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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

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DIRECTOR

**AGENDA**  
**MICHIGAN FIRE FIGHTERS TRAINING COUNCIL SPECIAL MEETING**

Tuesday, June 9<sup>th</sup>, 2020

9:00 AM

Virtual Meeting via Zoom

Join from PC, Mac, Linux, iOS or Android:

<https://zoom.us/j/98227574304?pwd=ajk4WG1JMExyb0NBVHJ2dUIDU0RHdz09>

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Phone: (636) 651-0008 or (877) 336-1839 (US Toll Free)

Conference code: 629222

- |      |   |                        |
|------|---|------------------------|
| I.   | Roll Call   | Chairperson Tackett    |
| II.  | Approval of Agenda                                    | Chairperson Tackett    |
| III. | Communications  | Chairperson Tackett    |
| IV.  | New Business:   |                        |
|      | a. Fire Fighter Training Council General Rules Update | Fire Marshal Sehlmeyer |
| V.   | Public Comment  |                        |
| VI.  | Council Comment                                       |                        |
| VII. | Adjournment   | Chairperson Tackett    |

BUREAU OF FIRE SERVICES

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**\*\*DRAFT as of 6/4/2020\*\***

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FIRE FIGHTERS TRAINING COUNCIL

GENERAL RULES

Filed with the secretary of state on

These rules become effective immediately upon filing with the secretary of state unless adopted under section 33, 44, or 45a(6) of the administrative procedures act of 1969, 1969 PA 306, MCL 24.233, 24.444, or 24.245a. Rules adopted under these sections become effective 7 days after filing with the secretary of state.

(By authority conferred on the fire fighters training council by section 16 of 1966 PA 291 MCL 29.376, and Executive Order Reorganization No. **1997-2**, 2003-1, and **2011-4**, MCL **29.451**, 445.2011 and **445.2030**)

R 29.401, R 29.402, R 29.403, R 29.405, R 29.410, R 29.413, R 29.414, and R 29.415 of the Michigan Administrative Code are amended, and R 29.405a, R 29.405b, R 29.405c, R 29.405d, R 29.405e, R 29.405f, R 29.405g, R 29.405h, R 29.405i, R 29.405j, R 29.405k, R 29.405l, R 29.405m, R 29.405n, R 29.405o, R 29.405p, R 29.405q, R 29.410a, R 29.410b, R 29.416, R 29.417, and R 29.418 are added to the Code, and R 29.404, R 29.408, R 29.408a, R 29.408b, R 29.408c, R 29.408d, R 29.408e, R 29.408f, and R 29.409 of the Code are rescinded, as follows:

**PART 1. GENERAL PROVISIONS**

R 29.401 Definitions.

Rule 1. As used in these rules:

(a) "Act" means the firefighters training council act, 1966 PA 291, MCL 29.361 to 29.377.

**(b) "Authority having jurisdiction (AHJ)" means an organization, office, or individual responsible for enforcing the requirements of a code or standard, or for approving equipment, materials, an installation, or a procedure.**

**(c) "Bureau" means the bureau of fire services, in the department of licensing and regulatory affairs.**

~~(b) "Council" means the fire fighters training council as defined in the act.~~

**(d) "Cadet" means an individual who is participating in a training course, is between 16 and 18 years of age, and participates in a council registered and approved cadet program offered by a fire department.**

**(e) “Current edition” means the respective professional qualifications in the current and appropriate national fire protection association (nfpa) standard.**

**(f) “Curriculum work group” means a group of fire service members appointed by the chairperson of the council. The curriculum work group reviews curriculum making recommendations for new or updated curriculum to the bureau and the council. The curriculum work group assists in the validation of the various classification examinations offered by the bureau.**

~~(e)~~ **(g) “Department” means the department of licensing and regulatory affairs, bureau of fire services.**

**(h) “Electronic learning management system” means a system used for administration, documentation, reporting, and delivery of educational courses, training programs, or learning and development programs.**

~~(e)~~ **(h) “Emergency medical services and instructor coordinator license, or ems/ic license,” means a license issued by the department of community health pursuant to the public health code, 1978 PA 368, MCL 333.20901 to 333.20979.**

**(i) “Equivalent” means certifications from another state’s certifying agency, which meet the current nfpa standard for the classification.**

~~(e)~~ **“Fire fighter” means a member, including a volunteer member and a member who is paid on call, of an organized fire department that is responsible for, or is in a capacity that includes responsibility for, the extinguishment of fires, the directing of the extinguishment of fires, the prevention and detection of fires, and the enforcement of the general fire laws of this state. Fire fighter does not include a person whose job description, duties, or responsibilities do not include direct involvement in fire suppression.**

**(j) “Explorer” means an individual who is participating in a training course, is between 16 and 18 years of age, and participates in a council-approved fire department boy or girl scouts of America explorer program.**

**(k) “Materially false statement” means a false writing or document that contains any materially false, fictitious, or fraudulent statement or entry.**

**(l) “Pre-service student” means an individual who is taking fire fighting classes through an approved regional training center who is not a member of a registered Michigan fire department.**

**(m) “Q course” means a course developed by individual subject matter experts and is the property of the instructor who developed the approved course. The fire fighters training council shall approve a Q course and the instructor or instructors who teach the course shall be approved by council. Q courses cannot be developed to circumvent council-approved curriculum courses in which council provides certification.**

**(n) “RRTN” means a regional response team network for a hazardous materials response.**

**(o) “RTC” means a regional training center.**

**(p) “RTC student” means an individual who is taking fire fighting classes through an approved regional training center and who may or may not be registered with a fire department. Service time at a regional training center**

does not count toward fire department service time unless the individual is registered as a fire department member during the time at the RTC.

(q) “Revoked” means removal of certification by this state or another state.

(r) “Revocation” means the bureau revoked an individual’s certification as part of a disciplinary process approved by the council.

(s) “Third party authorization” means any course owned by a private curriculum provider and which an instructor is required by the developer to meet the developer’s requirements to teach the course.

(t) “Training information network” means the bureau’s system used to track an individual’s fire department membership, council-approved training, and certification.

R 29.402 Council approved course; instruction hours; recognition of training by council.

Rule 2. (1) ~~The council approved~~ **Prior to approval by council**, a course shall be evaluated by the ~~curriculum work group~~ **bureau staff** based upon ~~on~~ all of the following:

- (a) The time required to adequately cover the subject material.
- (b) ~~The ability of an average class to accomplish~~ **Course meets** the established **current nfpa standard applicable to the classification**. ~~goals~~
- (c) ~~Its relevancy~~ **Course is relevant** to the needs of the fire service in this state.

**(d)The determination if a certification exam is required.**

~~—(2) An instruction hour shall consist of 50 minutes of instruction time and 10 minutes break time, totaling 1 actual hour.~~

**(2) An individual seeking Q-Course approval shall apply to the bureau on the bureau’s application form, BFS-201. The application must be received prior to the council agenda deadline, which can be found online at the bureau’s website.**

R 29.402a Conducting a council-approved curriculum; requirements.

Rule 2a. (1) An instruction hour shall consist of 50 minutes of instruction time and 10 minutes break time, totaling 1 actual hour.

(2) Any course funded using fireworks safety fees under MCL 29.373, must have a minimum of 8 individuals registered in the training information network 72 hours before the start of the course or it will be cancelled.

(a) Exceptions to course minimum requirements for fire fighter I with hazardous materials operations course, the fire fighter II course, or the fire fighter I and II with hazardous materials operations course may be granted by a bureau region coordinator who will notify the state fire marshal.

(b) Exceptions for courses other than those listed in R 29.402a, subrule 2a must be submitted in writing and may be granted by a bureau region coordinator, who will notify the state fire marshal.

(3) The minimum size for conducting a written or practical certification examination is 8 individuals.

