



MAINE FIRE SERVICE
INSTITUTE
Service Since 1948

MFSI Update for County Meetings: July & August 2021

Folks,

Things are moving very fast at MFSI currently, and being down a couple of staff members has been a very unique and challenging time period - especially during the pandemic. I would like to recognize the many MFSI staff and Instructors that have stepped up and assisted like never before. Moreover, I would like to thank all of you for your cooperation and kind support of us as we are in an extreme busy period with many programs coming to fruition.

On that note, I want to extend our congratulations to all those that have successfully become Pro-Board Certified Fire Fighters, Fire Instructors and Fire Officers all across the great State of Maine. Additionally I want to say thank you to the sponsoring local Fire Chiefs, Program Coordinators, Municipal Fire Instructors, State Fire Instructors, apparatus operators and all the auxiliary personnel that make the large fire training machine move here in Maine. You are all dedicated and supportive, and I applaud your efforts. Here is a list of the programs that have recently completed and tested out:

York County Fire Fighter Academy
Tri-County Fire Fighter Academy
Presumpscot Valley Fire Academy
Farmington Regional Fire Academy
North Berwick Fire Fighter Academy
Knox County Regional Fire Academy
Sanford Regional Technical High School Program
Westbrook Regional Vocational Program
Oceanside Regional VocTec Program
Foster Tech Regional VocTec Program
Capital Area Technical Program
Tri Tech Regional VocTec Program
Region 9 VocTec Program
Cape Elizabeth Fire Instructor Program
Westbrook Fire Instructor Program
Topsham Fire Instructor Program
EMCC/MFSI Eddington Fire Instructor Program
York County Fire Officer Academy (Biddeford/Saco)

We salute you all on your extraordinary efforts during these most extraordinary of circumstances.

Stay strong and be safe when the bell rings,

Director Jimmy Graves



1. Application Acceptance from Pro-Board

MFSI has been granted approval to move forward with the new and updated NFPA 1041 Fire & Emergency Service Instructor Professional Qualifications 2019 Edition. The pandemic slowed our ability to make this happen sooner, but with teamwork and perseverance we got it done. Now we are moving forward with step two: Live Fire Training Instructor and Instructor In charge. The goal is to better prepare those that take on the task of training safely with live fire evolutions.

2. New Financial Liaison (Accountant I)

As most are aware, longtime MFSI employee Melissa Turner stepped away from her role in late May. We needed to move fast given this time of year to get this key position filled as we are not only in the busy season for fire training, but also the flip of the Fiscal year. We have hired on a temporary basis Ms. Nancy Russell - Nancy brings more than 30 years of experience to the role, and is a Financial Analysis and Budget Manager at Bowdoin College, one of the most prestigious post-secondary colleges in New England. Her experience and abilities are far reaching and she will surely make a great addition to our team. Nancy will be working to improve all aspects of our finances and assist in producing reports to show where MFSI spends it funds to better our state's fire service.

3. Advanced Fire Officer Program

We are offering a few Advanced Fire Officer Programs to assist the folks that have attended the Basic Fire Officer programming in prior years. In the fire training world, the standards typically change every five years - with this change in standard comes a change in the Pro-Board processes. The old NFPA 1021 Standard on Professional Fire Officer Qualifications is coming to an end and the new standard will come with a new updated curriculum. We will be moving away from the Basic Fire Officer/Advanced Fire Officer model, to ensure we stand up to our Pro-Board Certification, and introducing a Fire Officer I for the Maine State Fire Service. This valuable program will help us better meet the current demand we're seeing in the field around the state.

MAINE FIRE SERVICE INSTITUTE
ADVANCED FIRE OFFICER
VIRTUAL PROGRAM | FALL 2021

COURSE FEE: \$150 | APP

ORIENTATION: SEPT 14, 2021
CLASS DATES: THURSDAYS
7-10PM FROM OCTOBER 14
TO DECEMBER 16 (10 W)

This course will be conducted via Zoom - all students must have access to a reliable internet connection.

