

FEU COUNCIL MEETING 2/12
01 November – 3 November 2012
Amsterdam, Netherlands

DRAFT MINUTES of the FEU Council meeting
UPDATE: 30/11/2012

AGENDA ITEMS¹ (plenary)

1. Opening address

Meeting chairman Gerard van Klaveren welcomed everybody to the meeting and hoped that we would have a successful meeting and an enjoyable stay in Amsterdam. Dieter Nuessler, FEU president thanked Gerard and his team for their organisation of the meeting and looked forward to a good meeting.

2. Roll call of members

The list of FEU delegates present introduced themselves to the FEU Council. No representation from Portugal, Denmark at the meeting.

ACTION List of attendees to be uploaded to the website.

3. Honorary Delegate

Dieter Nuessler made a presentation of the certificate to Göran Schnell on behalf of the FEU Council and thanked him for his contribution to FEU over many years. Goran Schnell thanked everybody for the honour bestowed on him and felt proud to be part of this association for 15 years.

4. Formal business

4.1. ***Minutes of last meeting and matters arising*** - Minutes circulated in advance. No matters arising. Minutes adopted unanimously. Adopted

ACTION Copy of adopted minutes to be uploaded to FEU website

4.2. ***President's report***

President summarised his activities since the last meeting – his report published on the website in advance. Adopted

ACTION Copy of report to be uploaded to FEU website

4.3 ***Secretary's report***

Secretary's report circulated and published on the FEU website in advance. Adopted

Secretary also presented his financial report up to 30 September 2012 Adopted

Secretary in his financial report raised the arrears of payment of fees by Portugal who had not paid their FEU subscription for three years. After discussion the FEU Council unanimously agreed that Portugal should be downgraded to observer status. The FEU Council fixed the annual FEU contribution for 2012 at €550 and also agreed that the partner contributions as well as the conference fee of €2,000 would go to the host organisation to offset their costs.

Secretary also circulated the list of the points of contact in each country. This was updated at the meeting.

ACTION Copy of up-to-date list of points of contacts to be uploaded to FEU website.

ACTION Secretary is to circulate invoices for 2012 to each country within the next week and member associations were asked to arrange payment before the end of 2012.

¹ A = Business Agenda Items, B = Items for Action at the Meeting, C = Items for Information at the Meeting

ACTION President is to make contact with Portugal to advise them of the decision taken by the FEU Council and to establish if they are interested in continuing to participate in FEU and clarify who will represent their association in future.

4.4 **Webmaster's report**

Gašper Bizjak circulated his report in advance. It included the enhancements to the new FEU website since our last meeting.

ACTION Copy of presentation to be uploaded to FEU website

The use of generic national email addresses for the point of contact in each country was discussed. This could be referred to only one additional email address in each country. Only six countries are currently using these at present. These generic national email addresses could be used for contact purposes and for dissemination of information but would require the national point of contact to forward emails to other interested delegates in their own countries.

ACTION Each country is to consider the use of these national email addresses and if interested they are to contact the webmaster who will set them up.

Vladimir Vlcek requested that questionnaires as circulated to the FEU family be uploaded to the FEU website. After discussion it was agreed that only the webmaster should be able to create and upload a questionnaire on the FEU website.

ACTION Webmaster is to document the procedure for responding to a questionnaire online and to upload it to the FEU website. Confirmation of the procedure should be communicated to all the FEU delegates.

Francesco Echeverria referred to missing Spanish data on the FEU website.

ACTION Francesco is to check directly with the webmaster

The question of which documents should be available on the FEU website with login rights and without login rights was discussed. Permission should also be obtained from external presenters before their presentation is published on the FEU website.

ACTION Secretary and Webmaster are to review this and present a proposal at the next FEU meeting.

ACTION President requested delegations to translate some of the 112 emergency keywords on the FEU website before the next meeting

4.5 **New members**

No new member requests.

4.6. **Observers**

4.6.1 Slovakia

Deferred to the next meeting.

4.6.2 Croatia

New professional association of firefighters formed in Croatia and a sub group of fire officers. It was agreed to postpone the matter until the next meeting.

ACTION Matej Kejzar is to keep in contact with the Croatian delegation.

5. Registration of FEU

Erny Kirsch gave an update as to how the registration of FEU in Luxembourg had progressed since our last meeting. The FEU was now registered as a non profit organisation in Luxembourg under the Ministry of Justice. He thanked the President and Secretary for their assistance in completing the registration process. Contact with FEU would be through the Secretary. Only Annex 1 and Annex 2 of the constitution as adopted by the FEU Council were included as part of the registration documentation. The financial report as adopted by the FEU Council would be used as part of the financial management requirements. The German version of the constitution was used for registration purposes but the English version would be publically available on the FEU website. The English version of the revised FEU constitution was adopted by the FEU Council on the proposal of S Murphy.

