



# STATEWIDE TRAINING AND EDUCATION ADVISORY COMMITTEE MINUTES

April 17, 2015 – Sacramento, California

## **Members Present:**

Timothy Adams, So Cal Training Officers Association (alternate)  
Bradley Arganbright, Nor Cal Training Officers Association (alternate)  
Robert Briare, California Professional Firefighters  
Taral Brideau, California Fire Fighter Joint Appreciation Committee  
Ron Coleman, STEAC Chair  
Randy Collins, California Fire Technology Directors Association (North)  
Gary Dominguez, California Fire Technology Directors Association (South)  
Lorenzo Gigliotti, California Governor's Office of Emergency Services (Cal OES) (alternate)  
Sam Hoffman, California State Firefighters Association (alternate)  
Pete Jankowski, League of California Cities (alternate)  
Matthew Jewett, California Fire Technology Directors Association (North) (alternate)  
Daren Palacios, California Metropolitan Fire Chiefs  
Gaudenz Panholzer, California Fire Chiefs Association  
Joe Tyler, Cal Fire Academy  
Ken Wagner, California Fire Chiefs Association, STEAC Vice Chair  
Kim Zagaris, California Governor's Office of Emergency Services (Cal OES)

## **Members Absent:**

John Binaski, League of California Cities  
Bret Davidson, SoCal Training Officers Association (South)  
Chris Jelinek, Nor Cal Training Officers Association  
Mary Jennings, California Fire Fighter Joint Apprenticeship Committee (alternate)  
Kenneth Kehmna, Fire District Association of California  
Daniel Stefano, California State Firefighters' Association  
Stephen Shull, California Fire Technology Directors Association(South) (alternate)  
Rich Thomas, California Professional Firefighters (alternate)

## **State Fire Training Staff:**

Joseph Bunn, Fire Service Training Specialist III  
Mike Garcia, Deputy State Fire Marshal III Specialist  
Lynne Gibboney, Associate Governmental Program Analyst  
Diane Radford, SFT Division Support  
Mike Richwine, Assistant State Fire Marshal and Division Chief  
Mark Romer, Fire Service Training Specialist III  
Rodney Slaughter, Deputy State Fire Marshal III Specialist

## **Guests:**

Jon Black, Santa Clara County Fire Department, Auto Extrication Cadre  
Tony Bowden, Fire District Association of California  
Brendan O'Leary, City College of San Francisco  
Rick Cory, Fremont Fire  
Heather Williams, CSUS

## I. Introductions and Welcome

The meeting was called to order at 9:00 a.m. by Ken Wagner.

### A. Roll Call/Quorum Established

A quorum was established during introductions.

### B. Senator Campbell Recognition

Chief Coleman advised that Senator Campbell was the patron saint of the Fire service for 25 years. He was a critical part of the State Senate Committee on Fire and Life safety. He asked for a moment of silence on his behalf. Chief Coleman advised that he is putting a narrative together that will be going into the National Fire Service newsletter. A discussion about services for him ensued and Chief Richwine said he will get the information out to the STEAC members.

### C. Member Appointment/Reappointment

1. Gary Dominguez-Member-California Fire Technology Directors Association(CFTDA)-South
2. Matthew Jewett-Alternate-California Fire Technology Directors Association(CFTDA)-North
3. Randy Collins-Member-California Fire Technology Directors Association (CFTDA)-North

### D. Past Member Recognition

1. Natalie Hannum-Member-California Fire Technology Directors Association (CFTDA)-North
2. Timi Hayward-Member-California Fire Technology Directors Association (CFTDA)-South

## II. Agenda Review

Ken Wagner indicated that Chief Coleman would be late to the meeting, and he would chair the meeting until his arrival. Chief Coleman arrived at 9:50 AM and therefore the meeting was turned over to him at that time.

## III. Approval of the January 16, 2015 Minutes

Randy Collins asked if they could put the prior minutes out on the website. He was advised they are on the website listed under the previous month. Chief Richwine asked if the minutes were emailed to all members, and he was advised that an email is sent out notifying all members that the information is available on the website.

