium, you can't have some alternate, you know. It was
20 going to make it you couldn't require you could have
21 anything special and the only option they were giving us at
22 this time was to shut buildings down. And that was when
23 they finally said, oh, so we could do that instead. So this
24 is the alternative that allows them to stay open when they
25 have a failure of a sprinkler or a fire alarm or some

1 special event going on requiring this. So it says "may
2 allow". That does give a little leeway. And there's
3 supposedly going to be some training that they'll provide
4 for free to the person who's going to do the fire watch.
5 Which we do that anyway. Here's your air horn. Please be
6 careful. No, I'm serious. We have some schools they give
7 them an air horn. The little one that they can put in their
8 belt. So they're the fire alarm. They run around with an
9 air horn. Fire alarms -- Arizona, lightening and fire
10 alarms don't mix.

11 The other thing, and this will affect all
12 jurisdictions but not a huge amount, from now on any school
13 with an aggregate of less than 5000 square feet falls back
14 to local jurisdictions unless there isn't a local
15 jurisdiction and then it falls back to us. It's going to be
16 some of the very small charter schools that open in the
17 strip malls. They will be local jurisdiction only. We will
18 not have any involvement with them. We will not inspect
19 them, we will not permit them. Nothing. But 500 square
20 feet is fairly small.

21 MR. KARRER: Okay. Any further discussion on
22 item d, pending legislation? All right. Moving right along
23 to business number item e, presentation of Lean Presentation
24 Project.

25 MS. BLAKE: In your booklet, and by the way, Amy

1 did a nice job of putting these together.

2 MR. KARRER: She did.

3 MS. BLAKE: Thank you, Amy.

4 MR. KARRER: First time we've been this
5 organized.

6 MS. BLAKE: Hopefully you'll see these kind of
7 things going forward for your meetings. I believe they're
8 helpful.

9 MR. KARRER: Yes.

10 MS. BLAKE: If you turn to the Lean
11 Transformation tab. I'm not going to spend a tremendous
12 amount of time. But this is the project document that was
13 sent to the Governor's Office. So just to give you a little
14 bit of history on it, one of Governor Ducey's directives
15 since he's been governor is the Lean Transformation Project.
16 What that is is require all state agencies to submit to the
17 Governor's Office a list of every process you have that
18 requires a license, an application or a permit and define
19 them separately. I think the Fire Marshal's Office has --

20 MR. DURHAM: Like 19.

21 MS. BLAKE: Yeah, 16 or so. And each type of
22 permit basically. And, so, we had to answer all of these
23 questions. How many? What's the quantity for the last
24 fiscal year? Who are your customers? What's their -- how
25 would you classify their satisfaction with the process? Are

1 there any risks? So on and so forth. So we submitted those
2 and I think as an agency we had a total of about 39. The
3 Manufactured Housing side we also had plan review, we also
4 have issued installation permits for manufactured homes and
5 modular buildings and all the permits for the Fire Marshal
6 side. The lucky I was chosen process from the department to
7 participate in round one of the transformation was the
8 construction permit process. So that's general
9 construction. And so the project team was Dave Muner who is
10 from the Manufactured Housing side. Good on quality
11 assurance and process improvement. Fred, your very own
12 Fred. Jeff Ashley who does the plan review. I think you
13 all know Dan. That's Dan back there. Who's behind me? Oh
14 you. Dan who is going to be trained shortly to be a back-up
15 or part-time plan reviewer. Jim Flagg who is behind me who
16 is our IT support. I was the team lead. I then became the
17 executive sponsor because that was the role for directors
18 and we have two more weeks in this project. Can I be team
19 lead so we could follow it through. Then we had a coach who
20 was Belaggi (phonetic) who is from ADEQ.

21 So part of the process was every team member
22 had to give 20 hours a week of their time to participate
23 slowly on that project. And part of that 20 hours was every
24 Wednesday a four-hour training session on what continuous
25 improvement aka lean transformation means. So we sat in a

1 classroom where we were trained on that kind of thing. And
2 part of that -- it was helpful for some -- is that as you
3 flip through here what we did first was create process flows
4 or swim lanes of what is your current process. We have them
5 switched around a little bit.

