



**STATEWIDE TRAINING AND EDUCATION ADVISORY
COMMITTEE MINUTES
July 16, 2010 Sacramento, California**

	Member	Department	Representing	Present	Absent	Term Exp
1.	Childress, Dennis	Orange County FA	SoCal Training Officers	X		12/31/10
2.	Coffman, Dan	CSU Los Angeles	CA Fire Technology Directors Association	X		12/31/11
3.	Coleman, Ron	OSFM	Chair	X		N/A
4.	Jennings, Mary	CFFJAC	CFFJAC	X		12/31/10
5.	Kehmna, Ken		FDAC		X	12/31/11
6.	Knapp, Chuck		CSFA	X		12/31/11
7.	Martin, Bruce	Freemont FD	CFCA	X		12/31/10
8.	Myers, Ron		League of California Cities	X		12/31/10
9.	Olson, Kevin	CAL FIRE	CAL FIRE Academy	X		12/31/11
10.	Romer, Mark	Roseville FD	NorCal Training Officers	X		12/31/11
11.	Senior, David	Allan Hancock College	NorCal Fire Tech Directors		X	12/31/10
12.	Thomas, Rich	Newport Beach FD	CPF	X		12/31/10
13.	Wagner, Ken	Roseville FD	CFCA and Vice-chair		X	12/31/11
14.	Todd, Suzanne	CAL FIRE	CAL FIRE Academy	X		12/31/10
15.	Zagaris, Kim	OES	OES	X		12/31/10
	Alternate	Department	Representing	Present	Absent	Term
1.	Amaral, Brad		NorCal Training Officers		X	12/31/11
2.	Capehart, Timothy		CA Fire Technology Directors Association	X		
3.	Jennings, Mike		SoCal Training Officers	X		12/31/10
4.	McCormick, Ron		CA Professional Firefighters		X	12/31/11
5.	Scranton, Tim		League of California Cities	X		12/31/11
	Staff	Department	Position			
1.	Garcia, Mike	OSFM—State Fire Training	DSFM III		X	
2.	Hamilton, Alicia	OSFM—State Fire Training	Fire Service Training Specialist III		X	
3.	Kitchel, Wesley	OSFM—State Fire Training	DSFM-RA		X	
4.	Purkeypile, Mark	OSFM—State Fire Training	Office Technician-Recorder	X		
5.	Richwine, Michael	OSFM—State Fire Training	Division Chief		X	
6.	Rodriquez, Ramiro	OSFM—State Fire Training	DSFM III		X	
7.	Slaughter, Rodney	OSFM—State Fire Training	DSFM III	X		
8.	Vandevort, William	OSFM—State Fire Training	DSFM III-RA	X		
	Wilshire, Mary	OSFM—State Fire Training	Manager, Certification & Instructor Registration	X		

	Guests	Department	Representing			
1.	Bennett, Rick	Clovis Fire	Clovis Fire			
2.	Davis, Alan	Humboldt COE-ROP	Humboldt COE-ROP			
3.	Hopkins, Cindy	CAL FIRE	CAL FIRE			
4.	Hudson, Jim	CAL FIRE	CAL FIRE/RIC Cadre			
5.	Koerperich, Nancy	CAL FIRE	CAL FIRE			
6.	Mentick, Mike	MOFD	MOFD			
7.	Reynolds, Dick	USFS	USFS			
8.	Tollefson, Tennis	Sierra College	Sierra College			
9.	Woody, Jon	CAL FIRE	CAL FIRE/RIC Cadre			
10.	Yballa, Rocque	CCFD	NorCal FPOs			

I. Call to Order/Introductions and Welcome (00:00:01)

The meeting was called to order at 9:00 A.M. by Chair Ronny J. Coleman. The Chair welcomed members and guests, and a quorum was established.

II. Agenda Review (00:01:00)

Issue: Cutting back on printing of STEAC materials

Discussion: R. Coleman advised that cutting down on future paper consumption in regards to printing out the attachments for each committee member is in the works for STEAC, and the use of electronic visual aids will be introduced at future meetings.

Issue: Motion Required vs. Motion on Agenda

Discussion: R. Coleman advised that the term "Motion Required" will be used instead of "Motion" for the purpose of clarity on current and future agenda items.

III. Approval of Minutes

Issue: Approval of the January 29, 2010 Minutes (00:07:52)

Motion:	M. Jennings moved to approve. D. Coffman seconded.
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Discussion: None

Action:	Motion carried unanimously. (00:08:31)
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Committee Member Bruce Martin arrived at the meeting at 9:11 A.M.

IV. Old Business

A. Issue: Command & Control of the RIC Operations Course Approval (00:10:34)

Presenter: R. Slaughter and Rick Bennett

Motion:	B. Martin moved to approve M. Jennings seconded.
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Discussion: This will move to the SBFS fall meeting and upon approval, the next steps will be to put course in CIRM and make available for delivery. The course should also be announced on the website. Current qualified instructors are the cadre—approximately 15 people. A discussion concerning the RIC Instructor Guide and Student Manual ensued with no required action. K. Zagaris will request at the July, 2010 SBFS meeting that a special meeting to approve this course be conducted.

