



# STATE BOARD OF FIRE SERVICES

## DRAFT MEETING MINUTES

Friday, May 9, 2025

1:00 - 3:00 pm Pacific Standard Time

### **Marin**

Emergency Command Center, Entrance A  
1600 Los Gatos Drive  
3<sup>rd</sup> Floor, MCFD Conference Room 1 and 2  
San Rafael, CA 94903

### **Sacramento**

715 P Street, 9<sup>th</sup> Fl., Pratt Room  
Sacramento, CA 95814

### **Lakeside**

12216 Lakeside Ave.  
Lakeside, CA 92040

### **Morro Bay**

3200 Beachcomber Ave.  
Morro Bay, CA 93442

*Due to technical issues discovered after the meeting, all items approved will be voted on again at the August meeting.*

### **MEMBERS PRESENT:**

Daniel Berlant, CAL FIRE, State Fire Marshal, Chair  
Anale Burlew, CAL FIRE, Chief Deputy Director  
Todd Braverman, California Firefighter Joint Apprenticeship Program \*  
Brian Marshal, California Governor's Office of Emergency Services  
Donald Butz, Lakeside Fire Protection District \*  
Zoraida Diaz, City of Fremont Fire Department  
David Rocha, Fire Chief, California Metropolitan Fire Chiefs  
Ed Foster, California State Firefighters Association  
David Gillotte, International Association of Fire Fighters \*  
Peter Munoa, CAL FIRE Firefighters, Local 2881  
Brian Rice, California Professional Firefighters \*  
Michael Williams, California State Firefighters' Association  
Cindy Gustafson, County Supervisor \*  
Janet Ruiz, Insurance Industry  
Raymond Gutierrez, Cultural Burning Liaison

### **MEMBERS ABSENT:**

Dan Terry, California Fire Fighter Joint Apprenticeship Committee  
Frank Lima, California Labor Federation  
Robert Magee, City Government

### **STATE FIRE MARSHAL STAFF:**

Vickie Sakamoto, Assistant State Fire Marshal  
Frank Bigelow, Deputy Director \*  
Andrew Henning, Assistant Deputy Director \*  
Tim Spears, Assistant Deputy Director  
Chris Fowler, Division Chief, State Fire Training  
Crystal Sujeski, Division Chief, Code Development & Analysis  
Carrie Lewis, Associate Governmental Program Analyst, Support Services  
Jillian Fisher, Staff Services Manager I, Support Services \*

\* Attended meeting virtually

## A) CALL TO ORDER

Chair Daniel Berlant called the State Board of Fire Services (SBFS) meeting to order at 1306 hours.

1. Welcome and meeting logistics.
2. Roll Call was held, there was a quorum with 11 members present.
3. Janet Ruiz was sworn in as a new member of the State Board of Fire Services.
4. Chair Daniel Berlant called for volunteers or nominations for the State Board of Fire Services Vice Chair. Chief Donald Butz volunteered. Member David Rocha motioned to close nominations. Member Michael Williams motioned to appoint Donald Butz as Vice Chair. Member Zoraida Diaz seconded the motion. All members voted unanimously to approve the election of Donald Butz as Vice Chair of the State Board of Fire Services.
4. Approval of the November 5, 2024, Draft Meeting Minutes  
(Discussion/Public Comment/Action)

<b>Motion:</b>	Brian Marshal requested the word “reposition” be corrected to “preposition”. With that change, Member Peter Munoa moved to approve the November 5, 2024, meeting minutes. Member Michael Williams seconded the motion.
<b>Action:</b>	All members voted unanimously to approve the motion.

5. Approval of the May 9, 2025, Meeting Agenda  
(Discussion/Public Comment/Action)

<b>Motion:</b>	Member Donald Butz moved to approve the May 9, 2025, meeting agenda; Member Michael Williams seconded the motion.
<b>Action:</b>	All members voted unanimously to approve the motion.

