



**State Board of Fire Services  
MINUTES  
Thursday, January 17, 2013  
California Professional Firefighters  
Sacramento, California**



Chair/Ex-Officio  
**Tonya L. Hoover**  
State Fire Marshal

Vice Chair  
**Mike Esparza**  
California State  
Firefighters Association

Members:

**Steve Brown**  
California Fire Chiefs  
Association

**Jerry Davies**  
Insurance Industry

**David Gillotte**  
International Association  
of Fire Fighters

**Robert Magee**  
City Government

**Patrick McOsker**  
California Labor  
Federation

**Lou Paulson**  
California Professional  
Firefighters

**Michael S. Williams**  
California State  
Firefighters Association

**Glenn Ziemer**  
Fire Districts Association  
of California

**California Metropolitan  
Fire Chiefs Association**  
(vacant)

**CDF Firefighters** (vacant)

**County Government**  
(vacant)

**Fire District** (vacant)

Ex-Officios:

**Janet Barentson**  
CAL FIRE

**Mark Ghilarducci**  
California Emergency  
Management Agency

**Dan Terry**  
California Fire Fighter  
Joint Apprenticeship  
Committee

**MEMBERS PRESENT:**

Tonya Hoover, Office of the State Fire Marshal  
Mike Esparza, California State Firefighters Association \*  
Steve Brown, California Fire Chiefs Association  
Jerry Davies, Insurance Industry  
David Gillotte, International Association of Fire Fighters  
Patrick McOsker, California Labor Association \*  
Michael S. Williams, California State Firefighters Association  
Glenn Ziemer, Fire Districts Association of California  
Janet Barentson, CAL FIRE

\* attended via conference call

**MEMBERS ABSENT:**

Robert Magee, City Government  
Lou Paulson, California Professional Firefighters  
Mark Ghilarducci, California Emergency Management Agency  
Dan Terry, California Fire Fighter Joint Apprenticeship Committee

**STAFF:**

Phyllis Banducci, Staff Chief, Fire Plan/CAIRS  
Nicole Cagnina, Office Technician, Support services  
Kevin Conant, State Fire Training  
Kirsti Fong, Staff Services Analyst, Fire Plan/CAIRS  
Mike Garcia, Deputy State Fire Marshal III Specialist, State Fire Training  
Ben Ho, Division Chief, Fire Engineering  
Mike Richwine, Division Chief, State Fire Training  
Ramiro, Rodriguez, Deputy State Fire Marshal III Specialist, State Fire Training  
Kris Rose, Staff Service Manager I, State Fire Training  
Diane Seiple, Staff Services Analyst, Support Services  
Rodney Slaughter, Deputy State Fire Marshal, State Fire Training  
Bill Vandevort, State Fire Training  
Ken Wagner, State Fire Training  
Mike Wilson, Assistant Chief, Wildland Fire Prevention

**GUESTS:**

Kim Zagaris, California Emergency Management Agency (Cal EMA) for Mark Ghilarducci  
Scott Vail, California Emergency Management Agency (Cal EMA)  
Yvonne de la Peña, California Fire Fighter Joint Apprenticeship Committee (CFF JAC) for Dan Terry  
Taral Brideau, California Fire Fighter Joint Apprenticeship

**I. CALL TO ORDER**

Tonya Hoover, State Fire Marshal, called the meeting to order at 9:35 a.m. at the California Professional Firefighters, 1780 Creekside Oaks Drive, Sacramento, CA 95833.

**• ROLL Call/Determine Quorum**

Roll call of the State Board of Fire Service was conducted. Introductions were made, including over the phone. A quorum was established with the arrival of Patrick McOsker at 9:55 a.m.

**• Approval of Minutes from March 22, 2012 Meeting**

**Motion – Glenn Ziemer moved to approve the March 22, 2012, minutes; motion was seconded by Michael Williams. Members unanimously approved the March 22, 2012 minutes as submitted.**

- Announcements  
Yvonne de la Peña of CFF JAC announced the retirement of Mary Jennings, the former Director of Education and Training, and introduced Taral Brideau as the new Director.

## II. PROGRAM and ADVISORY COMMITTEE REPORTS

### A. Code Development and Analysis

Mike Richwine

#### 1. Triennial Code Adoption Cycle for Title 24, 2013 California Building Standards Codes

The Office of the State Fire Marshal (OSFM), proposed building standards for the 2013 California Building Standards Codes that were adopted by the California Building Standards Commission on December 12, 2012. The general purpose of this rulemaking was to update and codify a new edition of the California Building Standards Code adopting by reference more current editions of the national model codes and updating references to national and SFM standards. The OSFM's intent for the final adoption package was to include amendments necessary to reasonably maintain a substantially equivalent level of fire and life safety in California.

Stakeholder input and participation was an important element to assist the OSFM in developing these building standards and amendments. The State Fire Marshal promulgated this rulemaking package in the continuing effort to foster, promote, and develop additional ways and means of protecting life and property against fire and panic while minimizing the economic impact to our affected community.

The 2012 rulemaking package creating the 2013 California Building Standards Code included recent editions of the following national model codes:

- 2012 International Building Code (IBC)
- 2012 International Fire Code (IFC)
- 2012 International Residential Code (IRC)
- 2011 National Electrical Code (NEC)
- 2012 Uniform Mechanical Code (UMC)
- 2012 Uniform Plumbing Code (UPC)

The State Fire Marshal modifications were in part limited to correlation of new 2012 model codes with the OSFM regulations and additional revisions for clarity. Several stakeholder meetings were conducted over the past two years for these proposals. Modifications relating to the several Task Force workings were adopted that included the following:

- I-3 Task Force proposals revolve around State statues and prison operations (security and fire interaction), prison health care needs (I-3/I-2 facilities).
- High-Rise Task Force modifications examined firefighter operations/tactics, existing regulations (model code and SFM amendments), and statutory requirements (global view of all related).
- Smoke Alarm Task Force recommendations that may affect the CBC, CFC and CRC as well as possible CCR, Title 19 revisions regarding smoke alarm listings.