6 MR. DURHAM: The process is first.

7 MS. BLAKE: It's not in there. So we mapped out
8 the current process and then we looked at ways to approve
9 it. How do we streamline it? Either gain efficiencies,
10 improve the customer experience? How can we make this
11 better. So what is in your booklet is the process map of
12 how the future process should work.

13 And then we talked about what are our goals
14 after we looked at the process. And the goals that we
15 wanted to implement were this web portal implementation that
16 Jonathan, who is here today, and Jim has worked on. That was
17 already being worked on. We had already disclosed that to
18 the Governor's Office and that, as Fred explained to you
19 earlier, really improves the customer experience, automates
20 the process. They don't have to drive into our office.
21 Everything is from the comfort of their office. And
22 everything can be done through the web portal. They can
23 also pay on line by credit cards. The fire marshal's
24 customers are schools. They have to get checks. So we
25 addressed that.

1 The other thing we needed to do as a goal is
2 implement and cross train this additional plan review
3 support. And Dan is going to do that coming up in May.

4 The other piece that we looked at is we have
5 to improve by 50 percent the process. We'll look at some of
6 these graphs in here in just a minute. So one of the ways
7 that we came up with doing that is to establish a denial
8 process for plans that are submitted that are non-compliant.
9 Now there's going to be a component in there they get red
10 lined. What's deficient? What's missing? It gives the
11 customer an opportunity to fix it in a very defined period
12 of time or to allow us to issue the permit and the project
13 move forward or to allow us to deny it and not hold our time
14 frames for things that are outside of our control. And so
15 what we looked at doing and what we've done beta testing on
16 is our cradle to grave process average for fiscal '14 was 50
17 days. Receive the permit, issue the permit. And most of
18 that 50-day gap is all because we were waiting on customers'
19 corrections. How do we reduce that time and maybe change
20 the behavior of some customers to get it right the first
21 time.

22 And so through this process what we
23 determined that we'd be able to do when we get back here on
24 some of these graphs is to go from a 50-day cycle time to 19
25 days. That is a 62 percent improvement. So we exceeded the

1 Governor's expectation of 50, and we really think we'll be
2 able to do better than that. That it will be 70 percent.
3 Through this process we have a time line in here and an
4 implementation plan. We completed all of that at a hundred
5 percent except finalizing some operating procedures for the
6 front office staff for those things that still come in
7 manually or in paper. And then, again, cross training an
8 additional plan reviewer because the bottom line is we
9 simply just don't have enough FTE. I think that's true on
10 the plan review side as well. And so that individual is
11 going to actually attend some training. Is it Pima, Dan?

12 MR. DURHAM: No. National Fire Academy hand-off
13 courses being given in Tucson, Tucson fire and we were able
14 to get Dan into one of those slots.

15 MS. BLAKE: So he's already been going to some
16 hands-on training. Fred got him into that specific training
17 which is in May. So we'll continue to work on that.

18 MR. LOUMAN: Being on the nuclear board that was
19 a tough task trying to get people in.

20 MR. DURHAM: Especially when somebody took 15
21 slots.

22 MR. KARRER: Who did that? Tucson?

23 MR. DURHAM: Yes.

24 MR. KARRER: Of course they did.

25 MS. BLAKE: So the outcome of the pilot project

1 are obviously going to be things that we're going to measure
2 which we started last week. And the four things that we're
3 going to measure are the cycle time in the door to issue or
4 deny, what kind of backlog is there, the number of complete
5 versus incomplete applications and then the number of
6 permits issued versus denied. There's just some sample
7 charts in there. Again, the first one, the plan review
8 cycle time. Again, the baseline was fiscal '14 and the week
9 of March 30th, it was down to 13 days in and out the door.
10 So that's excellent. Part of it again is the interface for
11 the portal which Jonathan is going to go through in a
12 minute. And part of it was cleaning up the backlog which is
13 your next page. The backlog graph we were at 40 days
14 backlog, because as you probably are aware it's first in
15 first out. So they were setting there 40 days before they
16 could even get touched. Jeff stepped up in a very strong
17 way with some overtime and got that backlog cleaned up. And
18 as of March 30th we're down to five days.