Action:	Motion carried unanimously. (00:19:51)
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Action Plan:	Go to SBFS. Course will go onto the website and into the Course Information Required Materials Manual. Also, a notice will be given to
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the Fireline to let everyone know throughout the state and STEAC representatives and advertise that the opportunity of the course exists.

B. Issue: RIC Operations Course Approval (00:29:19)

Presenter: R. Slaughter, Jon Woody, and Jim Hudson

Motion: C. Knapp moved to approve. M. Jennings seconded.

Discussion: This will move to SBFS fall meeting and upon approval, the next steps will be to put course in CIRM and make available for delivery. The course should also be announced on the website.

Action: Motion carried unanimously. (00:32:02)

Action Plan: Go to SBFS. Course will go onto the website and into the Course Information Required Materials Manual. Also, a notice will be given to the Fireline to let everyone know throughout the state and STEAC representatives and advertise that the opportunity of the course exists.

C. Issue: Volunteer Firefighter Standards & Curriculum Update (00:37:46)

Presenter: R. Slaughter

Discussion: Sonoma County has reviewed the NFPA standards that would reduce volunteer firefighter training by half. Humboldt County has been contacted by Sonoma County and it (the Volunteer Firefighter Standards & Curriculum Update) and has been used as the backbone of Volunteer Firefighter training. The purpose of bringing this issue to STEAC is for distribution and awareness. A CTS standard and analysis for Volunteer Firefighter training needs to be done concurrently. At this time, there is no plan to issue a Volunteer Firefighter training certificate.

Action: Continue moving forward with the Volunteer Firefighter Standards & curriculum. All STEAC members are to review the two documents associated with the issue (Attachment IV.C. and Handout IV.C.).

D. Issue: Curriculum Status Report (00:50:32)

Discussion: Agenda item was passed on. STEAC was notified of the new "Instructor's Corner" on the State Fire Training website that was created by Alicia Hamilton. Additionally, R. Coleman notified STEAC that items are posted on the website between meetings, so Members should check periodically for new material.

K. Olson left the meeting 9:52 A.M. (00:52:55)

E. Issue: Fireline Safety Awareness for Hired Vendors CIRM Approval (00:54:35)

Presenter: Dick Reynolds and Nancy Koerperich

Motion: To approve the proposal of the Fire line Safety Awareness for Hired

Vendors CIRM as an FSTEP class where they [the vendors] get a certificate of completion, in which the Chair stated that a modification of the document is required. D. Coffman moved to approve. R. Myers seconded. (01:06:45)

Discussion: Currently, CAL FIRE, as well as a series of community colleges is putting on classes that meet the federal requirements of Fire Safety Awareness for Hired Vendors (contractors). At present, the NWCG Annual Fireline Safety Refresher class, RT-130, is a requirement of operators that also meets the federal requirements. The document under discussion reflects the NWCG class. The Fireline Safety Awareness for Hired Vendors course is similar to the Volunteer Firefighter program in that it must have consistency in training. By adopting this CIRM, it will enable the hired vendors and their safety awareness training to be “under the blanket” of CAL FIRE.

The reason for not using the RT-130 course is that the amount of vendors that require training outweighs the number of qualified instructors that we currently possess. This is a way to incorporate more instructors in Fireline Safety Awareness for hired vendors. There is a sense that there is currently a pool of approximately 50 instructors.

A certificate of attendance/course completion card will be issued annually to all vendors who complete the class. The expiration for the card is one year. At that time, the vendor will need to re-attend the class to receive a new certificate of attendance for the current year. This will be an FSTEP class. Currently, there are no other FSTEP classes that are valid for only one year. The current price of an FSTEP registration is 20 dollars. The instructor guide will follow the FSTEP requirements, which is in the process of being approved. If everything is completed by November 2010, then the Fireline Safety Awareness for Hired Vendors class could be launched in 2011.

The document will not go forward to the SBFS at this point as there are instructor requirements and course materials to be considered. The SBFS should expect more documentation from the workgroup as well as instructor guides and collaterals.

Action: Motion carried with one dissenting vote by C. Knapp. (01:26:55)

At 10:30 A.M., the committee recessed for a break and reconvened at approximately 10:46 A.M.

F. Issue: Chief Fire Officer and Executive Chief Officer Course Outlines (01:35:24)

Presenter: Bill Vandevort

Motion: M. Jennings moved to approve. K. Zagaris seconded.

Discussion: In 2009, the Course Outlines had been brought before STEAC where they were endorsed and sent to SBFS and approved. In November 2009 there was a presentation of different levels. On January 26, 2009, STEAC approved the Company Officer. 1021 was used as a model. The curriculum is a reflection of national practice. The initial direction that was given was to minimally meet NFPA standards. The existing curriculum does not reflect NFPA standards. It is now based on the NFPA 1021 standard. The subject matter is nearly the same as 1021, however, it is arranged differently.

Action:	Motion carried unanimously. (01:51:47)
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V. New Business

A. Issue: Fire Inspector I (01:56:50)

Presenter: Mark Romer

Discussion: A cadre was developed with Rocque Yballa and Mike Mentick. This is designed to bring Sacramento State University into the process.