In cooperation with the Governor's office of Planning and Research (OPR), modifications adopted that implement and correlate the OPR's California Solar Permitting Guidebook and the previously released OSFM Photovoltaic Guidelines into the Building, Residential, and Fire Code.

Review of existing CCR, Title 19 provisions were adopted that either revise or repeal provisions in the CFC.

Correlation with the Division of State Architect (DSA) relating to the Leroy F. Green Facilities Act that addresses fire sprinkler and alarm provisions. Correlation also, with DSA relating to their adoption and amendments for accessibility and the new Federal Access Guidelines (mainly editorial for the OSFM rulemaking).

Expected publication of the 2013 California Building Standards Code is set for July 2013 with an effective date January 1, 2014.

Tonya Hoover - We received feedback from building industry and other stakeholders. Their responses were very favorable stating that the OSFM is doing a great job streamlining and striking a balance between business and regulation.

Steve Brown – Did this solve the issue surrounding correctional medical facilities?

Tonya Hoover - This solved the issues created when mixing medical and correctional facilities and being able to lock down corrections, without locking down medical. They were able to come to an agreement and make some changes to building standards for that. It also took care of some of the debates or discussions that local government was having with the installation of Photovoltaic on roof tops as to whether they could use the guidelines or not. Basically, guidelines used in California moved to the national arena and ended up coming back to California as we were adopting the 2012 fire code. This makes it much cleaner for us. Nineteen of the 21 High-Rise Task Force recommendations were picked up in code adoption.

Side note: Publication for the code set for July 2013 gives local government 180 days to adopt. If you would like a head start, you can go to the State Fire Marshal website and see what we did and what we changed to begin that process.

Glenn Ziemer – Have residential sprinklers essentially become background at this point?

Tonya Hoover - At a national level, residential sprinklers are still being evaluated. In California we meet regularly with the building industry; we discuss how we can make it work in California and how to keep the cost of installation down. We are working with water purveyors to help them understand residential sprinkler connections for those areas using tanks for water storage and how they can make them more cost effective. Residential sprinklers go beyond life safety. It is also tied to greenhouse gas releases, carbon foot printing, building construction, debris removal and less water usage. We are able to show that residential sprinklers benefit more than just a life safety feature and go beyond tapping into everything we want to do.

David Gillotte - Was there any discussion on exit strategies for mega buildings?

Tonya Hoover - 400 ft. Task Force met and came up with recommendations. Those recommendations moved forward and allowed mega buildings and warehouses to still be done, but at the same time kept operation considerations in place; such as HVAC systems, automatic vents, sprinkler protection and warehouse storage. They did reach a consensus.

## **B. Fire Engineering Division**

**Ben Ho**

### **1. Fireworks/Disposal of Fireworks Update**

Ben Ho - Health and Safety Code delegates the OSFM with the responsibility for the destruction of dangerous and illegal fireworks seized by local fire departments and law enforcement agencies. There is currently no sustainable funding source in place for disposal, and the existing fund is being depleted with recent disposal activity; the only viable option would be to seek General Fund money. The OSFM disposed of a total of 103,000 pounds of seized fireworks. There is currently approximately 90,000 pounds of seized fireworks still in inventory throughout the State.

The OSFM is working with the Governor's Office, Assembly Member Lowenthal's Office, the Department of Toxic Substances Control (DTSC), the fire service, and the fireworks industry to find a solution, through statutory and regulatory process, to reduce the overall quantity of fireworks requiring disposal as well as a more efficient overall disposal. One of the short term solutions is to adopt regulations (Title 19, California Code of Regulations) to raise the cost of the fireworks license, as authorized by Senate Bill 839 (Calderon). The license fee will rise from \$50.00 to \$125.00. The current plan is to resume disposal operations under the DTSC emergency burn permit.

Glenn Ziemer – When there is a criminal seizure of fireworks does the OSFM let the judicial authority know they would like a fine structure rather than put the cost on “legitimate resellers”?

Ben Ho – SB 839 already authorized the fine structure, but it is not working out because the local authority chose not to pursue this and the funding is not stable.

Mike Richwine - Statute calls for a 65/35 split. We were told by representatives of the California District Attorneys Association it is not a priority in the prosecutions.

Glenn Ziemer – Since the OSFM is mandated to accept the seized materials could you unofficially refuse the materials without a criminal recovery of the cost?

Mike Richwine – We will bring this to the table when we meet to find a long term solution.

Steve Brown – How much was seized with criminal action where a citation was issued versus those fireworks that were just seized?

Mike Richwine and Ben Ho – Data Collection/gathering is currently a weakness. We're working with DTSC on the long term plan which we anticipate will require more of the local authority, who seize fireworks, in the form of inventory of storage which would help with our data collection efforts.

\* **9:55 am quorum established**, When Patrick McOsker called in to the meeting.

Glenn Ziemer - What do you consider an ideal budget, and where are you finding most of your seizures?

Ben Ho – Roughly \$600,000.00 will cover the cost for: Arson/Bomb Investigators (ABI) to pick up and dispose of seized fireworks, training and education, and to assist local DA with enforcement. This cost does not cover personnel cost (salary). It cost roughly \$265,000 to pack and ship seized fireworks, using a hazardous material contractor, out of the state for disposal. Most of the product is coming from Nevada to Southern California.

Mike Richwine – We will keep you informed of our progress and will come back with a long term plan that we hope will become the solution to our problem.

Tonya Hoover - This is a very complicated issue that Mike and Ben have been working on for over 10 years.

David Gillotte – The Police are so busy during times like the 4<sup>th</sup> of July that they do not have time to take inventory and it all ends up at the local fire stations. They do their best to keep the evidence chain, but unless they can prove where it came from, it is all about confiscation, transportation, storage then disposal. We don't have the proper vehicles to transport explosives through town; even locally we are busting at the seams just to transport them.

Mike Richwine – Often illegal seized cases plead out. We've explored every option. It is a very difficult challenge. The 4<sup>th</sup> of July season is like an amnesty period where people drive up and drop of fireworks at fire stations with no records.

