



# State Board of Fire Services



## MEETING MINUTES Thursday, May 24, 2018 CAL FIRE - Office of the State Fire Marshal 1131 'S' Street, Sacramento CA

Chair/Ex-Officio:

**Dennis Mathisen**  
State Fire Marshal

Vice Chair:

**Jerry Davies**  
California Fire Safe  
Council and Insurance  
Industry

Ex-Officios:

**Janet Barentson**  
CAL FIRE

**Mark Ghilarducci**  
California Governor's  
Office of Emergency  
Services

**Dan Terry**  
California Fire Fighter  
Joint Apprenticeship  
Committee

Members:

**Vacant**  
California Metro Chiefs

**David Gilotte**  
International Association  
of Fire Fighters

**Steve Kovacs**  
Fire Districts Association of  
California

**Frank Lima**  
California Labor  
Federation

**Cliff Allen**  
CAL FIRE Firefighters,  
Local 2881

**Robert Magee**  
City Government

**Brian K. Rice**  
California Professional  
Firefighters

**Russell Rawls**  
California State  
Firefighters Association

**Michael Smith**  
California Fire Chiefs  
Association

**Anne Walker**  
Fire District

**Michael S. Williams**  
California State  
Firefighters Association

**Vacant**  
County Government

### MEMBERS PRESENT:

Dennis Mathisen, State Fire Marshal, CAL FIRE - Office of the State Fire Marshal  
Jerry Davies, Insurance Industry  
Anne Walker, Fire District  
Janet Barentson, Chief Deputy Director, CAL FIRE  
Michael S. Williams, California State Firefighter Association  
Cliff Allen, CAL FIRE Firefighters, Local 2881  
\* Robert Magee, City Government  
\* Russell Rawls, California State Firefighter Association  
\* Brian K. Rice, California Professional Firefighters  
\* Michael Smith, California Fire Chiefs Association  
\* David Gilotte, International Association of Firefighters  
\* Frank Lima, California Labor Federation  
\* Dan Terry, California Fire Fighter Joint Apprenticeship Committee  
(\* attended via conference call)

### MEMBERS ABSENT:

Mark Ghilarducci, California Governor's Office of Emergency Services  
Steve Kovacs, Fire Districts Association of California

### STAFF:

Michael Richwine, Assistant State Fire Marshal  
Andrew Henning, Division Chief, State Fire Training  
Greg Andersen, Division Chief, Code Development and Analysis  
Steve Hawks, Deputy Chief, Planning and Risk Analysis  
Kevin Chan, Special Assistant to the State Fire Marshal

### GUESTS:

Scott Vail, California Office of Emergency Services  
Tara Brideau, California Fire Fighter Joint Apprenticeship  
Yvonne de la Peña, California Fire Fighter Joint Apprenticeship Committee (CFF JAC)

I. CALL TO ORDER Dennis Mathisen

A. ROLL CALL/Determine Quorum

Chair Dennis Mathisen called the meeting to order at 10:00. Roll was called.  
**Quorum established at 10:06 am.**

B. Approval of the State Board of Fire Services (SBFS) minutes from February 22<sup>nd</sup>, 2018 meeting.  
(Discussion/Public Comment/Action) [Attachment 1]

Dennis Mathisen opened the floor for discussion on the February 22<sup>nd</sup>, 2018, SBFS meeting minutes.

**Motion – Gilotte made a motion to approve. Williams second the motion. Board members unanimously approved the February 22<sup>nd</sup>, 2018, minutes at 10:06 am.**

II. CONSENT ITEMS

A. State Fire Training Division

1. Glendale Fire Department Accredited Local Academy (ALA) Application

(Discussion/Public Comment/Action) [Attachment 2]

Seeking SBFS approval for accreditation of Glendale Fire Department as an Accredited Local Academy (ALA)

**Motion – Williams made a motion to approve. Walker second the motion. Board members unanimously approved at 10:12 am.**

2. Vallejo Fire Department Accredited Local Academy (ALA) Application

(Discussion/Public Comment/Action) [Attachment 3]

Seeking SBFS approval for accreditation of Vallejo Fire Department as an Accredited Local Academy (ALA)

**Motion – Williams made a motion to approve. Walker second the motion. Board members unanimously approved at 10:12 am.**

III. PROGRAM and ADVISORY COMMITTEE REPORTS

A. State Fire Training Division

Andrew Henning

1. Mission Alignment Objectives

A. Curriculum Development and Delivery

i. Incident Safety Awareness for Hired Vendors Curriculum

(Discussion/Public Comment/Action) [Attachment 4]

Seeking SBFS approval of the new Fire Services Training and Education Program (FSTEP) Incident Safety Awareness for Hired Vendors curriculum materials.

**Motion – Williams made a motion to approve. Barentson second the motion. Board members unanimously approved the curriculum at 10:13 am.**

ii. Emergency Vehicle Tech Instructor Requirements

(Discussion/Public Comment/Action) [Attachment 5]

Seeking SBFS approval of the new FSTEP Emergency Vehicle Tech Instructor Requirements

**Motion – Gillotte made a motion to approve, Lima second the motion. Board members unanimously approved the requirements at 10:15 am.**

iii. Emergency Vehicle Technician Curriculum

(Discussion/Public Comment/Action) [Attachment 6]

Seeking SBFS approval of the new FSTEP Emergency Vehicle Technician curriculum materials.