**Motion:** *Randy Collins moved to accept the minutes from January 16, 2015.  
Daren Palacios seconded the motion.*  
**Action:** *All members voted unanimously.*

#### IV. State Board of Fire Services (SBFS) Update

Chief Richwine indicated that the SBFS meeting was not held due to a lack of quorum. It was scheduled Ken Wagner said, that the IFSAC and PROBOARD accreditation and certification exam process will happen at the next scheduled SBFS meeting in May 2015.

#### V. Mission Alignment Objectives

##### A. Achieving National Recognition

##### **1. Mount San Antonio College Reaccreditation**

**Presenter: Mike Garcia-  
(Attachment 1)**

Mike Garcia indicated he and Rodney Slaughter completed the site visit on March 12, 2015. This was part of a shared service agreement, wherein they reviewed a 220 page self- assessment report along with a review of the demographics. The process was completed in one full day, including the review of all Fire Fighter I items. They met with the College President, Dr. William Scroggins and Vice President of Instructions, Dr. Irene Malmgren, and identified a few areas needing improvement for tool technologist. The college is very interested in being a positive impact in that area. He indicated there were about 30-40 per students per class. Several that had their AA degrees, and 2-4 that had their Bachelor degrees. The school is active in the outreach program and is a diverse organization. Gary Dominguez indicated that the visit was handled very professionally, and he expressed his appreciation to M. Garcia and R. Slaughter.

**Motion:** *Randy Collins moved to accept the reaccreditation of Mount San Antonio College.  
Gary Dominguez seconded the motion.*  
**Action:** *All members voted unanimously.*

##### B. Curriculum Development & Delivery

##### **1. National Fire Academy (NFA) 2016 Course Call**

**Presenter: Mike Garcia  
(Attachment 2)**

Mike Garcia stated that he has been working with the National Fire Academy (NFA) for about 2 years now with input from Chief Coleman and the California State Firefighters Association (CSFA) volunteer committee. He passed out a handout that indicated the locations and courses that will be published on the website. This coming Monday in San Francisco, a 6 day course will begin. If there are funds cut to the program, it will typically be a two day weekend course. NFA picks up the costs, while the Host agency helps transport instructors to and from the airport and the hotels to the classes. The need is to have at least 15 students in each of the 2 day classes.

**2. Integration of NFA Courses into State Fire Training**

**Presenter: Mike Garcia  
(Attachment 3)**

Connected to the National Fire Academy (NFA), the NFA courses are being assigned to states. No parameters have been set. State Fire Training (SFT) can use whomever we want to teach these courses. There are 37 courses which contain youth juvenile fire programs. The Firescope committee is looking at the two day course, possibly making it into a 3 day course. We are working on a plan to determine implementation of a portion of the NFA course. American Council on Education (ACE) accreditation will not be done by the NFA. See packet for course information. If anyone wants to evaluate one of these courses, Mike Garcia can send the information to them as they are available to him online. Chief Richwine said these are not available to the fire academy. M. Garcia said once you pick your 9 courses you cannot get more courses. A discussion took place that included Chief Richwine, Mike Garcia, Randy Collins and Kim Zagaris regarding funding issues, mid-level management courses and materials in electronic format. Chief Richwine indicated there is less than \$20K made available each year to SFT. Chief Richwine asked M. Garcia to include some planning options as a part of this process going forward.

**3. Fire Apparatus Driver/Operator Standards & Curriculum**

**Presenter: Mark Romer  
(Attachment 4)**

A meeting took place early last year where a brand new look to the driver operator track was developed. There is a historical review in the handout provided. The original driver operator program was written in 1987, with close to 50 people at California Specialized Training Institute (CSTI). Mark Romer indicated that within one week, 80 hours of instruction, lesson plans and tests and skills testing were completed. Every participant paid their own expenses. The 2000 the program was re-written. Ten people participated and it took almost a year to complete the lesson plans, power points, tests, written and skills testing. It was determined to scale back the courses to Driver Operator 1A and Driver Operator 1B.

In 2009, the Aerial Tiller Driver Operator 1C class was created and was approved in 2011. It was then placed in the FSTEP track, because the National Fire Protection Association (NFPA) certification training standard was not yet created.

