



The First 75 Years





IFSTA... 75 YEARS STRONG

IFSTA/FPP – The First 75 Years

A brief history of the
International Fire Service Training Association
and its publisher, Fire Protection Publications
at Oklahoma State University.

July 2008

IFSTA/FPP – *THE FIRST 75 YEARS*

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The Evolution of IFSTA/FPP

In 2008 the International Fire Service Training Association (IFSTA) reaches a milestone: the 75th year since a few people saw a need and got together to fill that need as best they could. Former Managing Editor Everett Hudiburg remembers what it was like then on those hot July days in the mid-1930s when a group of firefighters first began writing down how to be a firefighter:

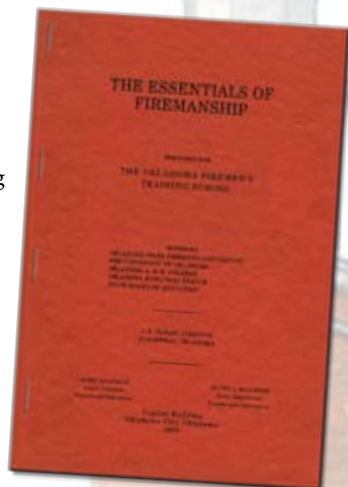
We met in a steaming hot upstairs recreation room of the downtown fire station in Stillwater, OK... A heavy haze of fetid cigar and cigarette smoke hung suspended over the heads of a mere dozen delegates. Most of their shirts displayed great stains of sweat as badges of discomfort. Mostly, ties were undone and collars open. Jackets were a "no-no," displaying an assortment of suspenders and bellies hanging over non-existing belts. This marked the beginning to validate someone's concept of a draft for a fire service training manual.

These first meetings were part of a growing movement in the fire service. Firefighters wanted to know how to do their jobs better, whether they were career or volunteer firefighters. Though some were content to go on throwing water on a fire as they had in the past, others had recognized that the times were changing. Motorized apparatus had replaced the horse-drawn pumper. Heavier population densities in congested urban areas demanded quicker response times. New chemicals used in building construction and industry, particularly the petroleum industry, required new techniques for fire prevention and suppression. The age of technology had come and the firefighter had to become a part of it.

Training schools and short courses began to appear in most states in the 1920's and 1930's, but written descriptions of how to fight fires were still rare. The Oklahoma Fireman's Association (OFA; known today as the Oklahoma State Firefighters Association) actually began conducting firefighter training classes as part of their annual state firefighter's convention as early as 1917. By 1926 these sessions grew into a 4-day fire school.

As the fire school continued to prosper and grow, it became increasingly difficult for the leadership of the OFA to manage it. In 1931, the OFA leadership approached the administration of Oklahoma A&M College (now known as Oklahoma State University) and asked them to assume the full-time role of running the annual fire school and providing year-round training for Oklahoma's firefighters. The college accepted this duty and initially assigned the program to the Oklahoma State Department of Vocational Education.

In that same year of 1931, the first training manual emerged from the annual state convention fire schools. John E. Taplin, a former school teacher and fire chief from Blackwell, Oklahoma had written a small manual called *The Essentials of Firemanship*. This manual was published with support from the state firefighter's association, the University of Oklahoma, Oklahoma A&M College, the Oklahoma Municipal League and the State Board of Vocational Education, and it was endorsed by the National Board of Fire Underwriters. The manual quickly gained national recognition and orders for the little book flowed in.



Another significant event in the history of the OSU fire programs occurred in 1931. Chief J. Raymond Pence had moved to Stillwater from Healdton, Oklahoma and had set about making the Stillwater Fire Department a model in the nation. A devout believer in firefighter training and education, Pence was an officer in several state and regional firefighters' organizations and had supported fire training schools and their move to Oklahoma A&M. Pence quickly integrated himself into the Stillwater and college communities and his influence on the development of the fire programs would be a major factor in years to come.

In 1932 and 1933 the fire schools operated successfully in Stillwater. In 1933, Oklahoma A&M College moved the fire training program from the Department of Vocational Education to the College of Engineering, Architecture, and Technology (CEAT). It remains housed there to this day.

Meetings took place at the fire station at Ninth and Lewis with Pence acting as host. Knowledgeable persons from outside the fire service were invited to speak at the school, including Col. Clarence Goldsmith, chief engineer of the National Board of Fire Underwriters; Harry K. "Smokey" Rogers and Richard Vernon of the Western Actuarial Bureau, a regional subdivision of the NBFU; Professor H.R. Brayton of the inorganic chemistry department at Texas A&M College; and Ed Stewart of the Kansas Inspection Bureau and H.J. Clark of the Oklahoma Inspection Bureau, representing the state fire insurance industry. During the 1932 meeting when one of these outside speakers was called home unexpectedly, a member of the audience was asked to replace him. That was how Fred Heisler came into the fire service.

Heisler, a veteran teacher in the Ponca City, Oklahoma school system, had come to the trade and industrial education department at Oklahoma A&M in 1932 as an itinerant teacher trainer. He firmly believed that workers, even in unskilled jobs, would work better and with more satisfaction if they understood the basic processes and purposes behind the job. As fire fighting then was considered unskilled or barely skilled work, Heisler was interested in the training schools. That he knew nothing about fire fighting mattered little because he brought a peculiar talent to the sessions of the fire school. Heisler knew instinctively how to draw ideas out of others, collate them and present them in a logical, learnable manner.

Heisler's talent became especially useful as an old problem re-emerged from the discussions at the training schools. The firefighters attending the schools needed training manuals to train in their hometown fire departments. Since no one knew the firefighter's job better than a firefighter, several experienced chiefs were asked to return to Stillwater to participate in a series of meetings to analyze the business of fire fighting. Because Heisler had successfully handled the earlier meeting, a committee consisting of Pence, Taplin and Edward Haley of Ada, Oklahoma, asked him to design a course of study for firefighter training.



Chief J. Raymond Pence.

Under Heisler's leadership the chiefs, working with Brayton, Clark and Goldsmith, met in July 1933 and discussed all aspects of fire fighting – it's tools, techniques and terminology. Together they identified 10 basic fire fighting skills: (1) forcible entry, rope and portable extinguisher practices; (2) ladder practices; (3) hose practices; (4) salvage practices; (5) fire stream practices; (6) fire apparatus practices; (7) ventilation practices; (8) rescue practices; (9) first aid practices; and (10) inspection practices. Heisler took this raw information and compiled it during the winter of 1934 to produce *An Introductory Course*, the first of a long series of manuals.

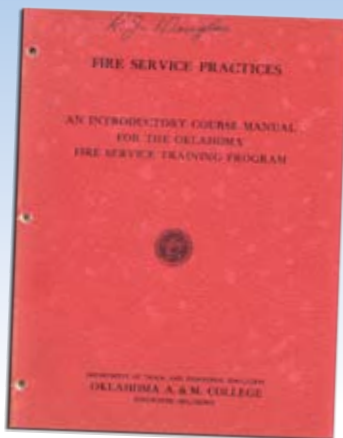
This first manual, and a second one on ladder practices that followed in the spring of 1935, were simple 8 ½ x 11 -inch, handbound, mimeograph productions sold at cost, 35 cents each.

Word spread quickly about what was being done in Oklahoma. Pence had a network of contacts in the fire service throughout Oklahoma, the southwest and the nation because of his membership in several fire service organizations. He also sent out a newsletter full of information and reports of fire fighting activities. Word of his accomplishments frequently appeared in the National Fire Protection Association's *Volunteer Fireman* through his friendship with the organization's chief engineer, Horatio Bond. Thus, word of Oklahoma's attempt to produce training manuals to support their training programs reached a wide audience and soon led to a further movement to improve firefighter training.

It was not surprising that the next movement came from the fire insurance industry. Naturally, the industry saw the benefits of better-trained firefighters and was willing to help prepare the necessary written materials. In November 1934 an insurance industry trade group called the Western Actuarial Bureau sponsored a conference at Kansas City, MO, to showcase the activities that were going on in Oklahoma to representatives from other states. Representatives of four state rating bureaus – Milt Parker of Missouri, Ed Stewart of Kansas, Walter Plyngman of Arkansas, and H.J. Clark of Oklahoma – met with Heisler and Emmett T. Cox of the Western Actuarial Bureau to determine how best to publish and distribute training manuals beyond Oklahoma. Since they knew of Heisler's work at Oklahoma A&M, they decided to form an alliance that would develop and validate the training material as a group, and use the Oklahoma organization to finish and distribute the work. They named this alliance the Fire Service Training Association (FSTA) and word spread quickly from one state rating bureau to another. By the next meeting of the conference a year later, membership had already grown to 16 states, roughly the middle third of the United States.

This unified effort had several benefits. The manuals developed could be wider in scope than any produced by a single agency and publication costs could be reduced. Oklahoma A&M was willing to publish the manuals if allowed to retain the copyrights. Oklahoma had already found an experienced and capable writer in Heisler. Because of these assets, Stillwater was the logical headquarters of the new association.

Thus began what came to be known as the validation conferences that have convened annually for 75 years. At some point early in the life of the association, the second full week in July was chosen as the annual meeting time. As the loosely-organized Fire Service Training



An Introductory Course, the first of a long series of manuals

Association had no policies for choosing delegates, attendance was voluntary and at each person's expense. The delegates came because of "their interest in the only organization", said Glenn Boughton, a retired Stillwater assistant fire chief and Kansas state fire training instructor, in which a person came to give rather than to receive. Those who attended soon came to share something of a revival spirit. The best known and respected members of the fire service came to Stillwater each July: fire chiefs, state fire marshals, and state training directors. With them came representatives of the insurance industry (Cox of the Western Actuarial Bureau was always there), educators from colleges and universities, government agency officials, delegates from firefighter organizations and manufacturers of fire apparatus and equipment. Only a handful came at first, of course, but veterans of the conferences recruited colleagues who brought still others. Many came year after year into a second generation.

Accommodations and entertainment were unsophisticated in the early days. Delegates stayed at the fire station or at local hotels and motels for about \$3 a night. Nightly entertainment was usually a poker game, and delegates enjoyed eating watermelon and "apple-less" pies at the Heisler's home.

The conferences also followed the pattern Heisler laid down in 1934. Between yearly meetings Heisler compiled the information contributed at the last conference. He wrote the text on yellow legal paper, had it typed and sent it out to area fire chiefs and other knowledgeable people for their comments and criticism. Some manuals or parts of manuals were written by others in the field. Hudiburg wrote some sections and so did Chief Lothar Smith of Edmond, Oklahoma.

Revised drafts were then presented at the next conference for validation. Delegates met at Stillwater's No. 1 (Central) Fire Station until 1938 when the No. 2 (Campus) Fire Station was constructed. After the Student Union was built on the Oklahoma A&M campus, delegates worked in the basement Howdy Room, dodging the posts to see the speaker. Until the last move, Heisler himself sat up front and read the draft aloud word for word to the whole group. When anyone objected to a point in the draft, the participant spoke up. Discussion (or argument) followed until the question was resolved. Then the reading continued. New material could be created this way, in time, older manuals were revised.



Stillwater's No. 1 (Central) Fire Station located at Ninth and Lewis, site of the first IFSTA validation conference.

