



Office of Commissioner of
Insurance and Safety Fire
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Georgia Fire Fatality Reporting System Update Webinar Overview

Meeting Minutes

Georgia Fire Fatality Reporting System Update

Date: March 13, 2026

Time: 10:00 AM – 10:26 AM

Platform: Virtual Meeting

Facilitator: Amanda Jones

1. Welcome and Opening Remarks

- Amanda Jones opened the meeting, welcomed attendees, and allowed time for participants to join.
- The session was recorded to provide a post-meeting overview.

2. Introductions

Amanda introduced the expanded Community Risk Reduction (CRR) team:

- Supervisor Fallon Brown (South Georgia)
- Supervisor Kelly Sizemore (North Georgia, Regions 1-6 & 7)
- Latisha Banks (Region 6 – Northwest Georgia)
- Sherry Galvez (Region 4 – Central/South Central Georgia)
- Joshua Bain (Area 5 – Coastal Georgia)
- Kenny Guy (Region 2 – Southwest Georgia)
- Scottie Schultz (South Central Georgia)
- Jerrine Jackson (Region 1 – Northeast Georgia; not present but noted)

Each educator briefly introduced themselves and offered support to attendees



3. Purpose of Meeting

- To announce updates and changes to the Georgia Fire Fatality Reporting System, including transition to a new national reporting platform.

4. Importance of Fire Fatality Reporting

- Identifies at-risk populations
- Highlights common causes
- Supports development of CRR programs
- Aids code development and enforcement
- Tracks statewide trends and prevention progress

5. Reporting Requirements and Key Changes

What:

- All fire fatalities in Georgia must be reported, including delayed deaths caused by fire-related injuries.

When:

- Must be reported within 72 hours.
- Fatalities before March 15 go into the LMS system.
- Fatalities after March 15 must be entered in the National Fire Fatality Reporting System (NASFM system).

Who:

- Local investigators or State Fire Investigators may report.
- Agencies should coordinate with the State Fire Investigators to prevent duplicate entries.

How:

- Reporting will be done via the NASFM reporting system found on the OCI Website Under Safety → Fire Reporting & Education → Incident Reporting → Fire Fatalities.

Notes About the New Form:

- Requires same key data as the previous form but includes optional additional fields.
- Fire Fatality ID should be the incident number
- When completing the form, users must select “Approved – Continue Data Collection” for the form to expand and capture full information.



6. System Migration Notes

- As of today, the new system is going live on the OCI website.
- The CRR team has already begun migrating previously submitted LMS fatalities into the national system.

7. Resources Shared

Attendees were shown:

- Regional educator contact list
- QR codes for:
 - State website
 - LMS fatality reporting
 - New national reporting system
- Email sign-up QR code to ensure all agencies receive updates

8. Q&A Summary

Q: Should incident numbers include “+1” for multiple fatalities?

A: No. Only the base incident number is needed. The new form allows multiple victims within one report.

Q: What if the cause of death is later determined not to be fire-related?

A: Contact the CRR team at safetyed@oci.ga.gov; they will assist with corrections.

Q: What if a department has no fire marshal or investigator?

A: State Fire Investigators are available and should be contacted for fatality incidents

9. Closing Remarks

- A follow-up email with all links and resources will be sent.
- Educators remain available statewide for assistance.
- Meeting concluded with thanks and weekend well wishes