Tonya Hoover – You will hear a lot about this topic in the next 6 to 8 months while we work toward some solutions. As Mike mentioned, there is no funding stream and we are responsible for the disposal of fireworks. We wanted to make sure the SBFS was engaged in this conversation because it is not only a State Fire Marshal issue, it is everyone's issue and it goes right back down to local government and how fireworks are sold and managed. The proposed fee increase on the retailer license will cause people to ask questions. We want to make sure you are all aware of all the pieces involved in this issue.

David Gillotte – Can we take a federal approach to this issue? Can we add a federal fee to help offset the cost of the big fireworks made available in some states that are illegal in California but end up here?

Mike Richwine – The US Environmental Protection Agency (USEPA) is in the loop and DTSC is working on solutions. Here, we have a fire problem due to our climate and fuels. Because this is a problem facing many states, federal agencies are watching what we do. They are interested and are watching, and we are communicating with them.

Tonya Hoover – We are working toward a more sustainable funding stream for fireworks disposal and to help ABI conduct interdictions at the border. We hope that if someone knows they are going to get caught crossing the state line, before long, they will stop trying to cross. The problem is there are just not enough people in San Bernardino County and the unit in LA County to get all of the trucks crossing the line. The goal is to get a long term funding source so we can become more active in the interdiction phase and also be able to assist local government with their interdiction efforts.

## 2. Smoke Alarms

Ben Ho – Senate Bill 1394 (Lowenthal) was signed on September 21, 2012, by Governor Brown and chaptered into law. This new law would require that, commencing January 1, 2014, in order to be approved and listed by the CAL FIRE -OSFM, a smoke alarm shall display the date of manufacture on the device, provide a place on the device where the date of installation can be written, incorporate a hush feature, incorporate an end-of-life feature that provides notice that the device needs to be replaced, and, if battery operated, contain a non-replaceable, non-removable battery with a minimum 10-year life. This law would also give the OSFM the authority to create exceptions to the above provisions and suspend enforcement of the new smoke alarm requirements for six months via the regulatory process.

The OSFM is working with the Fire Alarm Advisory Committee, the fire alarm industry, the fire service, Underwriters Laboratories Inc. (UL) to prepare regulations to implement the Building Material Listing Program requirements for SB 1394. The OSFM staff met with representatives of UL and the smoke alarm manufacturer Intertek on December 12, 2012 and brought to their attention a new law that could impact a company's ability to do business in California. The OSFM has adopted UL 217 and that standard is being used to evaluate and approve smoke alarms for listing. UL representatives were at the meeting and they discussed the standard approval process and the Certification Requirement Decision (CRD) through the standard technical panel.

UL stated that it could take up to three years to get a test protocol developed and the revised standard approved. We will meet with UL shortly to discuss OSFM requirement for the end-of-life of the device feature.

Until the test protocol is developed and the revised standard is approved, the OSFM will be unable to approve/list any smoke alarm as of January 1, 2014.

Tonya Hoover – Ben Ho and Mike Richwine have been working very close with the folks that proposed this piece of legislation to help them understand we are set by the UL standard 217. Until UL revises the test standard we are unable to approve and list smoke alarms that comply with SB 1394. We are working with the sponsor of SB 1394 on proposed legislation to address the issue.

Glenn Ziemer - So the problem is with the testing protocol not the lithium ion battery performance?

Tonya Hoover – Standard 217 currently has the testing protocol for end-of-life of battery, however, it does not cover the end-of-life of the device stated in the law.

## C. Fire Plan/CAIRS

Phyllis Banducci and Kirsti Fong

### 1. California Fire Statistics for 2011 and 2012

Phyllis Banducci – I brought the Annual update of Fire Incident Reporting. Kirsti Fong, CAIRS Coordinator, pulled this report in mid-December. We gave both 2011 and 2012 data because the 2012 data is not complete. We do not get complete data sets from the local government until four to six months after the end of the calendar year. NFPA's Hylton Hayes contacted us for advice on wildland data reporting which includes federal, state and local government; they are looking to improve wildland fire reporting. National Association of State Fire Marshals (NASFM) asked for our recommendation on how to improve reporting and determine why we have so many fires reported as unknown or undetermined. Their first meeting was in Washington, DC; Kirsti calls in on all of the conference calls and reviews all of their data. These initiatives are national and they all want California to be engaged and thank us for being there. The data compiled is used by Cohesive Strategy and West Wide Risk Assessment; these assessments can determine how much money California gets in federal grants.

Kirsti Fong – It is very important for CAL FIRE to be engaged in these initiatives because they want to know what CAL FIRE is doing as it relates to our success in reporting to the National Fire Administration. The National Fire Administration was a partner in developing the National Fire Incident Report System (NFIRS). CAL FIRE is the only true wildland agency that reports to that system. Other wildland agencies report into other systems. The first workshop in Denver, CO sponsored by NFPA brought together 18 representatives from state and federal agencies and had them all report what they are currently doing and how they are reporting; because everyone was doing something a little different. Each agency was asked to identify/define a wildland fire, and how they get the same data from the different systems and combine it properly analyzed. The goal of the group is to look at what we are doing now, define specific data elements that can be mapped across all of the different systems

then import into a database developed by the Department of Interior, that will filter through all of the data, then provides cleaner data to properly analyze wildland fires nationally.

Another group Kirsti is working with is the National Association of State Fire Marshals (NASFM). Their goal is to look at gaining a better understanding of the reasons behind undetermined origin and unknown cause entries in NFIRS fire incident data. One of the major goals of the project is to suggest strategies that will help fire departments overcome barriers to more complete reporting of origins and causes, which is reported over 50% of the time. This poses a problem when trying to analyze a fire problem or structure fire. The NASFM received a FEMA grant which lasts for 1 year. We are giving them ideas and information on how to do a nationwide outreach to all of the fire departments. They are going to develop a questionnaire and conduct in-depth interviews, and retrieve policies and to identify what some of these issues are and how they can be addressed. They want to create a tool kit to give to those departments without the budget for the necessary training to give them a better incite on fire investigating.