**(4) The maximum class size for an approved fire fighter I with hazardous materials operations course, the fire fighter II course, or the fire fighter I and II with hazardous materials operations course is 25 individuals with the following requirements:**

**(a) A lead certified fire instructor must be identified and present for all practical training sessions.**

**(b) A certified firefighter assisting with practical training sessions must be certified to the level of the skill being taught.**

**(c) A minimum ratio of 1 certified fire instructor or certified firefighter for every 5 individuals must be present during all practical training evolutions.**

**(d) A bureau region coordinator may approve a larger class size if special circumstances exist and adequate instructor staffing and equipment is provided, up to a maximum of 35 individuals.**

**(5) The following individuals may participate in council-approved training and testing programs:**

**(a) contracted bureau training coordinators.**

**(b) training council staff members.**

**(c) council members.**

**(d) full-time bureau staff.**

**R 29.403 Certification Examinations examinations; development; passing scores.**

**Rule 3. (1) Pursuant to section 9(2)(b) of the act, MCL 29.369(2)(b), the state fire marshal, with the approval of a majority of the council, shall develop and administer The fire fighter I and II examinations certification examinations for all of the following fire service disciplines:**

**(a) Firefighter.**

**(b) Fire chief.**

**(c) Fire inspector.**

**(d) Fire instructor.**

**(e) Fire investigator.**

**(f) Fire officer.**

**(g) Public safety director.**

**(h) Plans examiner.**

**(i) Hazardous materials responder.**

**(j) Technical rescue responder.**

**(k) Airport rescue firefighter.**

**(2) shall be approved by the council and The certification examinations shall be reviewed by department the bureau staff and curriculum committee to ascertain if there is adequate comprehension of the subject material tested in the examinations.**

**(3) As long as it is not in the same calendar day, individuals may retest any certification exam multiple times with the exception of Fire Instructor II and III, which is limited to one (1) reexamination before having to retake the class.**

(4) The examination for firefighter I and II may be combined into 1 part of the examination to test the knowledge and skill requirements in the **current edition of standards for fire fighter professional qualifications, national fire protection association, nfpas, standard 1001, "Standard for Fire Fighter Professional Qualifications,"** as adopted in R 29.410.

~~(2) The examination requirement for fire fighter I and II shall be waived for a veteran who served in and is separated from the armed forces and provides a form DD214 or DD215, or another form that demonstrates that the candidate was separated from service with an honorable character of service or under honorable conditions general character of service. The veteran must have completed firefighter training while serving in the armed forces of the United States, that meets the standards for fire fighter I and fire fighter II set forth in NFPA 1001 "standard for fire fighting professional qualifications," as adopted in R 29.410.~~

~~(3) The state fire marshal shall waive the examination requirements and extend reciprocity to a firefighter from another state if the firefighter was certified in the other state after successfully completing a program that meets or exceeds the standards for fire fighter I and fire fighter II set forth in "standard for fire fighter professional qualifications", national fire protection association standard no. 1001 by an international accreditation fire service organization. A reciprocity request shall be submitted on a form prescribed by the bureau.~~

~~(4) A minimum of 70% average is required to successfully pass the examinations, unless otherwise specified in the course objectives.~~

R 29.404 ~~Attendance at training sessions; certificates.~~ **Rescinded.**

~~Rule 4. (1) A trainee shall attend all sessions unless he or she has a valid reason for his or her absence. The instructor may, for valid reasons, excuse not more than 10% of the total hours of instruction. An absentee from a scheduled class session shall make up the absence as required by the instructor.~~

~~(2) Upon successful completion of the course, the state fire marshal or the council may award a certificate for that course.~~

## PART 2. CLASSIFICATIONS

R 29.405 Classification for fire fighters **fire fighter I with hazardous materials operations; fire fighter II; fire fighter I and II with hazardous materials operations; requirements; reciprocity.**

Rule 5. (1) The following are the classifications for fire fighter I **with hazardous materials operations**, and fire fighter II, **fire fighter I and II with hazardous materials operations**, pursuant to section 9 of the act, MCL 29.369: .

(a) A fire fighter I **with hazardous materials operations** is a **person an individual** who successfully passes the council-approved **written and practical examinations** ~~fire fighter I exam~~, which covers the skill and knowledge requirements for fire fighter I **for that classification in the current edition of nfpas 1001, "Standard for Fire Fighter Professional Qualifications",** as adopted by reference in R 29.410.

(b) A fire fighter II is a fire fighter I **with hazardous materials operations** who meets the requirements of subdivision (a) of this rule and successfully passes the council-approved **written and practical fire-fighter-II examinations**, which covers the skill and knowledge requirements for **that classification fire-fighter-II in the current edition of nfp 1001, standard, "Standard for Fire Fighter Professional Qualifications"**, as adopted by reference in R 29.410.

**(c) A fire fighter I and II with hazardous materials operations is an individual who successfully passes the council-approved written and practical examinations, which cover the skill and knowledge requirements for those classifications in the current edition of nfp 1001, "Standard for Fire Fighter Professional Qualifications", as adopted by reference in R 29.410.**

**(2) An individual who attends a course for fire fighter I with hazardous materials operations, fire fighter II, and fire fighter I and II with hazardous materials operations shall be 18 years of age or older on the date of the final written and practical examinations except for a cadet or an explorer.**

**(3) A cadet or explorer is only allowed to participate in fire fighter I with hazardous materials operations, fire fighter II, or fire fighter I and II with hazardous materials operations programs and the incident command and resource management program for the fire service.**

**(4) A request for an exception to subrule (2) of this rule, such as a cadet or explorer program, shall be submitted to the bureau region coordinator on letterhead from the chief of the sponsoring fire department and include a dated copy of the charter or resolution of the local unit of government authorizing a fire department cadet or explorer program within the fire department.**

**(5) An individual shall participate in a registered fire fighter I with hazardous materials operations or fire fighter I and II with hazardous materials operations course to be eligible to take the state written and practical certification exams.**

**(6) An individual who attends a council-approved fire fighter course or courses to qualify for the certification examinations shall comply with both of the following:**

**(a) An individual shall not be absent from more than 10% of the total lecture hours of an entire course as validated by the course manager. A course manager may provide flexibility in attendance as needed in fire fighter courses due to the length of the course and an individual's employment obligations. An individual who is provided flexibility in attendance shall make up missed hours and classes prior to the scheduled ending date of the course. An individual shall meet 90% of the lecture hours and 100% of the practical skills hours. A course manager shall enforce the bureau make up policy.**

**(b) An individual who completes make up training at his or her fire or public safety department shall complete the bureau's make up training form, **BFS-255**, for each make up session authorized by the course manager. The fire chief or public safety director shall sign the form and**

return the form to the course manager for inclusion in the final course paperwork submitted to the bureau via email.

(7) An individual who is currently certified in this state and who meets continuing education requirements for a fire fighter I, as specified in R 29.418, shall be allowed to take the fire fighter II written and practical examinations without attending the fire fighter II course. These examinations shall be completed at an examination site registered in the bureau's training information network.

(8) An individual shall comply with the requirements in the MIOSHA occupational health standard part 451 respiratory protection, R 325.60051 and R 325.60052, while participating in either the council-approved fire fighter I with hazardous materials operations course, the fire fighter II course, or the fire fighter I and II with hazardous materials operations course. An individual who participates in council-approved courses that require respiratory protection or equipment to be worn shall be completely free of facial hair that comes between the sealing surface of the facepiece and face or that interferes with valve function or any condition that interferes with face-to-face piece seal or valve function.

(9) An individual shall apply to the bureau on the bureau's application form, BFS-205, for certification prior to taking the state certification examination.

(10) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau's training information network.

(c) Meets the nfpa 1001, "Standard for Fire Fighter Professional Qualifications" at the time of issue.

(d) Complete and submit the bureau's request for reciprocity BFS-258 form.

(11) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau's training information network.

(c) Meets the nfpa 1001, "Standard for Fire Fighter Professional Qualifications" at the time of issue.

(d) Complete and submit the bureau's request for reciprocity BFS-258 form.

**R 29.405a Classification for fire chief; requirements; reciprocity.**

Rule 5a. (1) The following is the classification for fire chief pursuant to section 9 of the act, MCL 29.369.

(2) A fire chief is an individual who meets both of the following:



(a) is certified as a fire fighter II or successfully completes the council-approved fire fighter II requirements, as specified in R29.405 within 12 months of the date of hire.

(b) completes Instructor I course, Fire Officer I course, and Fire Officer II course within 36 months of completing the fire fighter II requirements.

(3) An individual at the fire chief level for his or her jurisdiction prior to the effective date of these rules is considered to have met the requirements of this rule.

(4) An individual shall apply to the bureau on the bureau's application form, BFS-205, to receive state certification.

**R 29.405b Classification for fire inspector; requirements; reciprocity.**

Rule 5b. (1) The following is the classification for fire inspector pursuant to section 9 of the act, MCL 29.369.

(a) A fire inspector is an individual who is certified as meeting the requirements of the bureau's fire inspector certification rules, R 29.501 to R 29.508, and who has successfully completed the bureau-approved fire inspector certification process, which covers the skill and knowledge requirements for fire inspector in the current edition of nfa 1031, "Standard for Professional Qualifications for Fire Inspector and Plan Examiner", as adopted by reference in R 29.410.

(b) To maintain fire inspector certification, an individual must remain in good standing with the applicable nfa-issued certification.

(c) An individual shall apply to the bureau on the bureau's application form, BFS-997, for certification.

(2) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau's training information network.

(c) Meets the nfa 1031, "Standard for Fire Inspector and Plans Examiner Professional Qualifications" at the time of issue.

