



STATE BOARD OF FIRE SERVICES

DRAFT MEETING MINUTES

Wednesday, November 5, 2025

10:00 am - 12:00 pm Pacific Standard Time

Sacramento

Aviation Management Unit
Sacramento Room
5411 Luce Ave.
McClellan, CA 95652

MEMBERS PRESENT:

Daniel Berlant, CAL FIRE, Office of the State Fire Marshal, Chair
Donald Butz, Fire Districts Association of California, Vice Chair
Anale Burlew, CAL FIRE
Yvonne de la Pena, California Firefighter Joint Apprenticeship Program
Ian Bastek, California Governor's Office of Emergency Services
Zoraida Diaz, California Fire Chiefs Association
David Rocha, Fire Chief, California Metropolitan Fire Chiefs
Ed Foster, California State Firefighters Association
Frank Lima, California Labor Federation (virtual)
Brian Rice, California Professional Firefighters (virtual)
Robert Magee, City Government (virtual)
Cindy Gustafson, County Supervisor
Janet Ruiz, Insurance Industry
Len Nielsen, Cultural Burning Liaison (virtual)

MEMBERS ABSENT:

David Gillotte, International Association of Firefighters
Peter Munoa, CAL FIRE Firefighters, Local 2881
Michael Williams, California State Firefighters Association

STATE FIRE MARSHAL STAFF:

Frank Bigelow, Deputy Director
Tim Spears, Assistant Deputy Director
Chris Fowler, Division Chief
Jillian Fisher, Staff Services Manager I
Carrie Lewis, Associate Governmental Program Analyst
Danh Dao, Staff Services Analyst

Agenda Items were heard out of order to allow for the gathering of a quorum.

A) CALL TO ORDER

Chair Daniel Berlant called the State Board of Fire Services (SBFS) meeting to order at 1000 hours.

1. Welcome and meeting logistics.
2. Roll Call was held; there was a quorum with 10 members present in person and four members attending virtually.
4. Approval of the August 6, 2025, Meeting Minutes
(Discussion/Public Comment/Action)

The August 6 Meeting Minutes were pulled for changes and will be brought to the February 4, 2026, meeting for approval.

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

Motion: Member Donald Butz moved to approve the November 5, 2025, meeting agenda; Member Janet Ruiz seconded the motion.

Action: 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) [Modify Recognized Fire Agencies and Authorized Signers Interim Procedures – University of California](#)
 - b) [Fire Control 5: Aircraft Rescue & Fire Fighting \(1988\) Retirement](#)
 - c) [Alameda City Fire Department ALA Reaccreditation](#)
 - d) [San Diego Fire-Rescue Department ALA Reaccreditation](#)
 - e) [South Bay Regional Consortium ARTP Reaccreditation](#)
 - f) [Lake Tahoe Basin Fire Academy ARTP Reaccreditation](#)

The Fire Control 5 Aircraft Rescue & Fire Fighting (1988) Retirement was tabled and will return to the February 11, 2026 meeting for voting.

Motion: Member **Donald Butz** moved to approve the Consent Items minus the Fire Control 5 Aircraft Rescue & Fire Fighting (1988) Retirement; Member **Cindy Gustafson** seconded the motion.

Action: All members voted unanimously to approve the motion.

C) ACTOIN ITEMS

2. State Fire Training Division
(Discussion/Public Comment/Action)

- a) [Merced College ARTP Accreditation](#)
- b) [College of the Redwoods ARTP Accreditation](#)

Motion: Member **Zoraida Diaz** moved to approve the Consent Items;
Member **Edward Foster** seconded the motion.

Action: All members voted unanimously to approve the motion.