David Gillotte – I think we need to look at the NFIRS software because they are all different and they are all horrible. They're not user friendly at all filled with codes and screens; when you have 10-20 calls a day it is very time consuming. This contributes to inadequate reporting. They need a more user friendly option available to us to improve reporting.

Kirsti Fong – The software was developed by computer programmers and is not necessarily user friendly to firefighters. CAL FIRE is looking into simplifying the system to fit its needs. NFIRS is currently maintained by the USFA; they realize the complexity of the system but cannot change the system structure to ease reporting difficulties and confusion without additional funding.

Tonya Hoover – We had this conversation in the office to send out an invite to the CAIRS to meet and discuss how they can simplify their software and provide more quality and relevant information versus a huge quantity of information. Maybe we should have a SBFS representative sit in on this meeting to share what information is actually needed and what would make the software easier to use.

David Gillotte – We have to compete with the police, national, and homeland security funding which comes down to data collected. Data becomes key to justifying funding. Making the system more user friendly would not only improve data collection, but would improve fire services in general because we would be spending less time keying in data and more time in the field.

Kirsti Fong – We could possibly develop a standard training for data reporting.

Tonya Hoover – I would like to propose having an informal discussion with CAIRS to address the data collection issues associated in California using the national information and work with Kirsti to address California's data needs for parties who are interested, and report back at the next State Board of Fire Services Meeting.

#### **D. Wildland Fire Prevention Engineering**

##### **1. Status of OSFM Wildland Fire Prevention Engineering**

**Mike Wilson**

Tonya Hoover – I would like to introduce Mike Wilson, Assistant Chief for Wildland Fire Prevention. He has taken over for Melodie Durham since her retirement.

Mike Wilson – This agenda item is intended to bring the State Board of Forestry and Fire Protection (Board) up to date on two activities in the OSFM Wildland Fire prevention Engineering Program. The two topics are the efforts of a workgroup reviewing content and application of Board fire safe regulations, and the creation of an interagency Fire Prevention website.

For context, fire prevention engineering processes reduce or eliminate fire hazards and risks. They also change the fire environment by removing or reducing the heat source, modifying or reducing the fuels, and modifying behaviors that would allow a heat source to contact ignitable fuel.

In 2011, at the direction of the Board, CAL FIRE under the leadership of the OSFM, formed a workgroup and tasked it with the review of relevant statutes, regulations, codes and guidelines, related to fire safe development.

The goal of the Public Resource Code (PRC) 4290 workgroup is to develop recommendations for the Board that will ensure consistency regarding intent and language. The group includes members of CAL FIRE's Northern and Southern Regions, the Office of the State

Fire Marshal, and local government. The group is currently reviewing the road standards for fire equipment access and civilian evacuation. They recently concluded live tests using modern CAL FIRE apparatus.

Using grant funding, CAL FIRE and the California Wildfire Coordination Group [CWCG] Interagency Fire Prevention Committee are working to build "PreventWildFireCA.org" as a site to host the following:

- A map application that will allow private industry a tool to use in the making decision whether or not to cease operations during times of high fire danger.
- An *online Burn Permit* application that will provide local burn permit forms and require the user to view and agree to the related educational information and requirements.
- An *online Camp Fire Permit* with the same requirements as the Debris Burn permit process
- A Defensible Space self-assessment tool that will provide the public with education as well as the specific inspection form.
- CAL FIRE's newly revised Fire Prevention Field Guides will be available in a user friendly format for information and downloading.

Chief Hoover requested we take a look at where we are with our Damage Assessment Protocols. It is currently pretty fluid and depends on the incident. There is not a standardized protocol for what the minimum is for CAL FIRE to collect. A draft of protocols which was presented to our incident management teams; we will run it through our management council and executive team in early 2013.

Tonya Hoover – One of the issues when developing regulations and standards is the need to justify some clear damage data to correlate and coordinate these building standards. Everyone is using a different form so we thought it would be helpful to get everyone on one standard form to help us collect more meaningful information.

Mike Wilson – The [www.PreventWildfireCA.org](http://www.PreventWildfireCA.org) website should be up by spring.

Tonya Hoover – We have been partnering with the Department of Insurance (DOI) over the past 5 years. Part of this partnership was putting the CAL FIRE communications page link on the DOI site's Fire Preventions link so the information that DOI provides to the industry is consistent with the Fire Services findings. This has been very helpful for getting the information out there.

## **E. State Fire Training (SFT)**

**Mike Richwine**

### **1. Statewide Training and Education Advisory Committee (STEAC) Update**

#### **A. Certification**

##### **1) Kaplan University Course Credit**

**Rodney Slaughter**

Richwine – Kaplan University approached State Fire Training (SFT) with a request to review current SFT certification tracks for potential articulation with Kaplan College for credit. Kaplan University completed their evaluation and analysis of 29 of the CFSTES certification course which are equivalent to degree classes already offered through Kaplan University.

Rodney Slaughter – The Kaplan College program is designed to assist firefighters, with approved certification, in order to receive college level credit for classes already taken. This would help shorten the number of additional classes that a firefighter would need to complete their Bachelor's or Master's degree while saving them considerable money. Kaplan University offers over 170 online degree and certificate programs including Fire Science and Emergency Management programs through their school of Public Safety.

Kaplan University is accredited by the Higher Learning Commission (HLC) and is a member of the North Central Association of Colleges and Schools (NCA). Kaplan University's action places California's firefighter training a step closer toward the FESHE model that was spotlighted as a goal in Blueprint 2020.

## 2) Accepting Concepts of the Revised Certification System

**Bill Vandevort**

Bill Vandevort –The Mission Alignment Committee Curriculum Task Force is responsible for the review and revision of the California certification model so that it coincides with the NFPA standards for professional qualification. Some of the benefits of being in line with the NFPA standards are:

- It creates a career path based on national standards
- It will help define staff workload needed to maintain a level of certification that includes the creation and maintenance of a Certification Training Standards (CTS)
- Aid in the development of one or more Course Plans and a Task Book
- Aid in the Implementation of a “continuing education” component
- By requiring each level of certification (and the corresponding documents) to be on a five-year revision cycle consistent with NFPA and national publishers
- By assisting in determining how we incorporate course and certification equivalencies from other entities
- By assisting in determining how to handle material currently included in our system, but that is outside the NFPA standards.