6. Announcements  
There were no announcements.

## B) CONSENT ITEMS

2. State Fire Training Division  
(Discussion/Public Comment/Action)
  - a) [Low Angle Rope Rescue \(2015\) Retirement](#)
  - b) [Orange County Fire Authority Reaccreditation](#)
  - c) [Non-Motorized Watercraft Rescue Technician \(2021\) Course Rollout – Delivery Format Change](#)
  - d) [Bakersfield College ARTP Reaccreditation](#)
  - e) [Mount San Antonio College ARTP Reaccreditation](#)
  - f) [Oxnard College ARTP Reaccreditation](#)
  - g) [Santa Rosa Junior College ARTP Reaccreditation](#)
  - h) [Sacramento Fire Department ALA Reaccreditation](#)
  - i) [California Incident Command Certification System \(CICCS\) Guide – Update 2025](#)

**Motion:** Member Donald Butz moved to approve the Consent Items; Member Janet Ruiz seconded the motion.

**Action:** All members voted unanimously to approve the motion.

## C) ACTION ITEMS

### a) [Fire Officer 3 \(2020\)](#)

**Motion:** Member Michael Williams moved to approve Fire Officer 3 (2020); Member Peter Munoa seconded the motion.

**Action:** All members voted unanimously to approve the motion.

### b) [Fire Officer 4 \(2020\) Delivery Model](#)

**Motion:** Member Zoraida Diaz moved to approve Fire Officer 4 (2020) Delivery Model; Member Michael Williams seconded the motion.

**Action:** All members voted unanimously to approve the motion.

### c) [Firefighter 1A and 2A Structural](#)

**Motion:** Member Michael Williams moved to approve Firefighter 1A and 2A Structural; Member Ed Foster seconded the motion.

**Action:** All members voted unanimously to approve the motion.

### d) [OSFM Battery Energy Storage Systems Workgroup Charter](#)

**Motion:** Member Peter Munoa moved to approve the OSFM Battery Energy Storage Systems Workgroup Charter; Member Michael Williams seconded the motion.

**Action:** All members voted unanimously to approve the motion.

## D) PROGRAM AND ADVISORY COMMITTEE REPORTS

### 1. State Fire Training Division

#### a) Fire Officer 2

This is the first reading of Fire Officer 2, the last class in the series. This is the last in the shift of how management, training, and education are being delivered. There was a significant combination of classes in order to realign the courses. The new 2020 version is now three classes vs. five. This will come back for a second reading as an action item for approval.

#### a) Blueprint 2030

Not yet final but Blueprint 2030 details five strategic objectives and goals each with its own objective statement and further subdivided into tactical implementation steps and then further broken down into individual tasks. This is currently waiting for leadership approval. The hope is to have a final version by the next SBFS meeting and will have a link from the Safer Training webpage.

- b) Title 19, 2025 Procedures Manual  
The procedures manual is approved and waiting for feedback from the Department of Finance before it can be posted and ready to publish. When it's ready to be published, a link will be sent for the website. The draft version is currently available [here](#).
- c) FIREScope White Paper  
The white paper was presented in November 2024 with concerns regarding the online delivery proposal from one of the rescue cadres. This has been addressed with the non-motorized in person pilot.
- d) Fire Chief Certification (PACE 4)  
There were some outdated practices in the fire chief certification process. There was a fire chief certification cadre that met twice in 2023 and 2024. They had some updates to the review to streamline the process. Earlier this year, cadre participants streamlined the process by updating the new certification requirements to improve the competency profile. The second step, in terms of the interview, was to clarify the responsibilities of the Pace Committee. There's now more oversight during the interview process.
- e) FY 2025-26 Curriculum and Related Projects  
In alignment with the annual commitment to update curriculum, there is a staff report included that details the proposed projects for fiscal year 2025-26. Due to other projects that took precedence, Driver/Operator has been postponed to midsummer/early fall, which falls in the next fiscal year. Looking at updating the driver/operator series which will be a virtual cadre and will be meeting with the editors virtually twice a week for six weeks. Would like to update ethical leadership for instructors – we aren't reading the room as well as we did 5-6 years ago. The instructor 3 courses regarding group dynamics, problem-solving, audio-visual aids, and techniques of evaluation are difficult courses to take because they're rarely offered. So, becoming an instructor of instructors has become very challenging. The proposal from stakeholders is to create a combined class that is 40 hours that includes all three of those topics instead of three smaller courses. Updating the incident safety and training for hired vendors is overdue. It was last updated in 2018 and is the most taken course. The OSFM administer courses – classes that we are required to provide, either by statute or in order to achieve certification – Statutes & Regulations, Motion Picture Television, Fire Safety Officer course, Pyrotechnics and Outdoor Aerial Public Fireworks, are all well over 10 years old. Now looking to update the fire chief base by bringing in a certification exam process to include company officer. This is the most requested by stakeholders.
- f) Staffing Update  
Welcome to Deputy Katy Porter. There will be other staffing changes and promotions happening in the next few months.