As Heisler initially knew little about fire fighting, the material in the manuals had to come from those who did. From their experience, conference delegates gave expert advice about equipment and techniques, but some material came from other sources. Professor R. J. Douglas, head of the Department of Firemanship Training at Oklahoma A&M, provided some information. Formed in 1937, this degree program is now known as the School of Fire Protection and Safety Engineering Technology. A chemist and high school football coach before he became a volunteer firefighter and fire chief, Douglas was respected as a researcher in fire prevention and control. As head of the first academic program for fire fighting in the United States, he sometimes turned to his students for the “how-to’s” of the job. He also liked to film his students in practical exercises with his movie camera. At times fire protection students contributed information directly to Heisler, who liked to give them problems to solve using some piece of equipment.

Whatever the source of the material in the manuals, demand for them soon allowed their production to move out of the amateur class. In 1937 Heisler’s secretary, Doris Walton, began typing the manuals on a specially purchased long-carriage typewriter. The typed text was illustrated by a young architecture student, Fred Pojezny. After review by Heisler’s expert advisors, the drafts were professionally printed and bound in the red covers that became tradition for IFSTA manuals. Eventually, ten “red books” covered each of the 10 basic skills identified at the meetings in 1933, and many others were added as need arose.

By 1945 the manuals were an indisputable success. Delegates to the validation conferences took a proprietary interest in the manuals and recommended them to colleagues. The Western Actuarial Bureau also encouraged use of the manuals in local firefighter training programs as a way to lower a city’s insurance rating. The NFPA also publicized the manuals in *Volunteer Fireman* and announced the appearance of each new addition to the series. Several states adopted the red books as their official training manuals and distributed them under their own cover. Pennsylvania was the first, followed by Arkansas, New Mexico, Indiana, North Dakota, Wisconsin, Alabama, Florida, Georgia, Iowa, Kansas, Kentucky, Michigan and Missouri. The armed services also began using the manuals. Heisler reported an order from the military for 2,000 copies in April, 1945. The manuals had also gone overseas to military installations and foreign officials. By 1953 an estimated one-half million copies were in use.

This growth continued for several years as the demand for training materials increased. Following the example of Oklahoma A&M (which became Oklahoma State University in 1957), many colleges and universities began offering academic credit for new courses in fire protection.



IFSTA Fire Prevention Committee 1954-55.

Many of the returning World War II veterans who inundated the campuses in the 1940s and 1950s enrolled in these courses. Since most of these new programs preferred to avoid the expense of producing their own texts, many adopted what was already available - the red books. The manuals also remained popular with state and municipal training programs. Two Canadian



Fred Heisler, Professor R. J. Douglas, and Everett Hudiburg.

provinces adopted the red books as their official training materials in 1955, and the alliance changed its name to the International Fire Service Training Association (IFSTA). By 1962, persons in all 50 states used the manuals, 28 states had officially adopted them and the Army and Navy used them on bases all over the world.

In spite of such growth, basic production had not changed since 1934. Heisler still edited the manuals, even though his official university position changed over the years, and Oklahoma A&M/State still published them. The manuals were put together and published from a wing added to the Industrial Arts Building for Heisler's offices in 1937. The method of distribution was still the same, too. Orders were handled by the university bookstore. What had changed was the number of titles. By 1959, the university offered 29 IFSTA manuals and several packages of visual aids.

In the 1950s other changes began to take place. The distribution of the books came under new management. CEAT Dean Melvin R. Lohmann, who had the ultimate responsibility for publishing the manuals, believed a new distribution method would improve their growth. There was no objection from the university bookstore, since its management did not care for the additional responsibility. So Lohmann advanced funds from his own college to set up a new distributor and placed Douglas in charge of it. This required building an addition onto the sprinkler laboratory at the Campus Fire Station and hiring one part-time and one full-time student employee to handle the manuals. The part-time employee was Stillwater firefighter Richard Giles. He would serve in that role until he retired from the fire department and became the Head of Fire Protection Services at OSU in 1960. The new arrangement worked so well the loan was paid off in five years.

Douglas hired Hudiburg in 1952 to serve a three-year apprenticeship as associate editor before Heisler retired in 1955. Hudiburg had attended all the validation conferences and had written parts of some of the earlier manuals, so he was already familiar with the publications and the process. When he took over as editor in 1955, he was able to maintain the continuity of the program.

As the programs continued to grow in the late 1960's, Dean Lohmann realized that a stronger leader would be required to organize and lead the effort. In 1969, he hired Harold R. Mace as that person. At the time, Mace was an elementary school principal in Oklahoma City. Although he had worked in the insurance industry for a short time before getting involved in education, his knowledge of the fire service was limited. He was able to glean information from his father-in-law, Lothar Smith, who was the fire chief in Edmond, Oklahoma and a major figure in Oklahoma state fire organizations. Oklahoma State Firefighter's Association Executive Director Andy T. Miller told Lohmann that if he wanted a true leader, he had one for him. He was right.



Campus Fire Station.

Under Mace's leadership Fire Service Training and Fire Protection Publications were split into separate organizations, each with their own manager. Both organizations prospered under his leadership. By the time he retired in early 1992, his list of accomplishments was prolific. Some of the more major ones were:

- Serving as the chair of the first NFPA Fire Fighter Professional Qualifications (1001) committee.
- Increasing the sales of IFSTA and FPP products from \$300,000 in 1974 to over \$5 million per year at the time of his retirement in 1992.
- Increasing the staffing of both operations. Hudiburg's staff consisted of himself, an associate editor, an artist, and full-time and part-time secretaries. There were about 40 full- and part-time employees at the time of Mace's retirement.
- Building the current FST Professional Skills Training Center, west of Stillwater.
- Moving FPP and FST from the Quonset hut on campus to a new building that housed both operations, including the warehouse, in the Technology Park on the northwest side of campus in 1976.
- Creating the International Fire Service Accreditation Congress (IFSAC) in 1990.
- Building the current FPP office building (1990) and the stand-alone warehouse.
- Serving as the department head in OSU's School of Fire Protection and Safety Engineering Technology program from January, 1986 until the time of his retirement.
- During his tenure in the position the enrollment in the program increased nearly 300%.

Publication of the manuals remained much the same through the 1960's. Hudiburg carried on Heisler's methods. Mace's reorganization work, coupled with an administrative transfer to Engineering Extension in 1973 resulted in the department in charge of producing the manuals officially becoming known as Fire Protection Publications (FPP).

The validation conferences went on as before. Many of the same people returned and brought with them a new generation. They, like the earlier delegates, took a proprietary interest in the manuals they helped produce and thus encouraged the sales of the books. However, as more

people wished to participate in the IFSTA validation process it was clear that some changes would be needed. In the early 1960's the organization created an advisory committee to help plan and structure the validation conference. The members of this committee were self-appointed, but approved by Hudiburg and Cox. Following the incorporation of the organization as a nonprofit organization in the early 1970's, a formal, elected Executive Board and Executive Director were established. The Executive Director is either the Director or Managing Editor of FPP.

Today, most board candidates are nominated by a committee that considers criteria such as geographical location and fire service specialty to get a fair and equal representation on the board. The board serves as a sounding board for the editorial and administrative staff of Fire Protection Publications. Board members are also concerned with the philosophy of the organization, the policies and procedures pertaining to the manual committees and any practical matters, such as changes to the validation process or conference. A Constitution and By-Laws change in 2004 allowed for a potential increase in the Board size to 18 members, with up to six of those positions being appointed (with full board approval) by the Executive Board Chair, Vice Chair, and the Executive Director. Appointed Board members typically represent other major fire service organizations with which IFSTA and FPP have important relationships. The full board meets twice a year, in January and during the July validation conference. The IFSTA Executive Board members in 2008 are listed in **Appendix A**.

By 1980, the conference had outgrown the available facilities and resources and several important changes were made. The first was limiting attendees to an "invitation-only" basis. It was soon also determined that Heisler's method of having all the attendees work on the same book together was not feasible with the growing scope of work facing the organization. That forced IFSTA to organize the participants into separate committees for each manual being written or revised. Although it has been refined considerably, the basic concept of an invitation-only conference and manual-specific committees remains in place today.



Fire Service Training Staff. Front from left: Carol Smith, Harold Mace, Cindy Finkle. Back from left: Tom Jones, Floyd Yocum, Wes Beitel, Ray Davidson, Don Seelig, and Larry Navarette. ca.1974

Even on an invitation basis, the number of projects that were being developed continued to grow. This caused the annual Validation Conference to grow beyond the means of Stillwater and the OSU campus to host it. In the early 1990s, the conference was moved, on a rotating basis to Tulsa and Oklahoma City.

Once Mace split FPP into a stand-alone organization, the position of Managing Editor would be the direct leader of daily FPP operations. This position was held by Hudiburg until he retired in 1975. He was replaced by Charles Thomas from July 1 to December 1, 1975. John Peige assumed the position on January 1, 1976 and held it until December 31, 1977. Jerry Laughlin was Managing Editor from January 1, 1978, until Gene Carlson took over on January 1, 1980. Carlson would hold the position for more than 15 years, before switching to a position involving growing IFSTA's presence outside of North America.

Shortly before his retirement, Mace altered the role of the Managing Editor to strictly management of the editorial functions. By now the editorial and graphics areas of FPP had grown to more than a dozen people. Lynne Murnane was the first person to hold this modified position in 1991. In 1998, former Managing Editor Jerry Laughlin returned to assume his old position. In 2000, Laughlin returned to his native Alabama and long-time FPP employee Mike Wieder was promoted to replace him. Wieder remains in that position today.

The business functions of the operation were managed by a Business Manager. Brenda Dale was the first to hold this position. Today the role is known as the Chief Operating Officer and Controller and it is held by Craig Hannan, an active volunteer firefighter and former paramedic.

Following Mace's January, 1992 retirement, Douglas Forsman assumed the role of Director of FPP, FST, and IFSAC in the summer of 1992. Control of the academic program was returned to CEAT at that time. Forsman was an OSU alumnus who had served as Chair of the IFSTA Executive Board and at the time of his hire was the Fire Chief in Champaign, Illinois. Forsman remained the Director of the three programs until 2000. Following his departure, CEAT administration decided to eliminate the overarching position of Director of all of the fire programs and place a Director or Manager in each of the three units.

Thus, in July of 2001, Chris Neal was hired as the director of FPP, a position he holds at the time this publication was produced. Chris, also an OSU alumnus and former IFSTA Executive Board member, was working in OSU's Fire and Emergency Management Master's Degree program when he was hired by FPP. He had previously served as the fire chief in Stillwater and Claremore, Oklahoma.

In addition to changes in the organizational and leadership structures, so too has the validation process also changed as the organization grew during the 1970s. As was previously noted, members are now split into individual manual committees, as opposed to all attendees listening to one person read the book to them. The committees also meet twice per year, rather than simply at the July validation conference. Members are sent copies of the chapters well in advance of their meetings and are required to submit their comments in writing prior to the meeting. An FPP editorial staff member, preferably the writer or project manager on that manual, will serve as the staff liaison to the committee. Members attend the validation conference at their own expense, but they are reimbursed for attendance at interim meetings. All work is now done on computer, rather than the old method of using printed, and then dog-eared, copies of drafts.

