

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

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MINUTES
Residential Care Facility Advisory Committee
February 2, 2012
Office of the State Fire Marshal, Sacramento/Monrovia, California

PRESENT:

Ernie Paez, Chair, Office of the State Fire Marshal (SFM)
Steve Hart, National Automatic Sprinkler IP-Fund
Denise Johnson, CRCAC
Heather Harrison, California Assisted Living
Thomas Stahl, Department of Social Services (DSS)
Rocque Yballa, California Fire Chiefs Association
Richard Friend, Friend's Home Care
Tricia Nishio, Department of Social Services (DSS)
Joe Garcia, Tulare County Fire

ABSENT:

Scott Miller, L.A. City Fire Department
John Avis, Department of Social Services (DSS-CCL)
Laurie Almany, Board and Care Association
Joe Rodrigues, Department of Aging (CDA)
Steven Fairly, Melchiori Construction Company Inc.
Doug Pancake, Douglas Pancake Architects
Walt Brandes, Riverside County Fire

PARTICIPANT:

Eric Dowdy, Aging Services of California
Pat Stranahan, Mario Ballard & Associates Consulting
Michi Wong, San Francisco Fire Department
Terry Fogarty, San Francisco Fire Department
Jim Pettigrew, Ontario Fire Department
Christine Reed, Nor-Cal

STAFF:

Kevin Reinertson, Office of the State Fire Marshal (SFM)
Steve Guarino, Office of the State Fire Marshal (SFM)
Michell Nachtmann, Office of the State Fire Marshal (SFM)
Sonny Solich, Office of the State Fire Marshal (SFM)

I. CALL TO ORDER

Ernie Paez, Chair, called the meeting to order at **0911** hours at State Fire Marshal Sacramento Headquarters and State Fire Marshal Monrovia Regional Office.

II. INTRODUCTIONS

Each attendee gave a brief description of their background and the organization they represent.

III. APPROVAL OF MINUTES

Motion was made by Steve Hart to approve the November 2011 meeting minutes, Joe Garcia second the motion, all were in favor.

IV. GENERAL DISCUSSION:

1. **Old Business:**

- Ernie Paez discussed some old business that is still outstanding. The code change proposal from the Ramps Ad-Hoc committee that was approved by the RCF Advisory Committee has been moved forward to the State Fire Marshal and we are awaiting an answer from her.
- Ernie Paez stated that Doug Pancake who had been the Chair of the Day Care Ad-Hoc Committee could no longer Chair that committee due to other obligations but was willing to continue to participate. Update: Michelle Nachtmann from the SFM will be the new Chair.
- Heather Harrison will provide questions and answers from providers regarding C.O. alarms in large residential care facilities.
- Ernie Paez advised the committee that all training materials and information for the fire service and providers have been posted on the SFM Residential Care Advisory Committee web-site.
- The new updated Pre-inspection form has been posted on DSS web-site. The link was sent to Ernie Paez by Trichia Nishio and distributed to the whole committee.

2. **Rocque Yballa/Christine Reed** – Discussed and took comments on the Residential Care Facility Handbook that was produced by Nor-Cal Fire Prevention Officers Association for the Fire Inspector. Handbook was e-mailed to all committee members and participants.

3. **Tom Stahl** – Discussed the transfer of licensing functions from the Department of Alcohol and Drug Programs and Department of Mental Health to the Department of Social Services. This change will occur July 2012.

V. ROUND TABLE/NEW BUISNESS

- Tom Stahl stated that the committee roster is outdated and needs to be updated.
- Steve Hart stated that he will be putting together a list of dates of fatalities and other injuries in residential care facilities.
- Tom Stahl stated that Community Care Licensing is no longer able to conduct annual inspections of residential care facilities and have not been able to in a very long time.

VI. SET MEETING DATE(S)

Next meeting April 5, 2012 9:00 am – 12:00 pm

South SFM Monrovia Office 602 E. Huntington Dr. Suite A, Monrovia Ca. 91016

Conference room will be available for Northern participants at the SFM Headquarters Office 1131 S. Street Sacramento Ca. 95811.

Conference Phone # (877) 213-9444 Participant Code 821139

VII. MEETING ADJOURNMENT

Meeting adjourned at 1033 hours.

**Meeting Minutes Developed by:
Ernie Paez, Chief
Fire & Life Safety Division
CAL FIRE/OFFICE OF THE STATE FIRE MARSHAL
602 E. Huntington Dr. Suite A
Monrovia CA, 91016**