The course fee includes the cost of the student workbook (Jones & Bartlett Fire Officer I & II). Please see attached Billing Procedure sheet for more information about how and when to submit payment.

Registration materials must be sent to: MFSI - ATTN: AFO, 19 S. Street, Brunswick, ME 04001.

FOR MORE INFORMATION, PLEASE CONTACT CHIEF HOWARD RICE AT HRICE@MFSICME.EDU

MAINE FIRE SERVICE INSTITUTE
ADVANCED FIRE OFFICER
VIRTUAL PROGRAM | SUMMER 2021

COURSE FEE: \$150 | APPLICATION DEADLINE: JULY 1, 2021 | CONDUCTED VIA ZOOM

ORIENTATION: JULY 14, 2021
CLASS DATES: WEDNESDAYS
AT 7-10PM FROM AUGUST 4
- OCTOBER 6 (10 WEEKS)

This course will be conducted via Zoom - all students must have access to a reliable internet connection.

The course fee includes the cost of the student workbook (Jones & Bartlett Fire Officer I & II). Please see attached Billing Procedure sheet for more information about how and when to submit payment.

Registration materials must be sent to: MFSI - ATTN: AFO, 19 Sewall Street, Brunswick, ME 04001.

FOR MORE INFORMATION, PLEASE CONTACT CHIEF HOWARD RICE AT HRICE@MFSICME.EDU

MFSI has developed this training program to better prepare firefighters to command and manage today's fire service. The Advanced Fire Officer program consists of the 10 chapters in the Jones & Bartlett Fire Officer I & II curriculum not presented in the Basic Fire Officer program. Completion of BFO and AFO does provide the participant with the knowledge and skills that meet the NFPA 1021 Standard required for Professional Fire Officer I & II certification. Those who complete BFO and AFO may take the written examinations required to obtain Professional Fire Officer I & II certification.

PREREQUISITES: You must complete BASIC FIRE OFFICER prior to attending the ADVANCED FIRE OFFICER program. Participants will complete a brief written project after each class which will reinforce the concepts discussed in class.

DATE	UNIT	J&B
Aug 4	1. Preparing for Promotion	Chapter 1
Aug 11	2. Firefighters & the Fire Officer	Chapter 2
Aug 18	3. Evaluation & Discipline	Chapter 3
Aug 25	4. Organizational Labor & the Fire Officer	Chapter 4
Sep 1	5. Working in the Community	Chapter 5
Sep 8	6. Handling Problems, Conflicts, & Mistakes	Chapter 6
Sep 15	7. Fire Incident Planning & Code Enforcement	Chapter 7
Sep 22	8. Budgeting	Chapter 8
Sep 29	9. Fire Cause Determination	Chapter 9
Oct 6	10. Crew Resource Management & Leading Change	Chapter 10

4. MFSI Supply & Demand

The administration feels that one of our top priorities is customer service. Currently, we are down two full-time staff members, one of which, the Certification Manager position, is especially key during skills and written test season. We are doing our best to meet demand in Peter's absence and while operating under the current COVID 19 guidance. We assure you, we are doing all we can to get exam scores out and subsequent certificates printed. Please be patient as we get these time consuming tasks behind us.

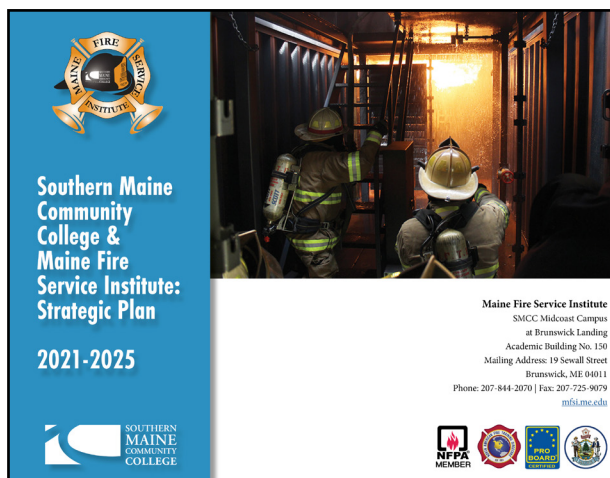
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5. SMCC/MFSI Advisory