(d) Complete and submit the bureau's request for reciprocity BFS-258 form.

(3) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau's training information network.

(c) Meets the nfa 1031, "Standard for Fire Inspector and Plans Examiner Professional Qualifications" at the time of issue.

(d) Complete and submit the bureau's request for reciprocity BFS-258 form.

**R 29.405c Classification for fire instructor I; requirements; reciprocity.**

**Rule 5c. (1) The following is the classification for fire instructor I pursuant to section 9 of the act, MCL 29.369.**

**(2) An individual seeking to instruct council approved courses shall complete the following:**

**(a) An individual shall apply to the bureau on the bureau's application, BFS-205, for certification prior to taking the state certification course.**

**(b) A fire instructor I is an individual who is certified as a fire fighter II, has a minimum of 36 months of experience, not including pre-service, cadet, or explorer experience, from his or her first fire fighter certification prior to beginning the fire instructor I requirements, and has passed the fire instructor I written examination with a score of 70% or higher and pass the practical examination.**

**(c) A fire instructor I shall have completed 6 hours of lecture and 6 hours of practical skills training in an instructional setting with a certified fire service instructor I or higher present, and within 24 months of completing the nfpa 1041 fire service instructor I course, as adopted by reference in R 29.410, and shall submit the mentoring form, BFS-253, to the bureau.**

**(3) An individual only seeking fire instructor I for his or her fire officer certification shall complete the requirements for fire instructor I and shall successfully pass the council-approved nfpa 1041 "Standard for Fire Service Instructor Professional Qualifications" fire instructor I written examination with a score of 70% or higher and pass the practical examination.**

**(a) This individual shall not be required to comply with the continuing education requirement for fire instructor, is exempt from the 36 months experience requirement, and cannot instruct council approved courses.**

**(b) An individual who chooses to make application to become a probationary fire instructor I must follow Rule 5c(2) and complete such application within 60 months.**

**(4) A fire instructor I who is certified as of the effective date of these rules and who has passed a council-approved train-the-trainer course may instruct that course provided that he or she receives and maintains third-party authorization, if required.**

**(5) A fire instructor I who is certified as of the effective date of these rules may continue to instruct the courses that he or she had been previously authorized to teach.**

**(6) A fire service instructor I is authorized to instruct only council-approved fire fighter I with hazardous materials operations , fire fighter II, or fire fighter I and II with hazardous materials operations curriculum, which does not apply to council approved Q courses or local AHJ-specific continuing education.**

**(7) A fire service instructor I who is certified under this classification shall meet the MIOSHA occupational health standard part 451 respiratory protection, R 325.60051 and R 325.60052. When teaching any council-approved course other than Q courses, the instructor shall be completely**

free of facial hair that comes between the sealing surface of the facepiece and face or that interferes with valve function or any condition that interferes with face-to-facepiece seal or valve function.

(8) An individual shall meet the continuing education requirements pursuant to R29.418 in order to maintain certification for the fire instructor I classification.

(9) An individual shall be certified at the previous certification prior to taking the next level of certification pursuant to nfpa 1041 "Standard for Fire Service Instructor Professional Qualifications".

(10) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau's training information network.

(c) prior to application, an individual must have completed course H04A, Fire Instructor I Orientation.

(d) Meets the nfpa 1041, "Standard for Fire Service Instructor Professional Qualifications" at the time of issue.

(e) Complete and submit the bureau's request for reciprocity BFS-258 form.

(11) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau's training information network.

(c) Meets the nfpa 1041, "Standard for Fire Service Instructor Professional Qualifications" at the time of issue.

(d) Complete and submit the bureau's request for reciprocity BFS-258 form.

**R 29.405d Classification for fire service instructor II; requirements; reciprocity.**

Rule 5d. (1) The following is the classification for fire service instructor II pursuant to section 9 of the act, MCL 29.369.

(2) An individual shall apply to the bureau on the bureau's application, BFS-205, for certification prior to taking the state certification course. An individual shall be certified at the previous certification level prior to taking the next level of certification pursuant to nfpa 1041 "Standard for Fire Service Instructor Professional Qualifications".

(3) A fire service instructor II is an individual who is certified as a fire service instructor I and has a minimum of 5 years of service, not including pre-service, cadet, or explorer service, from his or her initial fire fighter certification prior to beginning the fire service instructor II requirements and 40 hours of documented and verifiable instructional hours.

**(4) A fire service instructor II shall have successfully passed the council-approved nfpa 1041 “Standard for Fire Service Instructor Professional Qualifications” fire instructor II written examination with a score of 70% or higher and passed the practical examination.**

**(5) A fire service instructor II who was certified prior to the effective date of these rules, may continue to instruct the courses that he or she had been previously authorized to teach.**

**(6) A fire instructor II who is certified after the effective date of these rules and who has successfully completed a council approved course may instruct that course provided that he or she receives and maintains third-party authorization, if required.**

**(7) An individual who has attended and passed the council-approved fire instructor II certification course and completed the bureau’s fire instructor I train-the-trainer course is authorized to instruct the council-approved fire instructor I certification course.**

**(8) A fire instructor II as of the effective date of these rules shall be allowed to instruct council-approved fire instructor II courses for a period of three years from the effective date of these rules, provided the individual meets the following requirements:**

**(a) attended and passed the council-approved fire instructor II certification course.**

**(b) instructed two council-approved fire instructor I certification courses**

**(c) completed the bureau’s fire instructor II train-the-trainer course**

**(d) obtain the council-approved fire instructor II certification within three years of the effective date of these rules to continue to instruct council-approved fire instructor II courses.**

**(9) An individual applying for reciprocity certification, shall be certified by another state’s certifying agency and comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau’s training information network.**

**(c) Meets the nfpa 1041, “Standard for Fire Service Instructor Professional Qualifications” at the time of issue.**

**(d) Complete and submit the bureau’s request for reciprocity BFS-258 form.**

**(10) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau’s training information network.**

**(c) Meets the nfpa 1041, “Standard for Fire Service Instructor Professional Qualifications” at the time of issue.**

**(d) Complete and submit the bureau’s request for reciprocity BFS-258 form.**

**R 29.405e Classification for fire service instructor III; requirements; reciprocity.**

**Rule 5e. (1) The following is the classification for fire service instructor III pursuant to section 9 of the act, MCL 29.369.**

**(2) An individual shall apply to the bureau on the bureau's application, BFS-205, for certification prior to taking the state certification course. An individual shall be certified at the previous certification level prior to taking the next level of certification pursuant to nfpa 1041 "Standard for Fire Service Instructor Professional Qualifications".**

**(3) A fire service instructor III is an individual who is certified as a fire service instructor II and has a minimum of 7 years of service, not including pre-service, cadet, or explorer service, from his or her initial fire fighter certification, prior to beginning the fire service instructor III requirements and 80 hours of documented and verifiable instructional hours.**

**(4) A fire service instructor III shall have successfully passed the council-approved nfpa 1041 "Standard for Fire Service Instructor Professional Qualifications" fire service instructor III written examination with a score of 70% or higher and pass the practical examination which covers the skill and knowledge requirements for fire service instructor III in the current edition of nfpa 1041, as adopted by reference in R 29.410.**

**(5) A fire service instructor III is authorized to instruct any council-approved course that the instructor has completed and passed, provided that he or she receives and maintains third-party authorization, if required.**

**(6) A fire instructor III who has attended and passed the council approved fire instructor II certification course, instructed two council-approved fire instructor I certification courses, and completed the bureau's fire instructor II train-the-trainer course is authorized to instruct the council-approved fire instructor II certification course.**

**(7) A fire instructor III who has attended and passed the council approved fire instructor III certification course, instructed two council-approved fire instructor II certification courses, and completed the bureau's fire instructor III train-the-trainer course is authorized to instruct the council-approved fire instructor III certification course.**

**(8) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) prior to application, an individual must have completed course H04A, Fire Instructor I Orientation.**

**(d) Meets the nfpa 1041, "Standard for Fire Service Instructor Professional Qualifications" at the time of issue.**

**(e) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**(9) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:**

- (a) Be a member or employee of a Michigan fire or public safety department.**
- (b) Entered into the bureau's training information network.**
- (c) prior to application, an individual must have completed course H04A, Fire Instructor I Orientation.**
- (d) Meets the nfpa 1041, "Standard for Fire Service Instructor Professional Qualifications" at the time of issue.**
- (e) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**R 29.405f Certified fire service instructors; certified associate fire service instructors; requirements.**

**Rule 5f. (1) The following are the classifications for certified fire service instructors and certified associate fire service instructors pursuant to section 9 of the act, MCL 29.369.**

**(2) As of the effective date of these rules, an instructor who is approved by the bureau as a certified fire instructor, according to qualifications established prior to 2010, shall maintain his or her status as a certified fire service instructor.**