19 So the next two graphs in here are just
20 purely for ten because we don't have any numbers for you
21 yet. But we're assuming that in the initial stages of
22 getting this new process rolled out, we're going to get some
23 denials. It's going to be a training experience. We expect
24 over time that we will see that denial rate start to go down
25 considerably. And the same thing with the next chart which

1 are the plans received complete versus incomplete. We hope
2 through the denial process and streamlining people will pay
3 more attention before they turn it in. And that we'll get
4 many more that are complete and very few incomplete,
5 especially once they know they're not going to get a refund.

6 So, again, the future state benefits are in
7 here for you. Cycle time will reduce from 50 days to 19
8 days. Customers are going to love that. They will enjoy
9 the experience of the new credit card process, application
10 submittal, all of that means shorter wait time for their
11 permit to get issued so that they can begin work. Cross
12 training employees, so on and so forth. There's a few other
13 pages in there for you to look at. But basically that is
14 the presentation that went to the Governor's Office. Fred
15 and I and his whole staff have talked about this is really
16 excellent to go through but we need to make it sustainable.

17 MR. DURHAM: We have to get it staffed.

18 MS. BLAKE: So everybody's on board with it right
19 now. We're excited about it. We wanted to share it with
20 you. We probably were the agency with the largest percent
21 of improvement. Again, it's basically because we've
22 implemented that denial process. So take a little time to
23 make that palatable with people. But we think overall it's
24 going to be an improvement for everybody.

25 MR. DURHAM: And the reason that I talk about the

1 fees, as you're aware, we didn't use to charge for
2 reinspection fees. So we used to drive to Chinle and say,
3 your fire alarm is not right, and we'd do that two or three
4 times. We had at least 50 percent that would be brought to
5 final inspection and it would be wrong and we'd come back
6 and it would be wrong and we'd come back. When we put the
7 fees into effect then that drive to Chinle was 2000 bucks
8 our failure rate went to almost zero. It's \$164 an hour
9 from the time the person leaves the Phoenix office. So it
10 got the attention of the contractors and the behavior --
11 what they were doing is they were using us to troubleshoot,
12 to get a punch list, they were using us as sort of quality
13 control. They didn't care. They'd call if it failed. No
14 big deal, just call them back again. But as soon as you
15 pick up the phone now and say, yeah, sure, we can be there,
16 but realize if you fail that's 1650 bucks. You get, let me
17 call you back in 20 minutes. We don't want to schedule it
18 then. We can wait until next week. Our failure rate has
19 gone done. It is pretty rare now to drive somewhere and
20 have an inspection fail. I mean it still happens but it's
21 nowhere where it was. We're hoping that this puts the same
22 kind of effort in the submittal process as it did in the
23 inspection process.

24 MS. BLAKE: We had a plan review process on the
25 Manufactured Housing side of the office. We actually did an

1 interesting and disturbing study last year about the plans
2 submittals that we get in because a portion requires them to
3 be sealed by an Arizona registered engineer who are supposed
4 to know what they're doing. Seventy percent of all plans
5 that were submitted into your office were rejected because
6 they either missed information or they were non-compliant
7 with the building code. And that just is -- that's just
8 mind blowing.

9 MR. KARRER: It is.

10 MS. BLAKE: And so we tried to put it in like a
11 checklist so the engineer had to go through the checklist.
12 Did I do everything that I was supposed to do and even had
13 him seal that. It changed very little.

14 So we will also be implementing in the denial
15 a no refund process when we move to the other side to
16 implement the same lean transformation. And, again, it's
17 just unacceptable the quality of work which is submitted.
18 We just don't have the luxury of having the resources, staff
19 time, to be able to be the quality control for people.

20 So that's the project. And, hopefully,
21 you'll find that interesting as you read through it. And
22 then as I talked about, the web portal is key to the front
23 end and that's next on your agenda, Mr. Chairman.

