



STATE FIRE MARSHAL
Automatic Extinguishing Systems Advisory Committee
October 25, 2023, Meeting Minutes, 9:00 A.M. to 12:00 P.M.
Pacific Daylight Time (PDT)
Office of the State Fire Marshal
Hybrid Zoom Meeting Conference Call
Meeting ID: 838 9235 5858

MEMBERS PRESENT

Allen Quirk, National Association of Fire Equipment Distributors (NAFED)
Peter Hulin, National Fire Sprinkler Association (NFSA)
Wayne Weisz, American Fire Sprinkler Association (AFSA)
David Karrick, California American Fire Sprinkler Association (CAFSA)
Vahe Zohrabian, California Fire Protection Coalition
Ted Hakimi, California Fire Protection Coalition (Alternate)
Matthew McCarrick, California Association of Life Safety & Fire Equipment (CALSAFE)
James Knowles, Amerex
James Feld, University of California, Berkeley (retired)
Randy Dysart, Retired
Jason McBroom, Alpine Fire Protection District
Darrell Hefley, Jorgenson Company
David Lewandowski, Jorgensen Company (Alternate)
Chip Lindley, Lindley Fire Protection
Jason Hudgins, Walschon Fire Protection, Inc.
Shelley Merrell, Integrated Fire & Safety
Steven Fox, Sprinkler Fitters and Apprentices, Local 483 (Alternate)
Amber Barrios, Associated Compliance & Training

MEMBERS ABSENT

Randy Roxson, Sprinkler Fitters Association of California (SFAC)
Jeff Dixon, SFAC (Alternate)
Garth Embree, Amerex (Alternate)
Edie Wade, Brooks Equipment Company
Bryan Jonson, West Sacramento Fire Department
Todd Golden, Sprinkler Fitters and Apprentices, Local 709

OSFM STAFF

Greg Andersen, Committee Chairperson, OSFM

Brice Bennett, OSFM

Benji Salazar, OSFM

Cortney Walker, OSFM

Jeffrey Schwartz, OSFM

Jim Hosler, OSFM

Adam Stewart, OSFM

Megan Lopes, OSFM

PUBLIC GUESTS

Kim Stocking, Advanco Fire Protection

Shawn Gray, Lund Pearson McLaughlin Fire Protection Systems

Rigoberto Vazquez, Advanco Fire Protection

Jose Colin, Suisun City Fire Department

Steven Lajkowicz, Los Angeles County Sanitation District

Harl Buckridge, AAA Quality Services

John Chung, Los Angeles County Sanitation District

Jorge, Los Angeles County Sanitation District

I. CALL TO ORDER

A. Welcome and Logistics Briefing

The meeting was called to order by Chairperson Greg Andersen, at 9:01 A.M. PDT on October 25, 2023.

Attendees were informed of meeting logistics and etiquette.

B. Roll Call/Determine Quorum

Roll call was conducted by Adam Stewart, and it was determined that a quorum (16 of 19) of members was present.

C. Introductions

All attendees introduced themselves.

D. Approval of Minutes for July 26th, 2023.

Chairperson Greg Andersen asked for approval for the July 26th, 2023, meeting.

Member Vahe Zohrabian requested a change to the minutes regarding a statement made on the last page of the minutes.

Member Randy Dysart requested a change to the formatting of "CALSAFE" to be written as stated.

It was moved by Member Wayne Weisz to approve the minutes as amended; motion seconded by Member Amber Barrios. Motion was approved unanimously.

E. Announcements

Chairperson Greg Andersen opened the announcements by confirming that Daniel Berlant has been appointed as the State Fire Marshal. He also mentioned that Chief Berlant will still need to go through his Senate confirmation hearings.

Chairperson Greg Andersen mentioned that he would like to thank the new staff in the AES program (Ben Salazar & Adam Stewart) for the work they have done and are continuing to do for the program, considering the workload. He also mentioned that the division is in the process of hiring more people for the program.

Member Amber Barrios stated that she would like to thank Ben Salazar & Adam Stewart for their response time and efforts in the program. She mentioned in all the years that she has worked with OSFM; she has never had that response before.

Chairperson Greg Andersen thanked member Amber Barrios for her feedback and mentioned that he enjoys hearing all feedback towards the program.

Chairperson Greg Andersen stated that the division has been working with the California Contractor Licensing Board on getting letters out to C-16 contractors about requirements and the enforcement. Chairperson Greg Andersen also mentioned that OSFM has set up a process to file complaints with the California Contractor Licensing Board.