The new certification track cadre consisted of nine members from a number of different agencies in the Los Angeles county area. They met in September 2014 for nine days to review and develop the new certification track. The cadre reviewed the differences between the 2000 version and 2015.

Initially the Driver Operator certification was provided upon completion of the Driver Operator 1A and 1B courses. Now there is a licensing change required. As a pre-requisite, the student must have a Class C Driver's License, on road driving and practice with agencies after training.

As of 2015, the changes include the prerequisite Class C Driver's License, completion of the Driver Operator 1A and 1B courses and completion of the certification process which includes the written and skills test, task book, and appointment by the Fire Chief. A discussion took place with questions asked by Randy Collins, Ken Wagner and Tim Adams regarding Driver Operator pump, skills classes and tests and the curriculum. M. Romer advised that the Driver Operator Series handout chart on course layout and prerequisites outlines the changes, and the current process should continue to be used until the changes are finalized.

M. Romer indicated that a lot of agencies don't have tillers but need certifications for aerial. Both the Aerial and Tiller programs were pulled apart and they created a new certification for aerial. The Certification Training Standard (CTS) and course plan is a 40 hour class. The certification now includes a minimum of 4 hours driving an aerial apparatus, including cones. The process includes skills sheets and the certification exam. The task book is restricted, meaning the student must apply for it after completing all prerequisites and course work. They must also be appointed to the position of driver operator to get certified. Tim Adams asked if they can get a task book or are they not allowed to ask for one? M. Romer said yes they can ask for the task book, once all courses are completed and the fee and fee schedule are submitted.

M. Romer said that the Driver Operator Tiller certification standard, course plan is 40 hours, and the prerequisites are that the student has completed their Fire Fighter

I, Fire Apparatus Driver Operator 1A, and holds a class C Fire Fighter endorsed driver's license. Gaudenz Panholzer asked what degree of overlap is there from the aerial vs the tiller course. M. Romer said there is none. This is just the driving of the tiller. There is no aerial experience needed, per the NFPA.

M. Romer discussed the Driver Operator Wildland course, indicating that the NFPA Wildland is becoming a bigger thing. We need to teach people to do this Wildland driving. M. Romer reviewed the certificate training and course plan. He indicated that this course requires completion of a Driver Operator 1A while driving a Wildland fire apparatus. This certification also involves different terrain such as gravel. There are driving courses in Inone and Los Angeles County.

Tim Adams asked if there is any verification of driving courses approved by the Department of Motor Vehicles (DMV). Chief Richwine said that as long as the course meets SFT standards, this is a self-certification process.

M. Romer discussed the new certification standards for Fire Apparatus Driver/Operator - Water Tender Apparatus. He indicated that this is the fire apparatus that causes the most fatalities. A discussion took place surrounding injuries and we are encouraging this as a necessary certification to continue operating. M. Romer indicated it is strictly voluntary.

Chief Richwine asked if water tender operators need to complete Fire Fighter I training or do they have to be certified as a Fire Fighter I. Tim Adams said they need to be a Fire Fighter I. Kim Zagaris said we probably have both in California. Sam Hoffman said yes we have both. Chief Coleman said he has gotten a couple of calls about this and wanted to know what the course of action is today. Ken Wagner said this is preliminary and we can introduce more about this at the July meeting. Taral Brideau said we should drop the prerequisite class fee, but the course plan says they do not need to be certified as Fire Fighter I, but they must have completed all of the skills. K. Wagner said they should be at the point where they have a task book open. K. Wagner said for everyone to get their questions and issues back to M. Romer well prior to the July meeting. Tim Adams asked if this PowerPoint can be put on the website for review. M. Romer said yes it would be.

#### **4. Plan Examiner Standards and Curriculum**

**Presenter: Mark Romer  
(Attachment 5)**

This is the third reading of the Plan Examiner curriculum. This was brought forward to STEAC originally for review back in 2010. Then in January 2014 it was brought back for review again, and was subsequently brought to the cadre in February 2014. There were some concerns about the curriculum and the STEAC committee did not approve the curriculum at that time. In January 2015, a cadre was reconvened and the items were revisited. Some topics were shifted for better flow and additional hours were added to allow for enough time to cover the material. The

curriculum was then brought up to date with the latest standards by the National Fire Protection Agency (NFPA).