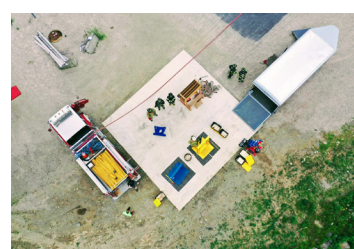
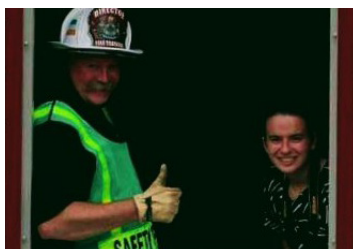
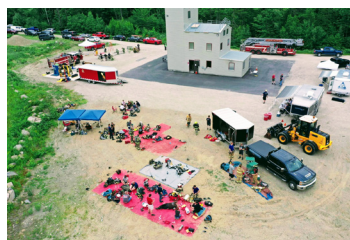
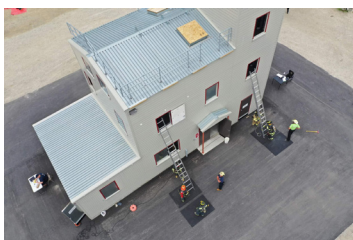
We met with the SMCC/MFSI Advisory Committee via Zoom videoconferencing on June 4th. The meeting was very well attended by our professional guidance committee and the result was a productive discussion. The most dynamic portion of the meeting was the review and official adoption of the SMCC/MFSI Strategic Plan. We are very proud of this document and hope to fulfill all its goals over the next few years. Ultimately, the end goal is to create a well operating system within MFSI in all of our four divisions to meet the ever changing fire service in Maine. The Strategic Plan can be downloaded or viewed by clicking [here](#).



6. Written & Skills Tests

The skills testing season is upon us, and preparation for June skills exams is currently underway. The first test was conducted on April 25 at the Yarmouth Fire Training Facility - the photos below were taken during a subsequent skills exam at the new Farmington Fire Training Facility. We would like to congratulate all that have successfully passed the test and are (or are close to being) Certified Fire Fighters in Maine. We are all very proud of your efforts!

We continue to administer written exams as well, primarily at our offices in Brunswick, although we have added a secondary location in the Bangor area in order to meet demand. Please visit our [website](#) for test dates and the most current information.





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7. Recruitment

MFSI 2021 Instructor Recruitment is officially open, and we are looking for folks to join our ranks and assist in the betterment of the State of Maine's Fire Service. A good and proper attitude is essential; kind, benevolent, wise, intelligent, capable, patient, selfless, forward-thinking are just a few of the attributes that make a quality Fire Instructor. If this is you, check out the flyer below and send your application materials to Director Graves (jgraves@smccme.edu). After one of the most challenging years we've ever seen for Maine's first responders, it is more important than ever that we build up a community capable of keeping Maine safe for all the years to come. We look forward to hearing from you!



MFSI INSTRUCTOR RECRUITMENT
JULY 1 - 31, 2021

**Help us make
a difference in the
future of Maine's fire service.**

Maine Fire Service Institute (MFSI) is a statewide agency that covers all 35,385 square miles of Maine. Candidates for the position of MFSI State Fire Instructor will be chosen based on their qualifications as well as their ability to cover underserved geographic regions.

Position Responsibilities:
The successful State Fire Instructor must: Maintain current knowledge and understanding of fire service related materials; Perform, demonstrate, and explain current skills and abilities of the trade; Provide safe, effective, and efficient fire service training to Maine's firefighters; Enhance the safety and abilities of Maine's firefighters through context-based training;

Attend periodic MFSI Instructor Meetings; Represent themselves, MFSI & Maine's fire service professionally and positively, practicing within an MFSI-adopted "Code of Ethics."