D) INFORMATION ITEMS

- a) [First Responder Inspector 1 \(2024\) Curriculum](#)
There were six standards that were removed by the NFPA, their former curriculum. Three standards were removed from NFPA that State Fire Training has retained under OSFM authority because they are applicable to California. There are five new standards added. Three of the Fire Inspector course plans have an updated teaching order. We have reorganized the topics, changed the course times, and the course plan 1D field inspection, California specific, had no changes other than the editorial update in the new template.
- b) [Fire Inspector 2 \(2024\) Curriculum](#)
No new NFPA standards were added to the CTS Guide, and all four of the course plans were updated with a revised teaching order, reorganized topics, and changes to course titles.
- c) [Fire Marshal \(2024\) Curriculum](#)
Three standard changes from NFPA. We added two new standards to capture community risk reduction and adapting technology to meet incident needs, and all four of the course plans have the same updated teaching order, reorganized topics, and changes to course types.
- d) [Plans Examiner \(2024\) Curriculum](#)
Three standards were removed by NFPA, therefore removed from the curriculum. Five standards were added, and two California-specific standards were added under new OSFM authority. All course plans have that updated teaching order, reorganized topics, and changes to course plans
- e) [Fire Officer 2 \(2020\) Curriculum](#)
- f) [Behavioral Health and Cancer Awareness \(2025\) Curriculum](#)
Second reading of this curriculum. No stakeholder requests for edits following the July STEAC meeting and the August State Board of Fire Services meeting. Behavioral Health and Cancer Awareness has been updated because it is a continually evolving and updated field. It has been five years since the original publication. Behavioral Health and Cancer Awareness 2A and 3A have been combined and by recommendation of the cadre, the content has been merged, which was also the recommendation of the STEAC. Behavioral Health and Cancer Awareness 2A and 3A 2020 have not yet been instructed because the information was very new to the fire service at the inception of these classes. We have redesigned and built that out for the multi-level supervisor. Behavioral Health and Cancer Awareness 2A is now 32 hours with a maximum class size changed from 32 to 50 which aligns with 1A. So, if you're a 1A student and you want to take the 2A class, now your same audience can attend (the ratios have been updated). The teaching order was revised, topics were combined and/or removed, an existing registered instructors will be updated in the SFT user portal to teach the new courses.

g) [Fire and Emergency Services Instructor 1 Correction](#)

There was some conflicting language from when we updated Fire and Emergency Services Instructor 1 in April 2024 and it was caught by staff in procedures for both Fire and Emergency Services Instructor 1 and 2 outlined different requirements for reciprocity, and that is bulleted on page 2 of the staff report and underlined completion of the task book and fulfillment of experience. The requirement for Fire and Emergency Services Reciprocity to complete the task book is actually with completion of experiences and oversight. We have now corrected, and the recommendation is to specifically remove the language from the interim procedure.

- Donald Butz comment – Had recent experience through one of his staff trying to become an instructor through CSTI and he was told that even though he's got experience as an instructor there were other requirements. How can we develop some reciprocity in the instructor series? **Action Item – Chris Fowler**

D) PROGRAM AND ADVISORY COMMITTEE REPORTS

1. State Fire Training Division

a) **IFSAC Reaccreditation**

State Fire Training has received reaccreditation through IFSAC. They went through the entire test bank for firefighters and for fire and emergency services instructor. They had minimal recommendations. Two Board members were here that do the reaccreditations nationwide. The final summary and the State Fire Training Program for California is available through Chris Fowler. This process gives us standardized recognition nation and worldwide for degree programs, post-secondary education. So, the firefighter and emergency services instructor exams are all vetted through the IFSAC process and that gives students the reward seals on their professional certification which comes after their course completion diplomas. It has professional value and aligns with other states.

b) **Staffing Update**

Advertised for a Deputy State Fire Marshal, there is a vacation position that has since closed and will be following up with the applicants once the packages are received from HR.

c) **California WUI Standards and Training**

Working on the development of a California Wildland Urban Interface Standards and Training Workgroup. The effort will be led by CAL FIRE with engagement from FireScope and other state partners. The goal is to ensure that fire service personnel, communities, and partner agencies have evidence-based strategies, relevant training, and coordinated guidance to better prepare and respond to wildland interface challenges. It is intended that the work group will serve as an advisory committee to the State Board of Fire Services, reporting through the State Fire Marshal. It'll be co-led by the Office of the State Fire Marshal and someone from FireScope with participation from CAL FIRE, CalOES and many fire leadership associations, labor groups, and local government officials. The objective is to update the CAL FIRE Wildland Urban Interface Operating Procedures Guide and to integrate lessons from recent urban conflagrations, align the training curriculum with modern standards, tools and technology. Promoting community education and preparedness through improved outreach materials, enhancing coordination among agencies and developing a statewide outreach strategy. A tentative timeline has been developed that extends through 2027 for the Wildlife Interface Guide and the workgroup. The goal is to provide a comprehensive update to the standards and training guide that reflects the realities of today's environment.