## 2. Community Wildfire Preparedness & Mitigation

- a) **Fire Hazard Severity Zones**  
Last April the SRA portion was finalized and quickly transitioned to the LRA application of the Fire Hazard Severity Zones. Plans were to roll that out in January statewide, but the Southern California fires had a different plan. We quickly pivoted to a phased-in approach – four phases across the state. All four phases have been completed as of the middle of March. Each of the jurisdictions in the north, north inland central, and the southern part of the state, in various time frames from which they have to approved their FHSZ by ordinance and submit those to the Board of Forestry. All of this should be wrapped up in August or September and the map will be published later in the year.

### **Climate Bond Prop 4 and the Wildfire Prevention Grants Program**

CAL FIRE has been giving out grants from the California climate investments greenhouse gas reduction fund for the last several years in the amount of about \$117M. The climate bond was passed in November. There was a distribution of funds, one of which was for the

Wildfire Prevention Grant Program. The bond is for 10 years but we elected to try to expedite getting that money out. For the next three fiscal years we will be getting an appropriation from the legislature (pending), which may potentially be next week in the amount of \$180M. Adding that with some of the ongoing appropriations the department receives for wildfire prevention grants, we estimate to be able to give out roughly \$139M this fiscal year. Later this month the solicitation opening for the next round will be noticed. Because there are two different funding sources, there may be different applications that will have to be filled out because the appropriations are different.

### **Zone Zero**

Encourage everyone to attend a workshop next Monday put on by the Board of Forestry on the Zone Zero application of the rulemaking or the regulatory process propagated by the Board of Forestry.

### **Defensible Space Dashboard**

This is now been [published](#) which shows where the inspectors and the qualified entity program are doing the work. These are assessors that are able to conduct space assessments on properties.

### **Fuels Treatment Effectiveness Reports**

These can also be found on the Defensible Space Dashboard showing the process and an interactive map to show how well the project did when introduced to fire.

## **3. Code Development & Analysis**

### **a) Training**

#### **Significant Changes**

With the passing of the 25<sup>th</sup> edition of Title 24 at the Building Standards Commission in February there will be significant changes presented to any stakeholder group that wants to request training as well as potentially having a webinar later in the year.

#### **Part 7 California Wildland Urban Interface Code**

There is training on what the new Part 7 is and how to utilize it. The new codes will be published on July 1 and there will be a webinar posted to the website.

#### **Building Safety Month (May)**

We are partnered with the Building Standards Commission on a proclamation which is posted to the Building Standards Commission website.

#### **Statutes & Regulations**

We take opportunities in our statutes and regulations class on the code adoption process and then initiate those hot topics such as battery energy storage system updates, childcare centers, and ADUs with our partners at HCD as well as any questions that may come up around the changing of the statutes and regulations as they pertain to the Office of the State Fire Marshal.

### **b) BSC – 2024 Triennial Rulemaking**

The rulemaking packages were approved by the commission filed with the Secretary of State that will be published and available on July 1. Hard copies will be available on the Building Standards Commission website. The locals will absorb the content and the new codes and will become effective on January 1, 2026.