ACTION Any outstanding member associations are to forward the addresses of their organisations to Erny Kirsch in order to complete the registration process.

6. Co-operation with other organisations

6.1 CTIF

Dieter Nuessler informed the meeting that Tore Ericsson of Sweden had been elected as the new CTIF president recently. He agreed to intensify our cooperation with CTIF. We had a bilateral meeting planned with CTIF planned for next January. We would be raising the recent initiative requested by Dennis Davis of establishing links for cooperation with Vision 2020 and would hope to address any possible conflicts that may arise.

ACTION President and Secretary are to organise a bilateral meeting with CTIF for January 2013.

6.2 IAFC (International Association of Fire Chiefs, USA)

Finian Joyce informed the meeting that we had sent our apologies for not being able to attend the Global Leadership Summit in Sydney recently. Representatives from the CFOA in the UK had attended from Europe. He had made contact with the organisers and the UK delegates to request them to forward an update on the meeting and the issues that had been discussed. He would circulate this information when it was made available. He had also made contact with the Irish government to try to advance the concept of a 'UN World Fire Safety Day' that was discussed at the previous Summit.

ACTION Secretary is to circulate details of 2nd Global Summit when available.

Dieter Nuessler informed the meeting that IAFC had contacted us to add information to our databases such as glossary and career details.

ACTION Questionnaire is to be prepared to send to IAFC to assist them in this task. Our webmaster is to clarify how we can provide them with access to our databases.

6.3 EENA (European Emergency Number Association)

Dieter Nuessler gave an update on the activities of EENA such as the Call for testimonies for outstanding activities to promote 112 in Europe. He requested members to forward nominations for 112 Awards ceremony in 2013 and reminded delegates of the European emergency number day on 11th February. He urged delegates to support the call for testimonies to promote 112 in Europe.

ACTION Chris Addiers is to attend EENA meeting on November 26th.

6.4 **EΦA** (European Fire Academy)

A delegation from **EΦA** including President Albrecht Broemme, Vice President Rene Hagen, Mike Hagen, Volker Wendt and others attended the meeting. Volker Wendt made a presentation entitled 'Introducing EΦA to FEU'. They looked forward to increasing the level of cooperation between the two organisations and to working closely with FEU particularly in relation to the production of fire statistics.

ACTION Copy of presentation to be uploaded to the FEU website

6.5 **EBCA** (European Burns Victim Association)

No representative could attend our meeting on this occasion – representative to be invited to the next meeting.

7. **Vision 2020** - European fire strategy

Reports from Working Groups

Working Group 1 – (Germany (lead partner), Estonia, Spain, Czech Republic, Austria, Greece, Portugal)

Theme 1 - Improve EU Citizen Safety – Jens Stiegel made a powerpoint presentation on progress achieved since the last meeting. He also referred to two recent polyurethane fires that had occurred in Frankfurt and Roubaix in France. He would be sending a request for information on the use of polyurethane panels to FEU delegates. He also referred to a request for information from Menno Van Dwyn who was carrying out a study on how fire services were organised in each country, how education and training were delivered and how countries were organised in relation to disaster management.

ACTION Copy of presentation to be uploaded to the FEU website.

ACTION Copy of You Tube links to the two polyurethane fires to be circulated to FEU delegates and to be uploaded to the FEU website.

ACTION Copy of information request on Polyurethane panels to be sent to FEU delegates.

ACTION Copy of questionnaire from Menno Van Dwyn on disaster management to be circulated.

Working Group 2 – (Finland (lead partner), Denmark, Sweden, Norway, Slovenia, Cyprus)

Theme 2 - Improve Fire fighter Safety – presentation by Torbjorn Lindstrom outlining progress made since the last meeting. He referred to a study on firefighter fatalities being undertaken by Finland.

Olli-Pekka Ojanen raised the question about funding for Working Group meetings between FEU Council meetings. Secretary responded by saying that FEU could not finance travel for various delegations to attend such meetings out of the FEU budget. Dieter Nuessler suggested that either working groups should organise virtual meetings or else national associations would have to provide funding. Vladimir Vlcek suggested that funding might be available from future EU projects.

ACTION Copy of presentation to be uploaded to the FEU website.