Chairperson Greg Andersen asked the members if they have received the letters yet. The response was that the committee members have not at this point.

Chairperson Greg Andersen mentioned after talking with the California Contractor Licensing Board that they sent out a bulletin at this point and not any letters. He mentioned that he was going to follow up with the Contractors Board on getting the letters out to the C-16 licenses.

Member Vahe Zohrabian suggested that OSFM also follow up through our office to have better coverage with the letters being sent out. Chairperson

Greg Andersen stated that OSFM has an email list and can follow up as well for better coverage with letters.

Member Chip Lindley asked what was in the letter coming out.

Chairperson Greg Andersen stated that the letter has information of the requirements and what is going on with the process.

Member Vahe Zohrabian asked if the process is only for CSLB complaints and that the letters are set up for the CSLB site, not OSFM.

Chairperson Greg Andersen stated that is correct and that OSFM is doing a different process off their own to help complement things.

Chairperson Greg Andersen turned the floor over to Chief Jim Hosler for a presentation on PFAS.

II. OLD BUSINESS

A. PFAS presentation from Deputy Director Jim Hosler

Chief Jim Hosler thanked everyone for being at the meeting and stated that he was hopeful that the information would be helpful and provide some answers.

Chief Jim Hosler started off the presentation by sharing his computer screen and navigating on the OSFM website to show where you can find the information that was going to be presented.

Chief Jim Hosler mentioned that on or before July 1st, 2021, class B foam was banned in this state with containing intentionally added PFAS. Anything that was sold after July 1st, 2021, was to be recalled by the manufacturer and that would help the new purchaser find some relief. Chief Hosler also mentioned that after January 1st, 2022, except for the operations of certain facilities, terminals and oil refineries, alternate deadlines, no person shall manufacture, distribute, and use class B firefighting foam containing PFAS chemicals starting on January 1st, 2022.

Chief Jim Hosler stated that AFFF in airport hangers that are under Federal regulation, or on airports that are required too, have one year after the mill spec is approved, assigned, and has a set date, will be a one-year period of transition. After that one year, you would be in violation of the law or (statute). Chief Jim Hosler stated that CALFIRE doesn't have the authority for enforcement, that is up to the local city, county, and state DOJ. Chief Jim Hosler mentioned if foam is discharged, you need to report it to CALFIRE, and they can report it for prosecution.

Chief Jim Hosler stated that starting January 1st, 2024, all fixed systems must be converted. Chief Jim Hosler mentioned that there are no exceptions to the date. He mentioned that we are mandated to the statute and that you would have to contact your legislator for extensions and modifications.

Chief Jim Hosler also stated that pipeline terminals, refineries and tanks that are 120 square meters or greater still can use the foam until January 1st, 2028, providing that no other company or terminal has switched to green foam.

Chief Jim Hosler mentioned that in the OSFM website, they have an information bulletin issued June 6th, 2021, with a lot of general information to help look up regulations, deadlines, and any other information on AFFF.

Chief Jim Hosler stated that AFFF is a C-8 carbon chain that was indestructible till recently. He mentioned that he has information on but not recommending, a company that can dispose of PFAS other than incineration.

Chief Jim Hosler mentioned that he had a meeting with DTSC in regards of disposal with AFFF and how it should be treated. He mentioned at the meeting that DTSC did not classify AFFF as hazardous waste. Chief Jim Hosler also mentioned that if you are going to dispose or destroy AFFF, that you treat the product like hazardous waste and use a qualified contractor treatment company.

Chief Jim Hosler mentioned the transition plan for Aircraft Firefighting foam from OSFMs website. He mentioned that you can find the Federal Government's plan on AFFF for the military, contractors, and the public. He mentioned that the plan was a one-to-two-year plan and that they are currently testing foams. Greenfire is currently competing for a military bid. Chief Jim Hosler mentioned some of the issues that are being worked out with using green foam. He mentioned flashback and continuous burn issues. He also mentioned the issue of discharging the much thicker foam to get good coverage, as well as piping size issues.

Chief Jim Hosler mentioned from OSFMs website EPA guidance on destroying or disposing of PFAS. He also mentioned links from the website mentioning Waterboard updates, along with updates from the Water Resource Control Board.

Chief Jim Hosler then talked about Senate Bill 1044. He mentioned that it was on OSFMs website and that our office primarily deals with Chapter 308, section 2.

