



FLAME RETARDANT ADVISORY COMMITTEE MEETING

Meeting Minutes – Tuesday, October 23, 2024, 9:00 AM – 12:00 PM

Meeting Location:

The California Natural Resources Building
715 “P” Street, 2nd Floor Conference Room 2-301
Sacramento, CA 95814

Meeting ID: 898 6639 5679

MEMBERS PRESENT

Shannon Sanders, Huntington Beach Fire Department
Beth McDowell, Sacramento City Fire Department
Kathleen Newman, Fire Tech
Bobby Brown, SGS North America, Inc.
Duraisamy Ravichandran (Ravi), Intertek
John Kardos, Advanced Textiles Association

MEMBERS ABSENT

Almeda Hall, Fort Irwin Fire Department
Ellen Atkins, Delta Pacific Technologies, Inc.
Mike Ohirko, Impact Images
Christopher Lovato, Flamecheck
Jonathan Ramos, Disney Live Entertainment
Brian Dement, Diversified Testing Laboratories

OSFM STAFF

Patricia Setter, Committee Chairperson, OSFM
Andrew Henning, OSFM
Greg Andersen, OSFM
Brice Bennett, OSFM
Cortney Walker, OSFM
Michael Hill, OSFM
Adam Stewart, OSFM
Chris Dale, OSFM
Thomas Setnan, OSFM
Darwin Workman, OSFM (FLS)
Jack Stinson, OSFM (FLS)

PUBLIC GUESTS

None

1. CALL TO ORDER

A. Welcome and Logistics Briefing.

The meeting was called to order by Chairperson Patricia Setter at 9:02 A.M. PDT on October 23rd, 2024. Attendees were informed of meeting logistics and etiquette.

B. Committee Member Introductions and Roll Call.

Roll call was conducted by Adam Stewart, and it was determined that there was not a quorum, only (6 of 12) members were present.

C. Introductions of Non-Committee Members.

All attendees introduced themselves.

D. Approval of Past Meeting Minutes – July 24th, 2024

Chairperson Patricia Setter asked for approval for tabling the minutes from July 24th, 2024, **due to not having a quorum**. Tabling July minutes till next Advisory Committee Meeting in January 2025, was approved.

E. Announcements.

Chairperson Patricia Setter stated that today's meeting will only be a discussion, due to not having a quorum.

Chief Brice Bennett opened the meeting by thanking everyone for their continuing participation in this Advisory Committee. Chief Bennett stated that OSFM is going to be soliciting interest letters for anyone participating as a member on the Advisory Committee, for the year 2025. Chief Bennett mentioned that for next year, if someone wishes to participate on this committee, or if you have someone you would like to add to the committee membership, OSFM asks that you send your letters to the general mailbox for the Flame Retardant program at FR@fire.ca.gov or Patricia.Setter@fire.ca.gov. Chief Bennett stated that the letter should be on a letterhead and if you are working with a company, representing a company or a fire agency, the letter should be signed by your manager. Chief Bennett also mentioned addressing the letters to the State Fire Marshal, Daniel Berlant and to have the letter in before November 15th.

Chief Brice Bennett stated that OSFM has redone the charter and OSFM will be sharing that shortly with the Advisory Committee. Chief Bennett mentioned that OSFM's executive staff identified that there may be some holes in how we are using Bagley-Keene and had a legal review from OSFM's legal department, to make sure that we are in line with the rules of Bagley-Keene. Chief Bennett stated for the next meeting in January, OSFM will have the legal department provide a presentation to members, so that they have a clear understanding of the rules moving forward.

2. OLD BUSINESS

A. Regulation update CCR Title 19, Chapter 8 Sections.

Chairperson Patricia Setter stated that she has been working on the complete revisions of California Code Regulations, Title 19, chapter 8. Chairperson Setter stated that this documentation included the regulatory text and the initial statement of reason.

Chairperson Setter mentioned that she has completed a rough draft for both documents and finalizing the final draft. Chairperson Setter stated that she completed 1,335 sections of chapter 8, she has 93 sections to go and hopes to have it to the committee by early 2025.

3. NEW BUSINESS

A. AHJ Access to Public Records for Fabrics and Chemicals.

Member Beth McDowell stated that she wanted to know from OSFM if local authorities could have access to "read only" material on Govmotus. Member McDowell mentioned as the local authority, not having the ability to gain access to the testing records in

Govmotus. Member McDowell stated that one of the big struggles that local authorities are having when they are out in the field, is typically after hours, when OSFM is not available for testing record requests. Member McDowell wanted to know if that was a possibility, because without access to records on “off” times, renders local authority’s incapable of doing their full due diligence in the field.

