



MINUTES STATE BOARD OF FIRE SERVICES

**Wednesday, October 30, 2002
Sacramento, California**

MEMBERS PRESENT:

John Tennant, State Fire Marshal
Richard Alarcon, California Labor Federation
Steve Brown, Fire Districts Association of California
Denny Bungarz, County Government
Michael Esparza, California State Firefighters Association
Michael Freeman, California Metropolitan Fire Chiefs
Richard Guerrero, International Association of Fire Fighters
Dallas Jones, Director, Governor's Office of Emergency Services
Thomas Sullivan, Fire Districts Association of California
Dan Terry, Chair of the California Fire Fighter Joint Apprenticeship Program
Harry Wilson, Insurance Industry
John Winder, California Department of Forestry Firefighters

MEMBERS ABSENT:

Rick Martinez, California Fire Chiefs Association
Richard Mayberry, California Professional Firefighters
Denny McEntire, City Government

STATE FIRE MARSHAL STAFF PRESENT:

Nancy Wolfe, Assistant State Fire Marshal
Bill Carmack, Division Chief, Code Enforcement/Plan Review Division
Art Cota, Division Chief, State Fire Training
Hugh Council, Division Chief, Code Enforcement/North Division
Mike Richwine, Division Chief, Fire Engineering Division
Leslie Haberek, Senior Deputy, Code Development and Analysis Division

GUESTS:

Yvonne de la Peña, California Firefighter Joint Apprenticeship Committee
Sandra Esterly, Sanders Valve Corporation
Jimmy J. Hershberger, Sanders Valve Corporation

I. CALL TO ORDER

Chief John Tennant, Chairman of the State Board of Fire Services (SBFS), called the meeting to order at 0930 hours at the State Fire Marshal's Headquarters, 1131 S Street, Sacramento, California. The Oath of Office was administered to incoming Members Richard Alarcon, Richard Guerrero, Dallas Jones, Dan Terry, Harry Wilson and John Winder. (New Member Rick Martinez was absent.)

II. ROLL CALL

Roll call was conducted and a quorum was established.

III. INTRODUCTIONS

Self introduction of members, staff and guests was conducted.

IV. ANNOUNCEMENTS

A. Status of Board Member Appointments

Chief Tennant stated that statutory change established by the Legislature on January 1, 2002, altered the membership of SBFS. The changes include the addition of a fire district chief, however, the Fire Districts Association has not yet submitted nominations to the Governor. Member Brown will continue to serve in this capacity until a new appointment is made. It is also anticipated that the Governor will appoint a new Volunteer Firefighter representative for SBFS. Additionally, the CDF Chief Deputy Director (who is not the State Fire Marshal) is also vacant but may soon be filled either in an acting capacity or by appointment.

V. APPROVAL OF MINUTES OF NOVEMBER 2, 2000 MEETING

Chief Tennant called for additions or corrections and approval of the minutes from the November 2, 2000 meeting.

Motion: Brown/Sullivan; Discussion: None; Vote of Members: Unanimous for Approval.

VI. PROGRAM REPORTS

Chief Tennant noted that one of the purposes of the SBFS is to make recommendations to the SFM about issues that affect the fire service. To facilitate this, he asked that part of today's meeting include a presentation of some of the SFM programs and, at the next meeting, an overview of other SFM programs will be provided.

A. Training and Education

Art Cota, Chief of the State Fire Training Division, provided an overview of the Training and Education program. He explained that, with SBFS guidance, the State Fire Training Program develops curricula and certification standards designed to provide fire service professionals and volunteers with the skills, knowledge and abilities needed to perform their jobs successfully and safely. The program also credentials instructors to teach within this system. Almost all funding in support of the State Fire Training Program is derived from approximately \$1.2 million in registration and certification fees paid by about 35,000 students per year. All of these fees are deposited into a special fund account used only to support State Fire Training.

Chief Cota explained that there are two delivery methods within the State Fire Training Program: the California Fire Service Training and Education System (CFSTES), and the Fire Service Training and Education Program (FSTEP).