For context Chief Berlant added – In 2014 the Department created [Wildland Urban Interface Operating Principles](#) and it has been the tactical guidebook that has informed many of the WUI-related trainings. It was very department-specific and driven. Eleven

years later, while we believe the strategy and tactics for fighting wildland fires in the WUI still remain strong and are still best practices, we felt it was important that it be updated as a fire service. There are a number of organizations, IAFF for example, that have really done an appreciative job of taking our guidebook and using it across the nation as the benchmark for the tactical strategies for WUI fires. But the plan for updating it is to do it with the California Fire Service. So, we are co-leading this with FireScope but we'll have membership from a whole host of organizations, all of which are represented here. There has been an active conversation about urban conflagration and do our tactics need to change when we move from a wildland fire in the WUI to urban conflagration. The product outcome is to update the guidebook that can be available, as it is now, for all California firefighters. But then to come back to State Fire Training and other FireScope-related trainings and guides and make sure that those are all updated based on this and to determine if we need a new standalone course on conflagration or WUI firefighting.

2. Community Wildfire Preparedness & Mitigation Division

- a) **The National Association of State Fire Marshals** is convening in California for the first time next year in August and CAL FIRE is hosting. We're excited to bring all of the State Fire Marshals from across the country here in California to really show off some of the things that you all are participating in and voting on, and our State Fire Training, which is nationally recognized, and the WUI things that we're doing that are nationally recognized, the code updated, etc.
- b) **Defensible Space Program**
For years we've been using an internally grown, developed, cultivated, curated and managed program. We are looking at other options for integration with the public, and getting feedback from people, so things are happening from next door to us in this building right now where our pilot units are being taught by the vendor (Fireside) that we chose to use. This will be rolled out in January. Defensible space numbers – 277,000 inspections. Last year we eclipsed the 330,000 mark of inspections so the team is getting out and getting some defensible space inspections done, of which there is about 82% compliance on a first inspection. So that's about 18% that need help. We're providing that assistance through some of the programs that we're offering through home hardening and some defensible space, wildfire prevention grants, and others. The other 90% are just never going to do it because they just don't want to comply with anything.
- c) **Burn Permits**
We turned to an online burn permit system in 2023. We've been doing triplicate burn permits. There was no way to report on it. So, we've switched to an online process and to date we've issued 246,000 permits (since 2023) across the state. Just this year alone there are 79,000. We are getting out to the public that fire on the landscape is a good thing. We need to do more prescribed fire. This is inclusive of broadcast burning and also pile burning permits, so it's all lumped in one.
- d) **Home Hardening**
CalOES and CAL FIRE have a joint powers agreement offering incentives across the state to retrofit homes and provide financial assistance for that. There are now over 80 homes in just one year that have been retrofitted across the state in San Diego, Shasta, and Lake Counties.
- e) **California Wildfire Mitigation Assistance Program**
This is the liaison to NFPA's Firewise program and California leads the nation in the number of Firewise communities that are in good standing – 1,442 across the state. There are 24 more applications pending review.

f) **Wildfire Prevention Grant Program**

Just finished the review for a solicitation that we ran this year. We will announce the award winners later in the winter. We will run another solicitation after the turn of the new year with some additional funding around the climate bond to give out some money.

d) **National Emergency Response Information System (NERIS)**

Originally NFIRS, previously the National Fire Incident Response System was for all incident types. Now it's NERIS, the National Emergency Response Information System, so it's clear it's for all incident types. In addition, there are some major upgrades to the infrastructure that's running it and provides tremendous amount more analytics to the fire departments. As their information gets inputted, they have real time feedback. Now those analytic tools are built into the system so those departments can produce reports for their highest level executives to go to City Council meetings, Board Supervisor meetings, and be able to show what they're doing, their response time, their incident types and break them down by categories. We're holding webinars on November 13 and December 9 for fire service departments that are still needing information. The requirement to move to NERIS is that all fire service be done by January 1, 2026.