24 MR. KARRER: Thank you.

25 MR. BURDICK: If I may, just a comment to all of

1 you, Debra. Strangely enough, I mean we're talking about
2 being understaffed, the boots on the ground to go out and do
3 the inspections takes people. Where you use the lean
4 process we don't get too giddy about the process but I do on
5 lean things. A lot of real success in lean in the private
6 sector. You don't see a lot in government. But by design
7 we have a lot of steps to go through. This is hard work. I
8 know it's tough to go through these things. You guys did a
9 great job. Any time, let's face it, we have a state that is
10 trying to, you know, incentivize growth and development and
11 we as the fire service are always held as an impediment to
12 that because we have to go through inspections and
13 bureaucratic. So hats off to you guys to reduce that time.
14 What do they have to complain about? What 50 days to 19?
15 That's pretty amazing work. Again, I know you have to
16 solidify it. I'm glad you were able to do it. Hats off to
17 you.

18 MS. BLAKE: Thank you. I'll take that back to
19 whole team.

20 MS. GERWITZ: Also if you look at your future
21 state risks and recommendations it falls back to what we
22 have been talking about so that you do have boots on the
23 ground to help solidify the whole process.

24 MR. DURHAM: Correct. Currently that is the
25 plan. That's the guy who does -- pretty much does

1 everything that is done in the state of Arizona comes across
2 his desk.

3 SPEAKER: You're echoing what I told --

4 MR. DURHAM: Yes. What happens if he calls in
5 sick or goes on vacation?

6 MR. KARRER: Okay. Any further discussion?
7 Thank you again. Great work. Great work for the entire
8 team.

9 The next item on the agenda is discussion on
10 new on-line web portal for processing permit applications
11 and plan submittals with demonstration by Jon Riley. Jon?

12 MR. DURHAM: I think it's better if everybody
13 comes down and sits with us.

14 MR. KARRER: Do you have popcorn?

15 MR. DURHAM: No, unfortunately.

16 MR. RILEY: I'm Jon Riley. I'm one of the two
17 person IT team. For many, many months now we've been
18 working on an electronic plan and application submission
19 system. We're finally getting to the point where we're
20 rolling it out. So this system is going to let customers
21 submit their applications for permits. At the moment
22 they're only able to do general construction permits, but
23 we're going to roll this out to all permit types. They're
24 going to be able to pay their permit fees via credit cards,
25 Visa/Mastercard, not Amex unfortunately because --

1 MR. DURHAM: Or Discover.

2 MR. RILEY: Or Discover which we're finding out
3 some people literally want to do that. But they will also
4 be able to submit their plans electronically using CAD
5 format, VF format, they'll be able to submit it to us.
6 We're also going to let our users keep track of the status
7 of their application and find out where they are in the
8 process. Give them email updates as their status changes
9 and then they can go to their portal page and check out any
10 time they want if they're feeling antsy.

11 So like I said there's an incremental rollout
12 happening right now. We just started last week with the
13 general construction permits. Hopefully, if everything
14 remains still going as well as it's been going by the end of
15 this week, we're going to start turning on other permits
16 next week.

17 So what I'd like to do is just give you guys
18 a look at how the process is for -- or how the process looks
19 for a customer. All they have to do is go to our web site
20 and go to the electronic permit application and this doesn't
21 look quite as pretty as it does right now. We're looking at
22 functionality more than prettiness. That's something for
23 the future. We're working on beauty. This is essentially a
24 recreation of an application that our customers are used to
25 using. So this shouldn't be anything difficult for anybody.

1 You just take an application and transfer the information to
2 this electronic one if you really need to.

3 So I'll just go through a demonstration.

4 Right now we can only do construction permits. I'm going to
5 do a 12,000 foot construction permit. This will calculate
6 my fees. We've got our general construction fee, a base fee
7 and an admit fee. For the other permits and square footage
8 and different parameters like if we were doing fire
9 sprinklers and number of hoods and heads and all those
10 things, this system calculates that automatically. Go ahead
11 and put in the test information. I should have done this
12 auto fill.

13 SPEAKER: Email address is required?

14 MR. RILEY: Yeah. You definitely want to keep
15 track of the email that you use to fill out one of these
16 applications. They do not match. Oh, they do. This is
17 actually not required.

18 MR. DURHAM: You can skip that.

19 MR. RILEY: Skip this. A little thing we have
20 got here is a check box to make sure they read through all
21 the submission guidelines to sort of give a little bit of an
22 arm twist to make sure they're actually doing their homework
23 before they submit. Because this is one of the ways we're
24 making sure they don't dilly dally.