**(3) As of the effective date of these rules, a certified associate fire instructor who is approved by the bureau, according to qualifications established prior to September 30, 2019, shall maintain his or her status as a certified associate fire instructor.**

**(4) As of September 30, 2021, in order to become a certified associate fire instructor, a probationary associate fire instructor must:**

- (a) complete the required mentoring process**
- (b) pass an evaluation by a bureau training coordinator**

**(5) A certified fire service instructor and a certified associate fire service instructor may teach all courses he or she is authorized to instruct provided that he or she receives and maintains third-party authorization, if required.**

**R 29.405g Classification for fire investigator; requirements; reciprocity.**

**Rule 5g. (1) The following is the classification for fire investigator pursuant to section 9 of the act, MCL 29.369.**

**(2) A fire investigator is an individual who successfully passed the council-approved fire investigator process which covers the skill and knowledge requirements for fire investigator in the current edition of nfpa 1033, "Standard for Professional Qualifications for Fire Investigator", as adopted by reference in R 29.410.**

**(3) An individual shall apply to the bureau on the bureau's application form, BFS-205, for certification.**

- (4) An individual shall have successfully passed the examination for any of the following programs or courses prior to applying to the bureau:
- (a) Michigan state police basic fire investigation school.
  - (b) National fire academy fire investigation course.
- (5) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:
- (a) Be a member or employee of a Michigan fire or public safety department.
  - (b) Entered into the bureau's training information network.
  - (c) Meets the nfpa 1033, "Standard for Professional Qualifications for Fire Investigator" at the time of issue.
  - (d) Complete and submit the bureau's request for reciprocity BFS-258 form.
- (6) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:
- (a) Be a member or employee of a Michigan fire or public safety department.
  - (b) Entered into the bureau's training information network.
  - (c) Meets the nfpa 1033, "Standard for Professional Qualifications for Fire Investigator" at the time of issue.
  - (d) Complete and submit the bureau's request for reciprocity BFS-258 form.

**R 29.405h Classification of fire officer I; requirements; reciprocity.**

Rule 5h. (1) The following is the classification for fire officer I pursuant to section 9 of the act, MCL 29.369.

(2) An individual who is applying for certification as a fire officer I shall be a certified fire fighter II and fire service instructor I prior to beginning the fire officer I requirements. An applicant shall have successfully completed the job performance requirements for fire officer I prior to taking the examination for fire officer I. An individual shall pass the council-approved written examination for fire officer I with a score of 70% or higher, which meets the current edition of nfpa 1021, "Standard for Fire Officer Professional Qualifications", as adopted by reference in R 29.410.

(3) An individual shall apply to the bureau on the bureau's application form, BFS-205, prior to taking the state certification examination.

(4) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:

- (a) Be a member or employee of a Michigan fire or public safety department.
- (b) Entered into the bureau's training information network.
- (c) Meets the nfpa 1021, "Standard for Fire Officer Professional Qualifications" at the time of issue.

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**(5) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1021, "Standard for Fire Officer Professional Qualifications" at the time of issue.**

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**R 29.405i Classification of fire officer II; requirements; reciprocity.**

**Rule 5i. (1) The following is the classification for fire officer II pursuant to section 9 of the act, MCL 29.369.**

**(2) An individual who is applying for certification as a fire officer II shall be certified as a fire officer I prior to beginning the fire officer II requirements. An applicant shall have successfully completed the job performance requirements for fire officer II prior to taking the examination for fire officer II. An individual shall pass the council-approved written examination for fire officer II with a score of 70% or higher, which meets the current edition of nfpa 1021, "Standard for Fire Officer Professional Qualifications", as adopted by reference in R 29.410.**

**(3) An individual shall apply to the bureau on the bureau's application form, BFS-205, prior to taking the state certification examination.**

**(4) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1021, "Standard for Fire Officer Professional Qualifications" at the time of issue.**

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**(5) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1021, "Standard for Fire Officer Professional Qualifications" at the time of issue.**



**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**R 29.405j Classification of fire officer III; requirements; reciprocity.**

**Rule 5j. (1) The following is the classification for fire officer III pursuant to section 9 of the act, MCL 29.369.**

**(2) An individual who is applying for certification as a fire officer III shall be certified as a fire officer II prior to beginning the fire officer III requirements. An applicant shall have successfully completed the job performance requirements for fire officer III prior to taking the examination for fire officer III. An individual shall pass the council-approved written examination for fire officer III with a score of 70% or higher, which meets the current edition of nfpa 1021, "Standard for Fire Officer Professional Qualifications", as adopted by reference in R 29.410.**

**(3) An individual shall apply to the bureau on the bureau's application form, BFS-205, prior to taking the state certification examination.**

**(4) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1021, "Standard for Fire Officer Professional Qualifications" at the time of issue.**

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**(5) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1021, "Standard for Fire Officer Professional Qualifications" at the time of issue.**

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**R 29.405k Classification of fire officer IV; requirements; reciprocity.**

**Rule 5k. (1) The following is the classification for fire officer IV pursuant to section 9 of the act, MCL 29.369.**

**(2) An individual who is applying for certification as a fire officer IV shall be certified as a fire officer III prior to beginning the fire officer IV requirements. An applicant shall have successfully completed the job performance requirements for fire officer IV prior to taking the examination for fire officer IV. An individual shall pass the council-approved written examination for fire officer IV, with a score of 70% or higher, which meets**

the current edition of nfp 1021, “Standard for Fire Officer Professional Qualifications”, as adopted by reference in R 29.410.

(3) An individual shall apply to the bureau on the bureau’s application form, BFS-205, prior to taking the state certification examination.

(4) An individual applying for reciprocity certification, shall be certified by another state’s certifying agency and comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau’s training information network.

(c) prior to application, an individual must have completed course H04A, Fire Instructor I Orientation.

(d) Meets the nfp 1021, “Standard for Fire Officer Professional Qualifications” at the time of issue.

(e) Complete and submit the bureau’s request for reciprocity BFS-258 form.

(5) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:

(a) Be a member or employee of a Michigan fire or public safety department.

(b) Entered into the bureau’s training information network.

(c) Meets the nfp 1021, “Standard for Fire Officer Professional Qualifications” at the time of issue.

(d) Complete and submit the bureau’s request for reciprocity BFS-258 form.

**R 29.405l Michigan fire officer equivalency.**

Rule 5l. (1) The bureau will recognize previously awarded certificates as equivalent for fire officer certification to be applied towards the advancement to the next level of fire officer certification. All fire officer certifications shall be obtained in order as required in nfp 1021.

(2) Previous Michigan fire officer certificates include all of the following:

(a) Fire officer I (E01A, E01B).

(b) Fire officer II (E02A, E01B).

(c) Fire officer III (E03A).

(d) Michigan company officer I and II series (O21A).

(e) Michigan fire officer III series (O31A).

(3) As of the effective date of these rules, a Michigan fire service member who has obtained any Michigan fire officer certificates as specified in subrule (2)(a-e) of this rule, and is certified to the nfp 1041 fire service instructor I level or higher, may apply to participate in the next level of council-approved nfp 1021 fire officer courses to meet the requirements as specified in R29.405h through R29.405k for certification.

**R 29.405m Classification of public safety director; requirements; reciprocity.**

**Rule 5m. (1) The following is the classification for public safety director pursuant in section 9 of the act, MCL 29.369.**

**(2) A public safety director is an individual who meets both of the following:**

**(a) is certified as a fire fighter II or successfully completes the council-approved fire fighter II requirements, as specified in R29.405 within 12 months of the date of hire.**

**(b) completes Instructor I course, Fire Officer I course, and Fire Officer II course within 36 months of completing the fire fighter II requirements.**

**(3) An individual at the public safety director level for his or her jurisdiction prior to the effective date of these rules is considered to have met the requirements of this rule.**

**(4) An individual shall apply to the bureau on the bureau's application form, BFS-205, to receive state certification.**

**R 29.405n Classification of plans examiner; requirements; reciprocity.**

**Rule 5n. (1) The following is the classification for plans examiner pursuant to section 9 of the act, MCL 29.369.**

**(a) A plans examiner is an individual who is certified as meeting the requirements of the bureau's fire inspector certification rules, R 29.501 to R 29.508, and who has successfully completed the bureau-approved plans examiner certification process, which covers the skill and knowledge requirements for fire inspector in the current edition of nfpa 1031, "Standard for Professional Qualifications for Fire Inspector and Plan Examiner", as adopted by reference in R 29.410.**

**(b) To maintain plans examiner certification, an individual must remain in good standing with the applicable nfpa-issued certification.**

**(c) An individual shall apply to the bureau on the bureau's application form, BFS 997, for certification.**

**(2) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1031, "Standard for Fire Inspector and Plan Examiner Professional Qualifications" at the time of issue.**