Before we could make any decision on what a changed system should look like, we first needed to look to the past to determine how our certification system was created. We chose a starting point for the review to be 1967 since that was when *A Study of a Fireman’s Occupation* was published as a result of a comprehensive study of a fireman’s occupation in the State of California. The study resulted in an occupational task inventory of all ranks within the fire service.

Most courses developed and delivered in the late 1960’s and early 1970’s were based on the *Fire Service Occupational Analysis* that had been created some forty years earlier, and modified over time, along with *A Study of a Fireman’s Occupation*. The one exception was Instructor Training, which was developed and delivered as a result of an agreement between SFT and UCLA (which at the time was the keeper of Teacher Training within the State) to create an instructor training course that was modeled after the UCLA 60 clock hour vocational education course. This unique agreement allowed SFT to teach instructor training to firefighters.

To begin the process of what to include in a new certification system the Curriculum Task Force reviewed 19 NFPA professional qualification training standards that pertained to positions within the fire service. Within each standard there is one or more levels. Each level, usually but not always, equates to a certification designation. When adding up the number of levels within each standard we found that there were potentially 56 possible certifications each requiring a CTS, Task Book, and one or more Course Plans. It quickly became apparent to the Task Force that SFT may not have the capability to support that number of certifications. As a result, each of the standards was analyzed to determine which would be most suitable for the certification system.

The goal is to reaffirm the extent a new certification system needs to be based primarily on the workload that SFT is capable of managing in order to keep the system components current, followed by demand for a particular certification. Consideration should also be given to the need to revise the various certifications on a five-year revision cycle in keeping with NFPA. The other significant consideration impacting workload will be establishing the “continuing education” component and determining how it will be tracked.

A further determination will need to be made as to how many levels within each of these standards will be considered for inclusion into the certification system. Again, the main factors in making this determination will be the demand, and the document development and maintenance workload. If a workload saturation point is reached then some levels of certification may have to be deferred to a later date.

After reviewing the standards the Task Force recommends the following certifications be included in the new system.

- Firefighter – two levels
- Fire Officer – three levels
- Fire Service Instructor – three levels
- Fire Inspector and Plans Examiner – three levels
- Driver Operator – one level
- Technical Rescuer – six levels

- Emergency Vehicle Technician – three levels
- Community Risk Officer – one level
- Fire Investigator - one level
- Fire Marshal – one level

The task Force further recommends that the certification based on the following NFPA standards be deferred to a later date.

- Airport Firefighter
- Marine Firefighter
- Public Safety Telecommunicator
- Industrial Safety Brigade Members
- Traffic Control Management

Mike Richwine – This work is ongoing, and we will report back at next SBFS meeting.

## B. Curricula Updates

### 1) Evaluating International Association of Fire Fighters (IAFF) Fireground Survival Program for Reciprocity with the SFT Firefighter Survival FSTEP Course Ken Wagner

In 2010 the Fire Fighter Survival course was approved for delivery. This is a 16-hour FSTEP course. Subsequent to approval for this course, we were advised of a similar course being developed by the IAFF. This course is entitled, "IAFF Fireground Survival Awareness." Previous discussion on this topic at the SBFS resulted in a request that SFT evaluate the IAFF course for reciprocity with the FSTEP course.

Following the July 20, 2012 STEAC meeting, the Marin County Fire Chiefs Association advised STEAC that they had recently hosted a train-the-trainer course to establish a cadre of instructors for the IAFF course. Additionally, they requested that SFT grant the IAFF course reciprocity with the FSTEP course.

In light of the previous discussion at the SBFS and the request made by the Marin County Fire Chiefs Association at the July 20, 2012 STEAC meeting, STEAC moved to ask State Fire Training to convene a meeting of development cadre members of the FSTEP Fire Fighter Survival Course and the IAFF Fire Ground Survival Awareness course to evaluate the potential of reciprocity.

On September 12, 2012 the aforementioned meeting was conducted and found three big differences between the two courses:

- Rapid (Head First) Ladder Escape
- Emergency Hose Slide
- SCBA Emergencies

Cadre Concerns with the three items above were:

- Due to demonstrated safety concerns, a directed decision was previously made by California that the Rapid (Head First) Ladder Escape technique would not be taught in California curriculum.
- The Emergency Hose Slide technique taught in the IAFF curriculum significantly differs from SFT curriculum in that hand placement is different at the point of exit and the IAFF teaches a head first exit where SFT does not.
- The SFT curriculum contains instruction on SCBA Emergencies that is more in-depth than what is presented in the IAFF curriculum.

The IAFF representatives agreed to take these three areas of concern back to their development cadre this fall and discuss their interest in modifying their curriculum to more closely align with SFT curriculum. If these modifications were to be made, the SFT cadre expressed confidence that the IAFF Fire Ground Survival course delivered after these modifications would be equivalent to the SFT Fire Fighter Survival FSTEP curriculum.

STEAC endorsed this approach with a motion directing that if the IAFF were to make the aforementioned changes to their curriculum, SFT should move forward with establishing the IAFF Fire Ground Survival course

as an equivalent to the Fire Fighter Survival FSTEP course. This would allow participants presenting a certificate of completion for the IAFF Fire Ground Survival course to be granted equivalency for the Fire Fighter FSTEP curriculum and use the course to meet prerequisite requirements for the FSTEP Command and Control of the RIC Deployment course.