25 MS. GERWITZ: In the submission guidelines is

1 that where it says you have seven days to --

2 MR. KARRER: It says it right here.

3 MR. DURHAM: They agree to do that before they
4 submit.

5 MR. RILEY: We'll go ahead and submit this.
6 Assuming everything is working right they'll get a little
7 confirmation page. This let's them print out basically
8 whatever they filled out earlier so they can have a copy of
9 it for themselves. They'll get an application number, it's
10 W81 is their application number. They can use that when
11 they come back into the system to check on their status, to
12 submit their plans. They're going to want to save that
13 along with the email address. If I had -- if this were set
14 up I would show you the credit card system. I'd show you
15 the payment process but, yeah, I don't want to actually put
16 five hundred bucks on my own credit card. I'm not that
17 dedicated.

18 SPEAKER: If it's a school they can pay by check.

19 MR. RILEY: Yeah. We still have cash available
20 or checks.

21 MS. BLAKE: Jonathan, just to clarify, part of
22 the process we'll go ahead and take their application, we'll
23 take the plan submittal with no money. So if they don't
24 have a credit card, we just won't release it to be able to
25 download until they submit some payment.

1 SPEAKER: They can call me later, too.

2 MR. RILEY: The next page I'm going to show you
3 is the portal. This is what you log into when you want
4 to -- whoops -- actually the next thing I'm going to show
5 you is the file submission upload. This is just the page
6 where you can select your CAD files, your pdfs. In my case
7 I'll test a pdf file. It's very simple to use the file.
8 Just click next and upload your plans. If you have multiple
9 files that you need to upload, this will support that. If
10 you need to come in later after you submitted and we told
11 you they were submitted you can come back and submit more
12 and add infinitum until you have it right.

13 After this we can log into your portal and
14 check the status of your application. These two we have
15 submitted one and a canceled one because of the test. But I
16 can keep track of which files you have uploaded and when I
17 uploaded them. This will also include files that the
18 department is trying to send to the applicant. So if we
19 stamp your file or stamp your plans approved we can download
20 an electronically stamped version of your plans, pick them
21 up basically electronically. We can also send you a copy of
22 your permit electronically and that could be done, too.

23 Now if they haven't paid, they have unpaid
24 fees, they won't be able to download functionality unless
25 they do that.

1 MR. BURDICK: I don't understand technology. How
2 you have a highlighted yellow, is that for this or can you
3 do that?

4 MR. RILEY: There's two different applications
5 there. When you log in you'll see all of your applications.
6 So at a glance you can see where all of them are in the
7 process. The yellow highlighting is basically just to show
8 you which one you're logged into. Down here it says
9 application W81. W81 is the one highlighted.

10 MS. GERWITZ: If you have ten in there.

11 MR. BURDICK: Yeah. Actually where I'm going for
12 guys like you and Dave, the ADD folks in the world, you got
13 things going on and you're trying do -- this has actually
14 helped me and I guess when you said that you can upload it
15 when it's approved, I was kind of wondering if green/red
16 kind of thing. If there's a problem, all I got to do is
17 click on it and look and I got a red on there, I go, ew, I
18 got a rejection. I got a green, wow, I know right away.

19 MR. DURHAM: That's a really good idea.

20 MR. BURDICK: Or needs payment.

21 MR. RILEY: We're still working through and
22 getting feedback what they're using, what they're confused
23 about. Generally people are finding it's easy enough to
24 use. But we have a few things that can help people move
25 through it better. I think that's a good idea.

1 MR. FLAGG: When Jeff changes the status, hey,
2 it's on hold. You need to do whatever.

3 MR. BURDICK: That's great.

4 MR. DURHAM: And it let's you know currently when
5 you submitted correctly, when you paid, when the plans are
6 uploaded, when Jeff's looked at them, whether they're
7 approved and when they're approved you can link it and it
8 takes us back to your plans. And Jon, by the way, wrote
9 90 percent, almost all of this. I don't want to cut Jim
10 off, because Jim had to help. But, you know, that is our
11 web site developer, the entire portal, the web payment,
12 everything.