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**(3) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

- (b) Entered into the bureau's training information network.**
- (c) Meets the nfpa 1031, "Standard for Fire Inspector and Plan Examiner Professional Qualifications" at the time of issue.**
- (d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**R 29.405o Classification of hazardous materials responder; requirements; reciprocity.**

**Rule 5o. (1) The following is the classification for hazardous materials responder pursuant to section 9 of the act, MCL 29.369.**

**(2) A hazardous materials responder is an individual who has successfully passed the council-approved hazardous materials responder operations course and examination, which covers the skill and knowledge requirements for hazardous materials responder operations in the current edition of nfpa 1072, "Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents", as adopted by reference in R 29.410.**

**(3) An individual who possesses a Michigan fire fighter I with hazardous materials operations certification or a Michigan fire fighter I and II with hazardous materials operations certification meets the requirements of hazardous materials responder operations in the current edition of nfpa 1072, "Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents", as adopted by reference in R 29.410.**

**(4) An individual shall apply to the bureau on the bureau's application form, BFS-205, prior to taking the state certification examination.**

**(5) An individual applying for reciprocity certification, shall be certified by another state's certifying agency and comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1072, "Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents" at the time of issue.**

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**(6) An individual who has been honorably discharged and completed firefighter training while serving in the armed forces of the United States and is applying for reciprocity certification shall comply with all of the following:**

**(a) Be a member or employee of a Michigan fire or public safety department.**

**(b) Entered into the bureau's training information network.**

**(c) Meets the nfpa 1072, "Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents" at the time of issue.**

**(d) Complete and submit the bureau's request for reciprocity BFS-258 form.**

**R 29.405p Classification of technical rescue responder; requirements.**

**Rule 5p. (1) The following is the classifications for technical rescue responder pursuant to section 9 of the act, MCL 29.369.**

**(a) A technical rescue responder is an individual who has successfully passed the council-approved technical rescue responder awareness course and examination, which covers the skill and knowledge requirements for technical rescue responder awareness in the current edition of nfa 1006, "Standard for Technical Rescue Personnel Professional Qualifications", and nfa 1670, "Standard on Operation and Training for Technical Search and Rescue Incidents", as adopted by reference in R 29.410.**

**(b) An individual shall apply to the bureau on the bureau's application form for certification, BFS 205, prior to-taking the state certification examination.**

**R 29.405q Classification of airport rescue firefighter; requirements.**

**Rule 5q. (1) The following is the classification for airport rescue fire fighter pursuant to section 9 of the act, MCL 29.369.**

**(2) An airport rescue fire fighter is an individual who has successfully completed training that covers the skill and knowledge requirements in the current edition of nfa 1003, "Standard for Airport Fire Fighter Professional Qualifications", as adopted by reference in R 29.410.**

**(3) An individual shall apply to the bureau on the bureau's application form BFS 205, for certification.**

**R 29.408 Instructor classifications generally. ~~Rescinded.~~**

~~—Rule 8. (1) The professional classifications for fire service instructors I and II shall be based on the qualifications and performance requirements specified in NFPA standard 1041, "Standard for Fire Service Instructor Professional Qualifications," as adopted by reference in R 29.410.~~

~~—(2) Performance standards shall be evaluated by department staff designated by the fire marshal. The following are general performance based instructor classifications:~~

~~—(a) An associate instructor is an instructor who has both of the following:~~

~~(i) The knowledge and ability to deliver instruction effectively from a prepared lesson plan, including instructional aids and evaluation instruments.~~

~~—(ii) The ability to teach according to his or her individual instructional training, by using a variety of teaching strategies, utilizing lesson plans and instructional aids as required.~~

~~—(b) An instructor I is an instructor who has demonstrated the knowledge and ability to do all of the following:~~

- (i) Deliver instruction effectively from a prepared lesson plan, including instructional aids and evaluation instruments.
- (ii) Adapt lesson plans to the unique requirements of the students, school, training center, and state laws.
- (iii) Organize the learning environment so that learning and safety are maximized.
- (iv) Meet all record-keeping requirements.
- (c) An instructor II is an instructor who meets the instructor I performance standards and also demonstrates the knowledge and ability to do all of the following:
  - (i) Develop individual lesson plans for a specific topic including learning objectives, instruction aids, and evaluation instruments.
  - (ii) Schedule training sessions based on overall training plans.
  - (iii) Supervise and coordinate the activities of other instructors.
- (3) All applicants and instructors shall comply with all fire training state statutes and rules.

**R 29.408a Probationary associate instructor; associate instructor; requirements. Rescinded.**

- Rule 8a. (1) An applicant for a probationary associate instructor shall meet all of the following qualifications:
  - (a) Be a member, or have been a member, of an organized Michigan fire department within the last 5 years immediately prior to his or her application.
  - (b) Possess a fire fighter I certification or successfully completed the previous phases I and II to instruct subjects within the fire fighter I course.
  - (c) Possess a fire fighter II certification or successfully completed the previous 240-hour training course to instruct subjects within the fire fighter I and II courses.
  - (d) Have a minimum of 3 years fire suppression experience.
  - (e) Successfully complete the council approved educational methodology class.
- (2) An applicant who successfully meets the qualifications for probationary associate instructor shall apply pursuant to the procedure under R 29.409.
- (3) Upon approval of the application by the department, the probationary associate instructor shall do all of the following:
  - (a) Select an instructor I or II as a mentor to directly supervise and assist him or her with 12 hours of supervised teaching. The department shall provide a form to document the practice teaching hours. At the completion of 12 hours, the mentoring instructor shall use the form to recommend the approval or denial for the probationary associate instructor's certification. The mentor shall send the form to the department region coordinator.
  - (b) With the receipt of the approved form, the region coordinator shall arrange for the probationary associate instructor to be evaluated by department staff while instructing. A probationary associate instructor must receive 1 satisfactory evaluation of classroom lecture within 2 years of obtaining probationary status.
  - (c) After 12 hours of supervised lecture and a positive evaluation, the region coordinator shall notify the department of the successful completion of the

probationary status of the applicant. The period of time needed to accrue 12 supervised teaching hours must be completed within 2 years, but may be extended by the fire marshal or his or her designee for good cause due to circumstances beyond the control of the probationary associate instructor.

—(d) An instructor I or II shall be present at the course and observe the instruction of a probationary associate instructor at all times. In cases of undue hardship, which may include, but are not limited to, unavailability of region coordinator, inclement weather, or circumstances outside of his or her control, the requirement of on-site supervision may be waived in writing by the region coordinator, upon written request of the course manager.

—(4) An applicant for an associate instructor shall apply pursuant to the procedure under R 29.409, and meet all of the qualifications of a probationary associate instructor.

—(5) An associate instructor who has successfully completed fire fighter I training may instruct any unit from the fire fighter I curriculum. An associate instructor who has successfully completed fire fighter I and II curriculum may instruct any unit from the fire fighter I and II curriculum in which he or she has shown competence.

**R 29.408b Probationary instructor I; requirements. Rescinded.**

—Rule 8b. (1) An applicant for a probationary instructor I shall meet all of the following qualifications:

—(a) Be a member, or have been a member, of an organized Michigan fire department within the last 5 years, or maintained active instruction status immediately prior to his or her application. An applicant shall maintain active instruction status by documentation of instruction hours on the department system maintenance on knowledge and education program.

—(b) Possess a fire fighter I and II certification.

—(c) Have a minimum of 5 years of experience in fire suppression at the time of application.

—(d) Be certified at the level or course that he or she wishes to instruct and completed a minimum of fire fighter II certification for instruction.

—(2) An applicant for instructor I who has not previously attained an associate instructor status shall serve a probationary instructor I status. A probationary instructor I shall only be authorized to instruct the courses approved at the associate instructor level.

—(3) An applicant possessing a current Michigan teacher's certificate, a currently licensed ems/ic, or an individual certified as an instructor I through an internationally accredited fire service organization shall not be required to complete the council instructor I course and shall also be exempt from the probationary period.

—(4) An applicant who is an associate instructor shall not be required to serve a probationary period.

