



**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**  
**OFFICE OF THE STATE FIRE MARSHAL**  
**FIRE ENGINEERING DIVISION**  
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**Flame Retardant Advisory Committee**  
**MINUTES**  
**Thursday, August 11, 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:**

James Parsegian, Chair  
Vikkie Raby, Assistant Program Coordinator

**MEMBERS PRESENT:**

**MEMBERS ON LINE:**

Ellen Atkins, Delta Pacific Technologies, Flame Retardant/Flameproofing  
Juli Case, Industrial Fabrics Association International (IFAI)  
Jonathan Curtsinger, Fabric Flameproofing  
Wendy Holt, Contract Services Administration Trust Fund  
Kathy Newman, Firetect Flame Retardants  
Pedro Vega, Dazian Fabrics  
Amber Anderson, Cosumnes Community Services District

**MEMBERS ABSENT:**

Chris Bowness, QAI Laboratories  
Bobby Puett, Diversified Testing Laboratories  
Michael Lantier, City of Napa Fire Department  
Tom Andrews, Turning Star, Inc.  
Benjamin Bagwell, Glen Raven – Custom Fabrics  
Joe McNally, Mountain View Christmas Tree Farm

**GUESTS ON LINE:**

Rhonda Byrne, QAI Laboratories  
John Gant, Glen Raven  
Sue Uhler, Siemens Corporation

**I. CALL TO ORDER**

The meeting was called to order at 10:05 A.M., on Thursday, August 11, 2011.

Roll call was conducted; no quorum was present. Two additional members came on-line after the roll call and as such a quorum was now present.

**II. APPROVAL OF MINUTES**

The Chair requested discussion on the May 23, 2011 minutes. This item has been tabled to the next meeting due to a lack of quorum present.

### III. OLD BUSINESS

#### A. Flame-Retardant Product Transmittal

James Parsegian informed the group that the Office of the State Fire Marshal will be researching the previous meeting minutes and other notes to find all discussions on the transmittal and determine whether or not the issue was ever voted on. He will present the findings to the group at the next meeting. The issue will be carried over to the next agenda.

#### B. Article 8. Flameproofing Certification, Labeling and Installation

Amber Anderson suggested that everyone create a flow chart reflecting how they would like to see the certification process work. James Parsegian also suggested the possibility of preparing two charts; the first will show the process as you see it now, including the pros & cons of the current process; the second will show how you would LIKE the process to be including pros & cons. James asked for all charts and suggestions to be emailed to him by August 26<sup>th</sup>.

#### C. Appointment Letters

James Parsegian reminded the group again that all appointment or reappointment letters need to be submitted to the SFM immediately. Please mail or email to Chief Tonya Hoover with a CC to both James Parsegian and Vikkie Raby.

### IV. NEW BUSINESS

There was no new business to discuss.

### V. OPEN FORUM

Jonathan Curtsinger shared a power point presentation he created with the group. After being told of security concerns of a web-based program such as he was presenting, he agreed to check into hacking possibilities with a web-based program. The main point of his presentation was to suggest another possibility for tracking and consistency in the certification process in the place of the proposed validation stickers. He feels the validation stickers are impractical and that other options should be explored.

Kathleen Newman shared with the group that she attended an NFPA 140 meeting, "Standard on Motion Picture and Television Production Studio Soundstages, Approved Production Facilities, and Production Locations". The intent was to determine the NFPA recommendation for code requirements on wood material and "wood flats" for Motion Picture use. They told me that if scenery is being made for crew only and with an audience of less than 50 people, then the wood does not have to be flame retarded unless the AHJ wants it to be. If the flats will be used with a live audience of 50 people or more, then the wood flats have to comply with NFPA 101 (Life Safety Code) and must be flame retarded on ALL exposed areas of the wood. Currently, many scene shops are only flame retarding the back side of the wood; which leaves the front side of the wood vulnerable. It was clarified that where decorative wood is required to be in compliance with ASTM E84 (NFPA 703); all exposed areas of the wood must comply with the fire code. This was information sharing only.

**VI. SCHEDULE NEXT MEETING**

The next teleconference was scheduled for September 21, 2011 at 10:00 A.M.

**VII. MEETING ADJOURNMENT**

The meeting adjourned at 11:58 A.M.