Chief Jim Hosler mentioned being invited by Battelle to their facility to witness a process called "PFAS Annihilator" on destroying PFAS. He mentioned the use of super critical water technology for destroying PFAS. Chief Jim Hosler also mentioned that he was there to learn of the process but not qualifying or certifying the process. Chief Jim Hosler stated that

Battelle develops technology and sells it for free. He mentioned that there is a charge to use it, but they get donors, volunteers, and professionals to help solve problems in the industry. He mentioned in the process of using PFAS Annihilator, no hazardous chemicals are used. Battelle can break the carbon 8 chain.

Chief Jim Hosler mentioned that Battelle has mobile portable units that can serve facilities across the country.

Chief Jim Hosler stated to his knowledge, the PFAS Annihilator is the only process that can break the carbon 8 chain.

Member Chip Lindley asked what happens to the material after it has been processed.

Chief Jim Hosler stated that would depend on your permit because that would change from state to state. He used North Carolina as an example because Battelle is based there and that is where Chief Jim Hosler witnessed the process. Chief Jim Hosler mentioned that the discharge was made up of salt and water and when witnessing the process, Battelle was able to directly discharge into the sewer system and send off for additional treatment.

Member Jim Feld asked when using this process, what happens to the flooring when they burn it.

Chief Jim Hosler answered that the carbon chain is broken apart, so it becomes basic carbon. He stated that they break the carbon 8 chain.

Member Jim Feld stated that was the hydrocarbon chain. He asked what happens to the Fluorine. He mentioned that the products are salt and water and asked what kind of salt Battelle is talking about.

Chief Jim Hosler stated that he did not know the full details of what kind of salt was used but that the salt was nonhazardous.

Member Jim Feld stated his concern for the flooring. He mentioned that something must happen to it, that it wouldn't just disappear.

Chief Jim Hosler stated that member Jim Feld visit Battelle's website for more information. He also stated that Battelle is a highly recommended and reputable company worldwide.

Member Ted Hakimi asked is there an approved foam that can be used.

Chief Jim Hosler stated that there are several foams on the market. He mentioned that Greenfire is one of those companies. Chief Jim Hosler stated that there are several UL listed foams on the market and that you would want to research companies that use UL green foam with non-intentionally added PFAS or PFOA.

Chairperson Greg Andersen asked for more clarification on when you change out the system. He asked if there would be a huge issue on the

pipe size and cleaning of the pipe to where you may have to redesign the system.

Chief Jim Hosler stated that PFAS is a chemical that impregnates metal and lives in that metal forever until it's treated, properly disposed of, or destroyed. He mentioned if the system has been discharged and used, you have the potential that all the piping that touched that material has been contaminated with PFAS.

Chief Jim Hosler mentioned that CALFIRE is finding that companies systems that have not discharged the material are changing out the bladder tanks, changing the mixing valves and change out their mixing chambers. Chief Jim Hosler also mentions that if you are going to flush your system, that you work with a qualified company.

Member Vahe Zohrabian stated he would like more clarification when it comes to PFAS, that if you use a certain material, CALFIRE have more involvement on what you can and can't do with the material. He mentioned that CALFIRE is the authority but not involved. Member Zohrabian also stated that companies are asked to do their homework on what to do with the material, but companies don't know where to dispose of the material safely, don't know who to call for help and that they can't have the material in their facilities.

Chief Jim Holser stated that he can only do what he is authorized to do. He stated that he would like to be able to help regulate PFAS disposal more but that he can only provide dates and times on when the disposal needs to be done. Chief Jim Hosler mentioned that he can provide as much information as possible. He stated that he mentions in the presentation on a possible process to destroy the material.

Chief Jim Hosler stated that firefighters have been aware of PFAS for years.

Member Vahe Zohrabian asked when fire responses to a situation, is their PPE going to be compatible to the new material that is going to be used.

Chief Jim Holser mentioned that everyday firefighters deal with unknown chemicals. Chief Jim Hosler stated that is one reason he runs the CUPA program for the State which regulate all the local cities and counties reporting all chemicals stored in their facilities. He mentioned that this issue will always be an issue but that he must follow what's given and provided in the laws.

Chairperson Greg Andersen added that the fire service has been looking into this issue as well.

Chief Jim Hosler stated that unfortunately a lot of household items that we have in our own homes contains PFAS, he stated that the chemical is a prevalent chemical.