—(5) Within a 2-year period, a probationary instructor I shall do all of the following:

~~—(a) Select a mentor instructor I or II to directly supervise and assist him or her with the teaching process. A probationary instructor I candidate shall complete 12 hours of direct supervised teaching with 6 hours being lecture and 6 hours being practical.~~

~~—(b) The mentoring instructor shall document the practice and teaching hours on a form provided by the department. At the completion of 12 supervised hours, the mentoring instructor shall use the form to confirm the completion of the required instruction hours for the probationary instructor's certification as an instructor I. The mentoring instructor shall send the form to the region department coordinator for his or her review.~~

~~—(c) With receipt of the form, the region coordinator shall arrange for the probationary instructor to be evaluated by department staff while the probationary instructor is instructing. A probationary instructor shall receive 1 satisfactory evaluation of classroom lecture within 2 years of obtaining probationary status.~~

~~—(d) The period of time needed to accrue 12 supervised teaching hours must be completed within 2 years, but may be extended by the fire marshal or his or her designee for good cause due to circumstances beyond the control of the probationary instructor.~~

#### ~~R 29.408c-Instructor I; requirements. **Rescinded**~~

~~—Rule 8c. (1) An instructor I shall meet all of the following qualifications:~~

~~—(a) NFPA instructor I classification specified in nfpa 1041, chapter 3, "Fire Service Instructor Professional Qualifications," as adopted by reference in R 29.410b.~~

~~—(b) If not a certified instructor pursuant to R 29.408(e), have completed all requirements of a probationary instructor I, as required under R 29.408b.~~

~~—(c) Be a member, or have been a member, of an organized Michigan fire department within the last 5 years, or maintained active instructor status immediately prior to his or her application. An applicant shall maintain active instructive status by documenting instruction hours on the department's records management system operated by the department for purposes of maintaining records of approved fire fighters and instructors.~~

~~—(d) Have 5 years of fire suppression experience.~~

~~—(e) Completed an instructor I course, or the equivalent, meeting the requirements for requisite skills and knowledge of chapter 4 under instructor I, for nfpa 1041, "Fire Service Instructor Professional Qualifications," as adopted by reference in R 29.410b.~~

~~—(2) An instructor I shall perform the duties listed in nfpa 1041, "Fire Service Instructor Professional Qualifications," chapter 4, as adopted by reference in R 29.410.~~

~~—(3) An instructor I is authorized to teach all courses that he or she has successfully completed unless a third party certification is required.~~

#### ~~R 29.408d-Instructor II; requirements. **Rescinded**~~

~~—Rule 8d. (1) An applicant for instructor II shall meet the following qualifications:~~



- (a) Have an NFPA instructor II classification under nfpa 1041, chapter 3, “Fire Service Instructor Professional Qualifications,” as adopted by reference in R 29.410.
- (b) Have 7 years of fire suppression experience.
- (c) Have 160 hours of instructional experience in firefighting and emergency medical responder related materials. An applicant shall maintain active instructive status by documenting instruction hours on the department’s records management system operated by the department for purposes of maintaining records of approved fire fighters and instructors.
- (d) Completed an instructor II course, or the equivalent, meeting the requirements for requisite skills and knowledge of chapter 5 under instructor II, nfpa 1041, “Fire Service Instructor Professional Qualifications,” as adopted by reference in R 29.410b.
- (e) Be a certified as a fire fighter II.
- (f) Be certified as instructor I.
- (2) An instructor II shall perform the duties listed in nfpa 1041, chapter 5, “Fire Service Instructor Professional Qualifications,” as adopted by reference in R 29.410.
- (3) An instructor II may perform the following:
  - (a) Instruct any course approved by the council, unless a third-party certification is required.
  - (b) Provide instruction of any newly adopted council courses to instructor I level instructors.
  - (c) Schedule and conduct an instructor I certification course.
  - (d) Serve as a mentor for instructor I candidates.

**R 29.408e Certified instructors. Rescinded.**

- Rule 408e. (1) An instructor who is approved by the department at the effective date of these rules as a certified instructor, according to qualifications established prior to 2010, shall maintain his or her status as a certified instructor.
- (2) A certified instructor is an instructor who has demonstrated the knowledge and ability to coordinate other instructors, and who is capable of using a variety of teaching strategies to develop lesson plans and instructional aids based on a task analysis.
- (3) A certified instructor may teach all courses he or she is qualified to instruct or that he or she has successfully completed unless a third-party certification is required as of the effective date of these rules.

**R 29.408f Special instructor requirements. Rescinded.**

- Rule 408f. (1) An applicant for instructor may meet the qualifications through special training and experience if he or she is able to provide the following evidence:
  - (a) The training or experience was obtained within the last five (5) years.
  - (b) The training or experience occurred within the United States and is an acceptable training mechanism for certification in any of Michigan’s neighboring states.

- ~~—(c) The training and experience is relevant to the training and experience required of Michigan instructors.~~
- ~~—(2) If the applicant is not qualified as an instructor or an associate instructor under these rules, the applicant shall complete the educational methodology course approved by the council.~~
- ~~—(3) If department staff is uncertain whether a particular special instructor's qualifications are sufficient to meet the requirements of this rule, staff may seek the advice of the council.~~
- ~~—(4) An instructor approved due to special instructor requirements may instruct according to those training and experience mechanisms to the extent he or she is allowed to instruct under these rules.~~

R 29.409—Instructor application process. **Rescinded.**

~~—Rule 9. (1) Each applicant for instructor shall submit his or her application to the department through the records management system operated by the department for purposes of maintaining records of approved fire fighters and instructors. The application shall be approved if it meets all the requirements under the statute and these rules, pursuant to the instructor level. A list of the approved applicants may be placed on the agenda of the next regular council meeting.~~

~~—(2) An applicant no longer active in fire service shall submit his or her application directly to the department through the records management system operated by the department for purposes of maintaining records of approved fire fighters and instructors, and the applicant shall request the state fire marshal, or hi/s or her designee, verify the applicant's previous fire department experience. The fire marshal may verify the applicant's experience through confirmation by the local fire department of employment or volunteer status.~~

~~(3) All applicants and instructors shall keep a current home address, phone number, and active e-mail address registered with the department.~~

R 29.410 Adoption by reference.

Rule 10. The **current edition of the** following standards of the national fire protection association, nfpa, are adopted by reference in these rules. Copies of the adopted standards are available for inspection and distribution at the office of the Bureau of Fire Services, Michigan Department of Licensing and Regulatory Affairs, 3101 Technology Boulevard, Suite H, Lansing, MI 48910, or from the National Fire Protection Association, 1 Battery Park, P.O. Box 9101 Quincy, MA 02269-9101, telephone number 1-800-344-3555. The cost of each standard at the time of the adoption of these rules is included with the title of each standard. **Each standard is available to be viewed on line at no cost at [www.nfpa.org](http://www.nfpa.org) with an established account.**

(a) NFPA 1001, Standard for Fire Fighter Professional Qualifications, 2013 2019 edition, chapters 1, 4, 5, and 6, at cost of \$ 44.50 **52.00** each.

(b) **NFPA 1003, Standard for Fire Service Aircraft Firefighter Professional Qualifications, 2019 edition at cost of \$ 52.00 each.**

(c) NFPA 1006, Standard for Technical Rescue Personnel Professional Qualifications, 2017 edition at cost of \$ 82.00 each.

(d) NFPA 1021, Standard for Fire Officer Professional Qualifications, 2020 edition at cost of \$ 52.00 each.

(e) NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Review, 2014 edition at cost of \$ 52.00 each.

(f) NFPA 1033, Standard for Professional Qualifications for Fire Investigator, 2014 edition at cost of \$ 45.00 each.

~~(b)~~(g) NFPA 1041, Standard for Fire Service Instructor Professional Qualifications, 2012 2019 edition, at cost of \$ ~~38.50~~ 52.00 each.

(h) NFPA 1072, Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications, 2017 edition at cost of \$ 58.00 each.

(i) NFPA 1670, Standard on Operations and Training for Technical Search and Rescue Incidents, 2017 edition at cost of \$ 67.50 each.

### PART 3. DISCIPLINARY PROCESS

R 29.410a Disciplinary process.

Rule 10a. (1) Pursuant to section 11a of the act, MCL 29.371a, the state fire marshal shall initiate the disciplinary process, which may include suspension or revocation of 1 or more classification certifications issued to an individual, for any of the following reasons:

(a) Conviction of a felony in any state of the United States.

(b) Making a materially false statement.

(c) Causing a materially false statement to be made.

(d) Committing fraud when applying for any classification certification.

(e) Wrongfully disclosing in any format, such as electronically, verbally, or in writing, any information about an examination that the bureau uses in the examination certification process.

(f) Violating the act or the bureau's rules, policies, directives or bulletins.

(g) Violating the annual instructor memorandum of understanding (MOU).

(h) Violating any continuing education compliance requirements set forth in Rule 29.418.

(2) Upon the bureau receiving notification that an individual has violated the act or 1 or more of the rules the state fire marshal shall direct bureau staff or a state fire marshal designee to investigate the allegation or allegations. This investigation shall include an interview or interviews of the individual who made the allegation, any witnesses who may support or negate the allegation or allegations against the individual in question, and the individual accused of impropriety.