When the validation committee completes validation of a manual they make a report. The report documents the process that was followed and provides other information for consideration. This report is then reviewed and acted upon by the Executive Board. A manual is not officially validated until the Board approves this report. The draft is then turned over to FPP staff for final publishing.

Also during the 1970s, IFSTA became more active on the national fire service scene. It was part of the first Williamsburg conference in 1970 that created the Joint Council of National Fire Service Organizations. The Joint Council, as it was known, which was then made up of 10 groups that wanted to establish a national fire academy and develop professional standards for the fire service. Everett Hudiburg served as one of the first chairs of the Joint Council. With the support of the council, the National Fire Academy and the U. S. Fire Administration were created. With the cooperation of the National Fire Protection Association, they formed the National Professional Qualifications Board (NPQB) and developed professional standards for firefighters, fire officers, fire investigators and inspectors, and fire instructors, as well as a certification system. The Joint Council was dissolved in 1989, but IFSTA and FPP still maintain positive working relationships with major fire service organizations such as the National Fallen Fire Fighter's Foundation (NFFF), the Home Safety Council, the International Association of Fire Fighters (IAFF), the North American Fire Training Directors (NAFTD), and many more. The NPQB remains an active function and is housed at the NFPA.

Today, the IFSTA Validation Conference attracts as many as 200 of the world's leading experts on fire service tactics and training, depending on the number of committees that are active at that time. It continues to be held in either Oklahoma City or Tulsa. Interim meetings are held in January and that location varies.

The Validation Conference also serves as the backdrop of the annual *International Journal of Fire Service Leadership and Management* Research Symposium. The Journal, created by FPP in 2004, is the only refereed, academic journal on fire service leadership and management issues in North America. This journal and symposium provides a source for fire service academics to publish and debate their ideas.



**INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION
50TH ANNIVERSARY — JULY 1983**

Fire Protection Publications Today

As much as the IFSTA organization grew and changed based on need, so has Fire Protection Publications (FPP). Originally organized within the Oklahoma State Department of Vocational Education in 1931, by 1933 it was moved to its present home in OSU's College of Engineering, Architecture, and Technology (CEAT). The first office was located in the OSU Industrial Arts building. Following completion of the Campus Fire Station (CFS) in 1938, all of the fire programs were moved to that facility. They would remain there until FPP and FST were moved to Quonset #2 on the OSU Campus in 1965. The degree program would remain housed in the CFS until a move to Cordell Hall in 2003.

In 1976, a modern facility was built in the Technology Park on the northwest part of the OSU campus. This facility, called the Fire Building, would house all the offices of FPP and FST, as well as the warehousing operation for the books and materials. By 1980 it was necessary to build a stand-alone warehouse immediately west of the Fire Building and convert its old space to offices. The warehouse would receive significant additions equipped with high-rack storage in 1985 and again in 1995. Today it boasts nearly 30,000 square feet of space.

The spectacular growth of FPP through the 1980s required the construction of new and larger office facilities. A modern two-story office building, known as the FPP Building, was constructed across the street and immediately west of the warehouse in 1989. Much of the FPP operation remains in that building today. Due to increasing growth, the Editorial Unit was moved to leased office space in west Stillwater in the mid 1990's. They would remain there until the old FPP space in the Fire Building became available and was renovated in 2001 and they remain housed there today.

From its origins of one editor and a secretary shared with FST and the degree program, today FPP employs nearly 80 full-time, part-time, and contracted employees. (See **Appendix D** for a list of current employees.) FPP is a fully functional, professional publishing firm. With two exceptions, FPP performs all of the functions of producing and distributing fire training material from within their own house. The exceptions are printing and binding the manuals and the development of manual indexes. Printing is done, usually by a bid process, with a variety of commercial printers. Indexes are developed by contractors skilled in this practice.

The FPP Building houses the administrative functions of the organization, as well as the graphics arts, information technology, marketing, customer service, research, and library functions. Editorial staff members work in the old Fire Building and the warehousing operation separates those two buildings.

As it has since 1933, FPP remains as an integral outreach part of the OSU College of Engineering, Architecture, and Technology. CEAT has been led by Dean Karl N. Reid since January, 1986. Associate Dean David R. Thompson has direct, daily responsibilities for all of the fire programs, including FPP.

What Makes IFSTA/FPP Unique?

IFSTA is not an organization where a single person plays the leadership role. IFSTA is you. Our network of support spans the globe, with a common vision to foster better communication, develop safer practices through our materials, and a commitment to do the right thing. These values have carried us for many years and will help to carry us for years to come. We are proud of our relationship with OSU, our rich heritage and tradition, and the strong relationships and partnerships we have and continue to nurture.

Unlike our competitors, publishing fire service training materials is all we do. It is not just another product line in a broad corporate strategy; *it is all that we do*. Many of our employees served long careers in the fire service, some continue to volunteer, and even those who did not come from the fire service have completed basic firefighter training courses to learn more about the field in which they now work. We walk the walk.

As a non-profit, university-based, educational organization, IFSTA/FPP does not answer to corporate executives and stockholders. We answer to you. You have told us that you want the highest quality, most technically sound, training materials at a fair price. Meeting that expectation has been our goal for 75 years. We do this by operating the most comprehensive material validation process in the emergency services publishing industry. We take extraordinary measures to ensure that the information in our manuals is reflective of all walks of the fire service and truly are best practices.

IFSTA/FPP's home base within the CEAT also distinguishes us from commercial publishers. We operate in the public sector, just like you do. We are surrounded by endless resources in the latest educational technologies and research. FPP conducts and participates in formal research projects with organizations such as the United States Fire Administration, Home Safety Council, ProLiteracy Worldwide, NFPA, Oklahoma State Department of Education, and the National Fallen Firefighters Foundation. The knowledge gained from this research goes directly into IFSTA manuals so that you can base your practices on verifiable research, not someone's opinion or age-old fire service lore.

IFSTA/FPP is not "dipping its toes" in the fire service market. We have been fully immersed in the fire service for 75 years. Your loyalty to us and our loyalty to you is the cornerstone of three-quarters of a century of success. When you are as truly committed to firefighters as we are, loyalty cannot be bought. Credibility must be earned and that commitment is not dependent on profit. All IFSTA manuals (**THE** Red Books, including **THE Essentials of Fire Fighting**) are written by firefighters for firefighters. So when it really comes right down to it, it's about values and relationships, like the ones we share with you. And when it comes to your safety and expertise, there's no question where we stand. Over the years, in both good and bad times, we have not deviated from that course. We'll be here for you now and with you in the future as well.

What Does It Mean to the Fire Service?

It is one thing to simply state that IFSTA and FPP are mission-driven and have the most comprehensive manual validation and development process in the industry. But what does that really mean to our customers, you in the fire service?

- The content of our materials truly reflects nationally-recognized best practices.
- NFPA and other appropriate standards are covered appropriately and completely.
- The wide range of fire service demographics is recognized: large/small departments; career/volunteer/combo departments; diversity in the workplace, etc.

We produce products designed to ensure that firefighters are taught the most efficient and safest ways to perform their duties.

We are aware of our obligations to our customers based on these factors, and we understand that you have choices in where you turn for your training materials. As you consider your options, know that while some other products may have a red cover or use “Essentials” somewhere in the title, it isn’t IFSTA. And make no mistake, if it isn’t IFSTA, it isn’t THE “Red Book” and everything that it represents, including a product that is:

- Written by firefighters for firefighters,
- Backed by the experience gained from a history spanning 75 years,
- Validated by firefighters from across North America,
- Supported by the commitment and strength of Oklahoma State University,
- Based on a mission, not a profit margin, and
- First and foremost - focused **entirely** on your safety and effectiveness.

IFSTA THE FACE OF FIRE FIGHTING FOR OVER 70 YEARS...

The image displays a grid of 20 book covers, each featuring a different fire service professional. The books are organized into four rows of five. The titles of the books are as follows:

- Row 1:
 - Fire and Emergency Services INSTRUCTOR
 - HAZARDOUS MATERIALS for Fire Companies
 - Fire and Emergency Services COMPANY OFFICER
 - Fire and Emergency Services COMPANY OFFICER
 - Fire and Emergency Services COMPANY OFFICER
- Row 2:
 - Fire Service ORIENTATION and TERMINOLOGY
 - ESSENTIALS
 - Pumping Apparatus DRIVER/OPERATOR Handbook
 - Fire and Emergency Services COMPANY OFFICER
 - Fire and Emergency Services COMPANY OFFICER
- Row 3:
 - Fire Operations and Suppression Systems
 - EMERGENCY MANAGEMENT Handbook
 - Advanced Apparatus DRIVER/OPERATOR Handbook
 - Fire and Emergency Services COMPANY OFFICER
 - Fire and Emergency Services COMPANY OFFICER

At the bottom of the grid, the IFSTA logo is repeated, followed by the website **IFSTA.ORG** and the phone number **800.654.4055**.

IFSTA and FPP Recognize Excellence

IFSTA and FPP have three award programs to recognize outstanding people in the fire training field, within the IFSTA/FPP organization, and in academic research.

The IFSTA Executive Board gives the annual Everett E. Hudiburg Award to a fire service individual who has made an outstanding contribution to fire service training. It could be interpreted as a career achievement award. The award was named after Hudiburg to recognize his many years of excellent service. A list of Hudiburg Award recipients can be found in **Appendix B**.

In 1981 the FPP staff created the Marvin T. Austin Distinguished Leadership Award to recognize those people who put a great deal of time and effort into making the annual validation conference a success. The staff gave the first award, which is not necessarily given every year, to Austin, who was then executive secretary of the executive board. A list of all of the Austin Award recipients can be found in **Appendix C**.

In 2007, The *International Fire Service Journal of Leadership and Management (IFSJLM)* announced the creation of the Dr. John Granito Award for Excellence in Fire Leadership and Management Research. The award honors Dr. Granito, one of the premier fire and public safety researchers and consultants in the U.S. Dr. Granito was the first recipient of the award in 2008. Future recipients of the Dr. Granito Award will present the keynote address at the annual *IFSJLM* Research Symposium just prior to the start of the IFSTA Validation Conference.

All three of these awards are represented by permanent plaques hanging in the FPP building on the Oklahoma State University campus.



Firefighter recruits.

Our Products

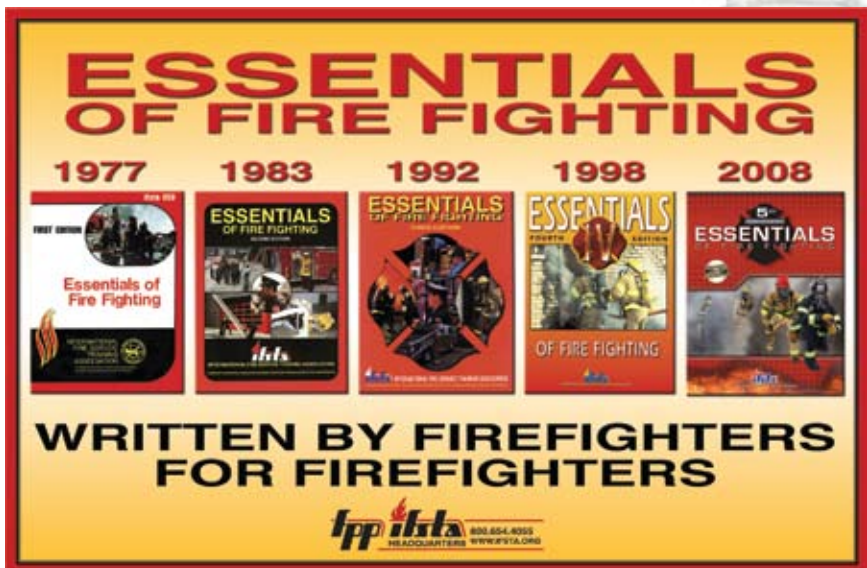
All that IFSTA and FPP are about is producing the finest fire service training materials available at the most reasonable cost to our customers. Our “bottom line” is breaking even, admittedly with a little extra to fund future growth. As stated previously, we don’t answer to stockholders, corporate executives, and/or capital venture firms. We answer to you.