Minimum Requirements:

- Certified Fire Fighter I & II
- Certified Fire Instructor I & II
- Minimum of 5 years verifiable, proactive fire service experience
- Certificates in Basic Pumps & EVOC (preferred)

Hiring Process:

- Submit Letter of Intent, resume, and 3 professional references
- Written Exam, based on Fire Fighter I & II and Fire Instructor I curricula
- Practical skills review
- Physical Wellness Assessment

- Interview
- Background check
- Probation period (12 months)
- Mandatory attendance at the MFSI Fire Instructor Academy

MFSI will be accepting letters of intent and resumes for the position of State Fire Instructor (part-time) from July 1 - July 31, 2021.

For more information or to submit your application materials, please contact Director Jim Graves at jgraves@smccme.edu.



mfsi.me.edu



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8. NFA Weekend in Bangor

We're excited to share that we'll be bringing several NFA courses to EMCC (Bangor) on September 25 & 26, 2021. The programs being offered are:

F0770 | Fire Investigation: First Responders

(Curriculum: Fire Investigation)

F0647 | Leadership in Supervision: Perspectives in Thinking

(Curriculum: Leadership and Executive Development)

The registration packets for both courses are available on our [website](#), and the deadline to apply is August 11, 2021. As always, please feel free to reach out to our team with any questions.



F0647

**Leadership in Supervision:
Perspectives in Thinking**

September 25 & 26, 2021: 8am-4pm

Location: EMCC Public Safety Building (354 Hogan Rd, Bangor, ME)
Deadline to apply: August 11, 2021
Program cost: \$50 (lunch provided)

Curriculum: Leadership and Executive Development
This two-day course provides the supervisor with the conceptual foundation and framework for success in leadership roles by exploring creative, analytical, political and critical thinking perspectives. The course addresses skills needed for assessing situations from multiple perspectives, making critical decisions, fostering creativity and innovation, and using persuasion.

Please submit completed registration materials to Anne Heinig at cheinig@smccme.edu or MFSI - ATTN: Anne Heinig, 19 Sewall Street, Brunswick, ME 04011.

For more information: mfsinfo@smccme.edu

mfsi.me.edu



**Fire Investigation:
First Responders**

F0770

**September
25 & 26, 2021
8am - 4pm**

Deadline to apply: August 11, 2021
Program cost: \$50 (lunch provided)
Location: EMCC Public Safety Building (354 Hogan Rd, Bangor, ME)

Curriculum: Fire Investigation
This two-day course presents a basic overview of a fire investigation. Students will review the basics of fire chemistry and develop an understanding of the role of the first responder in relation to fire suppression and fire investigation. The course will stress the importance of fire scene awareness, evidence identification, preservation, and the basics of a fire investigation. Students will develop an appreciation of the convergence of suppression, investigation, science, and law.

Please submit completed registration materials to Anne Heinig at cheinig@smccme.edu or MFSI - ATTN: Anne Heinig, 19 Sewall Street, Brunswick, ME 04011.

For more information: mfsinfo@smccme.edu

mfsi.me.edu

9. New SCBA Air Confidence Trailer (Red Maze)

Construction is underway on the newest Self Contained Air Management Trailer at the Drager Facility in Ontario Canada. We have met with them monthly via Zoom to be sure the trailer meets our specifications. In late August we will be holding a series of "Train the Trainer" courses on this very valuable piece of equipment. We will be allowing qualified municipal fire instructors to attend and become trained for use on this asset, our newest state-of-the-art fire training prop.

That concludes our July & August update. We want you all to know we are here to assist you in your training needs so you all go home at the end of the alarm. Kindly submit a report to Director Graves and Deputy Director Roy in an email stating items of concern that result from your county's meeting. We will address them as soon as possible. THANK YOU.

Please stay safe out there, we need you all.

With much respect,
Director Jim Graves