Chief Jim Hosler mentioned that the State of California had to set some type of standard and time frame for removal or disposal of PFAS. He mentioned that if any new information becomes available, he will pass along to this committee. He also stated that he would pull up some other UL forms listed and pass those along to the committee as well if anyone was interested.

Chairperson Greg Andersen thanked Chief Jim Hosler for his presentation and time.

B. ITM Licensing Taskforce Update

Chairperson Greg Andersen stated that the ITM Taskforce is still in the early stages and is just a work group at this time. He stated that they do not have the authority to provide a final recommendation to OFSM. Chairperson Greg Andersen stated that there has been good initial suggestions and information for the group. He stated that more information is to come as they start to develop the group more and more.

Chairperson Greg Andersen mentioned with leaving of Chief Paez, he was going to be chairing his committee at the time as well. He mentioned that the next ITM meeting was on November 30th.

Member Vahe Zohrabian asked for more clarification about the deadline of November 23rd for getting in agenda items for the next ITM meeting.

Chairperson Greg Andersen mentioned that the deadlines are there to make sure to get items into the agenda for the next meeting. He stated that if items are not in by the deadline, they will be added to the next meeting.

Member Vahe Zohrabian in summary mentioned that the most important thing to him was the understanding and the concept of the taskforce because it is in the early phase. He mentioned that he just wanted to be clear of what the goals are so that they can be accomplished from the start.

Chairperson Greg Andersen stated that our office would consider the workload that would have to happen with 60 different classifications.

Member David Lewandowski asked if the minutes from the last ITM meeting were available.

Deputy Brice Bennett stated that the minutes were but not posted. He stated that he will send them out to the group and will post them.

Member Wayne Weisz asked for more clarification on the ITM program as it sits currently. He asked if the program was still in the process of clarifying the need.

Chairperson Greg Andersen stated that OSFM started with clarifying the need and now with some good data information, OSFM will start to bring some proposals to the program.

Member Wayne Weisz asked if we are at a point on how this program is going to look or operate.

Chairperson Greg Andersen stated we are not but that we have established the need and now starting to work on some proposals because of the good data information that has been collect.

Member Wayne Weisz emphasized getting more concrete answers of the need before moving forward. He emphasized for the program to be successful and for pushing this forward, there needs to be more clarification on the need portion before moving forward.

Chairperson Greg Andersen mentioned that he realizes this is an important task and was very clear that if we don't start working on this that we will never finish. He doesn't want this to be an ongoing process. He mentioned that we are starting to get the first steps inline and what it's going to take.

Member Wayne Weisz stated that the program should be the priority of the committee at this moment. He mentioned at the next committee meeting, this should be the focus. Figuring out the need and what is going to determine that.

Chairperson Greg Andersen stated that he agreed.

C. Sprinkler Fitter Renewals

Chairperson Greg Andersen stated that he had some numbers for the committee. He mentioned for the year, we have 4,091 and that they are still slowly coming in. He mentioned that we are not quite up to the numbers from last year which were 4,414 but at this time last year we are about the same. Chairperson Greg Andersen mentioned that we have 3,098 fitters, 928 apprentices and 65 trainees.

Member Amber Barrios asked if it would be possible to get the numbers of how many apprentices are on hold status.

Deputy Ben Salazar stated that he would get the number for Amber Barrios.

Member Chip Lindley asked Chairperson Greg Andersen if the number was 928 for apprentices. Chairperson Greg Andersen stated that was correct.

Chairperson Greg Andersen stated that he was really looking forward to our relationship with the Contact Licensing Board and getting some momentum. He also mentioned that his plans to fill more positions within the division and hopes to have that done soon.

Chairperson Greg Andersen stated that currently we have 433 Type L license. Compared to last year's number of 589, that is low but feels the reason for it was the pandemic.

Member David Karrick asked when referencing CSLB and the work that OSFM is trying to put together, are you talking about certification complaints as a complaint against contractor's licenses.

Chairperson Greg Anderson stated "yes".

Chairperson Greg Andersen mentioned that they could start out with a warning letter but forwarding administrative letters which are a complaint against their license, that could have formal hearings.

Chairperson Greg Andersen stated that the current fire pump count is at 1,069, with 118 new fire pump applications in the works.

Member Vahe Zohrabian asked what the qualifications for a type L license are.

Deputy Brice Bennett stated that a type L license is a building license to provide the weekly or monthly testing of a fire pump, and or sprinklers, standpipes, and mains. He mentioned to be able to do that on a fire pump, you must have an individual who has passed a written exam and has obtained their fire pump certification. Deputy Brice Bennett also mentioned that a building can then apply for a type L license once they have someone with a fire pump certification to take care of their own weekly testing.