CFSTES courses, when combined with other criteria, lead to certification in positions such as Fire Prevention Officer, Fire Officer or Chief Officer. The courses in this system are somewhat rigid in the delivery system in that a certification examination is used, instructors teach the required number of hours in the subjects that are described using an instructor guide, and participants use student manuals.

The CFSTES Fire Prevention certification track (Fire Prevention Officer I/II/III) was modified and now includes courses identified as Fire Marshal Plans Examiner, Fire Protection Specialist and Fire Prevention Officer. This new series was developed at the recommendation of the California Fire Chiefs' Association/Fire Prevention Officers Sections who identified a need to more closely align the curricula with duties and working titles used in the fire service today.

FSTEP courses typically referred to as "specialty courses" and do not lead to position certifications (e.g., Live Fire Training, Auto Extrication, Rescue Systems, Incident Command System, etc).

In referring to Chief Art Cota's presentation, Member Terry asked if the \$1.2 million generated per year is all from fees for certification. Chief Cota replied that State Fire Training's budget dollars are generated from participation within the program, with small levels of funding from Federal Emergency Management Agency (FEMA), US Fire Administration (USFA), for specific activities such as anti-terrorism or related training. The FSTEP program fee is \$5.00 per participant and used to offset the cost of preparing the class certificate. CFSTES courses generate \$50 per student plus the cost of student manual or supplement.

Chief Cota explained that the statutory authority for the State Fire Training program is the responsibility of the State Fire Marshal. However, within the current CDF organization, the day-to-day administration of the State Fire Training program is the responsibility of CDF Fire Protection. Chief Tennant added that the relationship between the SFM and CDF Fire Protection is very good and that the administrative-statutory disconnect has not caused friction. Chief Tennant stated that he and Jim Wright, the Deputy Director in CDF Fire Protection, have asked for an internal program review. The results of this evaluation will be shared with SBFS as soon as the process is completed.

Member Esparza asked if the State Fire Training anti-terrorism project coordinates with the California Fire Fighter Joint Apprenticeship Committee (CalJAC) grant on terrorism (referred to as the Workforce Investment Act [WIA]). Chief Cota responded that Mary Jennings, the Director of CalJAC, serves as the principal course developer/coordinator for the WIA grant. State Fire Training had been involved in dialogue with Ms Jennings during the development of WIA's First Responder Operations – Terrorism Consequence Management training program.

Member Terry added that the WIA grant was awarded to CalJAC through the by the Governor through the Employment Development Department and the entire project will be completed within 18 months from the time it begins. The program will achieve the goal of providing 30,000 first responders with standardized training in terrorism response. The funding for this project comes from the Governor's 15% Workforce Investment Act.

Member Terry added that the curriculum developed for the WIA grant was a combination of curricula from the Department of Justice, the California Specialized Training Institute (CSTI) and State Fire Training and was codified by a subcommittee of the Statewide Training and Education Advisory Committee (STEAC) and approved by STEAC. Chief Tennant asked that the "First Responder Operations – Terrorism Consequence Management" curriculum be included as an agenda action item for the next SBFS meeting. *(Note: The WIA Grant was further discussed as noted under Open Forum during this meeting.)*

B. Statewide Training and Education Advisory Committee (STEAC)

Chief Cota reported that copies of the minutes from the August 20, 2002 STEAC meeting had been mailed to SBFS members. Chief Cota distributed at the meeting copies of the current STEAC Membership Roster and the minutes from the October 10, 2002 STEAC meeting.

Chief Cota explained that the STEAC serves as the research board to the SBFS and focuses on training issues such as course development and certification standards. STEAC meets on a quarterly basis, typically prior to the SBFS meeting to allow for their recommendations and input to be brought to the SBFS for consideration

Member Guerrero referenced the minutes from the November 2, 2000 SBFS meeting relating to Rapid Intervention Crew Tactics and “low-profile ladder escape” and the STEAC recommendations which specified the inclusion of a statement that “low-profile ladder escape” be stressed as an *optional* training module, a sign-off sheet signed by the chief of the department acknowledging that the individual is receiving such training, and a statement that the training should occur on or below the second story. Member Guerrero asked if an update was available regarding the concerns that had been voiced by some SBFS members at that meeting and whether a report was now available critiquing the train-the-trainer course. Chief Cota responded that this information was not available. Member Esparza asked that each SBFS member be furnished a copy of the curriculum for the Rapid Intervention Crew Tactics. Member Freeman requested that the Board be provided with a briefing on the status of the program including a report on the follow-through with sending letters to the departments and other communications regarding the “low-profile ladder escape”.