ACTION Copy of questionnaire on firefighter fatalities to be circulated to FEU delegates and to be uploaded to the FEU website.

Working Group 3 – (UK (lead partner), France, Belgium, Luxembourg, Netherlands, Portugal)

Theme 3 - Improve Influence on Policy Formation – Paul Walker made a presentation on progress achieved in generating further influence for FEU within the UK and at European level. Contact had already been made with the Minister and MEP's. He also referred to the recent CFOA Fire Futures forum held on 11th September and to the offer made by Fire Times magazine to provide coverage of FEU business in each copy of the magazine

over the coming months. Subscription details for the magazine were circulated to FEU members.

- ACTION** Copy of presentation to be uploaded to the FEU website.
ACTION Copy of press release to be prepared following this meeting – to be circulated to each point of contact for dissemination in each country and to be uploaded to the FEU website.

Working Group 4 – (Ireland (lead partner), Slovenia, Norway, Greece)

Theme 4 - Improve Sharing Good Practice - Seamus Murphy introduced the report from the Working Group. Joint presentation made by Gašper Bizjak, Finian Joyce and Carmel Kirby. Gasper demonstrated My Job project management tool and how questionnaires could be uploaded to the FEU website. Finian Joyce had circulated a draft FEU Communications Plan, a draft Social Media policy, a risk assessment of social media for FEU for consideration by delegates. Carmel Kirby presented a Notable Best Practice template for FEU projects.

- ACTION** Delegates to forward questionnaires to the Secretary and the Webmaster for uploading to the FEU website. Results are to be published on the public and private part of the FEU website as appropriate.
ACTION Working Group members to use the My Job Project management tool for their internal discussions.
ACTION FEU delegates to consider the FEU Communications Plan at the next meeting.
ACTION FEU delegates to consider the draft social media policy at the next meeting.
ACTION Proposals for the use of social media by FEU delegates are to be prepared for the next meeting
ACTION FEU delegates to prepare project summaries of previous FEU projects using the Notable Best practice template circulated.

Working Group 5 – (Czech Republic (lead partner), Italy, Poland, Denmark, Hungary)

Theme 5 - Improve Crisis Management / Stronger EU Disaster Response

Vladimir Vlcek made a presentation on progress achieved since the last meeting. He referred to Crisis Communications, interoperability, resource sharing and EU Civil Protection Mechanism.

- ACTION** Copy of presentation to be uploaded to the FEU website.

Dieter Nuessler thanked all the Working Groups for their work in advancing the objectives of Vision 2020. There was a discussion on the need to integrate the output of the working groups into FEU policy and provide a report / update on the FEU website on progress achieved in realising our objectives as outlined in Vision 2020.

- ACTION** President and Secretary are to prepare a summary report on Vision 2020 for the next meeting summarising the activities achieved to date under each Theme.
ACTION Each lead partner to prepare a summary report of progress achieved by their Working Group in future.

8. Heli for Rescue Project (H4R)

Vladimir Vlcek made a presentation on this FP7 project which commenced in August 2012 and which will run until January 2014. He was supported by Uberto Delprato and Marcello Marzoli.

The aim is to assess the possibility of VTOL for the last mile in crisis management. Deadline for participation in the project is 22nd November.

- ACTION** Copy of presentation to be uploaded to the FEU website.

9. Proposals / Innovations / Current projects in the Netherlands

9.1 Use of Social media in the fire service – as a management tool and for operational purposes

Loek Pfundt of Amsterdam fire service gave a presentation on this subject

ACTION Copy of presentation to be uploaded to the FEU website

9.2 Proposal for a Sharing Knowledge initiative at European Level

Ricardo Weever prepared a proposal for dissemination to FEU delegates. He required a summary of various topics being researched by various organisations around Europe.

ACTION Copy of proposal to be uploaded to the FEU website.

ACTION FEU delegates to contact Ricardo directly if they are interested in participating.

ACTION Secretary to prepare a list of topics researched by FEU over the last few years.

9.3 ENPROTEX (European Network for Protective Textiles) – to investigate public procurement to improve innovation

Piet Verhage, NVBR made a presentation on this project. A conference will be held in Brussels on December 10th / 11th. Results of the project are to be made available when it is completed.