Member Vahe Zohrabian asked for more clarification on who can service fire pumps under an L license. He asked if he has someone working for him and assigned to his building, that person would not be working for profit.

Deputy Brice Bennett stated that is correct.

Member Vahe Zohrabian asked for more clarification on a second type of license called 1,069.

Chairperson Greg Andersen stated that the second type of license member Vahe Zohrabian mentioned was the test an individual takes who services the fire pump for the type L license. Chairperson Greg Andersen mentioned that there are two requirements' licenses. First is to have someone certified to service the fire pump for the building and a license for the building (Type L).

Member Vahe Zohrabian in summary clarified and stated that there cannot be any exceptions to the rule when it comes to have certified fire pump testers and for L licenses. Owners of buildings need to have a person certified for fire pumps assigned to that building and have an L license for the building.

Deputy Brice Bennett mentioned that this is a topic to bring up in the next ITM meeting.

Member Vahe Zohrabian in summary stated that he agreed and mentioned the reason he is concerned and wanted to further discuss the qualifications of the person performing the fire pump tests. He mentioned that concern was for the jeopardy of the building itself and its safety to all that inhabit the building.

Chairperson Greg Andersen stated that would be a great topic to discuss in the next ITM meeting. He mentioned this topic is a key item for the ITM meeting because we can make a ITM certification because the L classification is limited.

Member Vahe Zohrabian stated concerned on creating a loophole. He mentioned for building owners the concern they have with this and the jeopardy it could put them in.

Deputy Brice Bennett stated again that this would be a great topic for the next ITM meeting.

Member Wayne Weisz mentioned that there was a lot of talk for the qualification of the type L license and fire pump certification but mentioned the safety aspect needed to be addressed more and that could justify the need for more discussion. He mentioned that a C-16 contractor can hire someone with limited knowledge and experience to perform fire pump tests. He stated that alone was your need because the topic is about life safety systems and possibly having someone who doesn't know what they're doing to perform the tests.

Chairperson Greg Andersen mentioned that he was understanding the logic that member Wayne Weisz had mentioned, which is having someone who has worked on the building perform the tests needed on the building, instead of someone who just came out to do the tests for profit.

Member Vahe Zohrabian stated in the last meeting that his alternate asked for a budget to be provided from OSFM.

Chairperson Greg Andersen stated that he has the budget but that it was not with him at the meeting and would locate it to send over once he locates it.

Member Vahe Zohrabian stated that he was more interested in the current budget for moving forward. He mentioned Chief Jim Hosler during his presentation discuss that there was no money for enforcement. Member Vahe Zohrabian stated that he was concerned because everything needed and discussed at this meeting starts with finances.

Chairperson Greg Andersen stated that OSFM's budget is a better place this year.

III. NEW BUSINESS

A. Advisory Committee – Letters of Interest

Deputy Brice Bennett stated that all members of this committee that are appointed to their positions have been given two-year appointments and some were given one-year appointments to stagger with the effort to match the charter. He mentioned that some appointments are expiring at the end of this year or beginning of next. Deputy Brice Bennett mentioned that they would be sending out letters requesting members back who's appointments are coming up on expiring.

Member Vahe Zohrabian in summary suggested having more members in this committee and have people in this committee that display real interest and experience to have a voice for the public and people in the industry that care.

Chairperson Greg Andersen mentioned that he tried putting new people on the ITM meetings that want to participate in these meeting that have the same standards as the members do in this committee.

Member Peter Hulin asked if you currently have a one-year term, would you get a two-year term on renewal.

Chairperson Greg Andersen stated that you would get a two-year term on renewal. He mentioned that he had to readjust members this one time to match the charter.

IV. OPEN FORUM

Chairperson Greg Andersen opened the floor for open forum.

Member David Lewandowski asked where the progress was on NFPA 25.

Chairperson Greg Andersen mentioned that the division is working on a couple of regulation packages. He mentioned that the division has had staff change over and that has brought some challenges to continue the work but that we are still moving forward with getting NFPA 25 finished. Chairperson Greg Andersen mentioned that they are close, all that is needed is getting documentation over to Office of Administration for review. He also mentioned that we have updates for NFPA 25.