Together, IFSTA and FPP produce the largest and highest quality line of fire service training materials in the history of the industry. In fact we even wrote that history! Those original 10 “Red Books” have grown from small, planographed publications to a series of more than 30 full-sized, validated, professional training manuals. FPP also publishes a wide selection of other fire service and higher education texts by some of the leading authors in the fire service. These books go out under the FPP label, as opposed to the IFSTA label which denotes that they have not been committee validated.

It can certainly be argued that IFSTA’s *Essentials of Fire Fighting* is the most widely used and influential training text in the history of the North American fire service. Since its first release in 1978, more than 2.5 million copies of this manual have been distributed. No other text is even close to that number. Besides English, previous editions have been translated into French, Spanish, Turkish, Italian, Hebrew, German, and Japanese.

The release of the 5th edition of *Essentials* in 2008 also highlighted a new, important partnership for IFSTA and FPP. These organizations partnered with Brady Publishing, a division of Pearson/Prentice-Hall, to develop and market the most comprehensive basic firefighter training materials package ever produced. Brady, a major publisher in the fire world and the largest publisher in the EMS world, provided the ability to produce supplemental resources for the *Essentials* package, provided valuable assistance in designing the new product, and continues to work with the FPP staff to market and promote *Essentials* and many other IFSTA materials.

Providing materials for fire service training involves a lot more than publishing the textbooks themselves. Instructors and students need a variety of supplemental materials to enhance their



teaching or learning experience. For the instructor, we develop full curriculum packages to accompany many of our most popular manuals. These curriculum materials are contained on a CD-ROM that allows all of the files to be customized by the instructor to meet local needs. Contents of the disc include teaching outlines, PowerPoint™ presentations, skill and evaluation sheets, quizzes and tests, as well as other useful items. Other manuals have scaled-down versions of the curriculum disks, referred to as instructor resource disks, which contain simpler outlines, presentations, and test questions. We also produce or sell feature length video tapes and DVDs and basic firefighter skills video clips.

For the students, IFSTA and FPP produce a number of supplements that help ensure the student gets the most out of their primary textbooks and their class. These include both print and CD-ROM based study guides, student workbooks, and skills handbooks.

IFSTA and FPP do not simply dwell on their long histories; we also look towards the future and what next-generation students and instructors will need to be successful. The days of computer-based, interactive training and blended e-learning are already here.

IFSTA and FPP have a variety of these programs already developed. Courses include popular topics such as apparatus operator, instructor, officer, hazardous materials, wildland fire fighting, mobile water supplies, and more. FPP does not offer these programs directly to students. Rather, we work with fire departments and regional and state training agencies to implement and administer these programs to the constituencies.

MEETS FESHE MODEL COURSE OUTLINE

Written to meet the model course objectives outlined within the USFA's Fire and Emergency Services Higher Education (FESHE) Initiative.

BUILDING CONSTRUCTION Related to the Fire Service
36295.....\$35.00

Fire Detection and Suppression Systems
36502.....\$35.00

Fire Service ORIENTATION and TERMINOLOGY
36613.....\$35.00

Fire Service Apparatus Situation Supply
36540.....\$35.00

Fire Prevention Applications
36541.....\$55.00

Available separately Instructor Disk \$15.00 each
Each instructor disk contains teaching outlines, PowerPoint® presentations, and banks of test questions.

IFSTA FPP
HEADQUARTERS 800.654.4055
WWW.IFSTA.ORG

Supporting the Mission of OSU

Oklahoma State University is Oklahoma's flagship, land grant institution. Land grant universities have a three-fold mission: education, research, and outreach or extension, as it was once called. FPP is considered an outreach program of CEAT. The FPP operation is the largest outreach program in CEAT and one of the largest in the entire university system. Probably no other OSU entity can boast of more direct impact and community presence throughout North America and many other portions of the world than can FPP. IFSTA and FPP manuals and training materials are used by the vast majority of U.S. and Canadian fire departments, as well as U.S. Department of Defense and Canadian Armed Forces fire departments around the world. The use of these materials has a direct impact on those individuals who use them and the communities they serve. This is what outreach is all about.

In recent years, FPP has also become a major hub in the university's research mission, as well. Under the direction of FPP Assistant Director Nancy Trench, FPP has received millions of funded dollars to fund academic research. This includes research in public fire education, firefighter safety, educational methods, and leadership and management issues. Recent projects have included:

- *Fire Safety Solutions for People With Disabilities* – A smoke alarm installation and education project for people with vision, hearing and mobility disabilities throughout Oklahoma. It now includes *How To Be Fire Safe* for adults with mild to moderate mental retardation who live independently. A residential fire sprinkler trailer was also purchased through this grant and it is used to impress upon the public the benefits of installing one of these systems. (Funded by an Assistance to Firefighters grant)
- *Fire Safety for Young Children* – A developmentally appropriate classroom curriculum delivered by early childhood educators with key assistance from the local fire department and parents. (Funded by an Assistance to Firefighters grant)
- *Volunteer Firefighter Safety Research* – A project to determine the effectiveness of self study to increase knowledge and change attitudes related to volunteer firefighter safety and their volunteer fire departments' safety practices. (Funded by an Assistance to Firefighters grant)
- *Traffic Incident Management Systems (TIMS) Technical Research* – Researching and developing technical guidance including training systems and programs for fire and emergency services in TIMS for enhanced compliance with the US DOT *Manual of Uniform Traffic Control Devices (MUTCD)* and the Incident Command System. (In cooperation with the U.S. Fire Administration and U.S. DOT)
- *Emergency Vehicle Conspicuity Study* – This study is looking at the effectiveness of reflective markings used on the sides and rear of emergency vehicles. It will compliment other research being done for the U.S. Fire Administration on effective emergency vehicle lighting. (In cooperation with the U.S. Fire Administration and U.S. Department of Justice)
- *Identifying Leadership and Management Best Practices for Reducing Firefighter Deaths and Injuries* – This project is providing a list of best practices that result from effective, safety oriented leadership and management practices. It focuses on the statistical fact that the annual rate of firefighter deaths in fire departments in the United Kingdom (England, Scotland, and Wales) is only one seventh of the United States rate, when corrected for the number of fires. (In partnership with the National Fallen Firefighters Foundation and the Public Entity Risk Institute [PERI])

The cutting edge information and results gleaned from these research projects is provided to the public at no charge. It is also used to ensure that IFSTA and FPP's training manuals and other materials have the latest, verifiable information and technologies contained in them.

Supporting Other Organizations

In addition to supporting the mission of Oklahoma State University, IFSTA and FPP provide a variety of support to numerous other fire service organizations. The following is just a partial listing:

- *National Fire Protection Association* – IFSTA is the largest participant in the professional qualifications standards making process. We have members on virtually all of the committees and our representatives chair a number of them.
- *National Fallen Firefighters Foundation* – We provide graphic production, warehousing, shipping, and sponsorship of some of their activities.
- *Congressional Fire Service Institute* – We are a major supporter of their annual fundraising dinner and also participate on their board of directors.
- *National Volunteer Fire Council* – Provided at-cost warehousing and shipping of NVFC materials for many years.
- *Oklahoma State Fire Chiefs and Firefighters Associations* – Sponsor meetings, congressional meeting trips, seminars and awards.



National Fallen Firefighters Foundation ceremony.

The West Point of the Fire Service

In an address he gave at the opening session of the 1944 National Fire Protection Association (NFPA) Annual Meeting, then NFPA Chief Engineer (CEO) Horatio Bond noted the growing impact of Oklahoma A&M in the field of fire protection by dubbing OSU the “West Point of the Fire Service.” This nickname is still used to describe OSU and its fire and safety programs and it is well-deserved.

Today, Oklahoma State University maintains the most comprehensive collection of fire protection and safety-related programs and initiatives of any institution, educational or otherwise, in the world. Individually, each of these world-class programs is recognized as leaders in their respective parts of the industry. In addition to the IFSTA/FPP manual publishing operation, the following other programs and initiatives are housed at OSU.

- *Oklahoma Fire Service Training (FST)* – FST is the oldest of the fire programs at OSU, with its roots tracing back to 1931. As an Outreach program within the College of Engineering, Architecture, and Technology (CEAT), FST is responsible for delivering training and educational services to Oklahoma firefighters and emergency responders. Their accredited programs allow Oklahoma first responders to meet nationally-recognized standards of professional competence. www.osufst.org
- *The School of Fire Protection and Safety Engineering Technology (FPST)* – Dating back to 1937, this is the oldest, continually operating fire-related degree program in North America. This program prepares students with the knowledge and skills to reduce the loss potential in municipal and industrial settings with respect to fire, safety, industrial hygiene, and hazardous material incidents. It is the only ABET-accredited program of its type in the U.S. <http://fpst.okstate.edu/>
- *International Fire Service Accreditation Congress (IFSAC)* – IFSAC is a peer-driven, self-governing system that accredits both fire service certification and higher education fire-related degree programs worldwide. It is the largest fire-related accreditation organization in existence. www.ifsac.org
- *Fire and Emergency Management Program (FEMP)* – This degree program is housed within the OSU Political Science Department. They offer MS and PhD degrees in Fire and Emergency Management Administration that are designed to provide a sound educational foundation for those who are currently serving or aspire to serve as managers or administrators in fire services or emergency management. <http://polsci.okstate.edu/graduate/femp/>
- *CEAT Non-Credit Continuing Education* – This CEAT outreach program is a leading provider of customized fire protection, safety, industrial hygiene, and hazardous materials training programs for industry professionals. These programs are offered both on the OSU campus and at client locations worldwide. <http://fire.ceat.okstate.edu/>

Contacts

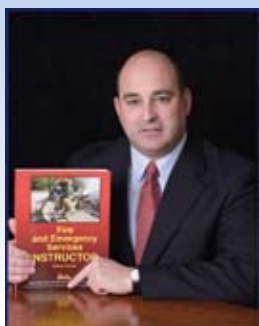
That IFSTA has succeeded in its purpose is obvious from its long-term status as the major producer of fire service training manuals on a national and international basis. Seventy-five successive validation conferences show that IFSTA's methods of operations work. What Pence, Heisler, Hudiburg, Cox and the other IFSTA founders did was to see a need, fill it and fill it well. And those who followed them have continued to do so over three-quarters of a century. For more information on IFSTA, FPP, or our products, please use any of the following contact information:

Fire Protection Publications
IFSTA Headquarters
930 North Willis Street
Stillwater, OK 74078-8045
Main Phone: 405-744-5723
Toll-Free: 1- 800-654-4055
FAX: 405-744-8204
Website: www.ifsta.org



Appendix A

IFSTA Executive Board - 2008



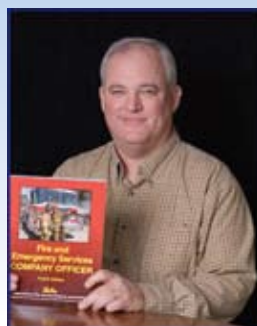
Chair

Jeff Morrisette,
Connecticut Commission on
Fire Prevention and Control



Vice Chair

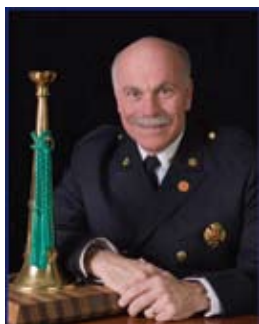
Paul Valentine,
Mount Prospect (IL) Fire
Department



Executive Director

Chris Neal,
Fire Protection Publications

Members



Stephen Ashbrock,
Indian & Madiera Hills (OH)
Joint Fire District



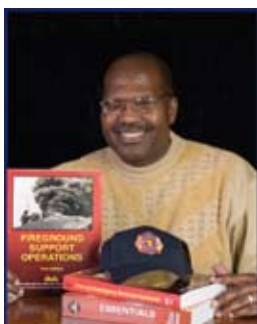
Paul Boecker III,
Sugar Grove (IL) Fire
Department



Bradd Clark,
Owasso (OK) Fire Department



Dennis Compton,
Mesa (AZ) Fire Department
(Retired)



Frank Cotton,
Memphis (TN) Fire
Department



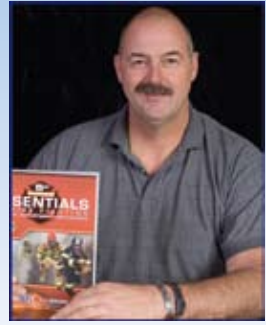
David Daniels,
Renton (WA) Fire Department
(Representing the IAFC)



George Dunkel,
St. Helen's (OR) Fire Protection
District (Retired)



John Hoglund,
Maryland Fire & Rescue Institute



Wes Kitchel,
Santa Rosa (CA) Fire
Department



Dr. Lori Moore-Merrell,
International Association of
Fire Fighters



Randal Novak,
Iowa State Fire Marshal's Office
Training Bureau



Dena Schumacher,
Champaign (IL) Fire
Department

Not pictured, John Judd, Institution of Fire Engineers.

Appendix B

Everett E. Hudiburg Award Recipients

Henry Damon Smith – 1972

Andy Miller - 1973

John W. Hoglund – 1974

Louis J. Ambili – 1975

Glen A. Boughton – 1976

Richard Calhoun – 1977

Carl McCoy – 1978

Kenneth Stanton – 1979

Carrol Herring – 1980

Elmo Anderson - 1981

Keith Royer – 1982

Joseph L. Donovan – 1983

Martin Grimes – 1984

Alan Brunacini – 1985

Arlen D. Gross – 1986

Gerald E. Monigold – 1987

Marvin Austin – 1988

Howard Boyd – 1989

Catherine B. Lohr – 1990

Harold R. Mace – 1991

Max McRae – 1994

Dr. John Bryan – 1995

Paul H. Boecker – 1996

William J. Vandevort – 1997

Carl Holmes – 1998

Gene P. Carlson – 1999

Raymond C. Davidson – 2000

J. Faherty (Jim) Casey – 2002

Hugh Pike – 2003

Steve Edwards – 2004

Dr. Denis Onieal – 2005

William Goldfeder – 2007

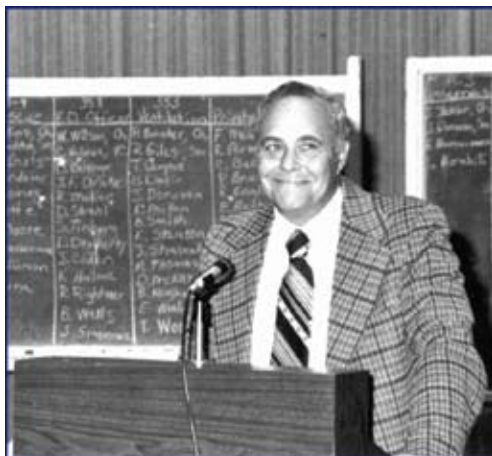
Michael A. Wieder – 2008



Appendix C

Marvin T. Austin Award Recipients

Marvin T. Austin – 1981
 Roger K. Sweet – 1983
 Max and Vera Thomas – 1986
 Harold R. Mace – 1992
 Dennis Compton – 1998
 William J. Vandevort – 1999
 Carol M. Smith (Morrison) – 2000
 John W. Hoglund – 2001
 Gene P. Carlson – 2002
 Jimmie and Charlotte Badgett – 2005
 Don E. Davis – 2007
 Jim and Kay Simms – 2008



Appendix D

FPP Staff in 2008

(The numbers in parentheses denote their years of service.)

Administration

Chris Neal, Director (7)
Jenny Bayles, Administrative Assistant (22)
Bill Pessemier, Research Assistant (1)

Accounting

Nikki Nichols, Accountant (1)
Jon Bubke, Programmer (11)

Accounts Payable

Charaine Wood, Financial Control Asst. (10)
Virginia Jones, Financial Control Asst. (1)

Accounts Receivable

Troy Williamson, Coordinator, A/R and
Customer Service (19)
Heather Blankinship, Financial Control
Assistant (7)
Glenna Huff, A/R Supervisor (7)
Katie Ewing, Senior Account Clerk (3)
Bradley Fuchs, Administrative Support
Assistant I (1)

Advertising/Marketing

Gaye Gardner-White, Marketing Manager (1)
Audrey Kindred, Marketing Specialist (16)
Desa Kinnamon, Senior Graphics/Web
Designer (26)
Lori DeGeorge, Marketing Coordinator (8)
Allix Whiteley, Student Technician (1)

Administrative and Support Services

Craig Hannan, Chief Operating Officer and
Controller (9)
Holly Clapp, Senior Office Assistant (3)

Customer Service

Robin Balderson, Senior Technician (11)
Cathey Wollenberg, Data Control Tech (5)
Cindy Rice, Data Control Tech (1)
Janice Moore, Data Control Tech (10)
Pam Gladden, Data Control Tech (9)
Samantha Dawson, Data Control Tech (5)

Editorial

Mike Wieder, Assistant Director & Managing
Editor (23)
Tara Graham, Editorial Assistant (10)
Barbara Adams, Senior Editor (18)
Brett Noakes, Photography Technician (2)
Carl Goodson, Senior Technical Editor (16)
Cindy Brakhage, Senior Editor (26)
Clint Clausing, Senior Editor (1)
Ed Kirtley, IFSTA and Curriculum Products
Coordinator (2)
Evan Klasinski, Student Technician (1)
Fred Stowell, Senior Technical Editor (7)
Gabriel Ramirez, Student Technician (2)
Jeff Fortney, Senior Technical Editor (6)
Joseph Raymond, Student Technician (2)
Leslie Miller, Senior Editor (6)
Lynne Murnane, Senior Editor (24)
Melissa Noakes, Instructional Developer (6)
Michelle Skidgel, Instructional Developer (2)
Mike Sturzenbecker, Graduate Researcher (1)

Graphics

Ann Moffat, Production Coordinator (36)
Ben Brock, Senior Graphics Designer (8)
Errick Braggs, Senior Graphics Designer (1)
Clint Parker, Senior Graphic Design (4)
Lee Shortridge, Senior Graphic Designer (4)
Missy Hannan, Senior Graphic Designer (11)

Information Systems

David Eller, Senior Analyst/ MIS Manager (9)
Aaron Bean, Technician (1)
Janice French, Analyst (8)
Jim Wirt, Network Consultant (18)
Justin Smola, Support Specialist (1)
Karen Flora, Help Desk Coordinator (28)
Rita Gleason, Analyst (28)
Grant Huddleston, Student Technician (1)

Library

Susan F. Walker, Librarian (12)
Jenny Brock, Senior Data Control Technician (4)
Tiffany McMillen, Student Technician (1)

Multimedia Production

Bill Robinson, Multimedia Production
Manager (4)
Margaret (Margi) Cooper, Electronic Product
Project Coordinator (1)
Jason Hanson, Sales/Electronic Production (1)

Research

Nancy Trench, Assistant Director (32)
Cindy Finkle, Research Coordinator (3)
Tom Hughes, Research Coordinator (3)
Angel Rangel, Translator (1)
Steven Parker, Graduate Researcher (2)
Adam Popiel, Student Technician (1)
Eston Rogers, Student Technician (1)
Lacy Landrum, Graduate Researcher (2)
Matthew Williams, Student Technician (1)
Andrew Kellert, Student Technician (1)

Travel

Glenda Bentley, Meeting Planner and Travel
Coordinator (5)
Alisha Huddleston, Student Technician (1)

Warehouse

James Austell, Warehouse Foreman (17)
Scott Walker, Back Warehouse Foreman (13)
Gene Herndon, Stock Clerk (6)
Jeff Blocker, Stock Clerk (7)
Merrill Caldwell, Stock Clerk (2)

Appendix E

FPP Mission and Values

Mission

In support of the Oklahoma State University mission, and in partnership with the International Fire Service Training Association, the mission of Fire Protection Publications is to be an international leader in the fire and emergency services by producing and distributing high quality, technically accurate, and affordable fire and emergency response training materials.

Values

Fire Protection Publications employees place the highest value on –

- ***Accountability***
As individuals, we will be accountable to the organization, our mission, and each other.
- ***Communication***
Open and honest communication engenders trust and commitment to a common goal.
- ***Courage***
We embrace change.
- ***Integrity***
We are committed to do the right thing.
- ***Professionalism***
We undertake always to follow the Golden Rule. To adopt a positive attitude, to be respectful, tactful, and courteous to all, and to use discretion when talking about the organization and its employees.
- ***Quality***
We measure quality by our customers' satisfaction.
- ***Safety***
We recognize that safety is a fundamental element of all of our activities, products, and services.
- ***Unity***
We endeavor to work together in cooperation.

Appendix F

IFSTA By-Laws and Constitution

Article I – Name, Purpose, and Values

Section 1. Name and Identity

The name of this organization is the International Fire Service Training Association (IFSTA). The organization is an independently governed association that supports the international extension mission of Oklahoma State University, a land grant institution.

Section 2. Purpose

The purpose of the International Fire Service Training Association is:

- to identify areas of need for training materials for the fire service and related disciplines.
- to foster the development of and validation of training materials for the fire service and related areas.
- to enable Fire Protection Publications to benefit from cost-effectiveness of large-scale production of training materials to pass the savings on to the end users.
- to extend the validation process and the availability of training materials to all nations.