(3) Upon completion of the investigation a final report shall be submitted to the state fire marshal. If the allegations are substantiated, the state fire marshal will add the disciplinary matter to the agenda for the next scheduled council meeting for official action.

(4) The state fire marshal shall send an official notice to the individual accused of impropriety that a disciplinary hearing has been placed on the

agenda. The date and time of the hearing will occur during the next regularly scheduled council meeting.

**R 29.410b Requesting a closed disciplinary session.**

**Rule 10b. (1) An individual may request a closed session disciplinary hearing.**

**(2) The council shall conduct a roll call vote on the request for a closed disciplinary session. A decision to close the disciplinary hearing session shall require a majority vote of the council members present.**

**(3) If the council votes to move into a closed disciplinary session, the meeting will be cleared of all people not directly involved in the hearing.**

**(4) A closed disciplinary hearing session shall only include the individual, the individuals' legal counsel, witnesses, council members, the state fire marshal, or his or her designee, and the council's recording secretary.**

**(5) The proceedings of the disciplinary hearing shall be recorded digitally by the bureau.**

**R 29.410c Disciplinary hearing procedures.**

**Rule 10c. (1) Council members shall be given the opportunity to review the documentation submitted before proceeding.**

**(2) The state fire marshal, or his or her designee, shall present an opening statement and relevant information of the investigative findings to the council, which shall not exceed 20 minutes, including calling witnesses.**

**(3) The individual appealing a disciplinary decision shall present his or her opening statement and relevant information, which shall not exceed 20 minutes, including calling witnesses.**

**(4) Any Council member may question the individual, witnesses, the state fire marshal, or his or her designee, if further clarification is needed.**

**(5) The state fire marshal, or his or her designee, shall have 5 minutes to present a summary of the reasons for recommending the suspension or revocation of 1 or more of the individual's certifications.**

**(6) The individual shall have 5 minutes to present a summary of the reasons why the recommendation for suspension or revocation is unsubstantiated.**

**(7) The chairperson shall ask all witnesses, the individual, and the individual's legal counsel to exit the closed session, if applicable.**

**(8) The council shall deliberate to determine if the allegation or allegations against the individual are substantiated or unsubstantiated.**

**(a) A substantiated allegation or allegations shall result in the suspension or revocation of 1 or more of an individual's certifications, which shall be determined by council.**

**(b) An unsubstantiated allegation or allegations shall result in the dismissal of the allegation or allegations against the individual.**

**(c) Once the final decision is reached the council chairperson shall make a motion to adjourn the closed session.**

(d) All documentation distributed to the council during the closed session of the disciplinary hearing regarding the investigation shall be collected by the state fire marshal, or his or her designee.

#### R29.410d. Decision notification; reinstatement; appeal

Rule 10d. (1) Based upon the motion provided in the closed session, the council chairperson will request a roll call vote in the open meeting. The decision of the council shall be final.

(2) An individual who has 1 or more certifications suspended as the result of a disciplinary hearing shall meet all the conditions detailed in the suspension including, but not limited to, retraining provisions to reinstate his or her classification certification or certifications.

(3) Any suspension, other than revocation of certification or certifications, shall specify requirements that the individual shall complete to reinstate the certification or certifications after the terms of the suspension are met.

(4) The bureau shall retain the documentation from the disciplinary hearing in accordance with the states document retention schedule.

(5) The decision of the council to suspend or revoke a certification shall be sent to the individual and his or her fire chief of record listed in the training information network via certified mail.

(6) The decision of the council shall contain notice of the right of interested parties to file an appeal to the Michigan administrative hearings system (MAHS) within 28 calendar days of issuance of the council's decision.

### PART 4. TRAINING

R 29.413 Regional training centers; facilities; approval.

Rule 13. (1) An applicant shall establish a regional training center (rtc) in a strategic location to ~~serve~~ **support** the greatest number of fire departments. ~~that are unable to support their own training program.~~ **A RTC will also provide individuals an opportunity to receive pre-service fire training as a RTC student.** To establish a regional training center **RTC**, an applicant shall do all of the following:

(a) **Complete an application form, BFS-242, provided by the bureau.**

~~(a)~~ (b) Establish an advisory committee which includes **appointing a the manager of training chairperson** from the department **RTC** staff and may include **any the county training committee chairpersons** from the each **county counties** that will be served by the ~~rtc~~ **RTC**.

~~(b) Complete an application provided by the department.~~

(c) Complete a needs survey which establishes the fire department training needs of the area and describes how the ~~rtc~~ **RTC** plans to fulfill those needs.

Collect any ~~correspondence~~ **documentation** of support for the need of the new ~~rtc~~ **RTC**.

(d) Have and be able to maintain the capability to conduct fire fighter I and II courses and examinations.

(e) Work with the ~~department~~ **bureau** in training technology development.

**(f) Have rooms, facilities, and equipment available to efficiently carry out programs of instruction.**

~~—(2) An applicant shall submit the completed application and supporting documentation to the department region coordinator assigned to his or her area who shall do both of the following:~~

~~—(a) Contact rtc's that border the proposed rtc for a letter information regarding **outlining** their the need and effect of a new rtc.~~

~~—(b) Submit the application, supporting documentation, and a report to the department on the effect a new rtc will have on existing programs.~~

~~(3) (2) If the application meets the requirement of subrules (1) and (2) of this rule, the state fire marshal and the department manager of training shall **review** approve the application **for inclusion on the agenda for the next council meeting**. A list of approved rtc's may be placed on the agenda of the next regular council meeting.~~

**(3) The council shall vote to approve or deny a RTC application.**

~~(4) An rtc **RTC** shall keep **maintain current** contact information for the center and advisory board membership ~~current~~ with the department **bureau within 30 days of any change using the BFS-242 form**.~~

~~(5) The ~~rtc~~ **RTC** shall perform all of the following on an annual basis to **maintain council approval**:~~

~~(a) Maintain capability to conduct fire fighter I and II courses and examinations.~~

~~(b) Comply with all department **bureau** rules.~~

~~(c) Cooperate with the department **bureau** in training technology development.~~

~~(d) Submit a report to the state fire marshal annually ~~on~~ **by November 20** for the previous **fiscal** year October 1 to September 30. ~~The fire marshal shall submit a copy of each report to the fire fighters training council for review at the next scheduled meeting for purposes of completing the report required under section 7 of the fire fighters training council act, 1966 PA 261, MCL 29.367. The annual report by~~ **each rtc RTC** shall include **all of the following**:~~

~~(i) The training activity from the previous **fiscal** year.~~

~~(ii) The use of approved county funds.~~

~~(iii) The budget and expenses from the previous **fiscal** year.~~

~~(iv) The rtc training plan for the upcoming **fiscal** year.~~

~~(6) The state fire marshal **with the approval of council** shall authorize a ~~regional training center~~ **RTC** to conduct the following courses or other council-approved courses **for pre-service students**:~~

~~(a) **Vehicle extrication**.~~

~~—(b) **Advanced vehicle stabilization**.~~

~~—(c) **Elevator training**.~~

~~—(d) **Introduction to wild land firefighting**.~~

~~—(e) **National incident management system: incident command system for the fire service**.~~

~~—(f) **Clandestine drug lab awareness**.~~

~~—(g) **Building construction for fire suppression forces: principles, wood and ordinary construction**.~~

~~—(h) Drivers training, classroom portion. An rtc shall have available rooms and facilities to efficiently carry out its program of instruction.~~

**(7) RTC students who are not members of a Michigan fire department or public safety department shall be assessed a fee per student to cover the cost of providing the certification examination as established by the bureau by January 31 prior to the next fiscal year. Fees shall be remitted to the bureau 2 weeks after the course start date as provided under MCL 29.371 (1)(j).**

R 29.414—Regional training centers; courses.—**Rescinded.**

~~—Rule 14. (1) The minimum class size for training at a regional training center is 15 students. Exceptions may be granted by the manager of training region coordinator or state fire marshal, upon recommendation of department staff.~~

~~—(2) The maximum class size at a regional training center is 35. Department staff may approve larger classes if special circumstances exist and adequate staffing is provided.~~

~~—(3) Students shall be at least 18 years of age on the date of the scheduled examination. Exceptions to the requirement in this subrule shall be made for individuals sponsored by a fire department cadet program, a fire department boy scouts of America explorer program or a high school training program that is affiliated with a fire department pursuant to section 2 of the firefighter training programs act, 2011 PA 153, MCL 29.332 Participants in these programs must be 16 or 17 years old and may be 18 years old if still attending high school as a full-time student. All requests for the program exception shall be sent to the department staff in writing from the fire chief of the sponsoring fire department.~~

~~—(4) The following individuals may participate in council approved training and testing programs:~~

~~—(a) Pre-service students who are enrolled in a council approved course at an rtc, pursuant to an agreement with a college or university under section 10 of the act, MCL 29.370.~~