**Motion:** *Ken Wagner moved to approve the Plan Examiner Standards and Curriculum.*  
*Gaudenz Panholzer seconded the motion.*  
**Action:** *All members voted unanimously.*

## 5. Fire Control 4 Curriculum

**Presenter: Mark Romer  
(Attachment 6)**

This course curriculum came about because of the Fire Fighter II level and the need to instruct students on how to handle flammable liquids. Pipeline safety civil penalties provided funds to put a program together. Two National Fire Protection Agency (NFPA) Job Performance Requirements (JPR's) were looked at for Fire Fighter II as a model, and then they brought in a section on pipeline safety emergencies. This was originally two separate courses and now has been pulled together as a 16 hour course. Training was tabled due to the California water shortage, because it takes several thousand gallons of water.

A discussion took place including Chief Richwine, Kim Zagaris, Chief Coleman and Mark Romer about air quality and safety issues. Chief Richwine indicated safety is recognized, and we need to move forward working with the governor's office to establish regional training so we can do flammable training, tactical skills and propane. However with the drought he is having second thoughts. Additional discussions took place wherein Tim Adams indicated we should look at air quality from the state level down to the county level. Chief Richwine commented that we should be looking at each region. Chief Coleman, M. Romer and K. Zagaris discussed Fire Fighter burn training, Fire Control 3 and asbestos. K. Wagner indicated to send out any issues to M. Romer well before the July STEAC meeting.

## 6. Vehicle Extrication Curriculum

**Presenter: Mark Romer  
(Attachment 7)**

Mark Romer indicated that Jonathan Black was the Cadre lead for the rewrite of this curriculum. J. Black said he fell into this with the Fire Fighter I curriculum. The Cadre was a good blend and good discussions took place. However, the downside was there was no instructor manual or resources. Each organization was teaching very differently. The 2015 version is a 24 hour class, with 9 hours of lecture and is designed to meet the Fire Fighter II requirements. This was developed to follow the National Fire Protection Association's (NFPA) 1006, Chapter 10, level one standard.

This is now seamless for future tracks. Two texts are now provided. Vehicle extrication levels I and II are provided for Fire Fighter I and Fire Fighter II. Chief Richwine complimented Captain Black for his contributions to this. He commended him for stepping up as a cadre lead and for his Chief Ken Kehmna for his support.

## **7. Incident Management of Major Fires Curriculum**

**Presenter: Joe Bunn  
(Attachment 8)**

This class was derived from STEAC in 2014 as an educational potential. Classes were pulled and identified in the Chief Officer series as career development or continued education. One of the classes identified that this was developed in lieu of, was the legacy Fire Command 2A course. FSTEP courses are not required to use the National Fire Protection Agency (NFPA) standard, but due to Blueprint 2020, the Cadre tried to use this as much as possible. This course was last revised in 1985. The NFPA 1561 standard was a basis for this, along with NFPA 1500, 1021, and 1521 as additional documents to support this as a whole. The Cadre finished in three days, including the Course Information and Requirements Manual page (CIRM). The outcome is a 40 hour course, with two days didactic, three days in simulation. Although the Certification Training Standards are not used for FSTEP courses, they are generated from the Job Performance Requirements (JPR'S), Terminal Learning Objectives (TLO'S) and the Enabling Learning Objectives (ELO'S). Although this course transition for Chief Fire Officer won't take place until January 2016, this is being proposed because the legacy class Fire Command 2A course is very outdated. This could be used in lieu of that course until the end of 2016. Chief Coleman stated that paragraph two on page three creates some level of confusion. Chief Richwine commended Joe Bunn. However he sees two issues. One is course approval and the second is equivalency as FSTEP to CFSTES. That has not been allowed in the past, due to it being a policy issue. He advised to make sure members are aware of the request and delivery system to use for next 18 months towards certification. J. Bunn stated that the hours are identical to the old course. So he does not see an issue. Chief Richwine said this is superior to the 2A. Ken Wagner advised that rather than titling this as it Fire Command 2A, call it Command 2A, and approve it as presented. Then on December 31, 2016 it will retire in that form and become the new title- Incident Management of Major Fires curriculum. Chief Richwine wanted to hear feedback from the community colleges. A discussion took place with Randy Collins, Chief Coleman, Gary Dominguez, Kim Zagaris and J. Bunn. J. Bunn said that as an FSTEP class because of the name change, this would open the scope for more enrollments, indicating that a newly appointed Battalion Chief, this could be a good opportunity to shore up skills. Chief Richwine gave direction to keep it as an FSTEP course. This updated curriculum provides fire agencies, that still want this training, new and improved curriculum even though not required for Chief Officer level. Chief