### **c) Intervening Code Cycle**

#### **Active Working Groups**

1. Single Exit Stair – AB 835 (23-24)

This is a legislative report to deliver to the State Fire Marshal the legislation around a single exit stair for six stories or more. There has been a lot of progress made on cost analysis, different comparisons of building construction. There are several subgroups providing data. Working with State Fire Training to get a technical writer to compile all information for a comprehensive report.

2. California Wildland Urban Interface Code  
Now that there's a new Part 7 there is a one-stop-shop. There are still improvements to be made, and we participated at the Model Code ICC hearings and received good feedback. What's still not clear is in the LRAs.
3. Child Care Centers – AB 176 (23-24)  
Meeting monthly and partnering with the Department of Social Services in an initiative to find a balance between the regulations of fire safety and availability of childcare. This has given providers a venue to voice their concerns. There needs to be clarity in the codes surrounding 850 occupancy classification definitions. We are evaluating Title 22 compared to Title 24 and what needs to be an educational piece to go along with that.
4. Fire Alarm  
The Fire Alarm Advisory Committee wanted to have a work group to look at the terminology in Chapter 9, in the fire code and building code around fire detection and device systems, because over the years the California amendments and NFB 72 have gone a little sideways. This working group will take a look at whether or not these amendments are needed or if the standards have caught up.
5. Battery Energy Storage Systems  
We have learned that the chemistry around battery energy storage systems is advancing faster than the codes. So, bringing the new battery definitions in early before they are approved at the ICC level.

#### **4. Fire Engineering & Investigations**

##### **a) Fireworks Enforcement**

There is a link on our website for CAL FIRE to pick up fireworks. If any fire departments have questions related to fireworks enforcement and/or disposal please let our team know and we'd be happy to provide additional regional training if there's a need. As we move into the 4<sup>th</sup> of July season and fire departments seize illegal fireworks, we have converted to an online disposal document so fire departments can easily notify us of their fireworks seizures, report them to us and then we can work to quickly take possession and dispose of them safely and effectively.

## **D) NEW BUSINESS**

### **1. LA Fire Recovery**

One of the Governor's executive orders was directing CAL FIRE to quickly release the LRA Fire Hazard Severity Zone Maps which went out in February. The other item was tasking the Board of Forestry with completing Zone Zero by the end of this calendar year. We are also working closely with a number of State agencies to meet a directive of the Governor to provide feedback to the Governor, as has happened, on how to streamline the rebuilding process in waiving some of the elements of the code that are not fire safety centric. Also how to streamline the permitting process. Another element of the executive order charged the department and CalOES with relooking at the resource ordering system and evaluating all the components, technology, workforce and staffing. The first phase is "what can we do this year" and is due in July. Phase 2 will look at more moderate changes, recommendations that are due in January 2026 and the final phase will be due in July 2025 and will look at long term changes for our ordering systems in California.

### **2. Battery Energy Storage systems Fire Safety Symposium**

The Symposium takes place on July 24 in Sacramento at the CAL FIRE headquarters and will be available virtually as well. There is a lineup of talented individuals both from the fire service as

well as leading national research organizations to focus on firefighter response tactics, safety codes and standards, insights into much of the research and technology that's going into the development of these systems.

## **E) MEMBER UPDATES**

Chris Fowler – The Cal Chiefs and FBAC Joint Legislative Taskforce and requesting that we support SB 345 so that the State Fire Marshal can accept additional funding in terms of the California fire service training and education programs. This law would allow for the flexibility for the legislature and the Administration to provide an appropriation of other funds to augment or supplant, so that it's not all firefighter fee-based, very much modeled after the law enforcement Peace Officer Standards Training POST.

## **F) PUBLIC COMMENT**

Jeff Ellsworth, former Mayor of the City of Saint Helena, Napa Valley

## **G) UPCOMING MEETING DATES - 2025**

August 6, 2025  
10:00am-12:00pm  
715 P Street, Room 2-302(A/B)  
Sacramento, CA 95814

## **H) ADJOURNMENT**

Daniel Berlant adjourned the meeting at 1512 hours.