Section 3. Values

- a. The International Fire Service Training Association supports and advocates the values of Oklahoma State University, Fire Protection Publications.
- b. The International Fire Service Training Association recognizes the demographics and diversity of the fire service and related disciplines. The Association is committed to the principle that its training materials and processes must reflect that diversity.
- c. The International Fire Service Training Association is committed to the principles of ethical governance and operation in all aspects of its affairs.
- d. Validation is viewed as a dynamic process that occurs as a result of the application of Association values to committee selection, deliberation, material development, and approval so as to reflect in the fire service a broad base of acceptance of the final work in theory and practice.

Article II – Governance

Section 1. Name

The name of the governing body is the Executive Board of the International Fire Service Training Association.

Section 2. Purpose

The purpose of the Executive Board is to establish policies for the International Fire Service Training Association so long as the policies are not in conflict with either the laws of the United States of America, the state of Oklahoma, or the policies of the Board of Regents of Oklahoma State University.

Section 3. Executive Board

The Executive Board shall be comprised of no less than 15 and no more than 18 members and the Executive Director, all of whom vote on Executive Board issues. Twelve members of the Executive Board shall be elected for a term of three years by the delegates at the Annual Validation Conference. Not less than three and no more than six members shall be appointed for a term of three years to the Executive Board from a list of nominees prepared by Executive Board officers and submitted to the Executive Board for a confirmation vote. Confirmation requires

a two-thirds vote of eligible members. Appointed Executive Board members being considered for reappointment must abstain from votes taken concerning their own appointment. Board members shall take office at the end of the Annual Validation Conference.

- a. Duties of the Board:** It shall be the duty of the Executive Board to govern the affairs of the Association including, but not limited to, establishing policies, establishing standing and ad hoc committees, discontinuing projects, establishing new projects, approving the scope statements and titles for new and revised training materials, reviewing and accepting/rejecting technical committee final validation reports, advising Fire Protection Publications on pertinent matters, and maintaining external relations with other organizations.
- b. Officers and Duties of the Officers:** (1) The officers of the Executive Board shall be the Chair, Vice Chair, and Executive Director. (2) The Chair shall be elected by simple majority of the Executive Board by secret ballot to serve a term of three (3) years. The tenure of the Chair shall not exceed a two (2) term or six (6) year period. The Chair of the Executive Board must retain Board Membership. The Board Chair shall preside over all Executive Board and General Assembly meetings. The Chair shall appoint all standing and ad hoc committees as required. The Chair shall designate a recording secretary. (3) The Vice Chair shall be appointed by the Chair from the Executive Board membership. The person appointed to this position shall serve a term concurrent with his/her Executive Board term. The duties of the Vice Chair are to act in the absence of the Chair, to chair the Administrative Committee at the Annual Validation Conference, to chair the Delegate Selection Committee, and to accomplish other duties as assigned by the Executive Board. (4) The Executive Director shall be an employee of Oklahoma State University who is approved by the Executive Board. The Executive Director is empowered to act autonomously for the Executive Board in questions of policy that are of concern to the Association until such time as the Executive Board can give those questions due consideration.
- c. Executive Board Membership Eligibility:** To be eligible for election to the Executive Board, a person must have attended two (2) previous IFSTA Validation Conferences. Attendance at previous IFSTA Validation Conferences is not required for appointed members.
- d. Nominations and Elections:** A Nominations and Election Procedures Committee shall be appointed annually by the Chair at the Validation Conference. The committee shall consist of five (5) members, two (2) of whom are at-large delegates and three (3) of whom are members of the Executive Board whose terms are not expiring during the year. A staff member shall be assigned for support by the Executive Director. The committee is responsible for reviewing all nominations received and for preparing a slate of nominees for election. The committee will prepare a slate of two (2) nominees for each vacant elected position.
- e. Executive Board Vacancies:** Should an Executive Board member submit his/her resignation, his/her position on the Executive Board will be filled at the next regular election. The person elected shall serve the remainder of the unexpired term. Resignations of appointed Executive Board members shall be filled at the discretion of the Executive Board.
- f. Removal from the Executive Board:** A member or officer of the Executive Board may be removed, by the Executive Board, for cause by a two-thirds majority vote of the Executive Board.

- g. Executive Board Meetings:** The Executive Board shall meet annually prior to the scheduled General Assembly meeting in July. The Executive Board may also meet from time to time as deemed necessary by the Chair. A special meeting of the Executive Board may be called by nine (9) or more members of the Executive Board upon notification of the Chair, in writing. A simple majority of members of the Executive Board shall constitute a quorum. Regular meetings require thirty (30) days notice and special meetings require fifteen (15) days notice to all Executive Board members.

Article III – IFSTA Participation

Section 1. Participants

- a. Delegates:** A delegate is a person who has received an invitation to the Annual Validation Conference, is assigned to a committee, and is registered prior to the time of the first ballot. Delegates shall have all voting privileges.
- b. Emeritus:** Emeritus status may be bestowed either upon a person who has at least twenty (20) years of service as a delegate to the International Fire Service Training Association and is no longer active in his/her fire service or related career or upon a person who has been so designated by the Executive Board. These individuals shall retain the highest title held in their International Fire Service Training Association participation, be invited to all validation conferences, receive a copy of all Conference Proceedings, and may attend committee meetings in a nonvoting status and speak at the pleasure of the committee Chair. Individuals with emeritus status shall have no voting privileges.
- c. Guests:** A guest is a person who has received an invitation to the Annual Validation Conference and is registered for that conference but not assigned to a committee. Guests shall have no voting privileges.
- d. Contributor:** A contributor is an individual who contributes to the development of IFSTA training materials but who does not attend the Annual Validation Conference. Contributors shall have no voting privileges.

Section 2. Delegate Selection

A Delegate Selection Committee shall be appointed annually at the Validation Conference by the Chair. It shall consist of two (2) at large delegates and three (3) Executive Board members, one (1) of whom shall be the Vice Chair of the Executive Board and who shall chair the committee. A staff member shall be assigned for support by the Executive Director. The Delegate Section Committee is responsible for identifying subject-matter experts to be invited to the Annual Validation Conference as delegates.

Section 3. General Assembly of Delegates

The General Assembly of delegates shall consist of all delegates attending the Annual Validation Conference. The assembly members shall serve as the electorate of nonappointed Board Members and shall hear reports from the Executive Board on validation of training materials.

Article IV – Relationship with Oklahoma State University

Oklahoma State University shall have the right to produce all training materials validated by the International Fire Service Training Association. All training materials produced shall be copyrighted in the name of the Board of Regents for Oklahoma State University. The staff of Oklahoma State University Fire Protection Publications shall assume all responsibility for the details of the Validation Conference and the production of all training materials.

Article V – Conduct of Business

Section 1. Rule of Order

Executive Board and General Assembly business shall be conducted in compliance with the current edition of the “Robert’s Rules of Orders.”

Section 2. Meetings

Meetings of the Executive Board, General Assembly, and the Material Review Committees shall be open. Participation of nondelegates and debate shall be at the discretion of the respective Chair. The Executive Board meetings may be closed at the discretion of the Executive Board.

Article VI – Amendments

These Constitution articles may be amended at any Executive Board meeting by twelve (12) members of the Executive Board. Due notice of the proposed amendment shall be given to the Chair of the Executive Board at least sixty (60) days prior to the meeting and distributed to the members of the Executive Board at least thirty (30) days prior to the meeting.

By-Laws

Chapter 1 - Executive Board

Section 1. Executive Board Diversity

Executive Board diversity should be given consideration by the Nominations and Election Procedures Committee and the Executive Board officers when nominating and appointing individuals for Executive Board membership. Diversity considerations include: industry affiliation, geographic representation, key partner organizations, industry stature, and others.

Chapter 2 - Election of Non-Appointed Executive Board Members

Section 1. Nominations

A nomination form shall be sent to current and past IFSTA delegates at least sixty (60) days before the Nominations and Election Procedures Committee meeting. All nominations should be sent to the Fire Protection Publications office in care of the Nominations and Election Procedures Committee Chair. All nominations shall be submitted to the Committee Chair before this meeting.

Section 2. Voting Procedures

After the Nominations and Election Procedures Committee’s slate has been prepared, the slate shall be read and nominations from the floor shall be received at the General Assembly of Delegates. A ballot shall then be prepared with the vote being held on the second day of Conference. At the Nominations and Election Procedures Committee meeting, staff shall present for approval a recommended schedule for the initial vote and any required subsequent ballots. Representatives from the Nominations and Election Procedures Committee and/or Fire Protection Publications staff shall check off the names of the voters as they cast their votes and assist the Nominations and Election Procedures Committee in tallying the vote. For election on all ballots, a nominee must receive fifty (50) percent plus one (1) of the total votes to receive an Executive Board position. All remaining candidate(s) shall be on the second ballot. Third and all subsequent ballots shall include the number of candidates required to fill the remaining vacancies plus one (1) candidate. These candidates shall be decided by their order of finish on the succeeding ballot. All reasonable effort shall be made to notify the electorate regarding additional balloting.

Chapter 3 - Emeritus Status

An application may be submitted from anyone wishing to obtain emeritus status. Fire Protection Publications staff shall determine from Association records when a person is eligible for emeritus status, and the candidate shall then be notified.

Chapter 4 - Meetings

Section 1. Annual Meeting

The official meeting of the International Fire Service Training Association is the Annual Validation Conference. This meeting shall be held during the second full week of July in the state of Oklahoma. There are two (2) types of meetings held at this conference: Executive Board and General Assembly of Delegates. The Executive Board meeting shall be held on the day preceding the opening day of the General Assembly meeting. The General Assembly of Delegates shall be officially opened by the Executive Board Chair on the date and time specified in the invitations. Although a General Assembly meeting may last for several days, it shall be considered one (1) meeting. The intermediate adjournments, for the purpose of committee work or recesses from day to day, do not destroy the continuity of the meeting. The meeting shall be officially adjourned by an approved motion from the floor on the final day of the Validation Conference at the time the Chair determines that all business has been concluded.

Chapter 5 - Material Review Committees

Section 1. Types, Assignments, and Attendance

A Material Review Committee shall be selected for each project by the Delegate Selection Committee. Selection is based on subject matter expertise, geographical location, and time commitment. Committee meetings may be held at the Annual Validation Conference, and interim meetings may be held as determined by the Committee Chair with the approval of the Executive Director. The Material Review Committee shall remain intact until the assigned project is completed.

Section 2. Committee Formation

Each material Review Committee shall consist of a Chair, Vice Chair, Secretary, and eight (8) to ten (10) delegates. The number of delegates may fluctuate if necessary. Delegates assigned shall work under the direction of the Chair. In the absence of the Chair, the Vice-Chair shall preside. If both the Chair and Vice Chair are unable to attend the committee meeting, an Acting Chair shall be appointed from the committee by the Vice Chair of the Association. It shall be the responsibility of the Committee Secretary to record only recommendations, which reflect the desires of the majority of the committee. The Committee Secretary in collaboration with the Committee Chair shall prepare the annual committee report to the General Session and the final validation report to the Board.

Section 3. Participation

Delegates should come to the committee meeting(s) prepared to work on their assigned committee and be willing to complete assignments. A committee report shall be prepared at each meeting of the committee. The Committee Secretary, or a committee member so designated by the Chair, shall read the annual committee report(s) to the General Assembly and present a copy for inclusion in the *Annual Validation Conference Proceedings*. The Committee Secretary, or committee member so designated by the Chair, shall submit the final validation report to the Executive Board for acceptance or rejection. A copy of the report along with Executive Board action shall be presented for inclusion in the next *Annual Validation Conference Proceedings*.