Coleman asked K. Wagner can this survive. K. Wagner stated only until December 31, 2016, because the Chief Officer track retires. Then this solely becomes FSTEP.

### C. Old Business

#### **1. Fire Prevention 1 Prerequisite for Command 1A**

**Presenter: Rodney Slaughter  
(Attachment 9)**

Rodney Slaughter stated this agenda item is regarding the alternatives to Command 1A prerequisites. At the January 2015 STEAC meeting it was requested that SFT staff come back with an alternative and the community colleges supported this. The alternative being proposed is that students must complete 8 hours of Building Construction and Fire Protection Systems or demonstrate to the instructor they have working knowledge of this topic prior to taking the Command 1A course. Randy Collins commended R. Slaughter and Kris Rose for assisting with this. Ken Wagner advised Chief Coleman that at the last STEAC meeting direction was given to staff to work with a small committee to prepare a document that supports the prior motion to provide an alternative to the prerequisite for Command 1A. Chief Coleman asked if this will go into the SFT Procedures Manual. R. Slaughter said no this is a band aid fix. Kim Zagaris advised that the direction should be to come back with an interim policy that has an expiration date on it.

### VI. Cross Generational Marketing

#### **A. SFT Communications Plan**

**Presenter: Rodney Slaughter**

Rodney Slaughter indicated there was a committee formed years ago that put together a Communications Plan. SFT staff work diligently to keep its Website up to date at all times. The best way for SFT stakeholders to review updates is by subscribing to E-News. Any updates that happen are sent out via E-News this includes roll out classes, instructor updates, changes to curriculum/certification, etc. Approximately 200-300 people are using E-News now. SFT has made many noticeable changes to its website, now instead of a wall of text, visual pictures greet you with updates.

### VII. Announcements/Correspondence

#### **A. Instructor Update Course (IUC) Dates and Locations**

**Presenter: Mark Romer**

Mark Romer indicated there are several hundred Registered Instructors who still need to complete the Instructor Update Course. There are now 11 classes available

throughout California. The dates and locations are available under available classes on the SFT website. If a Registered Instructor has already completed the course or completed Training Instructor 1C course after August 2013 they do not need to take this class. Chief Coleman said he sees a problem in that the more times we repeat things there is less for future concerns. There is no excuse for any instructor in California not to attend one of these classes. He asked is this the last time we are going to offer this. Chief Richwine stated that there are people in the fire service who have not yet become Registered Instructors that will need to complete this course. This is a pool of people we need to satisfy. Gary Dominguez asked if a Registered Instructor must have completed the Instructor Update Course before a class can be approved. The response was yes, this is part of the class approval process. R. Slaughter stated that 1100 Registered Instructors were identified as not completing Training Instructor 1C after August 2013 or had not completed the IUC yet. Those Registered Instructors have been suspended from teaching for SFT until such time as they complete the IUC. Chief Coleman advised that we need to address the Training Officers Association. This would be a onetime catch up.

Chief Coleman asked for around the room introductions again for those new members. Heather Williams from Sacramento State was welcomed.

#### VIII.Roundtable

Rodney Slaughter stated that the trench rescue rollout technician course needed 35 paid students as of yesterday, but only had 26. California Fire & Rescue Training Authority will not hold a class with less than 35 students.

Sam Hoffman asked Mark Romer about Driver Operator for volunteers who don't have Fire Fighter I training certificates. M. Romer said that Fire Fighter I training is required not certification.

#### IX. Future Meeting Dates

A. July 17, 2015, October 16, 2015 and January 15, 2016

#### X. Adjournment

Meeting was adjourned at 11:02 A.M.