Action:	None
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B. Issue: Fire Inspector II (02:56:50)

Presenter: Mark Romer

Discussion: None

Action:	None
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C. Issue: Plans Examiner (02:56:50)

Presenter: Mark Romer

Discussion: None

Action:	None
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D. Issue: Fire Marshal Course Outline Updates (02:56:50)

Presenter: Mark Romer

Discussion: The Fire Prevention Officers are the largest constituents of this certification. Therefore, STEAC should get the course outlines out to the Fire Prevention Officers so they are aware. There is hope to get to the final review process done in August and present the final drafts in the curriculum at the next STEAC meeting. Presently, there is no implementation plan in place.

Action:	None
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The Committee recessed for lunch at 11:45 A.M. and reconvened at 12:05 P.M. Mary Jennings and Ron Myers left the meeting at 12:05 P.M.

E. Issue **Management I-Final Exam in lieu of Certification Exam** (02:47:54)
Presenter: D. Coffman
Discussion: Everyone who is going through the course also needs to go through the same certification process and testing. D. Coffman stated that the [hybrid] course has been taught online now for three semesters. After a review of the past STEAC meeting minutes, it was undetermined if STEAC ever approved to put the certification exam online.

Action:	R. Slaughter to contact M. Richwine concerning the issue of whether or Not the hybrid course certification exam was ever approved to go online. (03:02:22)
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F. Issue: **Line of Duty Death Prevention Training** (03:02:22)
Presenter: R. Slaughter
Discussion: This is to be diverted back to members of STEAC and will reassess in a future meeting.

Action:	None
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G. Issue: **NFPA 1500 Update** (03:05:06)
Presenter: D. Childress
Discussion: A presentation was made on the current committee efforts on revising the 1500 and 1582 documents. The presentation is a FYI and a heads up on what is being discussed and proposed major changes to the standards.

VI. Announcements

A. Issue: **Company Officer Curriculum Update** (03:30:42)
Presenter: Bill Vandevort
Discussion: For Command 1A, a textbook, “Strategy and Tactics”, has been selected. The publisher, DELMAR, will create a custom, California edition textbook with 12 chapters and an appendix. The expected cost will be between 45 and 50 dollars per text.

For Command 1B curriculum, initial company actions and high-rise are being considered. The rest of the course will consist of simulations. Bill Vandevort spoke with Jones and Bartlett regarding a textbook for the course. However, because State Fire Training has the information for the class in our system, we will have to create our own text/supplement for Command 1B. The development process may be sped up due to the

contract with Sacramento State University which will go into effect September or October of 2010.

Action:	Mark Romer will head the revision of the Company Officer Certification course Fire Prevention 1: Life and Safety Inspections beginning September 2010. (03:31:28)
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B. Issue: Accreditation Site Visits (03:40:13)

Presenter: R. Slaughter

Discussion: The Accreditation Site visits have hit a stall due to budget and accreditation issues. Currently, R. Slaughter has six accreditations from various colleges. He has sent out requests for more, but has only received two responses—one from Yuba College in Marysville, and the other from Miramar in San Diego. The Yuba College accreditation is planned for May 2011 and Miramar for December 2010. Humboldt is working on an accreditation package also that is not yet available on the website. R. Slaughter also invited any STEAC members to volunteer to help out with the accreditation process.

Action:	None
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C. Issue: Emergency Vehicle Technician (EVT) (03:45:42)

Presenter: R. Slaughter

Discussion: The Fire Mechanics Academy formed a workgroup and began working on a certification track

Action:	Mark Romer has been assigned to the Fire Mechanics Academy workgroup. (03:46:43)
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VII. Roundtable

A. Issue: Interschutz Fire Show (03:47:06)

Presenter: R. Coleman

Discussion: The European Fire Service is moving forward on multiple fronts. The next Interschutz Conference will be held in 2015 and it is expected that the American pavilion will have close to 200 vendors present. R. Coleman has a CD for distribution entitled “Emerging Technology in Europe”.

B. Issue: California Fire Museum (03:55:55)

Presenter: D. Coffman

Discussion: The California Fire Museum was approved to be located at the old El Toro Marine base. The California Fire Museum has been allocated three acres as well as possibly a hanger in the interim. The next board meeting will be

held on Thursday, July 22, 2010. Money is still needed to be build the museum. R. Slaughter has created a brochure for the museum.

C. Issue: Mike McGroarty's passing (03:57:59)

D. Issue: Bruce Martin Congratulations on Receipt of his M.A. in Homeland Security Studies from the Naval Postgraduate School (03:58:24)

VIII Future Meeting Dates (04:01:10)s

Friday, October 15, 2010 to be confirmed based on SBFS meeting schedule in the Fall. M. Wilshire will advise committee via e-mail, of the date of the next STEAC and SBFS meetings.

9:00 A.M. – 3:00 P.M.

Office of the Fire Marshal
1131 S Street
Sacramento, CA 95811

The meeting adjourned at 1:25 P.M. by Chair R. Coleman.

July 16, 2010 STEAC minutes posted at:

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