Chairperson Greg Andersen mentioned that the fee package for AES was rejected from the Office of Administrative Law. He mentioned that instead of coming out with another addendum, they were going to regroup and change the ISORE to match their comments. Chairperson Greg Anderson stated that one of the comments from the Office of Administrative Law was the sprinklers fitters being excluded from a fee increase. He mentioned that the increase that will be proposed will be a small one but that an increase must be made because the fee has been same for the last six years.

Chairperson Greg Andersen stated that the fee package will be discussed in more detail at the next committee meeting. He mentioned that it was not put on the agenda for this meeting because the numbers were not finished from budget but that they are very close.

Member Matthew McCarrick asked if the forms could be found online.

Deputy Brice Bennett stated that the forms could not be put online until they're adopted in regulation.

Member Ted Hakimi asked if OSFM's budget is proprietary information or not.

Chairperson Greg Andersen stated that with the state's budget, the answer is no because the budget is displayed in a very general sense and would be difficult to make sense of OFSM's part of the pie with the overall state budget.

Member Ted Hakimi suggested that we dedicate a part of this AES meeting to sharing the budget information with only the members of the committee.

Chairperson Greg Andersen stated that we can put that down on the agenda for next AES committee meeting.

Chief Jim Holser stated that when it comes to the aspect of budget, he would recommend to Fire Engineering checking with leadership on that request. Chief Jim Hosler also mentioned that members and the public have the avenue of filling out a public records request (PRA) that they can find on CALFIRE's website. He stated that someone can always request documentation because OSFM is required to provide certain public documents that meet the criteria. Chief Jim Hosler suggested to get information like budget through that process of (PRA) because Fire Engineering could not just arbitrarily provide that information. OSFM also has rules on how they can disseminate certain information.

Member Ted Hakimi asked the question to the AES committee wondering if they could be of some help to improve the revenue for the AES budget.

Chief Jim Hosler stated that was within AES and the committee members realm to help.

Member Vahe Zohrabian in summary mentioned needing help from OSFM on getting the numbers, budget among other things to help present and submit the best fee package forward. He mentioned that all involved in this process care and want to see the best package put forth to give it the best chance to pass.

Chairperson Greg Andersen stated that at the next AES meeting he will have all the programs numbers and will present them to the committee, which is part of the package. Chairperson Greg Andersen also mentioned that at the next AES meeting he will have the spreadsheet requested from last year.

V. PUBLIC COMMENT

Chairperson Greg Andersen opened the floor for public comment.

Member Vahe Zohrabian asked to confirm the date of the next ITM meeting.

Chairperson Greg Andersen stated that it would be on November 30th of 2023.

Deputy Brice Bennett mentioned to the committee that Chief Jeffrey Schwartz sent out a proposal to the committee to keep the same months for next year's quarterly meetings. Deputy Brice Bennett asked the committee if anyone opposed that.

Member Vahe Zohrabian in summary suggested that both the committee members and OSFM share workloads more frequent throughout the year than just for a few hours every three months at AES committee meetings. He mentioned if members and OSFM staff shared information more frequent, then more items can be efficiently accomplished.

Chairperson Greg Andersen stated that the AES committee meets quarterly but as we get closer with proposals from the ITM, there may be some opportunity to

have some in-between meetings to help move along things that need to more time and attention. He mentioned that special meetings have been called in the past. Chairperson Greg Andersen stated if there is a topic or item that needs voting on quickly, he would absolutely get the committee back together as needed.

Member Vahe Zohrabian in summary added that he was not suggesting more meetings but sharing information between the group. He suggested if we work on the issues outside of the meetings together, we then can make decisions at the quarterly meetings instead of just talking about them.

Deputy Brice Bennett had a question for the group asking how much lead time would be needed for any addition meetings.

Members Amber Barrios and David Lewandowski stated two weeks.

Member David Karrick mentioned that OSFM requested information from the group by October 23rd, he wanted to know how my members have you received information from our last meeting.

Chairperson Greg Andersen stated that four members have. He also stated that he puts together deadlines so that he can get those items into the meeting's agenda.

Member David Karrick stated what is the point of additional meetings if we can't get baseline work in on time.

Chairperson Greg Andersen stated at this time we are not looking to have additional meetings.

VI. ADJOURNMENT

Chairperson Greg Andersen thanked everyone for their participation and asked for a motion to adjourn the meeting.

**It was moved by Member Chip Lindley to adjourn the meeting, motion seconded by Member Wayne Weisz; all in favor of adjournment.
Chairperson Greg Andersen adjourned the meeting at 10:39 A.M. PDT.**