- Donald Butz – do we anticipate extending the January 1 deadline as some departments are having trouble uploading? **Action Item – Frank Bigelow**

3. Code Development & Analysis Division

a) **Single-Exit Stair Work Group Update**

Retired Deputy Chief, San Mateo Consolidated, Community Risk Reduction Division, Robert Marshal, co-chair of the Single-Exit Stair Work Group – working on the finalized report that will be done by the end of this week and will then be presented to the State Fire Marshal. Looking at the code that currently allows for a building up to three stories to have a single exit if you meet certain requirements. There has been a legislative push across the county to allow for taller buildings to have single stairs. There are proponents advocating for initially up to six stories. They are talking about going as high as 8 to 12 stories and there's a variety of justifications that they have for that. Most of them involve the fact that Europe allows some of these things. There's a lot of concern and those are the kinds of things that are being discussed. We explored a lot of different avenues from a historical perspective including what the codes do and what they've done historically and research into simulations of what a single exit stair looks like in a building. The most impactful work groups have been the Exiting Analysis work group and the Operations Analysis work group. The Operations Analysis group did a live training exercise where they put a number of people on a floor, and then evacuated the floor while firefighters were making their way up the stairs, because that is probably the most impactful time when a single stair might be problematic. The other piece is the code analysis, which is where do the codes stand now, where are the codes going, and what do we need to do to make it safe for exiting if we were to increase that. The International Code Council has a proposal before them to increase to 4 stories. This matches the NFPA 101, the Life Safety Code, which is used in several places in the US. ICC's code would allow up to four stories but there are pretty stringent caveats that would increase the protection. There is more research that needs to be done, particularly in the simulation realm and in the practical evolution realm and that's going to be one of the biggest pieces of the report. This has all been on the iChiefs' radar for about two years, but we really need the operations folks to get more involved. This is all in the name of housing affordability, so for instance, they want to remove gurney elevator requirements for certain elevators in certain residential buildings and make fire department access much less accessible.

- The legislature required us to develop a report providing research on this topic. We put together a work group that very much echos the desire to get fire service operations voices in the room. In the development of this report, we are the neutral party bringing together housing builders and advocates with fire officials to ensure we are providing a balanced report. Once the report is finalized, we will

bring it back to this group along with Chief Marshal. This is also a code component that could be added to the code. The model code may help drive something or the legislature may choose to require it. We are a huge proponent to have the authority and allow the actual requirements to be done through the code development process. Fire service building and local government had representation from the county and that was very important to having balanced conversations.

b) California Wildland-Urban Interface Code (CWUI), Part 7, Title 24 Emergency Rulemaking

On October 15, 2025, emergency regulations were presented to the Building Standards Commission that will take effect on January 1, 2026, to align with the 2025 code cycle. This rulemaking was to meet the requirements in Health and Safety Code 131085 which requires us to expand the ignition-resistant construction standards to the high fire hazard severity zone within the LRA, or the local responsibility area. The update to the 2025 maps identified new areas that would create the need to be able to expand these regulations. The emergency amendments expand WUI code application to the LRA high fire hazard severity zone. In addition, we removed some outdated trigger dates for additions and remodels that were within the code as we made the transition from Chapter 7A to new part 7. We added a definition of home hardening to align with AB 130 – there was a section in there that talked about amendments relating to home hardening, but the definition of home hardening wasn't defined. Some terminology was also clarified and there was a correction to a clerical error related to open eaves protections for emission-resistant construction.

4. Fire Engineering & Investigations Division

a) Public Safety Fireworks Enforcement Task Force

Just since March there has been quite a bit of devastation related to fireworks in the State. In March, in the LA area, there was a house explosion with illegal fireworks being stored. In May the Office of the State Fire Marshal seized over 100,000 lbs. of commerce, and in July there was a devastating explosion in Esparto which claimed seven lives at a licensed fireworks facility. On July 3, in both Northern and Southern California there were three separate house explosions with fireworks inside. Two of those had fatalities and one had an injury and on the fourth of July there were several injuries across the state. There was a fatality of juvenile in Southern California as well. It's been a bad year in the state in terms of fireworks. Since the beginning of the year the State Fire Marshal's office has seized 600,000 lbs. of fireworks and we are now at our storage capacity. Because of that, we are not able to pick up all the fireworks seized and are looking at expanding storage capacity as well as looking at several federal partners to help dispose of the fireworks currently in possession. The Arson & Bomb Unit has been committed to the Esparto investigation. While it's too early to estimate when the investigation will be concluded, we are making good progress at piecing together what was happening at the site of the explosion. The pyrotechnic licenses of those involved have been suspended and we are close to knowing what will happen to those licenses in the future. The Fire Marshal's office is currently in the planning stages of forming a Public Safety Fireworks Enforcement Task Force including a cross section of the California Fire Service and well as representatives from law enforcement with the goal of conducting a review of the current state regulations and statutes related to fireworks. They will be asked to propose changes to regulations and make recommendations on statutes that need to be updated and formulate an enforcement plan that includes strategies for improving coordination among local, state and federal agencies to increase public awareness and education on both legal and illegal fireworks.

