



## OFFICE OF THE STATE FIRE MARSHAL - STATE FIRE TRAINING STEERING COMMITTEE

Thursday December 13, 2018  
9:00 A.M. – 12:00 P.M.

### MINUTES

1. Call to Order

**Attendees:** Tim Palmer (CFTDA / Sierra College), Darren Hall (CFTDA / Miramar College), Ty LaBelle (CAL FIRE), Mike Taylor (Sacramento Fire Department), Gerry Laird (San Jose Fire Department), Andrew Henning (ST), Chris Fowler (SFT), Brandon Erikson (SFT).

2. Old Business

A. ARTP Collaboration

- D. Hall provided an update on CFTDA Tool Box with review of the files on Google Drive. All ARTP access for shared documents.
- Next collaboration meeting is 1/30/19 before CFTDA Meeting
- A. Henning asked if a joint SFT/CFTDA Information Bulletin that explains the different testing model options. This can be used to help ARTPs work with non-ALA departments to meet their testing needs.

B. Fire Fighter 2 Prerequisites

- The group discussed modifying the prerequisites for Fire Fighter 2, Fire Control 4, and Vehicle Extrication. The change to Fire Fighter 2, would make the Fire Fighter 2 courses available immediately following Fire Fighter 1 training. For Fire Control 4 and Vehicle extrication, the courses could be instructed within the Fire Fighter 1 academy, as long as specific modules listed in the prerequisite were already delivered.
- Modify all course plans and SFT documents with CPR/Public Safety First Aid to:
  - Healthcare Provide CPR (or equivalent hands on course) and Public Safety First Aid
  - Or
  - Current California EMT Certification
  - Or
  - Current California Paramedic License
- The group agreed on the changes, and SFT will move forward to the January 2019 STEAC meeting.

#### C. Fire Fighter 1 Skill Retake Allowance

- ALAs not require to offer all testing attempts
- The option of more restrictive testing accepted.
  - Eliminate fourth attempt on the second day of testing
- SFT to write an Information Bulletin and/or Interim Procedure to be presented to STEAC in April 2019.

#### D. Fire Fighter 1 Update and Fire Fighter 2 IFSAC/Pro Board Accreditation

- Curriculum Cadres have been selected. They meet for three one week sessions (January, March, May 2019)
- Jones and Bartlet and IFSTA Test banks on order. SFT will not be supporting the Fire Engineering (PennWell) textbook due to time and cost in order to support a third text book.
- Fire Fighter 2 capstone cognitive and psychomotor beta testing will begin in 2020.
- Discussion of if FF1 and FF2 cognitive and psychomotor testing could be combined as a testing option. SFT to research testing models being used by other IFSAC/ProBoard states.
- Discussion of Fire Fighter 1 modules and rebranding of the course titles by the cadre to Firefighter 1A: Structural Fire Fighter 1, Fire Fighter 1B: Wildland Fire Fighter 1, Fire Fighter 1C: Haz Mat. This is

so that the course can be delivered modularly, and so that the curriculum compliments the testing processes.

- FFII update is planned to be released in January 2020, with required certification testing implementation sometime around 2022-2023. SFT will work with the cadre to determine the implementation plan. This will then be presented to STEAC and SBFS for approval.
- Discussion of FFII testing (amount of cognitive questions and psychomotor skills) would be determined by the cadre.

E. Joint Powers Authority (JPA) becoming ALAs

- Close and remove from Old Business

F. ALAs Testing Non-Employees

- Discussion of what the interim procedure needs to be (percentage, student ratio, or max number?)
- SFT and the committee determined that the best path forward would be to allow a limited term Pilot Program of 2-4 ALA's\*.
  - Non-ALA employees must be employed if sponsoring Fire Agency.
  - SFT to work on draft guidelines for Pilot Program. Pilot Program will be submitted in April 2019 to STEAC.
- Consider how many agencies want/need to test non-employee's. Are we making an exception to the norm for a select few?

G. Fire Fighter I Written Exam Time Limit

- Close and remove from Old Business

H. Exam Proctors

- Discussed short term and long term goals
  - SFT does not have funding to develop online platform.
  - Partner with ARTP for Canvas/Blackboard online platform?
  - Unknown registration process and cost. (Smart Workforce Funds?)
- Currently requires lead skills evaluator
  - Discussed short term-allow skill evaluators
  - One person ALA/ARTP could be “instructional assistant” with an Informational Bulletin to be provided by SFT.
  - Discussed the need to develop online curriculum and training.

a. Skills Evaluator

- b. Proctor Written
- c. RIO
- d. CFTC Bridge

I. Candidate Identification Verification Procedure

- CFTDA example letter accepted by Steering Committee
- The group agreed on the changes, and SFT will move forward to the January 2019 STEAC meeting.

J. Non-Fire Suppression Personnel taking SFT Courses

- The committee was supportive of an Informational Bulletin for the four HR classes with a chief's letter only. Not allowed for all SFT courses.
- Mid public safety-career/suppression experience required, 5- 10 years' minimum.
- SFT will work on Staff Report and Interim Procedure's. SFT will plan to take to STEAC in April 2019.

3. New Business

A. Open Task Books (Deferred to next Steering Committee Meeting?????)

- Discussed and review Interim Procedure and Example Task Book
- Discussed SFT accepting Taskbook JPRs with stamped names and/or digital signatures and final page requires the Chief's wet signature. Only for 30 days.
- Updated policy for stakeholders pending from Chief Henning

B. Firefighter I Vocational Experience

- Deferred to next Steering Committee

4. SFT Updates

A. Digital Course Returns

- See the information bulletin on website

B. Fee Adjustment

- Delayed to April STEAC, CSUS meetings rescheduled

C. Title 19 Package

- Starts 45-day public comment period on December 21, 2018.
- Mass email to announce to industry
- Reviewed all online documents on CALFIRE OSFM Code Development website with Steering Committee

- D. Curriculum Cadres
- Discussed various upcoming cadres
  - Discussed upcoming NFPA cadre opportunities in Southern California
5. Roundtable  
Discussed Historical Recognition and challenges of maintaining cadre of instructors with appropriate experience to teach academies.
6. Future Meetings  
February 2019

DRAFT