



**DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL**

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Date: May 18, 2017

To: State Board of Fire Services

From: Andrew Henning, Acting Chief, State Fire Training

SUBJECT/AGENDA ACTION ITEM:
SFT Curriculum Update Packages

Recommended Actions:
Informational Update

Background Information:

State Fire Training (SFT) is now in the process of revising California Fire Service Training and Education System (CFSTES) courses based on new editions of NFPA Professional Qualifications. This was recently conducted for the Company Officer courses, and it's SFT's goal to revise courses within two years of publication of the new NFPA Professional Qualifications. SFT is currently working on revisions to Firefighter I, Chief Fire Officer, Fire Inspector I and II, and Community Risk Educator, Specialist and Officer due to new editions of NFPA standards being released.

Analysis/Summary of Issue:

At the April 21, 2017 Statewide Training and Education Advisory Committee (STEAC) meeting, SFT staff solicited input from the committee on what documents they wanted to see when a course was revised. The following was determined:

Initial Review

SFT staff will do an initial review of new editions of NFPA Professional Qualifications. Staff will compare the previous edition to the new edition and will determine if the changes are editorial, non-substantial, or substantial. A substantial change is when there is an increase in course hours, fiscal impact, or an increase in required equipment to instruct the course. For editorial or non-substantial changes, no curriculum cadre or validation committee would be formed.

Editorial Only / Non-Substantial Changes

Editorial and Non-Substantial changes will be placed on the agenda as a Consent Item. The following documents will be provided to STEAC for review:

- Staff Report outlining the changes to the JPRs
- Document to show the changes to the Professional Qualifications (RKS Tracking Table / or Track Changes Document)

Substantial Changes

Substantial changes will initially go to STEAC as information only, and will then be brought to STEAC for a motion at the second meeting brought for a motion. The following documents will be brought to STEAC:

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- Staff Report outlining the changes to the JPRs
- Document to show the changes to the Professional Qualifications (RKS Tracking Table / or Track Changes Document)
- Course Plan
- Course Information and Required Materials (CIRM)
- Task Book
- Certification Training Standards Guide

If STEAC feels that the editorial or non-substantial changes need further review, they can pull the information from the Consent Item.

SFT Staff would like to use the procedures outlined above for the SBFS review and approval process.