Chairperson Patricia Setter stated that she wanted to elaborate on what Member Beth McDowell was saying earlier. Chairperson Setter mentioned that California Code of Regulations, Title 19, section 315, allows local authorities have the option to use test reports in lieu of regulations. Chairperson Setter asked Chief Bennett if he wanted to weigh-in on the topic.

Chief Brice Bennett stated that he did not have anything to add, other than to inform Member McDowell and the committee that these Advisory Committee Meetings are a form to have discussions amongst each other on topic they deem important and OSFM will take the Advisory Committee’s recommendation on all topics discussed to move up the executive chain.

Member Shannon Sanders stated that she agrees with Member McDowell on the benefits of local authorities having access to Govmotus, for testing records.

Chairperson Patricia Setter stated that she will make a note of Member Beth McDowell’s and Member Shannon Snaders request.

B. Restrictions on Non-Approved Tents from Amazon.

Member Beth McDowell stated that another big concern that she is noticing out in the field, is when she comes across 10 by 10’s or small tents. Most of the time these tents are not approved. Member McDowell mentioned the reason for this, is because they are being purchased online. Member McDowell stated that these tents have a limit or disclaimer on them that states they cannot be shipped to the selected delivery location once purchased. She mentioned if the product had that disclaimer on the tents that are non-CPAI 84, they would be able to prohibit those goods or the non-California approved goods from being purchased within a given area. Member McDowell wanted to know from OSFM if that would be an option worth pursuing because it would help our end user not waste their money on goods that are not approved.

Chairperson Patricia Setter thanked Member Beth McDowell for the information on the topic and stated that she will look into this as well.

C. Exam Self-Authorization via Pearson Vue – Information Bulletin.

Chief Brice Bennett stated as of October 1st of this year, OSFM has changed their exam process. Chairperson Bennett mentioned that this is program wide throughout all programs within Fire Engineering & Investigations, that require passing an exam. Chairperson Bennett informed the committee that applicants will now register with Pearson Vue first to self-certified to Pearson Vue that they meet the requirements to take the exam. When an applicant successfully completes and passes the exam, they may then apply with OSFM to the particular program they are interested in. Chairperson Bennett stated for more information on this topic, there is an informational bulletin posted on OSFM’s website with more details.

Staff Services Manager Cortney Walker wanted to mention a point on this topic for the flame-retardant program. She mentioned that this program is a little different than the other OSFM programs with this topic for Pearson Vue. Manager Walker did not want anyone to think they could not go ahead and renew any of their licenses or certifications because they are waiting to add an applicator to their application, after they've taken the exam.

Chairperson Patricia Setter asked Staff Services Manager Cortney Walker about people who have already been given an authorization window from OSFM to take the exam.

Staff Services Manager Cortney Walker stated that if someone has an open authorization from OSFM currently, they should use that and schedule their exam with Pearson Vue. Anyone who does not have a pre-existing authorization with OSFM, will need to go directly to Pearson Vue first, either by calling their call center or registering online and schedule their exam.

4. OPEN FORUM

Chairperson Patricia Setter opened the floor for open forum.
There was no comment in open forum.

5. PUBLIC COMMENT

Chairperson Patricia Setter opened the floor for public comment.
There was no public comment.

6. UPCOMING MEETING DATES FOR 2025

A. Wednesday, January 22nd, 2025, at ***The California Natural Resources Agency Building, 715 P Street, Sacramento, CA 95814.***

7. MEETING ADJOURNMENT

Chairperson Patricia Setter thanked everyone for their participation and adjourned the meeting at 09:34 A.M. PDT.

This notice and copies of the written materials have been posted on the Office of the State Fire Marshal website <https://osfm.fire.ca.gov/>. For information concerning the Committee meeting, please email Patricia Setter at patricia.setter@fire.ca.gov. Any written reports being provided to the Committee members in advance of the public meeting will also be available to the public upon request.

In accordance with Title II of the Americans with Disabilities Act of 1990, reasonable accommodations are available. Request for reasonable accommodations should be made at least five (5) working days prior to the meeting date. To request reasonable accommodations, including documents in alternative formats, please contact Patricia Setter at patricia.setter@fire.ca.gov.