13 MR. RILEY: And there's other software that you
14 guys aren't seeing. There's a whole other set of tools that
15 we use on the administrative side. But let us look through
16 the application, download the files, certain status fees and
17 keeps notes and all that stuff on the administrative side.
18 I would like to show that to you but we don't have it. It
19 won't work here. It only works in the office.

20 MS. GERWITZ: Great.

21 MR. KARRER: I think that's important. A very,
22 very good streamlining of the process.

23 MS. GERWITZ: Very, very good job.

24 MR. KARRER: This is awesome.

25 MR. BURDICK: Last goofy question. If you use

1 the wrong card or what if it doesn't go through, how are
2 they notified of that?

3 MR. DURHAM: Right away.

4 MR. BURDICK: Is that another state system?

5 MR. RILEY: Yeah. The credit card process itself
6 is through what they're using.

7 MR. BURDICK: Okay.

8 MR. RILEY: They get a receipt from them if it's
9 successful. A rejection if it's not successful.

10 MR. BURDICK: I only ask that out of curiosity.

11 MR. LOUMAN: Once your plans are approved where
12 do they go for you to keep one set?

13 MR. DURHAM: The original server. It goes right
14 into our server. So that our set goes right into the folder
15 that you can access from our server from a couple different
16 directions. Instead of having to roll them up and tape them
17 up, there's currently a trailer at Black Canyon freeway --
18 I'm serious. There's a comment box on Black Canyon Freeway.
19 They keep them for five years up there. It's there. I'm
20 not sure if I absolutely, positively had to find it I'm sure
21 I could because we have it bundled. From now on we'll go
22 back to the server and get the plans. We'll be able to
23 electronically archive all the plans. We don't have a way
24 right now scanning the ones that are submitted, the hard
25 copies. We don't have a big -- one of those big large

1 format scanners. We don't have one. That's another reason
2 why we want to go to electronic because this allows us to
3 archive them. People in the future will be able to call and
4 say this project was done four years ago and can we see the
5 plans for it? Yes, it's right here. Instead of, oh.

6 MR. LOUMAN: You're going on a five-year plan
7 now?

8 MS. GERWITZ: What's the records detention?

9 MR. DURHAM: With the size of the files we have
10 now unless something changes, I don't see ever getting rid
11 of them. You can buy a terabyte external drive and archive
12 it. If the files are relatively small you can just put --
13 storage has gotten so inexpensive. I just don't see ever
14 throwing plans away again.

15 MR. BURDICK: I think when we talked earlier
16 about these that it would be a great incentive tool. When I
17 talk about the submitter side for them to go scan
18 electronically. So manual plans that have become very
19 expensive incentivizing unless you've already done them.

20 MR. DURHAM: It hasn't worked that way yet
21 because we're still working through the electronic side of
22 it as well. I wouldn't say we're 100 percent ready to do
23 everything by CAD. We're almost there. I understand that
24 we have some contractors -- we have a few people that are
25 still using pen and pencil.

1 MS. GERWITZ: I can tell you there's a lot of
2 people in my world that use pen and pencil.

3 MR. DURHAM: Or CD or DVD.

4 MR. FLAGG: I think we've done three
5 electronically already.

6 MR. KARRER: Thanks very much.

7 MR. DURHAM: It's going to be a big change.

8 MR. KARRER: Moving right along -- that's item f.
9 We've done item g. Item h is election of a chairperson. I
10 guess we have to elect a new chairperson.

11 MR. DURHAM: Chief Karrer, it's every year you
12 must elect one and seeing as you were elected on the last
13 one --

14 MR. KARRER: Yeah, I went to the bathroom.

15 MR. DURHAM: You did.

16 MR. GILMORE: You have to go again?

17 MS. GERWITZ: He's like, no, I'll wait.

18 MR. DURHAM: I spoke with Meredith. You can
19 elect one now. It would just not take effect until June in
20 case we do not have a meeting before then.