- **Robert Magee** – Learned a lot about law and fire enforcement but nothing about code enforcement. Code enforcement officers have the ability to issue citations for fireworks and in Riverside County, the largest CAL FIRE client, we have a very hungry code enforcement department and elected officials that want to see more done. Please consider inviting them to the table at a later date.

- **Edward Foster** – how would one get on the advisory committee for small cities like Carpinteria or Lompoc?
 - **Daniel Berlant** – Seats are available for the fire service, industry, and end users and are based on nominations. There may be a seat available.

5. Battery Energy Storage Systems Work Group Update

We've sent invitations to all stakeholder groups and have received primary and secondary representatives so thank you for volunteering to have someone be part of that workgroup. We're in the process of trying to schedule the first meeting through a Doodle poll that will be sent. We're trying for December, but we understand that holidays are quickly approaching so it might be difficult to schedule a meeting in December. If that happens, we will shoot for the first week in January. There are a number of things that legislatively we have to take a look at, so we'll have to start looking at potential reports, etc. One of those reports involves firefighter PVE and exposure to battery energy storage system fires and doing an analysis of that. That report needs to be completed by September, so we'll be working as a group to get that done. Additionally, we're going to review the charter, objectives, and structure along with some State Fire Training objectives as part of battery energy storage.

D) NEW BUSINESS

1. There was no new business.

E) MEMBER ORGANIZATION UPDATES

Janet Ruiz – The sustainable insurance strategy that the California Department of Insurance has put in place, has now been implemented. Insurance companies will put in rate filings and when they are approved, part of the strategy is to write more insurance in wildfire risk areas. It will probably take all of 2026 to see real change but part of that is to take policies out of the California Care Plan. We will be able to be more thoughtful on the properties that we do insure. The California insurance companies want to insure people and are very supportive of mitigation and all the programs that are happening. Also, we've paid over \$20 billion in losses to buyers and are expecting as people rebuild it'll probably go up to at least \$40 billion. So, claims are being paid, and they are really trying to help people recover.

Brian Rice – Thank you for the consideration on Fire Control 5 and the Battery Energy Storage. The legislation, the work, and partnership of the State Fire Marshal's Office will be really meaningful for all Californians but mostly for firefighters. Regarding Single Exit Stair, this won't be the first time we've run into the lessening of fire and life safety requirements within the City of Los Angeles. We did it some time ago on the city asking for consideration on sprinklered and non-sprinklered buildings. As the affordable housing discussion heats up, we in the fire services need to double down. On Fire Control 5, this is a really important piece – some of the legislation we do, it will reference different regulations that are active in law and one of the presumptives for our industrial firefighters for cancer. As we move away from some of these certifications that have become antiquated or haven't kept up with technology in protecting our members, we need to consider that.

Frank Lima – The monopolization and private equity of apparatus manufacturing going on right now. The IFF is testifying in Congress – what used to be about a \$500,000 engine is now costing about \$1 million. A \$1 million truck is now costing \$2 million, and the deliveries are up to four years with a price tag that keeps floating and keeps moving. So, this doubling the price of apparatus is going to have a big impact on local budgets. We filed a lawsuit against NFPA for the testing of the turnout coats that we wear regarding the inner barrier and the moisture barrier, and they have agreed to stop it. Now these PFAS in our turnouts for many years have been a significant exposure to our members, simply donning and offing of their turnouts. That said, we've had one in a small city in Massachusetts commit to buying PFAS-free bunker gear and they did a random sampling, and it was so loaded with flame retardants it's just as bad. We're still working on a fix. Lithium batteries

were talked about, it's great that this is being addressed, it's very dangerous. I testified in the City of Los Angeles, City Council and wrote letters regarding the single exit stair and their overreliance on sprinklers and aerial ladders coming in. Big cities are more congested now and there's only one way in and one way out. We killed in in the city of LA, sent it back to committee and are hoping it stays there and dies.