**Motion – Smith made a motion to approve. Williams second the motion. Board members unanimously approved the curriculum at 10:16 am.**

iv. CICCIS 2018 Qualification Guide

(Discussion/Public Comment/Action) [Attachment 7]

Seeking SBFS approval of the new CICCIS 2018 Qualification Guide.

**Motion – Williams made a motion to approve. Walker second the motion. Board members unanimously approved the guide at 10:40 am, with the understanding that there will be a delayed implementation of the curriculum and the State Board of Fire Services will be kept advised.**

v. Damage Inspection Curriculum

(Discussion/Public Comment) [Attachment 8]

Informational only

vi. S-219 Ignition Operations Curriculum

(Discussion/Public Comment) [Attachment 9]

Informational only

#### IV. OLD BUSINESS

- A. Position Statement on SBFS/CHP Cooperation  
(Discussion/Public Comment) [Attachment 10]  
Informational only

Janet Barentson

California Highway Patrol's new Assistant Commissioner Scott Silsbee, declined to sign the MOU due to concerns about liability. A recommendation was made for Chief Andrew Henning to reach out and meet with Assistant Commissioner Silsbee.

- B. SBFS Work Plan Meeting  
(Discussion/Public Comment)  
Informational only

- D. Mathisen, J. Davies, M. Williams, A. Walker

State Board of Fire Services developed a work plan to reach out to the California community at proven venues, namely county fairs, to educate the public on fire safety. The plan involves the use of media and social media as a part of the outreach and to help create a brand for the State Board of Fire Services.

#### V. NEW BUSINESS

Dennis Mathisen

- A. Tall Wood Buildings (Informational only)

- Greg Andersen

Greg Andersen made a presentation on the 2018 International Building Code regarding Tall Mass Timber Buildings. To summarize, Tall Wood Buildings would be added to Type IV construction.

- B. DINS Data Analysis Update (Informational only)

- Steve Hawks

Steve Hawks made a presentation on the Damage Inspection (DINS) data analysis. The data collected suggests that California Building Code Chapter 7A and defensible space reduce the number of damaged and destroyed structures.

- C. State Fire Marshal HQ Relocation (Informational only)

- Kevin Chan

The Office of the State Fire Marshal will be relocating in June. The new address will be 2251 Harvard Street, Sacramento, CA 95815.

- D. SBFS Statute Language Clean-up (Informational only)

- K. Chan, D. Mathisen

The Office of the State Fire Marshal would like to have the language for the State Board of Fire Services statute cleaned up. The current statute is inconsistent in listing the number of members and makes it difficult to establish a quorum.

#### IV. MEMBERS ORGANIZATION UPDATES

Jerry Davies reported that the California Fire Safe Council is open for grant applications. The amount has been increased to \$250,000.

It was announced that Cliff Allen has been appointed as the new president of CAL FIRE Local 2881 and Brian K. Rice has been appointed as the new president of the California Professional Firefighters.

Chief Janet Barentson reported that the Governor's Office has issued executive order B-52-18 to protect communities from wildfire by improving forest management and restoration, reducing barriers for prescribed fire, boosting education and outreach to landowners, and supporting wood products innovation. Chief Barentson also reported that the 2008 Strategic Fire Plan is under review.

David Gillotte reported that the International Association of Fire Fighters will be conducting the upcoming Fire Ops 101 event at the 86<sup>th</sup> Annual Meeting of the United States Conference of Mayors on June 8<sup>th</sup>, 2018. Gillotte also reported that HR 931, the Firefighter Cancer Registry Act of 2018, has passed the Senate.

#### VI. PUBLIC COMMENT

No public comment received.

#### VI. MEETING DATES

- A. Meeting dates for 2018 are: February 22<sup>nd</sup>, May 24<sup>th</sup>, August 23<sup>rd</sup> and November 15<sup>th</sup> (moved up one week due to the holiday.) There may be an extended meeting to conduct training for Board members on The Bagley Keene Open Meeting Act and the Parliamentary Procedure.

#### VII. MEETING ADJOURNMENT

**Motion – Williamson made a motion to adjourn the meeting. Walker second the motion. Board members unanimously approved at 11:52 pm and meeting was adjourned.**

This notice has been posted on the Office of the State Fire Marshal web site at <http://osfm.fire.ca.gov/boardfireservices/boardfireservices.php>

Copies of the written materials will be made available to the public at the meeting location, Office of the State Fire Marshal, 2251 Harvard Street, Suite 400, Sacramento, CA 95815. Meeting access was also available at the following addresses:

1780 Creekside Oaks Drive, Sacramento, CA 95833

16 Highland Circle, Chico, CA 95926

Lakeland Village Community Center, 16275 Grand Ave., Bldg "D", Lake Elsinore, CA 92530

For information concerning the Board meeting, please contact Kevin Chan at (916) 568-3800 or [kevin.chan@fire.ca.gov](mailto:kevin.chan@fire.ca.gov).

Any written reports being provided to the Board 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 Kevin Chan.