ACTION Copy of presentation to be uploaded to the FEU website

9.4 Various ongoing projects

Ricardo Weever, NVBR conducted a masterclass and made a presentation on a number of projects currently being considered by the fire service in the Netherlands

- New Vision for the fire service
- Legal standards for arrival times
- Reducing unnecessary alarms from fire detection systems
- Flexible numbers of firefighters on vehicles
- New upholstered furniture standards
- Innovative fire fighting techniques
- Use of sprinklers in residential homes
- Fire investigation

ACTION Copy of presentation to be uploaded to the FEU website

10. Swedish Accident Investigation Board

(Patrik Dahlberg, Ulf Lago)

Deferred to the next meeting

11. Fire Fighting Staff Availability System

Malachi Eastwood of Gartan Technologies made presentations on various modules relating to staff availability and roster systems.

ACTION Copy of presentations to be circulated to FEU members and to be uploaded to the FEU website.

12. FEU-projects / Project proposals / Other current FEU involvements

12.1 Interactive 3d AVL system for fire appliances

Presentation made by Harpha & Sea.

ACTION Copy of presentation to be uploaded to the FEU website.

12.2 "EUSR-Med", current status

Matej Kejžar made a presentation on progress achieved so far. Further information is available on www.eusr.org.

ACTION Copy of presentation to be uploaded to the FEU website.

12.3 "Vocabulary" further development

Franz Delzepich made a presentation on the new initiative from German Fire protection Association vfdb to further expand the terms and glossary in the EUSR project and the hazmat glossary. If anybody is interested in working on the project and translating the terms into other languages, delegates are asked to send an email to Franz to get a username and password.

ACTION Copy of presentation to be uploaded to the FEU website.

12.4 "ICS"

The status of ICS information on the FEU website has been partly completed. Further information is required from the following countries: Austria, France, Greece, Spain, Luxembourg, Netherlands, Slovenia, UK.

ACTION Delegates asked to complete the ICS data.

12.5 Safehotel

Dieter Nuessler gave an update on progress – www.safehotel.org. A total of 50 hotels in six countries now had the Safehotel label. A further 13 hotels are to be audited this year. The Accor hotel chain had introduced the label as part of their internal policy since 1st January 2012. The first Accor hotel in Amsterdam (Novotel) was presented with their Safehotel star at the meeting. Further progress was being made in Poland and the UK.

12.6 Reach 112 Project (www.reach122.eu)

Uberto Delprato provided an update on progress achieved.

ACTION Presentation is to be uploaded to FEU website under Working Documents.

13. Questionnaires

Emergency Call Taking Questionnaire for persons with disabilities

Vladimir Vlcek made a presentation on the responses received so far. Results are to be made available to Working Group 1 of Vision 2020.

ACTION Presentation is to be uploaded to FEU website under Working Documents.

ACTION Questionnaire is to be uploaded to website and delegates are to respond.

- *Health impairment of firefighters*

Tomas Kolodziejczyk made a presentation on the responses to the questionnaire. Responses only received from four countries.

ACTION Copy of presentation to be uploaded on the FEU website

ACTION Questionnaire is to be uploaded to website. Secretary to send a reminder and delegates asked to respond.

- *Fire engineering survey*

Vladimir Vlcek made a presentation on the fire engineering questionnaire he was going to circulate to FEU delegates. Covering letter also provided.

ACTION Copy of presentation and covering letter to be uploaded on the FEU website.

ACTION Questionnaire is to be uploaded to website. Delegates asked to respond.

- *Rescue Services survey*

Margo Klaos made a presentation on the questionnaire circulated in recent days.

ACTION Copy of presentation to be uploaded on the FEU website.

ACTION Questionnaire is to be uploaded to website. Delegates asked to respond by the end of November if possible.

Statistics

Dieter Nuessler gave an update on the original questionnaire circulated by Peter Wagner. The format of the required data had been kept simple. Data could be returned for a country, region or a city. Only 13 FEU delegations have responded so far to the request for data. Some of the data had not been provided in the format requested, therefore these results cannot easily be included in the final product.

The importance of having statistics available when dealing with politicians at EU level was highlighted. Agreement had been reached with EFA and vfdb to cooperate on producing the data in the required format.

ACTION Original questionnaire is to be uploaded to the FEU website

ACTION Secretary asked to send a copy of the questionnaire to EFA again to seek their assistance.

ACTION Secretary to send a reminder to FEU members again to complete the questionnaire in the format as circulated.

It was agreed that owners of questionnaires in general should provide an executive summary of the questionnaire results on completion.

14. National reports / International events

ACTION ○ Czech report – Vladimir Vlcek
Copy of presentation to be uploaded on the FEU website

ACTION ○ Slovenian report – Tomaz Kučic including a presentation on a recent major Balloon Incident in Slovenia.
Copy of Slovenian report and presentation on Balloon Incident to be uploaded to the FEU website.