Chapter 6 - General Assembly of Delegates Voting

All delegates shall have an equal voice and vote in the General Assembly of Delegate sessions.

Chapter 7 - Amendments to the By-Laws

Section 1. Amendments

The chapters of the By-Laws may be amended by vote of twelve (12) Board members present at any Executive Board meeting. Any proposed amendment shall be sent or given to the Executive Board Chair at least sixty (60) days prior to the meeting and then distributed to all Executive Board members at least thirty (30) days in advance for their review and consideration.



Appendix G

Early IFSTA Leaders

Many people have built IFSTA into the organization it is today, but few have had the lasting impact of Ray Pence, Fred Heisler, Raymond J. Douglas, Emmett Cox, Everett Hudiburg, and Harold Mace.



J. Raymond Pence

John Raymond Pence

John Raymond Pence was a self-sufficient, unsmiling man, appearing to some to be brash, arrogant and addicted to the limelight. Others, however, remember his dedication to fire fighting and his act of undemonstrative kindness. Above all, they remember that he was a mover and a pusher --- a man that got things started and a man of vision.

Born in Globe, Arizona, on Dec. 2 1893, John Raymond Pence lived a colorful and adventurous life. At the age of 12, he traveled to Alaska and supported himself for several months doing odd jobs. Four years later he became a cross-country automobile racer, as, Glenn Boughton recalled, anyone who ever rode with Pence would realize. Though he had little formal education, he was a skilled mechanic, which earned

him a job with a gold-mining firm in Chile. By 1919 he was a mechanic for the Sinclair Oil CO. and followed the oil boom to Healdton, Okla., where he married Margaret Forte in 1925. In Healdton he operated a machine shop, but circumstances soon led him to his final career as a firefighter.

After watching a newly-opened hotel burn to the ground for lack of firefighters or equipment, Pence persuaded the oil companies operating in Healdton to buy a fire truck and house it in his machine shop. In return he promised to train volunteer firefighters to operate it. He also got the oil companies to send him to firefighter training in Los Angeles, California. As the oil companies had suffered enough losses to appreciate the idea, they fell in with his plans. Pence remained in Healdton as fire chief until 1931, when he moved to Stillwater, Okla., to replace the retiring chief. During all this time Pence was active in state, regional and national firefighters' organizations and held offices in several. He also participated in firefighter education programs as a trainee and an instructor, and he was a member of the board of supervisors of the Oklahoma Fire School for nearly 20 years.

As chief of the Stillwater Fire Department, Pence emphasized discipline and training for volunteers, paid firefighters and the "sleepers," Oklahoma A&M College students (like Glenn Boughton, Ray Davidson, and Everett Hudiburg among them) who helped finance their educations by taking night duty at the fire station. In those hard times of the Great Depression, Pence urged the city to acquire modern fire fighting equipment, sometimes building it himself. A fire truck salesman reportedly once told Pence, "Bring your own refreshments to the convention. You build your own fire trucks." But equipment manufacturers, recognizing Pence's skills as a mechanic and an inventor (he developed an improved fog nozzle in the early 1940s), often sent new equipment to Stillwater for testing. Pence's efforts improved the city's insurance ratings, and the grateful City Commission backed his recommendation to build a second fire station on the Oklahoma A&M campus, a unique city-college project. Pence and his firefighters helped build



Ray Pence with his Lincoln Zephyr.

the building, and when it became the home of the first academic firemanship program in the nation, Pence supervised the practical training of the student firefighters.

Pence loved public attention. He worked to make Stillwater's fire department one of the best in the nation and made sure everyone knew it. His activities and articles regularly found their way into the NFPA's *Volunteer Fireman* (four times in 1943) through his friendship with the organization's chief engineer, Horatio Bond. To help alleviate the personnel shortage during World War II, Pence trained co-ed firefighters and startled the FDIC by taking their "chief" to the 1944 meeting as a delegate. Even so, Pence's love of publicity helped more than it harmed. He focused attention on the need for and benefits from better firefighter training. He used his ties with firefighters in other cities and states to promote training, especially the Oklahoma A&M academic program in its early, struggling years. Above all, he added the force of his dynamic personality to the movement for better firefighter training.

Pence died in his sleep at the Campus Fire Station in January 1945.

W. Fred Heisler

Fred Heisler was a special person. A skilled teacher and speaker with an innate gift for working with groups, he came to the fire service at just the right moment to use his special talents for the firefighter's benefit. Like Ray Pence and R. J. Douglas, Heisler came into the fire service from another area entirely; he was a teacher, not a firefighter. What's more, he was well past the age when most people decide what they are going to do with their lives.

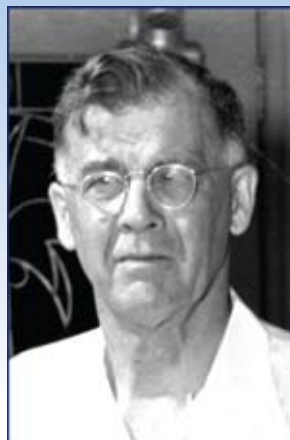
William Fredrick Heisler was born July 1, 1887, the son of Phillip Heisler of Etna Green, Ind. He grew up in Indiana and attended Valparaiso University for two years. Then he moved to Howard, Kan., and married his wife, Florence. Heisler taught school there six years before moving his family to Ponca City, Okla. He taught in the city school system there for the next 16 years. During that time, Heisler finished his bachelor's degree at Oklahoma A&M College and developed an interest in industrial education.

Heisler firmly believed that workers would do their jobs better if they understood the basic process behind their work. As many unskilled workers had little education, Heisler began to develop elementary science and mathematics courses, first as the supervisor of industrial education at Ponca City High School and later as an itinerant teacher trainer for trade and industrial education at Oklahoma A&M. His work with oil field workers was incorporated in his master's thesis in 1935, but he applied his philosophy of education to janitors, mechanists, welders, electricians, mechanics, morticians and finally to firefighters.

Heisler became actively involved with fire service training when he took part in a 1932 meeting to train fire department instructors. Though he attended as an observer, his superiors, L. Keith Covell and Professor Charles Briles, called on him to fill in after the invited speaker from the U. S. Department of Vocational Education was called home. Heisler was 45 and had little experience with firefighters, and this was the beginning of a new career for him.



Fred Heisler at the podium.



Fred Heisler

By the next year, 1933, Heisler was requested to design a course called "Elementary Science as Applied to Fire Fighting," which he taught at the July meeting of fire department instructors. At the same meeting participants were invited to help lay the foundation for a book of the same title, which Pence proudly reported would be in publication by the end of the year.

From then on Heisler worked for and with firefighters, first in the fire service training and later as editor of the red books. When Oklahoma A&M agreed to help Stillwater build a campus fire station that would also house the nation's first academic program for firefighters, Heisler gave the project his support. And when the first classes began

in September 1937, Heisler designed the curriculum and administered it as head of the new School of Technical Training. In the years that followed, Heisler continued to use his skills as a group leader and writer to compile the manuals until his retirement in 1955. At the same time he learned the business of fire fighting and became a popular speaker at fire schools all over the nation and at FDIC and NFPA meetings. Three of his speeches, “Forever Amber,” “Ana Lyza” and “Tappin’ Wheels,” inspired many in the service. In the last, Heisler stressed his philosophy of technical training: the need for workers to know how to do their jobs and why.

Delegates to the annual validation conference got to know Heisler as a friend and host as well as a teacher. Some were especially stuck by Heislars’ kindness and understanding toward their children. Though husband and wife were intelligent, several of their children were mentally handicapped. In a day in which most people kept such children out of sight, the Heisler’s presented them openly as family members and encouraged all their children to go as far with their education as possible.

Most of Heisler’s acquaintances knew him for his kindness and easygoing nature. A hard-working man, he rarely lost his temper and was a natural peacemaker, a characteristic that came in handy at validation conferences. Heisler was an active member of the Baptist Church. He was also a temperance man, a fact that did not sit well with all firefighters. But those who knew him in his earlier years remembered Heisler as someone special, “the Will Rogers of the fire service” as Charles S. Morgan of *Volunteer Fireman* called him.

Heisler died in 1962 at the age of 74.

Professor Raymond J. Douglas

Professor Raymond J. (R. J.) Douglas, head of the firefighter training program at Oklahoma A&M College, was a researcher as well as a teacher. He channeled his efforts into the growing body of technical information on fire prevention and control. He was also chairman of IFSTA’s executive board and oversaw the publication of the manuals.

Like Fred Heisler and Ray Pence, Douglas came to the fire service from another sphere. Like Heisler, he was a teacher first. He was born in 1902 in Grafton, W. Va., and attended Davis and Elkins College, a small Presbyterian school. Later he earned a master’s degree in chemistry at the University of West Virginia. For 10 years, until 1937, he taught science and mathematics and coached football at the high school in Morefield, W. Va. One day he watched a home burn down for lack of organized fire protection, and shortly thereafter, he was made chief of the new volunteer fire department.

As Douglas knew nothing about fire fighting, he began reading what he could on the subject and attending training schools. His interest in fire fighting soon became a hobby and then a new career. He became an instructor in the West Virginia fire schools, thus combining the two things he loved most: teaching and fire fighting.

By 1937, Douglas’ reputation was such that Dean Philip Donnell of the College of Engineering at Oklahoma A&M offered him an instructor’s job in the new department of firemanship training. After some thought, Douglas and his wife, Sallie, decided to accept.

They were not entirely sure they had made the right decision. Oklahoma in 1937 had the reputation of being one of the states most severely affected by the Great Depression. Everyone



R.J. Douglas

in the East had seen the pictures and tasted the grit blowing out of the Dust Bowl. As Douglas drove out from the green mountains of West Virginia, he expected to find a desert somewhere west of Arkansas. The fact that Stillwater, Okla., was green and had trees made him secretly very thankful. In no time, it was home for the whole family.

The position in the new department also pleased Douglas, and except for the war years 1942 to 1946, when he was fire marshal for Beech Aircraft in Wichita, he was its mainstay. As a teacher, Douglas was loved and respected by his students because he took a personal interest in each one. As a researcher into the chemistry of fire suppression, he was nationally recognized, and he was proud of his appointment to the National Academy of Sciences' Fire Research Conference. As an administrator, he was responsible for the academic department, the state fire service training program and the publication and distribution of IFSTA training manuals.

Douglas stayed busy with related matters. He traveled widely to promote fire service training. He and Heisler attended the FDIC regularly and spoke at fire schools, and Douglas lectured about fire protection on Oklahoma City's WKY television station.

In his spare time Douglas was active in community affairs. He was a Rotarian, a member of the Chamber of Commerce, a Boy Scout Leader, a long-time Sunday school teacher, an elder in the Presbyterian Church and a volunteer firefighter.

Douglas' death in January 1962 was a shock and great loss to his many friends and colleagues in the fire service, his family and the many students he had taught, guided and inspired.

Emmett T. Cox

Few men have given more than their lives to the fire service then Emmett T. Cox. For almost 60 years he was a firefighter, a fire marshal and a fire instructor. And he never missed an IFSTA meeting in 46 years.

