



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
FIRE ENGINEERING DIVISION
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Flame Retardant Advisory Committee
MINUTES
Tuesday, July 12, 2011
Meeting/Teleconference

Committee Goal: To provide a means of communications between the Office of the State Fire Marshal (OSFM), representatives of industry, the public and the fire service; and to seek comments and specific views on proposed regulations and intended future action.

SFM STAFF:

Ben Ho, Division Chief
James Parsegian, Chair
Vikkie Raby, Assistant Program Coordinator
Glenn Tong, Regulations Advisor

MEMBERS PRESENT:

Amber Anderson, Cosumnes Community Services District

MEMBERS ON LINE:

Tom Andrews, Turning Star, Inc.
Ellen Atkins, Delta Pacific Technologies, Flame Retardant/Flameproofing
Benjamin Bagwell, Glen Raven – Custom Fabrics
Juli Case, Industrial Fabrics Association International (IFAI)
Jonathan Curtsinger, Fabric Flameproofing
Wendy Holt, Contract Services Administration Trust Fund
Joe McNally, Mountain View Christmas Tree Farm
Kathy Newman, Firetect Flame Retardants
Pedro Vega, Dazian Fabrics

MEMBERS ABSENT:

Chris Bowness, QAI Laboratories
Bobby Puett, Diversified Testing Laboratories
Michael Lantier, City of Napa Fire Department

GUESTS ON LINE:

Rhonda Byrne, QAI Laboratories
John Gant, Glen Raven

I. CALL TO ORDER

The meeting was called to order at 11:11 A.M., on Tuesday, July 12, 2011.

Roll call was conducted; a quorum was established.

II. APPROVAL OF MINUTES

The Chair requested discussion on the May 23, 2011 minutes. Wendy Holt motioned to approve; Juli Case 2nd; all in favor, none opposed; motion carried.

The Chair requested discussion of the June 21, 2011 minutes. Wendy Holt motioned to approve; Juli Case 2nd; all in favor, none opposed; motion carried.

III. OLD BUSINESS

A. Flame-Retardant Product Transmittal

It was decided that the transmittal form was still not approved by the committee. James Parsegian agreed to resend the transmittal form to the group for additional review. All comments and suggestions need to be received by the Office of the State Fire Marshal within 7 days of the next meeting. The issue will be carried over to the next agenda.

B. Task Group Reports

- IFR workgroup: Jonathan Curtsinger presented an informational report regarding the topics the group has been working on. Jonathan Curtsinger motions for the minutes to reflect the presentation of said report; Joe McNally 2nd; all in favor, none opposed; motion carried.
- Certification workgroup: Samples of proposed certificates were presented to the group. The samples included both the existing certificate and the proposed certificate which will include the validation sticker.

C. Article 7 – Field Testing for Fire Resistance

This issue was tabled due to the group still needing to review the sample test reports.

D. Article 8. Flameproofing Certification, Labeling and Installation

Suggested changes were discussed section by section. The following sections were discussed:

Section 1320: It was decided that the wording “local fire department” would be changed to state “Authority Having Jurisdiction” for consistency. The group agreed to the section as modified by Glenn Tong.

Section 1321: It was decided this section is acceptable with minor modifications to wording. Kathy Newman expressed the feeling that Article 8 cannot be completed until the validation stickers have been finalized and approved.

Section 1322 will be the starting point for discussion during the next meeting.

IV. NEW BUSINESS

A. Committee Member Terms

James Parsegian made an announcement that he is pushing for term extensions to June 2013 for all members who wish to remain on the committee. All present would like to remain. James requested that all appointment letters be sent to Chief Hoover with a copy to James.

V. OPEN FORUM

- B. Jonathan Curtsinger stated he would like to see notes taken during the subcommittees to help assist in discussions with the Advisory group during subsequent meetings. This will help with keeping on track and ensuring accuracy of discussion topics being relayed to the group.

VI. SCHEDULE NEXT MEETING

The next teleconference was scheduled for August 11, 2011 at 10:00 A.M.

VII. MEETING ADJOURNMENT

The meeting adjourned at 12:51 P.M.