ACTION: Division Chief Art Cota will mail a copy of the “Rapid Intervention Crew Tactics” curriculum to each SBFS Member and will provide a briefing at the next SBFS meeting on the status of the Rapid Intervention Crew Tactics issue.

After referencing the STEAC minutes of August 20 and October 10, 2002 regarding the Emergency Medical Services (EMS) curriculum procedures, Member Guerrero asked if any further information was available. Chief Cota responded that STEAC had requested that this issue considered by the Emergency Medical Technician (EMT) Committee.

C. State Fire Marshal Regulations

Chief Tennant advised that this item was included in the agenda as an introduction to the SFM’s Code Development and Analysis Division. Chief Tennant explained that California’s Building Code has been published by the International Conference of Building Officials (ICBO). However, ICBO is no longer publishing this Code and there are two competing code purveyors: (1) the International Code Commission (ICC), and (2) National Fire Protection Association (NFPA). California will be adopting one of those codes. One of the primary responsibilities of SFM is to make the substantial recommendations to the Building Standards Commission (BSC) for approval of the Building Code.

Chief Tennant introduced Senior Deputy Leslie Haberek of the SFM Code Development and Analysis program who distributed copies of an update on SFM’s current regulatory initiatives. She elaborated on Chief Tennant’s previous statement and explained that, within California, any enforcing State agency that proposes regulations must follow the Administrative Procedures Act (APA). SFM has the statutory authority to approve every fire/life safety regulation. However, the Government Code also has a provision that states that the SFM will also approve every administrative regulation by any *non*-enforcing State agency that doesn’t propose building standards. These non-building regulations are approved and published by the Office of Administrative Law (OAL) in Title 19, California Code of Regulations (CCR).

For building regulations, the SFM submits proposals to the California Building Standards Commission (CBSC), who is the administrator of Title 24, CCR. Regulations from all enforcing State agencies (including SFM) are submitted to the CBSC for who administers the APA process.

In reviewing the SFM regulatory activities, Deputy Haberek explained that the 2001 edition of the California Building Code (CBC) is effective on November 1, 2002. SFM was involved in over 800 code changes affecting this edition of the CBC.

Deputy Haberek also presented a review of the SFM regulatory development for the 2002 and 2003 Annual Code Adoption Cycles. She explained that SFM proposes the adoption by reference of model codes on a three-year (triennial) cycle. These model codes are used as a base of the California Code of Regulations (CCR), Title 24. The year following a "Triennial Cycle" is called an "Annual Code Change Cycle". She distributed copies and discussed the schedule of projected dates and tasks related to SFM's rulemaking for the 2004 Triennial Code Adoption Cycle.

Deputy Haberek continued by stating that under Health and Safety Code §18928, SFM has the responsibility to propose for adoption a model code for which the agency offers amendments pursuant to their statutory responsibility. SFM has the broadest statutory responsibility in California and is the only agency responsible for fire and life safety. This means that there is an incredible amount of work to be done in preparation for the 2004 Triennial Code Adoption Cycle.

Chief Tennant explained that he believes the two code purveyors are preparing a comparison and analysis of their code versus their competitor. He has also asked the CBSC to set aside all the other code considerations in this code cycle (such as the Mechanical and Plumbing Codes) to allow consideration of the Building Code and Fire Code and limit the scope of work that needs to be considered.

Chief Tennant stressed that the new code adoption is probably the biggest project that the SFM will be undertaking in the next 10+ years and requested SBFS assistance in this endeavor. He advised that he is assembling a committee to prepare an evaluation and recommendation on this issue. Chief Wolfe distributed copies of Title 19, §2.06, which defines the configuration of the Fire and Life Safety Building Standards Advisory Board (Fire Safety Board). Chief Tennant stated that he will be appointing the members of the Fire Safety Board as soon as he receives the nominees and added that the appointees may include SBFS member(s). After discussion, the SBFS members agreed that it would be most helpful if the Fire Safety Board prepared an evaluation and recommendations for SBFS review.