On December 18, 2012 SFT received a communication from Jim Brinkley, Director of Occupational Health and Safety, IAFF; this communication was in response to the October 19, 2012 STEAC meeting. The IAFF FGS instructors will only train California fire fighters in the "Hook2, Grab4" technique and not the Rapid (Head First) Ladder Escape. The IAFF FGS Hose Slide technique does not require a head first exit. The IAFF FGS technique requires the fire fighter to exit the structure using the "Window Hang" technique first, and then to transition to the hose for descent to the ground level. Having the fire fighters head out of the window protects the fire fighter's head and the SCBA face piece from the potential high heat (polycarbonate fails at 400 degree F°) coming from inside the room. Teaching a fire fighter to return his/her head into a superheated room like the SFT skill prescribes is contradictory to what the skill is designed to do. The IAFF FGS skill will not be changed. The IAFF FGS instructors will share the same SCBA Emergencies content found within the SFT curriculum when teaching in California.

SFT appreciates the thoughtful response from the IAFF. However, the IAFF takes exception to the SFT Cadre relative to the Emergency Hose Slide item. Therefore, staff must return this item to STEAC for further discussion and action. This item will be placed on the STEAC agenda for January 18, 2013 and staff will update the SBFS on this item at their next meeting.

Mike Richwine – Just to clarify, if we do reach an agreement we are going to go ahead and establish it as reciprocity. No motion from the SBFS is needed at this time.

**2) Course Approval: Driver/Operator – Aerial/Tiller Truck Operations**

**Ken Wagner**

Ken Wagner presented on behalf of Mark Romer. SFT recommends that the SBFS approve the new course, Driver/Operator – Aerial/Tiller Truck Operations. Currently a Certification Training Standard (CTS) does not exist. This was identified at the October 21, 2011 STEAC meeting. At that same meeting STEAC was advised that State Fire Training is in the middle of a mission alignment process, part of this process is a realignment of all state certification tracks to their corresponding NFPA standard. The Curriculum Task Force that is working on this assignment has reviewed all of the NFPA standards and has set a priority list of programs for consideration at a later date by STEAC. But, until this list has been adopted there exists a need for Aerial Operations training within the State. Void of a CTS which will be used to identify the certification levels for this certification track, the placing of this course within the FSTEP series provides our customers with a State recognized training program, in the new format which will allow this course to migrate into CFSTES if it is identified in the new CTS.

The Los Angeles County Fire Department has made development of a course meeting this need a priority within their organization. This course can be customized like other FSTEP courses to meet the needs of any organization. It has been developed in our new course outline format making it very easy to transition it into a certification track in the future, if appropriate.

**Motion – David Gillotte moved to approve the Driver/Operator – Aerial/Tiller Truck Operations as an FSTEP; motion was seconded by Steve Brown. Tonya Hoover had motion tabled until quorum was reestablished.**

**3) Course Approval: Fire-Rescue Vessel Operation**

**Rodney Slaughter**

SFT recommends that the SBFS approve the new course, Fire-Rescue Vessel Operations as an FSTEP course. This recommended action was approved by STEAC on April 20, 2012.

The Los Angeles City Fire Department has submitted the first, of what will be many training programs, relative to marine fire and rescue. The "Fire-Rescue Vessel Operations" class was submitted to SFT for consideration as an additional FSTEP course. This course covers the operation and navigation of large fire/rescue vessels. This class is unlike the current Rescue Boat Operations class, approved as an FSTEP program in 1998 which focuses on smaller boat operations.

The ports of Los Angeles, Long Beach, San Diego, San Francisco, Oakland, Richmond, Humboldt, West Sacramento, and Stockton each have varying needs for this specialize training.

In keeping with the strategy for a comprehensive statewide training program relative to the marine fire and rescue environment, recommended for approval by STEAC, this course should be approved to meet the immediate operational need for the Fire Departments that operate fire/rescue vessels.

**Motion – Steve Brown moved to approve the Fire-Rescue Vessel Operations as an FSTEP course; motion was seconded by Jerry Davies. Tonya Hoover had motion tabled until quorum was reestablished.**

#### 4) CICCS Update

Scott Vail

The CICCS Task Force is having to approach the question of how will the California Incident Command Certification System integrate the T3 All Hazard Incident Management Training into the CICCS. First, the CICCS Task Force will recommend a modification in the CICCS Position Guide to add subordinate position experience prior to becoming a member of the T3 Command and General Staff. Second, the T3 courses should be added to the CICCS equivalency matrix. FEMA and NWCG have completed the equivalency document comparing NWCG courses and the I-Courses. Of the 15 currently offered courses 8 courses come across completely equivalent (IC, Safety Officer, FSC, FACL, COML, SPUL, Finance/Admin Unit Leader) and the rest have minor additions. There are very few changes necessary to make them equivalent for CICCS purposes.

After two years of existence the CICCS TF will begin a rewrite of the 2010 CICCS Guidelines with completion by the end of 2013. There should not be too many revisions but there are new items and other concern that have surfaced since adoption of the Guidelines. We will be asking the CalEMA Assistant chiefs to solicit recommendations throughout the rest of the year as they attend chiefs and other meetings in their OA's and region. Once the new document is written the TF will do a series of presentations to highlight any changes and additions.

CALFIRE has developed the AAIM curriculum and wants this course to be equivalent to S-520 and the CIMC course. The CICCS TF agreed to add to the matrix when it is approved by STEAC in July. One of the other agreements that the TF will need to document is that a person who is an active participant in course development will get credit for that course.

#### 5) CICCS Equivalency Matrix

Scott Vail

Staff recommends approval of the Additions to the CICCS Equivalency Matrix to incorporate the NIMS Position Specific Training. In addition, add the All – Hazard Incident Management Team Course (NFA 0305) to the Equivalency Matrix (although there is no equivalency being sought for this by CICCS at this time).

Type 3 All-Hazard Incident Management Teams are being developed in California with encouragement from FEMA, CalEMA and CAL FIRE. These teams are primarily to meet the needs of local areas.

The development of Type 3 All-Hazard Incident Management Teams has been mandated by Homeland Security Presidential Directive (HSPD-5 and HSPD-8). The IMTs provide local jurisdictions with an effective response organization to manage resources and information and provide planning and operational advice to manage and mitigate an incident.

If Type 3 positions are incorporated into the CICCS guide the Guide has to be revised to show alternate methods of achieving Type 2 Command and General Staff position qualifications because the position courses are being presented at the Type 3 level.

