

## **FY-2016 Senate Budget and Performance Review State Fire Marshal**

### **MISSION STATEMENT:**

To promote safety and awareness and reduce the loss of lives and property to the citizens and businesses of Oklahoma through public education, investigations, inspections, building plan reviews, code assistance/enforcement and statistical data collection.

### **LEAD ADMINISTRATOR:**

Robert Doke  
Oklahoma State Fire Marshal  
2401 NW 23<sup>rd</sup> Street, Suite 4  
Oklahoma City, OK 73107  
Robert.Doke@fire.ok.gov  
(405) 522-5005

### **GOVERNANCE:**

Pursuant to Title 74 § 324.1 the State Fire Marshal Commission is created consisting of seven (7) members appointed by the Governor. One member appointed by the Governor; one member from a statewide association of career and volunteer firefighters; one member from a statewide association of municipalities; one member from a statewide association of Fire Chiefs, both career and volunteer; one member who is a Fire Investigator; one member from a statewide association of electrical workers; and one member from a statewide organization of professional firefighters. All members are subject to Senate confirmation.

### **Commission Board Members:**

Joe Elam, Major, Edmond Fire Department, Chairman  
Cary Williamson, Fire Chief, Ardmore Fire Department, Vice-Chairman  
Kirk Trezell, Fire Chief, Alva Fire Department  
G. Keith Bryant, Fire Chief, Oklahoma City Fire Department  
Cecil Clay, Deputy Fire Chief, Oklahoma City Fire Department  
Paul Gallahar, Retired, Tulsa Fire Department  
Stan May, Captain, Tulsa Fire Department

### **GOVERNANCE ACCOUNTABILITY:**

The Commission meets every month at various locations statewide that are filed with the Secretary of State. The Fire Marshal and the Commission feel it is important to meet monthly in different communities across Oklahoma in order to provide citizens with the opportunity to attend and discuss issues affecting their area. There is no attendance policy for Commission members; however a quorum of four members of the Commission is necessary to conduct official business.

Copies of approved and signed Commission Meeting Minutes are available on the Agency's webpage and in electronic format.

Is there an attendance policy for board members/commissioners? If so, is it being followed?  
N/A

### **MODERNIZATION EFFORTS:**

- (1) The Agency entered into a Service Level Agreement (SLA) with OMES in 2008. OMES provides service level support for local and wide area network services/firewall support; file/print services (server support); email services and personal computing equipment/software acquisition and implementation services.
- (2) The Agency is reviewing the benefits/costs of video conferencing for multi-site training, visual aid for investigations and construction projects in an attempt to reduce travel/meeting expenses. Return on Investment (ROI) is being analyzed.
- (3) Tablet/iPad applications for field agent use are being used in order to promote faster service to customers and reduce paper and duplication of efforts.
- (4) Building plan submissions are being reviewed in order to decrease the required plan pages presented for review in order to reduce paper and simplify the plan review process.

### **CORE MISSION:**

State Fire Marshal Agent duties include responding to calls for assistance from fire departments and law enforcement agencies across the state to determine the origin and cause of fires. Where probable cause exists, each Agent has the authority to arrest persons suspected of being involved in arson, attempted arson or conspiracy to defraud crimes and work in conjunction with city and county law enforcement officials to secure convictions and testify in court as expert witnesses. Each Agent conducts life safety inspections in assisted living centers, public and private schools, colleges and universities, child care (daycare) centers, jails, prisons, juvenile detention centers, hospitals, nightclubs, factories, horse race tracks and fireworks retail facilities. Each Agent conducts Fire Standard Cigarette (Fire Safe) inspections to verify the retailer is selling the FSC labeled cigarettes. Each Agent participates in fire prevention programs with public, private and educational organizations, volunteer and municipal fire, police and sheriff departments.

The Agency's building department examines plans and specifications of new construction or remodeling, sprinkler and alarm systems to ensure compliance with minimum safety standards adopted by the State Legislature and the State Fire Marshal Commission. Assistance with building codes and standards adopted by the state is available to all city, town or county officials throughout the state.

The Agency's Oklahoma Fire Incident Reporting System compiles and documents every fire in the state by receiving annual incident reports from the 914 fire departments as required by law. This information is collected and reported to the National Fire Incident Reporting System.

Fire Extinguisher Industry Licensing moved from the Oklahoma Health Department to this Agency as of November 1, 2014. Duties include processing new company and individual applications seeking licensing as well as processing company and individual renewal applications on a yearly basis. All companies and individuals currently licensed can be viewed on the Agency's webpage.

### **PRIVATE ALTERNATIVES:**

No services which are performed by the Agency are also performed in the private sector, except for independent fire investigations for civil litigation matters. The Agency has not been approached by any foundation, for-profit or not-for-profit corporation with efforts to privatize some of its functions.