



**Biannual Fitness Staff Teleconference Minutes
20 June 2017
4210 Labelle St, Ottawa**

*** OFFICIAL ***

1180-1 (CFMWS/PSP)

Present :

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Item	Discussion	OPI
1.	<p><i>Firefighter Pre-Entry Fitness Evaluation (FPFE)</i></p> <p><i>a. University of Alberta revision of FPFE</i></p> <ul style="list-style-type: none"> - Re-evaluation of the FPFE lead to a few changes : <ul style="list-style-type: none"> o the order of the test has changed; the equipment carry is now at the beginning and the Triceps bar will be used to replace the large tool in this event; o the diameter of the hose for the Charge Hose Advance has changed; o Rope Pull has been changed to the weighted Sled Pull; o CPAT Forcible Entry apparatus will be used for the Forcible Entry task; o the mannequin used in the Victim Rescue is heavier, 83 kg; and o some of the minimum standards have changed. - All these changes will be reflected in the new Ops Manual. - An email will be sent to the field to review current equipment. The additional/new equipment will be purchased and sent from headquarters. 	Nicole Thomas

	- The changes will not be implemented until FY 2018-2019.	
2.	<p><i>FORCE Evaluation</i></p> <p><i>a. Kit Reminders</i></p> <ul style="list-style-type: none"> - Be careful with the cords when pulling them out of the wall and when closing the case. The cords break easily and they must then be replaced. - The passwords are not to be shared. - The laptop and the iPads are only to be used to perform the FORCE evaluations. - The PSP staff should never be tested during an official evaluation involving CAF personnel as it affects the upload and PSP staff should only be tested under the “demo” mode. - As per the recent troubleshooting email, PSP Fitness staff should be completing the “confirm upload” process after each evaluation. <p><i>b. FORCE Programming</i></p> <ul style="list-style-type: none"> - Fitness Managers are to complete the FORCE observation survey. If it has not already been done, please allocate a date to observe local FORCE evaluations. The surveys are requested back by 01 September 2017. - The eFIT IT section is currently working on the second release of FORMeFIT Reports. This reporting site is restricted to limited numbers of CAF leadership, such as L0s and L1s. Information and training will be provided, if necessary, to the field staff before it expands and affect the Bases/Wings directly. - A system update is anticipated for the fall 2017, following merit boards. Information will be sent out with specific evaluation and shipping instructions once the dates are confirmed. <p><i>c. FORCE Policy</i></p> <ul style="list-style-type: none"> - An updated FORCE CANFORGEN is in the approval process. The particulars of mandatory waist circumference and rewards are still being discussed by CoC. <p><i>d. FORCE Evaluation PSP Employees</i></p> <ul style="list-style-type: none"> - Only half of the results have been submitted. - The results need to be sent to Kerry-Ann Dow by 01 September 2017. <p><i>e. Reserve Units and Army</i></p> <ul style="list-style-type: none"> - PSP staff is to perform the FORCE evaluation for Regular force personnel. 	Caitlin Salisbury

	<ul style="list-style-type: none"> - The evaluation for Reservist can be conducted by PSP staff or qualified CAF personnel. 	
3.	<p><i>Sandbags</i></p> <ul style="list-style-type: none"> - The draft request for proposal through the public system should be finalized in the fall 2017. The contract should be signed in early 2018. - The delivery of the NPF sandbags has been postponed to July 2017. The majority are already allocated for FORCEcombat, but a small quantity of sandbags will be available. 	Marcel Roy
4.	<p><i>CMTFE</i></p> <ul style="list-style-type: none"> - A CANFORGEN will soon be released for the CMTFE occurring in the fall 2017. - The kits are being built and aim to be complete in December 2017. - Ops Manual will be available in the fall 2017. 	Daniel Bourgoïn
5.	<p><i>DFIT.ca</i></p> <ul style="list-style-type: none"> - Migration has started (blind launch). - The use of Chrome for DFIT.ca is recommended, as it is faster and better in quality. It is also approved for use on the public system (DWAN). - Survey results have been tallied: <ul style="list-style-type: none"> o 26 locations answered the survey; o 26 locations offer individualized fitness programs; o 25-100 individual fitness programs are offered at smaller locations, and 500-1200 in larger locations; o 50% of those who have answered the survey use DFIT.ca to build their fitness programs; o Reasons why DFIT.ca is not being used: <ul style="list-style-type: none"> ▪ The site is too slow on the DWAN; ▪ The site is hard to access and is not practical for training; ▪ It takes a long time to create a program and the search engine is not reliable; ▪ Not all exercises are listed; and ▪ Often faster and simple to refer to personal tools and programs. 	Kerry-Ann Dow
6.	<p><i>FORCEcombat</i></p> <ul style="list-style-type: none"> - PSP is expected to provide training assistance. - It is asked to refrain from conducting individualised programs for this unit and to encouraged programs that are geared towards groups. - Military personnel will conduct the evaluations. - The army doesn't want to have the need of a certification to conduct the evaluation. 	Marcel Roy

7.	<p><i>Clothing Program</i></p> <ul style="list-style-type: none"> - Survey was sent to the Fitness Managers to gather opinions on the transition to the online clothing store, the products and services, and for comments and recommendations. - Fitness staff is to be consulted for the completion of the survey. - Survey is due back on 23 June 2017. 	Daniel Bourgoin
8.	<p><i>FSI Level 2 Review</i></p> <ul style="list-style-type: none"> - A working group in Borden looked at the FSI level 2 course. - All specialty evaluations will be removed from Borden On Job Training and will be conducted online. - Currently working on the online training for CANSOFCOM; Mark Carlson has been visiting the bases to present the new evaluation. It should be available online for 01 January 2018. 	Kerry-Ann Daniel Bourgoin
9.	<p><i>National Training Centre</i></p> <p><i>a. FORCE Evaluator</i></p> <ul style="list-style-type: none"> - The NTC is beginning to plan for the requirement to develop a sustainable system for re-qualification. - During the summer 2017, the NTC will be collecting input from the field. - The selected re-qualification process will be piloted at some locations starting in January 2018, and based on the results, the process will be re-piloted at other selected locations in February 2018. - Locations will be approached in the coming months to assist the NTC with the trial of the new re-qualification package, using their staff as testers. - More information to follow over the next coming weeks and months as the NTC continues to work out the finer details of the re-qualification package. <p><i>b. NTC Course Calendar FY17/18</i></p> <ul style="list-style-type: none"> - The calendar can be found on the CFMWS website, under the PSP Training section. - Key enhancements from the previous versions: <ul style="list-style-type: none"> o revamped/streamlined course descriptions; and o inclusion of BFTA, AFTA and UFSO course delivery schedule. - For additional information in regards to the NTC courses the point of contact is Rebecca Fox, NTC Training and Project Support Coordinator. <p><i>c. CAFconnection.ca</i></p> <ul style="list-style-type: none"> - Information on BFTA, AFTA and UFSO fitness training courses for military members is now available on the site. 	Chris Giacobbi

	<p><i>d. Fitness Employee Promotions</i></p> <ul style="list-style-type: none"> - When an existing fitness employee is the successful applicant for another fitness related job it is important to send an email to the National PSP Training Centre to confirm the training that the employee may require. - The NTC is currently only being informed when a new fitness employee joins the organization. 	
10.	<p><i>Adjournment</i></p> <p>The teleconference ended at 1410 hrs.</p>	