Member Jones asked how the issue of terrorism is being addressed in both the national and state building standards (setbacks of buildings and buttress, etc.) He explained that it has not been a major consideration in most construction of state buildings in the last 50 years and voiced his concern that the design of public facilities must be evaluated in light of the lessons learned from the collapse of the World Trade Center. He asked how California is going to approach this issue. Chief Tennant responded that SFM will examine the proposed model codes and especially consider issues such as considering hardened center-cores and the adhesion of spray-on fireproofing material. He noted that emergency response specialists, architects and engineers have discovered some sobering facts about highly-engineered, light-weight construction techniques following the events of 9-11-01.

VII. OLD BUSINESS

A. Accreditation of Academies Outside California

Chief Cota distributed a handout describing the background of this issue. He explained that the Truckee Meadows Community College District had requested to be recognized as an accredited regional fire academy. SFM has received an opinion from the CDF Legal Office that indicates that provisions of the Health and Safety Code do not preclude SFM from accrediting fire academies outside of California. This opinion also included a caution against spending California dollars to deliver courses in another state.

Member Terry asked the following questions:

- Which academies are accredited in California?
- Are the job market studies being completed?
- Are there enough academies or, instead, too many academies?
- Is there a need for California to go beyond its borders with accrediting academies?

Chief Cota responded that the required job market analysis is being done for each application or request for reaccreditation. He added that a study has never been conducted to identify whether there are enough or too many accredited academies, nor whether the geographical boundaries issues have been addressed.

Chief Tennant expressed his concern that the model for State Fire Training was established more than 20 years ago and provided for the needs during that time. He further explained that an evaluation should be made to determine whether the program meets current needs of the California fire service.

After further discussion, Member Terry reiterated that, before the SBFS further consider accreditation of academies, especially outside California, a thorough review be conducted as to what is currently in California. Member Terry offered to provide the staff to help in this study.

ACTION: Chief Cota will provide exact numbers of accredited academies as well as their geographic location. Discussion on this issue will be continued at the next SBFS meeting.

B. Firefighter I/II Certification and Work Experience

Chief Cota stated that some community colleges and regional occupation programs were entering into agreements with fire departments to coordinate work experience for participants and apply this work experience toward firefighter certification.

VIII. NEW BUSINESS

No new business was discussed.

IX. OPEN FORUM

A. USFA National Emergency Vehicle Safety Initiative:

Chief Cota distributed copies of two news releases and statistical information regarding the USFA's National Emergency Vehicle Safety Initiative and explained that this project was implemented to reduce the number of firefighters killed and injured. This information is also available on USFA's website.

B. Terrorism Response Programs:

Member Terry distributed a handout describing the CalJAC Workforce Investment Act (WIA) grant on terrorism. Yvonne de la Peña added that CalJAC will be distributing copies of a

DVD, marketing brochure and letter covering this issue to all California fire departments. Member Jones shared information on various federally-funded programs in response to terrorism.

C. Recommended Issues for Future SBFS Meeting Agendas

SBFS members suggested the following items for discussion at future SBFS meetings:

- Member Brown - Update on the operation of the Incident Certification System. Chief Cota agreed to arrange for this presentation and include the California Incident Command Certification System (CICCS). Member Jones volunteered to arrange for a presentation from the California Specialized Training Institute (CSTI) to present an overview of their program.
- Member Esparza – (1) Update on the California Public Employees' Retirement System Volunteer Firefighters' Length of Service Award System; and, (2) update on the SFM Arson and Bomb Investigation Unit (including the canine program).

X. FUTURE MEETING DATE(S)

It was the consensus of the members that the next two SBFS meetings be scheduled for Wednesday, February 26, 2003 and Thursday, April 24, 2003. Both meetings will begin at 0930 hours at a location in Sacramento. The exact meeting site will be announced at a later time.

XI. MEETING ADJOURNMENT

The meeting was adjourned at 1:07 p.m.

Meeting Minutes Developed by:
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