Cox grew up near Marian Station on the eastern shore of Maryland. He loved railroading and left home to become a railroad telegrapher. By 1922 he was in Sullivan, Ind., where he served on the volunteer fire department. Five years later his new avocation became a career when he switched to paid fire fighting. His interest led him to attend several of the training sessions at Oklahoma A&M College in the early 1930s and he met Fred Heisler and learned of the innovations being made in fire service training at Stillwater. Cox became the first out-of-state firefighter to earn a certificate from Oklahoma's state fire service training program. He also supported the new academic program begun in 1937. He donated a bed for the student firefighters living in the Campus Fire Station's second-floor dormitory.



Emmett T. Cox

Cox attended that first Kansas City meeting called by the Western Actuarial Bureau where IFSTA was born. At the time he was a member of the Indiana fire marshal's department; he later became its director of education. He was also a fire department instructor for the Indiana Rating Bureau. In 1942 he became an engineer for the Western Actuarial Bureau, and during World War II he was senior civilian protection officer for the U. S. Office of Civil Defense. But no matter what his official capacity, Cox never lost his interest in IFSTA. He chaired almost every editorial committee in the history of the organization and was chairman of the executive board from 1961 to 1975.

A big man with a big smile, Cox was a popular delegate at the validation conferences. Elmo Anderson said he was a good “front man” in the best sense of the term. He had the ability to absorb the ideas of others and present them in acceptable form to the full group. He also knew to expedite the proceedings. Opening the 1970 conference, Cox explained that “all motions must be given to the secretary in writing for two reasons: one, to keep the record straight and, second, to reduce the number of motions. For if I had to write one I just wouldn’t make it in the first place.”

In 1970 IFSTA recognized Cox’s 35 years of contributions to the organization by putting his picture on the front cover of the proceedings. At the same time, Oklahoma Gov. Dewey Bartlett made him an honorary “Okie,” and the College of Engineering at Oklahoma State University made him an honorary faculty member.

Cox didn’t limit his fire service activities to IFSTA. After his retirement in 1969, he continued to work with the NFPA, the IAFF and the FDIC, which he co-chaired with Richard Vernor and chaired alone from 1958 to about 1970. He also chaired the IAFF’s first Redmond Safety Conference. He also was active in the Masons and the Boy Scouts. His death in June 1981 was a loss to many especially to those in the fire service.

Everett E. Hudiburg

It would be hard to write a history of IFSTA without mentioning Everett Hudiburg. Like Ray Pence and Fred Heisler, Hudiburg was there almost from the beginning. He has been an integral part of the publications, and he continued his interest in the organization after his official retirement and until the time of his death on February 11, 1987. In return, IFSTA has honored him by naming its award for outstanding achievement in training for him.

Like many others, Hudiburg happened into the fire service while planning a career in another direction. In the spring of 1932 while attending college at Oklahoma A&M, Hudiburg met Pence. Since jobs were scarce during the Great Depression, Hudiburg accepted Pence’s invitation to live in the fire station as a “sleeper” while continuing his education. Pence provided much of that education; he trained Hudiburg and took him to conference and training schools over the next several years. In 1933 Pence took Hudiburg and some others to Chicago to work a week with the Chicago Fire Insurance Patrol. By 1934 Hudiburg was qualified to accept a captain’s appointment in the Stillwater Fire Department.

Hudiburg stayed with the department until his retirement in 1952, but he made a few detours along the way. In 1936 he left the department temporarily to become the state’s first itinerant fire instructor. But he returned later in 1942 and was promoted to assistant fire chief and drillmaster. He trained many young men as firefighters, and sometimes he filled in as an instructor in Oklahoma A&M’s academic program.

His close association with the students led him during World War II to begin a small newsletter called *The Booster Line*, through he hoped to keep contact with student firefighters in the service. The first monthly edition, which went out in August 1942, consisted of two pages of news, addresses and breezy gossip. Over the next three years, *The Booster Line* grew in size and content. It listed fire alarms answered, discussed national policy toward the fire service, printed



Everett E. Hudiburg

technical items, passed on personal news and gave out addresses (until the censors curtailed that practice). Some of the items found their way into the NFPA's *Volunteer Fireman*. By the end of the war, the mailing list had grown to 150, and issues went wherever American forces were stationed.

One of the last issues recorded Pence's death and Hudiburg's promotion to replace him. While Hudiburg served as assistant chief and then chief, he continued an interest in IFSTA and its work in publishing fire service training materials. Though Hudiburg had not attended that Kansas City meeting where the organization was born, he had attended every validation conference since and had worked closely with Heisler, even writing parts of some of the manuals. So it was natural when Hudiburg retired as fire chief in 1952 that he began working as an associate editor for the "Red Books." He held that position for three years, learning from Heisler and Douglas, until Heisler's retirement in 1955, when Hudiburg was named editor of the manuals.

As editor, Hudiburg provided continuity. He kept the Heisler format and the time-tested Heisler method of compiling and checking materials at the validation conferences. Hudiburg, who remembered getting excited about distributing 1,000 manuals a month, saw distributions reach nearly 100,000 a year before his retirement in 1975.



Everett Hudiburg with his 1949 Chevy.

Harold R. Mace

No one has had more of an impact on the modern era of IFSTA and FPP than Harold Mace. His influence could also be felt in the modernization of Oklahoma Fire Service Training, the renaissance of the School of Fire Protection and Safety, and the creation of the International Fire Service Accreditation Congress. On the national level he was a pioneer in the development of the NFPA professional qualifications standards and a major figure in national fire service politics.

Harold Raymond Mace, an Oklahoma City native, was born on May 23, 1939. He was raised on a farm in what is now the general area of the I-35/I-44 interchange in north OKC. He earned undergraduate and graduate degrees from Central State University (now UCO) in Edmond. After college he worked as an elementary teacher before becoming an elementary school principal in Oklahoma City. In 1969 he was hired as the Director of Fire Service Training and Fire Protection Publications at Oklahoma State University.



Harold Mace

Harold's impact on the fire programs at OSU and the fire service on the national level were immediate and unprecedented. He was instrumental in the formation and operation of the Joint Council of National Fire Service Organizations and the National Professional Qualifications Board. He was actively involved in the Joint Council's development of a national professional qualifications standards and certification system. In 1972 he was named Chair of the first Fire Fighter Professional Qualifications and this committee developed the first editions of what is now known as NFPA 1001, 1002, and 1003.

IFSTA and Fire Protection Publications experienced enormous growth under Mace's leadership. During his tenure IFSTA formalized its organizational status and initiated an Executive Board to oversee its operations. The IFSTA validation conference grew to the point that it had to be made an "invitation-only" function to maintain its manageability. Fire Protection Publications grew from a handful of employees with \$100,000 year in sales to more than 40 employees and \$5 million dollars in sales at the time of his retirement. In his last years Mace set into motion actions that would result in FPP continuing to nearly double its staff and sales in the years following his retirement. Because of Mace's leadership IFSTA/FPP grew to and remains the world's largest publisher of fire training materials.

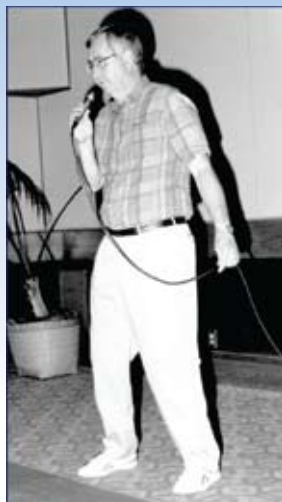
Mace was also instrumental in the growth and improvement of Oklahoma Fire Service Training. Under his leadership FST's staff and budget expanded considerably. He was responsible for the initial construction of FST's first full-scale practical training facility west of Stillwater. FST also became an accredited training organization during Mace's tenure.

In January 1986, in addition to his duties as Director of FPP and FST, Mace was named Department Head of the School of Fire Protection and Safety Engineering Technology. Under his leadership the school increased its enrollment from 60 to nearly 200 students, added faculty members, instituted an Advisory Board, and enjoyed a large growth in alumni support and donations.

Just prior to his retirement in January 1992, Mace initiated the formation of the International Fire Service Accreditation Congress (IFSAC). Building on the framework he developed, IFSAC would become the largest fire service accreditation program in the world, accrediting both certificate and degree programs.

In addition to the professional accomplishments listed above, perhaps Harold's greatest achievement is as a mentor to several generations of fire service leaders. His influence on the many students and employees who passed through the OSU system during his tenure, as well as the many IFSTA participants and other fire service members with whom he interacted, continues to be reflected in their leadership of the fire service today. Harold instilled a sense of honor, values, and stewardship in everyone he mentored and worked with. Though it's been more than a decade since his retirement, his philosophies and examples of leadership are still frequently cited in many fire service circles and he remains an icon in the Oklahoma and national fire services. He was clearly a leader in what can easily be referred to as the fire service's "greatest generation."

At the time of this publication, Harold is enjoying his retirement with his wife Sandra, children, and grandchildren. He resides in Stillwater and is a regular visitor to the FPP office.



Mr. Mace entertaining conference participants.



In 1972 he was named Chair of the first Fire Fighter Professional Qualifications and this committee developed the first editions of what is now known as NFPA 1001, 1002, and 1003. ca. 1972

Appendix H - References

Much of the historical information contained in this document was reproduced from a similar publication called *IFSTA/FPP – The First 50 Years* in 1983. That publication was written by former FPP Editor Bill Vandevort. It was based on a number of sources, including personal interviews with people who were involved with IFSTA from its first days. They included Everett Hudiburg, Doris Walton, Mrs. R.J. Douglas, Glenn Boughton, and Elmo Anderson. Others who provided information were Larry Borgelt, Gene Carlson, Harold Mace, and Lothar Smith.

Much of the basic research was done during 1981 as part of a masters' thesis, "Fifty Years of Fire Protection Training at Oklahoma State University" by Mary Jane Warde (Oklahoma State University, 1981). Especially valuable were Everett Hudiburg's *Beside the Still-Water: A Fire Protection Chronicle, 1885-1977* (Oklahoma City Metro Press, Inc., 1977) and *The First Forty Years: A History of Early Day Fire Service in Oklahoma*, published in Oklahoma City by the Oklahoma State Firefighters Association. Files in Special Collections at OSU's Edmond Low Library, the Stillwater Municipal Library, and the FPP Library hold numerous clippings and other items that provide information on IFSTA history.

IFSTA/FPP – The First 75 Years was completed by FPP Assistant Director Mike Wieder in 2008. FPP Senior Graphic Designer Desa Kinnamon was responsible for the design and layout of this document, and FPP Librarian Susan F. Walker assisted by finding most of the photos that were used. Special thanks to Harold Mace, Chris Neal, Bill Vandevort, Ann Moffat, and Richard Giles for reviewing this document. It should be noted that Ann Moffat continues to serve FPP as the Graphics Coordinator and is in her 36th year of service. She is the last remaining employee to have been hired by Everett Hudiburg.

Historic photographs courtesy of Fire Protection Publications Archives.



This booklet was prepared in honor of the 75th Anniversary of the collaboration of the International Fire Service Training Association, Fire Protection Publications, and the College of Engineering, Architecture, and Technology (CEAT) at Oklahoma State University.



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