21 MR. KARRER: Anyone who is interested in being
22 chair?

23 MR. FORD: Do we need a new one? You.

24 MR. LOUMAN: I think we have a plan to bring back
25 you.

1 MS. GERWITZ: And you weren't even in the
2 bathroom.

3 MR. BURDICK: There is no interest?

4 MR. KARRER: There is no interest.

5 MR. BURDICK: Then I move for the current chair.

6 MR. SOUTHEY: I'd be happy to second.

7 MR. KARRER: We have a first and a second. Any
8 further discussion? Any other options? All those in favor?
9 I abstain. All right. Moving right along we'll go to call
10 to the public. Pursuant to A.R.S. 38-431.02(H) the
11 committee can't take any action not listed on the agenda
12 obviously. We can take public comment as they present
13 themselves. Any public have any comments? All right.
14 Seeing none, any announcements? Chief Burdick?

15 MR. BURDICK: I need to announce that my
16 retirement from the City of Glendale Fire Department is
17 effective May 28th. My term the last time I was elected or
18 appointed, I believe, I can't remember -- I'm about in the
19 middle of my term. So I'll create a vacancy. And I did
20 look it up and I do believe the way the fire safety term --
21 I certainly would ask the attorney -- the power of the
22 duties and all these things it talks about, the way that it
23 reads is you have to be an active member and I'm currently
24 serving as a chief of a department with a population greater
25 than 100,000. So I would say my retirement would create a

1 vacancy on the board.

2 MR. KARRER: So place that on the next agenda how
3 we're going to deal with that and counsel to do research for
4 that appointment only or how does that transpire?

5 MR. BURDICK: I would just say as much as our
6 retired fire marshal said he would be here, there's a chance
7 I might not show up at the next meeting.

8 MR. DURHAM: You're saying you might be in Mexico
9 or in the White Mountains?

10 MR. KARRER: He gave me a voice mail.

11 MS. GERWITZ: He's just laughing.

12 MR. KARRER: Add some humor in there. Any other
13 announcements?

14 MR. DURHAM: Chair Karrer?

15 MR. KARRER: Yes.

16 MR. DURHAM: I want to bring up one thing. You
17 said -- I want to make this clear that we're here to support
18 the board and if the board -- please don't wait for us to
19 call for a board meeting. The members of the board -- there
20 was a discussion about when you should -- or if the chair or
21 members of the board decide to call a meeting at any point,
22 just notify us and we'll be happy to set it up.

23 MR. KARRER: I think that if you'd like as I
24 previously directed, get that information together, if
25 you'll send me an email when you have that together, we'll

1 coordinate the next meeting. But I would like that sooner
2 rather than later. I think it's important, the big issues.
3 Anything else? I'll entertain a motion.

4 MS. GERWITZ: Second.

5 MR. KARRER: All those in favor? All right.
6 Thank you very much everyone. Great job, staff. Great job.
7 You guys did a great job. Very impressed.

8 (The meeting was adjourned at 3:19 p.m.)
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2 STATE OF ARIZONA)

3)

4 COUNTY OF MARICOPA)

5 BE IT KNOWN that the foregoing proceedings were
6 taken before me; that the witness before testifying was
7 duly sworn by me to testify to the whole truth; that the
8 foregoing pages are a full, true, and accurate record of the
9 Proceedings, all done to the best of my skill and ability;
10 that the proceedings were taken down by me in shorthand and
11 thereafter reduced to print under my direction.

12 I CERTIFY that I am in no way related to any of
13 the parties hereto, nor am I in any way interested in the
14 outcome hereof.

15 Review and signature was not requested.

16 I CERTIFY that I have complied with the ethical
17 obligations set forth in ACJA 7-206(F)(3) and ACJA 7-206
18 J(1)(g)(1) and (2).

19 DATED at Phoenix, Arizona, this 13th day of April,
20 2015.Q

21 _____
22 Carole A. Whipple
23 Certified Reporter
24 Certificate #50089

25 * * * * *

26 I CERTIFY that GRIFFIN & ASSOCIATES, LLC, has
27 complied with the ethical obligations set forth in ACJA
28 7-106 (J)(1)(g)(1) through (6).

29 _____
30 GRIFFIN & ASSOCIATES, LLC
31 Registered Reporting Firm
32 Arizona RRF No. R1005

33

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