Ian Bastek – Coming out of the fire season getting CalOES and the fire and rescue team are getting ready for the wet weather. We're seeing that today with the atmospheric river that's impacting the northern half of the state, we've got some prepositions going on up in Del Norte and Humboldt counties and we've got the USAR team deployed from LA county to Jamaica for hurricane support.

Yvonne de la Pena – Conference is coming up next week with just over 400 participants. There will be Fire Chiefs, Labor Presidents, Training Officers and we have a great workshop planned on Ion Lithium Batteries, conflict resolution, women's commission, and also celebrating 20 years of our commission to recruit women for the fire service. The apprenticeship council that I sit on is also meeting, they make apprenticeship rules and regulations for apprenticeship training programs in the building trades and the fire service, and they are in town this week.

Anale Burlew – We are in our last three company officer graduations for the year, with over 650 new company officers graduating and into our departments this year which is a record for our department. This is all part of the 66-hour workweek, to provide additional health and safety for our employees and to provide reduced work rate for them. That initiative is requiring us to hire, onboard, and train a lot more folks. The new administration put out an executive order on beneficial fire to continue the efforts for pace and scale to get good fire on the ground, cultural fire as well as prescribed fire to increase both our forest health and resiliency of our communities. The weather today is not helping with that but the reduced fires that we saw this summer, and the increased fuel moisture has allowed us to increase those efforts across the state. We are continuing to watch the federal executive order that was put out regarding the DOI agencies and the one wildfire agency and we'll see how that impacts our partnership with federal partners and well as the US Forest Service to realignment. There's a lot of work happening in the federal space as they are relooking at their organizations and how they can be more efficient and streamline operations and think about continued partnership with them at all levels. There are a lot of federal lands that are adjacent to all our communities and the lands that we protect and continuing to be engaged in those conversations will be important.

Donald Butz – The Fire Districts Association will be holding their Annual Conference and Leadership Symposium on April 21-24, 2026. If your organization would like to present or if you know someone who's a good keynote speaker or has a good subject matter that relates to the product service please get ahold of me or go to our [website](#) and submit a call for session. The symposium isn't geared necessarily towards district leadership, but the service leadership and is intended for the overall perspective.

Daniel Berlant – Entering the last quarter of the year, OSFM has been busy strategically planning for the office. Some of the priorities include fireworks, batteries, community storage systems, wildland urban interface training, and single exit stairwell. There are planning sessions for what 2026 looks like for each of our divisions and there will likely be updates on these issues at the next meeting. The 2025 legislative cycle was wrapped up with the Governor signing and vetoing hundreds of bills. There were 66 bills this year that impacted our office. Of the 66, 42 were analyzed – the team does a very in-depth review of the bills and provides guidance to the administration and helps inform the Governor on his decision. Of the 42 analyzed, 15 were signed. One was a lot of hard work by the Fire District Association and Cal Chiefs was additional language added in for our State Fire Training Division which is a fee-based division. The language added that the legislature can provide additional sources of funding for State Fire Training to offset fees. This has already been happening with funds from greenhouse gas reduction a couple years ago to help support the work we do on the Burn Boss class as well. This would formalize that opportunity and if there are stakeholders that choose to fight for additional money in State Fire Training, we'll see what that looks like. Back to legislation – 6 bills were vetoed that we were tracking. Half of the bills that we

were tracking will come back next year, and the others will likely be amended. The very first bill that introduced this cycle was AB 1 which required us to do some items related to wildfires. So, wildfire was clearly a top priority, and we'll see what 2026 brings us.

F) PUBLIC COMMENT

1. Geoff Ellsworth, CA LULAC Waste Workers Advocacy Committee Member

G) UPCOMING MEETING DATES - 2026

February 11, 2026
10:00am-12:00pm
715 P Street, Room 2-201
Sacramento, CA 95814

H) ADJOURNMENT

Daniel Berlant adjourned the meeting at 1158 hours.