~~—(b) Fire department cadets, department instructors, training coordinators who are retired members of a fire department, council members, and full-time department staff.~~

~~—(c) Explorer scouts and students of a fire department affiliated high school program pursuant to section 2 of the firefighter training programs act, 2011 PA 153, MCL 29.332.~~

~~—(5) Fire department cadets, explorer scouts and fire department affiliated high school students may participate only in fire fighter I, fire fighter II, fire fighter I and II, first responder operations, and incident command system courses.~~

R 29.415 ~~Online training courses.~~ **Alternative Learning Platforms.**

Rule 15. (1) The state fire marshal, with the approval of the council, may endorse the implementation of **alternative learning platforms to include, but not limited to; online learning courses., distance learning, or similar.**

(2) An online course **alternative learning platform** must be sponsored by a **recognized** regional training center **or requested by a county training**

**committee chairperson.** ~~at a Michigan department of education accredited institution of higher learning. The regional training center at the institute of higher learning~~ **Either entity** shall be responsible for faculty **instructor** training and online delivery support for ~~faculty~~ **instructors** and students. **alternative learning platforms must utilize a council approved curriculum electronic learning management system.**

~~(i)~~ **(3)** The initial delivery of an ~~online training course~~ **alternative learning platform** shall be a pilot program and pre-approved by the council. ~~Department Bureau staff may pre-evaluate the pilot program in order to provide an evaluation a report to council.~~

~~(ii)~~ **(a)** Upon ~~positive review of a report from the instructors and the course manager~~ **evaluations by the department staff, including written feedback from all of the instructor instructors, and a majority all of the students, along with a positive recommendation from the regional coordinator, the state fire marshal, with council approval, shall** ~~may~~ approve the future courses.

**(b) All alternative learning platforms for classification certification shall meet the current NFPA Standard.**

~~(b)~~ **(c)** All ~~online training~~ **alternative learning platforms** shall consist of the following:

~~(i)~~ A written exam.

~~(ii)~~ **(i)** The same learning objectives as a face-to-face training format.

~~(iii)~~ **(ii)** A maximum student-to-instructor ratio **for hands-on practical components of a course shall be of 20 5** students to 1 instructor.

~~(iv)~~ Post evaluations for a pilot course by the students, instructor, and department staff.

**(iii) A written exam.**

**(4) An individual who attends a council-approved alternative learning platform or course qualifying for a certification examination shall comply with both of the following:**

**(a) An individual shall meet 90% of the lecture hours and 100% of the practical skills hours. A course manager shall enforce the bureau make up policy.**

**(b) An individual who completes make up training at his or her fire or public safety department shall complete the bureau's make-up training form, BFS 255, for each make-up session authorized by the course manager. The fire chief or public safety director shall sign the form and return the form to the course manager for inclusion in the final course paperwork submitted to the bureau via email.**

**R 29.416 County training committee; election of chairperson.**

**Rule 16. (1) All recognized fire departments and public safety departments both, in the fire service directory and providing services within a county, shall have the opportunity to participate in their respective county training committee, as required in MCL 29.371(k), to receive the fireworks safety fees annually from the bureau, as provided in MCL 29.374**



(2) A county training committee shall consist of 1 member from each recognized fire department and public safety department within the county.

(3) A county training committee shall elect a chairperson each year. Each fire department and public safety department in a county shall have 1 vote when electing the chairperson. The chairperson shall serve for the calendar year beginning April 1 and the term expires March 31 of the following year.

(4) A county training committee shall notify the bureau of the elected chairperson for the committee by submitting bureau form BFS-240 by April 1 of each calendar year.

(5) If a vacancy of the chairperson position occurs, a county training committee shall elect a new chairperson within 30 days of the vacancy occurring and shall notify the bureau by submitting bureau form BFS-240.

#### **R 29.417 Training needs survey.**

Rule 17. (1) A county training committee chairperson shall conduct a training needs survey in April of each fiscal year. The survey shall be presented on the bureau form BFS-243.

(2) A county training committee chairperson shall compile an aggregate report of the results of the training needs survey including, but not limited to, a list of the fire departments within the county and whether they participated or did not participate in the survey.

(3) A county training committee chairperson shall submit a report to the bureau region coordinator on the bureau form BFS-244 the results of the training needs survey. This report shall be submitted by June 15 of each fiscal year.

(4) A county training committee chairperson that does not submit the results of the training needs survey shall result in a delay of the October 1 release each fiscal year of the fireworks safety fees allocated for that county pursuant to section 14 of 2011 PA 256, the Michigan fireworks safety act, MCL 29.374.

(5) A county training committee chairperson shall designate funding to courses in the state training information network by December 31 of each fiscal year.

(6) A county training committee chairperson shall submit to the bureau a detailed list of all allocated courses, including course funding amounts, using fireworks safety funds by January 15 of each fiscal year.

### **PART 5. CONTINUING EDUCATION**

#### **R 29.418 Continuing education.**

Rule 18. (1) The authority having jurisdiction may exceed the minimum continuing education requirements as specified in this rule while complying with the initial and continuing training requirements in R 408.17411.

**(2) The continuing education process shall apply to every fire fighter in Michigan. The program shall run in a 3-year cycle beginning October 1 following the state's fiscal year.**

**(3) All training conducted, documented, and approved by an organized fire department in this state shall apply toward the continuing education requirement.**

**(a) For continuing education training to apply toward the continuing education requirement, the individual instructing shall complete a fire department specific training roster or provide documentation of the training completion to the student.**

**(b) If the continuing education course is part of a council-approved course, the training shall be tracked in the bureau's training information network and the student and instructor shall sign the roster for each training session for the course.**

**(4) A fire fighter who holds any certification above fire fighter I shall obtain the required additional continuing education credits for that classification.**

**(5) At the end of the 3-year cycle, a fire fighter shall log into the bureau's training information network and check the box validating that he or she has met the continuing education requirements on his or her profile. After a fire fighter checks the box in the bureau's training information network to renew all classification certifications, a fire fighter may be audited by the bureau.**

**(a) A fire fighter who checks the box without having completed the continuing education requirements for each classification certification or certifications in the 3-year cycle shall be subject to the disciplinary process as outlined in R 29.410a.**

**(b) A fire fighter who has not completed the required continuing education within the 3-year cycle will be allowed a 90-day grace period to complete the continuing education requirements for the previous cycle.**

**(c) Continuing education hours can be applied to multiple certification classifications, provided the lesson plans and techniques utilized meet Job Performance Requirements (JPR) of each certification.**

**(6) The following are the continuing education requirements for each classification of certification:**

**(a) An individual who is a member of a recognized fire or public safety department, currently holding MFFTC certification, regardless of his or her rank, responsibilities, or certifications, shall obtain a minimum of 36 hours during the 3-year cycle, with a minimum of 6 hours per year, in fire fighting knowledge and practical skills consistent with the most current edition of NFPA 1001, as adopted by reference in R 29.410.**

**(i) Fire fighter continuing education is required for all fire fighters in this state, including those who were exempted from fire fighter I or fire fighter II certification due to being employed by a fire department prior to October 1, 1988.**

(ii) A fire fighter may apply all common knowledge and practical skill hours necessary to meet subrule (a) of this rule for all fire and public safety departments, of which he or she is employed. If 1 of the fire or public safety departments has specific duties or functions that exceed those of the other department, the member shall complete the additional training specific to that department.

(b) Fire service instructor: An individual who is certified as a fire instructor I or higher certification, shall complete 12 hours of fire service instructor continuing education and shall obtain the required hours of continuing education by attending, instructing, or both for any of the following during the 3-year-cycle:

- (i) instructor development conferences
- (ii) instructor development seminars
- (iii) instructor coordinator Emergency Medical Services (EMS) conference
- (iv) instructor or instructional development course sponsored by the National Fire Academy
- (v) An individual who completes the next level of fire instructor certification above the current instructor certification
- (vi) maintains a Michigan EMS instructor coordinator license
- (vii) documented hours on a roster submitted to close out a course in the bureau's training information network.

(7) A fire fighter holding 1 or more certification classifications shall obtain a total of 12 additional continuing education hours in the 3-year-cycle to maintain certification.

(a) The certification classifications shall include the following:

- (i) Fire officer
- (ii) Fire Inspector
- (iii) Fire Investigator
- (iv) Airport rescue fire fighter
- (v) Hazardous-material responder
- (vi) Technical rescue responder
- (vii) Fire chief/ public safety director
- (viii) Plans examiner

(b) These rules do not supersede any continuing education requirements set forth by MIOSHA or any other Federal, State, or local certification processes or professional association requirements.

**\*\*Work in progress as of 6/4/2020\*\***