A Historical Recognition process will need to be instituted as there are a number of existing teams and personnel who have served on them.

The addition of these courses to the equivalency matrix will allow Fire and Rescue personnel who have taken the position specific courses to obtain credit for those courses and to be qualified in Type 3 positions.

**Motion – Mike Esparza moved to approve the CICCIS Equivalency Matrix; motion was seconded by Steve Brown. Tonya Hoover tabled the motion until a quorum was reestablished.**

**6) Type 3 Incident Management Team program Overview**

**Scott Vail**

Staff recommends approval to include Type 3 Positions to the CICCIS Position Guide. The Type 3 positions to include in the CICCIS Guide are:

- Logistics Section Chief Type 3
- Finance Section Chief Type 3
- Planning Section Chief Type 3
- Operations Section Chief Type 3
- Safety Officer Type 3
- Public Information Officer Type 3

These positions will have requirements in them that are not in the FEMA minimum requirements to make them consistent with all the other ICS position requirements in the CICCIS Position Guide.

The Command and General Staff position specific are being taught but there are no Type 3 positions in CICCIS other than ICT3 in the current version of the CICCIS Guide. The Incident Commander Position requirements will be modified to allow members of the General staff to qualify as an ICT3. Other positions that could be used on a Type 3 team such as Resource Unit Leader or Division Supervisor do not need to be modified as there are no changes to the requirements of the job in Type 3 team. The 2010 CICCIS Guide is being revised in 2013 and this is a good time to incorporate these positions into our documents.

Glenn Ziemer – Is there a grandfathering in process currently set up?

Mike Richwine – No, we do not have anything in place for Type 3 right now. The steps are to identify the positions, get people into the positions, develop a training guide and then we need to establish tasks books and establish guidelines.

**Motion – Steve Brown moved to approve the Type 3 Incident Management Team Program Overview; motion was seconded by Michael Williams. Tonya Hoover tabled the motion until a quorum was reestablished.**

**7) Reference Manual for Training Instructor 1 Series of Courses**

**Ken Wagner**

Ken Wagner for Mark Romer – SFT recommends that the SBFS approve the Jones and Bartlett, Fire Service Instructor Principles and Practices as a secondary reference manual for use in the Training Instructor 1 series of courses. This recommended action was approved by STEAC on April 20, 2012.

In 2008 STEAC approved the course information and required materials for the Training Instructor 1 series. When this series of courses was adopted, the 7<sup>th</sup> edition IFSTA Fire and Emergency Services Instructor Manual was also adopted as the reference manual for this program. Recently NFPA updated the standards for instructor qualifications (1041). Subsequently, IFSTA has updated their Instructor manual to the 8<sup>th</sup> edition, meeting the latest standard. The availability of the 7<sup>th</sup> edition manual will end in August, thus leaving State Fire Training and its instructor's and students without a reference manual. Starting in July 2012, a task order through Sacramento State started the updating of the certification training standard for the Training Instructor series but this process will take us well beyond August 2013.

For SFT to ensure an uninterrupted delivery of the Training Instructor series of courses we need to look at other reference manuals. Jones and Bartlett has provided us with a correlation guide which ties each lesson plan in the series to a specific page within their manual. These correlation documents ensure that there is complete coverage of all material within the program.

One of the identified strategic goals of the Mission Alignment team and the Blueprint 20/20 plan is to move toward publisher developed reference manuals and to identify multiple manuals to meet the needs of our programs as well as our instructor and students. Adopting the manual is in alignment with these goals.

**Motion – Michael Williams moved to approve the Reference Manual for Training Instructor 1 Series of Courses; motion was seconded by Glenn Ziemer. Tonya Hoover had the motion tabled until a quorum was reestablished.**

### C. Delivery Issues

#### 1) College of the Desert Accreditation

**Rodney Slaughter**

SFT recommends that the SBFS approve the College of the Desert as an Accredited Regional Training Program. This recommended action was approved by STEAC on July 20, 2012.

The accreditation site team, Chuck Knapp, STEAC Representative, Thomas Turner, California Fire Technology Directors Association and Rodney Slaughter, State Fire Training, interviewed college administrators and members of The Fire Technology Advisory Committee regarding the college's application and self-assessment report. The site team toured the campus then reconvened at the fire training center to tour the facility, classrooms, training towers, training props, and review tools and equipment. The site team found that all documentation that was submitted and all facilities meet the standards established for an Accredited Regional Training Program.

There is a lot of support among the college administrators for the fire technology and fire academy training programs at College of the Desert. This support is bolstered by an active fire advisory committee and support from the local fire community in terms of resources such as donated equipment and a supply of qualified SFT instructors. The site team agrees that this facility meets the State Fire Training standard for accreditation.

**Motion - David Gillotte moved to approve the College of the Desert Accreditation; motion was seconded by Mike Esparza. Tonya Hoover had motion tabled until quorum was reestablished.**

#### 2) Re-Accreditation of American River College

**Rodney Slaughter**

SFT recommends that the SBFS approve American River College (ARC) for re-accreditation as an Accredited Regional Training Program. This recommended action was approved by STEAC on April 20, 2012.

An accreditation site team was assembled consisting of Charley Hurley, Chief (STEAC Member) Oroville Fire Department; Leona Allen, Fire Technology Coordinator, Lake Tahoe Community College; Rodney Slaughter, DSFM and Brandon Erickson, MST of State Fire Training. The accreditation site team visited the Academy in progress on Greenback Lane in Citrus Heights, CA. State Fire Training staff then visited the ARC Public Safety Center on Arnold Avenue in McClellan, CA. and the California Fire Rescue Authority (CFRA) on Gold Canal Drive in Rancho Cordova, CA.

American River College has an instructional service agreement with the CFRA. This agreement provides many opportunities for ARC in terms of training delivery options.

The accreditation team found that the training facilities, classrooms, apparatus, tools and equipment adequately meet the needs of the faculty and students. The site accreditation team and the Statewide Training and Education Advisory Committee (STEAC) both recommend that American River College become re-accredited within the State Fire training System.