ACTION ○ Austrian report – Bernhard Jily
Copy of presentation to be uploaded on the FEU website

ACTION ○ Polish report – Krzysztof Biskup
○ Presentation on preparations for UEFA 2012 championships – T Kolodziejczyk
Copy of Polish report and presentation to be uploaded on the FEU website

ACTION ○ French report – Patrice Gerber
He referred to a Forest Fire Seminar in France in October 2013.
Copy of presentation to be uploaded on the FEU website.

ACTION ○ Cypriot report
Christos Hadjigeorgiou made a presentation on a recent major explosives incident in Cyprus in July 2011
Copy of presentation to be uploaded on the FEU website

ACTION ○ UK report – Paul Walker
Copy of presentation to be uploaded on the FEU website

ACTION ○ Irish Report - Seamus Murphy
Copy of presentation to be uploaded on the FEU website

- Italian Report –
Domenico Carriero made a presentation on the Shoring templates and Operating procedures required to support buildings damaged by earthquakes.

ACTION Copy of presentation to be uploaded on the FEU website

15. Working Time Directive

Secretary had contacted the EU Commission before the meeting. He was informed that the discussions with the social partners had been extended up to 31st December 2012. Des Pritchard had also provided an update for the meeting on the current status of discussions at EU level and this was circulated in advance.

ACTION Report on WTD discussions to be uploaded to the FEU website.

16. Next meetings

- 2013

13/01 UK (Nottingham) 15/5/2013 to 19/5/2013

Paul Walker made a presentation on the arrangements for the next FEU meeting in the UK.

ACTION Copy of presentation to be uploaded on the FEU website

13/02 Antwerp, Belgium – no dates fixed yet.

- 2014

14/01 Ireland – dates tbc

14/02 Spain – dates tbc

17. Items for the next meeting

Olli-Pekka Ojanen raised the issue of the election of Secretary which would be an agenda item at the next meeting. He asked the Secretary to clarify his position. The Secretary confirmed that he was willing to seek re-election for a further term at the next meeting. Seamus Murphy confirmed that the Irish Association would be happy to nominate the current Secretary again. Nominations are to be submitted four weeks in advance of the next meeting.

18. Miscellaneous

Secretary confirmed that he had issued the invoices for 2012 to all associations by email during the meeting.

Paul Walker confirmed that he was preparing the post meeting press release for dissemination to the website and to all associations.

Dieter Nuessler referred to the MEGAFIRE and STRONGER projects – FP7 projects for preparedness and management of large scale fires. Delegates who are interested in participating should send a letter of support as soon as possible.

ACTION Information on both projects is to be uploaded to FEU website.

Gašper Bizjak confirmed that he had produced and uploaded a tutorial for My Job on the website.

ACTION Delegates to use the My Job application for their Working Groups.

Matej Kejzar also provided details of a cycling event for firefighters planned in Slovenia from June 27th – June 30th 2013.

ACTION Further details to be circulated and to be uploaded on the FEU website

19. Projects for improvement of cross-border-cooperation funded by the EU

Uberto Delprato made a presentation on how to apply for EU funding under Research Project Proposals (FP7).

ACTION Copy of presentation to be uploaded on the FEU website

- CAP2COOP - Adoption of Common Alerting Protocol to prepare Emergency Management Systems for International Cooperation

Uberto Delprato made a presentation on this project. The CAP is now available for testing.

ACTION Copy of presentation to be uploaded on the FEU website

ACTION Delegates to contact Uberto directly if they want to test it.

- EmerGent – Evaluating the impact of social media in crisis management. Deadline for submission of project proposal is 22 November 2012.

Uberto Delprato made a presentation on this project. FEU is to be involved as a full partner.

ACTION Copy of presentation to be uploaded on the FEU website

ACTION Letters of support to be sought from FEU delegates.

- ESEnet
 - Emergency Services Europe Network – establishment of a first responders platform for interoperability

ACTION Copy of presentation to be uploaded on the FEU website

- EMRIC+ Project - Euregio Mass-Rhine Information system for cooperation in crisis

Marian Ramakers made a presentation on this project.

ACTION Copy of presentation to be uploaded on the FEU website

20. Closing remarks

Gerald Van Klaveren thanked the Amsterdam fire service for their assistance in organising all the transport for the meeting.

Dieter Nuessler thanked the Dutch Association and all their team for coordinating all the arrangements for the meeting and for their hospitality. He also thanked the Chairman for his handling of the meeting and wished everybody a safe journey home.