**Motion – Michael Williams moved to approve the Re-Accreditation of American River College; motion was seconded by Jerry Davies. Tonya Hoover had the motion tabled until a quorum was reestablished.**

### III. OLD BUSINESS

No discussion items to report.

### IV. NEW BUSINESS

No discussion items to report.

### V. ROUNDTABLE DISCUSSION

Glenn Ziemer – It seems to me that our capability just to be functional is diminishing due to a lack of our capability to develop quorums. In talking to Tonya Hoover and the staff, it seems there is a convergence of circumstances. One of which

is to set and meet meeting dates. Also developing a quorum when we do have a meeting has been a problem. In looking at it I see three components:

- Vacancies that exists
- Attendance of member who are appointed to the board
- Legal matters

In talking to Tonya Hoover about it I do not have a particular solution, but it seems to me that attendance has been diminishing over time.

Mike Williams – What would happen if our board wrote a letter to the appointments committee that we have value in this organization and believe it is very important and we would encourage you to make this a priority in whoever you decide to select to keep this organization moving forward.

Tonya Hoover – Chief Pimlott and I have had a meeting with the Governor's Appointments Office before the holidays and they had started working on it. Those organizations on the list are the ones that really need to be persistent.

David Gillotte – We currently have 5 expired terms and 3 more will expire in next 6 months.

Tonya Hoover – If you would like to continue to serve on the committee you should go online and fill out the application.

Yevonne de la Peña – What would happen if ex-officios have alternates to sit in on meetings and be able to vote?

Steve Brown – Elected Officials of cities and counties give validity to the board.

Glenn Ziemer – Is there an advantage to another mechanism that will work better? Or, should we make it dependent on the meeting load? How about a floating 30 day notice schedule dependent on meeting load?

\* **Quorum was re-established** with the return of Patrick McOsker via teleconference.

**Motion – David Gillotte moved to approve the tabled SFT items listed below; Michael Williams seconded the Motion. A vote was taken for each item.**

- Course Approval: Driver/Operator – Aerial/Tiller Operations. **Members unanimously.**
- Course Approval: Fire-Rescue Vessel Operation. **Members unanimously approved.**
- CICCIS Equivalency Matrix. **Members unanimously approved.**
- Type 3 Incident Management Team Program Overview. **Members unanimously approved.**
- Reference Manual for Training Instructor 1 Series of Courses. **Members unanimously approved.**
- College of the Desert Accreditation. **Members unanimously approved.**
- Re-Accreditation of American River College. **Members unanimously approved.**

#### **Roundtable discussion regarding appointments resumed**

Kim Zagaris – Secretary Ghilarducci, just before Christmas, was able to get his appointments announced and vetted out of the Governor's office.

Jerry Davies – There will be a conference on January 30, 2013 in Anderson. They will be working on Fire Safe Council of Sacramento and are looking at insurance of home safety. We are looking to expand and welcome ideas to programs.

Mike Richwine – We would like to restructure the State Fire Training portion of the agenda to mirror the STEAC agenda. We reprioritized the STEAC agenda to reflect four strategic directives of the Blueprint 2020 to remind us that everything we are doing fits into the four directives and keeps us moving forward.

Yvonne de la Peña – JAC has new training modules. We just finished two grants with CalEMA in December 2012. We are offering continuing education units for the training that occurs through Kaplan Online Training platform. We have been getting a very good response to the online training. These are free of charge thanks to the funding of the CalEMA grants.

We also updated the wildland fire training. It is in ten (10) separate modules and it can be delivered as one course or broken up into separate modules.

David Gillotte – We are going to have our convention this year. The convention is what drives the legislative agenda for the next three years. Coming up is the IAFF Affiliate Leadership Training in Phoenix, AZ.

Tonya Hoover – PROQUAL Professional Qualification Committee is meeting in California. They will meet in Sacramento on February 6-8, 2013. If anyone is interested in being a public participant it is open to the public. They will be meeting at the Holiday Inn. It is great to hear what is going on at the National level with Professional Qualifications and standards that we are all engaged in. Vision 20/20 is a group of national fire service leaders. They have come together to help coordinate the fire prevention message throughout the country and drive some key initiatives. Some of those key initiatives are engaging our operations side of the house in code development, because code development helps operations get what they need to do their jobs safely. Public education outreach messaging is a big part of their initiative. Such things are smoke alarms and cooking safety. They also have some building construction initiatives working with the building industry. It's really a conglomeration of folks coming together to try to move a message nationally. We want to get measureful and meaningful results. Another part of the initiative is "Fire is Everyone's Fight." It kicked off this year in January. It is designed to get everyone thinking about the importance of fire prevention. We want the view to move from home fire being unavoidable and accidental; to understanding they can be prevented. It will give tips to prevent cooking fires and advice to install smoke alarms

Mike Williams – I would like to present the Fire Service Training Institute (FSTI) award. The FSTI Distinguished Service Award was first presented during the opening ceremonies of the 2009 CSFA Annual 87<sup>th</sup> Conference in Sacramento. During the presentation, a resolution was presented naming the award the Howard W. Rayon Distinguished Service Award in honor of his tremendous contributions, leadership, lifetime of achievement and dedication to the fire service. Howard was a significant influence in the development of the FSTI. He served as the first corporate secretary of FSTI until his death on October 19, 2009. The award is a tribute with honor and respect to a man who truly gave it his all with no expectation of anything in return.

Our recipient this year is Bill Vandevort for his lifetime dedication to the fire service and the development of state fire training for fire fighters emergency medical personnel, and his dedication to promote firefighter safety particularly in the area of hazardous material.

#### **VI. PUBLIC COMMENT**

No public comment took place.

#### **VII. SET MEETING DATES**

Prospective 2013 dates – May 23, July 18, and October 17.

#### **VIII. MEETING ADJOURNMENT**

**Motion – Michael Williams moved to adjourn the meeting; motion was seconded by David Gillotte. The motion to adjournment was unanimously approved by the members.**