



STATE BOARD OF FIRE SERVICES

DRAFT MEETING MINUTES

Tuesday, November 5, 2025

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

Office of the State Fire Marshal

715 P Street, Room 2-301, Sacramento, CA 95814

MEMBERS PRESENT:

Daniel Berlant, CAL FIRE, State Fire Marshal, Chair
Janet Ruiz, Insurance Industry *
Anale Burlew, CAL FIRE, Chief Deputy Director
David Rocha, Fire Chief, California Metropolitan Fire Chiefs
Brian Marshal for Nancy Ward, California Governor's Office of Emergency Services
David Gillotte, International Association of Fire Fighters *
Donald Butz, Lakeside Fire Protection District
Frank Lima, California Labor Federation *
Peter Munoa, CAL FIRE Firefighters, Local 2881
Robert Magee, City Government *
Ed Foster, California State Firefighters' Association
Zoraida Diaz, City of Fremont Fire Department
Michael Williams, California State Firefighters' Association
Len Nielson, Cultural Burning Liaison

MEMBERS ABSENT:

Dan Terry, California Fire Fighter Joint Apprenticeship Committee
Moke Simon, County Supervisor, County Government
Brian Rice, California Professional Firefighters

STATE FIRE MARSHAL STAFF:

Vickie Sakamoto, Assistant State Fire Marshal
Jim McDougald, Assistant Deputy Director, Community Wildfire Preparedness & Mitigation
Chris Fowler, Division Chief, State Fire Training
Jamie Sammut, Senior Staff Counsel
Crystal Sujeski, Division Chief, Code Development & Analysis
Caryn Petty, Deputy State Fire Marshal III, Specialist, State Fire Training
Carrie Lewis, Associate Governmental Program Analyst, Support Services
Madison Nicholas, Staff Services Analyst, Support Services
Jillian Fisher, Staff Services Manager I, Support Services
Danh Dao, Staff Services Analyst, Support Services

* Attended meeting virtually

A) CALL TO ORDER

Chair Daniel Berlant called the State Board of Fire Services (SBFS) meeting to order at 1301 hours.

1. Welcome and meeting logistics.
Donald Butz, Fire Districts Association of California, and Zoraida Diaz, Fremont Fire Department, were sworn in as new members of the Board.
2. Roll Call was held, there was a quorum with 10 members present.
3. Approval of the February 15, 2024 Draft Meeting Minutes
(Discussion/Public Comment/Action)

Motion:	Pete Munoa moved to accept the February 2024 meeting minutes; Anale Burlew seconded the motion.
Action:	All members voted unanimously to approve the motion.

4. Approval of the July 25, 2024 Draft Meeting Minutes
(Discussion/Public Comment/Action)
Brian Marshal mentioned that his title was wrong on the July meeting minutes and should be changed.

Motion:	David Rocha moved to accept the amended July 2024 meeting minutes; Michael Williams seconded the motion.
Action:	All members voted unanimously to approve the motion.

5. Approval of the September 6, 2024 Draft Meeting Minutes
(Discussion/Public Comment/Action)

Motion:	David Rocha moved to accept the September 2024 meeting minutes; Pete Munoa seconded the motion.
Action:	All members voted unanimously to approve the motion.

6. Approval of the November 5, 2024 Meeting Agenda
(Discussion/Public Comment/Action)

Motion:	Anale Burlew moved to accept the November 5, 2024 meeting agenda; Ed Foster seconded the motion.
Action:	All members voted unanimously to approve the motion.

7. Announcements
There were no announcements.

B) CONSENT ITEMS

2. State Fire Training Division

Accreditations

- a) [Stockton Fire Department ALA Reaccreditation](#)
- b) [Fresno Fire Department ALA Reaccreditation](#)
- c) [San Francisco Fire Department ALA Reaccreditation](#)
- d) [Los Angeles Fire Department ALA Reaccreditation](#)
- e) [Berkeley Fire Department ALA Reaccreditation](#)
- f) [Fremont Fire Department ALA Reaccreditation](#)
- g) [Sacramento Metropolitan Fire District ALA Reaccreditation](#)
- h) [Sierra College ARTP Reaccreditation](#)
- i) [Southwestern College ARTP Reaccreditation](#)
- j) [Merritt College ARTP Reaccreditation](#)
- k) [El Camino College ARTP Reaccreditation](#)

Curriculum

- a) FY 24/25 Curriculum & Related Projects
- b) [National Accredited Certification Expansion – Fire and Emergency Services Instructor 1 and 2](#)
- c) Peer-Based Suicide Awareness (2023)
- d) Fire Investigator (2022)
- e) Water Rescue Awareness/Operations & Technician (2021)
- f) Watercraft Rescue Technician (2021)
- g) Proposed Changes to Fire Officer Certification
- h) NFA Course Reciprocity Update
- i) Prerequisite for Regional Instructor Orientation (RIO) and Certification Examination Evaluator Training (CEET)
- j) ISAHV Curriculum Update
- k) All Hazard Incident Management
- l) Marine Fire Fighting Reciprocity Instructor Requirements
- m) Fire Officer 4 (2020)

Motion: Donald Butz moved to accept the Consent Items; Michael Williams seconded the motion.

Action: All members voted unanimously to approve the motion.

C) ACTION ITEMS

1. Merced College ARTP Accreditation

Recommending approval of conditional 1-year accreditation as they develop their program. They will be reevaluated in one year for their official accreditation.

Motion: Michael Williams moved to accept the Merced College ARTP Accreditation; Donald Butz seconded the motion.

Action: All members voted unanimously to approve the motion.

2. Fire Officer 3 (2020) – First Reading

Formerly Chief Fire Officer, this is an update to the 2014 version. We are now in alignment with titling for professional qualification with NFPA and the two professional qualifications under the standards for Fire Officer and for Wildfire Protection. The update proposes a shift in how the management training and education is delivered – which is grounded in the NFPA requirements and has a more robust experiential requirement for on-the-job training. This partners with Fire Officer 4 which has already been approved. This is the first reading of this item, the second reading and approval will be in February 2025. Questions or concerns should be directed to Chief Fowler at chris.fowler@fire.ca.gov.

3. Single Exit Stair Task Group Charter

AB 835 was passed on October 7, 2023 which added a new section to the Health & Safety Code which charges the State Fire Marshal with researching standards for single stairway apartment houses of more than 2 dwellings in buildings above 3 stories. The report will be submitted to several legislative committees, the charter will be the framework of that report. Donald Butz recommended changing the quorum to 50% plus 1 for this workgroup.

Motion: Donald Butz moved to accept the Single Exit Stair Task Group Charter with the addition of the 50% plus 1 quorum; Anale Burlew seconded the motion.

Action: All members voted unanimously to approve the motion.

D) PROGRAM AND ADVISORY COMMITTEE REPORTS

1. State Fire Training Division

a) Program Update

Continuing to extend the team with the addition of an Office Technician. The Firefighter 1 and 2a curriculum remain at the forefront of their work with testing validation by that cadre. Continuing work on the addition of the Fire and Emergency Services Instructor Certification testing coming 2025.

Looking forward to the publication of the 2023 Annual Report in December and the State Fire Training Title 19 updates in the new procedures manual in 2025.

2. Code Development & Analysis

a) Program Update

AB 176 passed on September 30, 2024 – a committee on budget, education, finance, omnibus trailer bill. There was a change to a Health and Safety Code section that rolled back the occupancy classification for child care centers from the current regulations that were in the 2019 edition of the building standards code.

SB 1152 is lithium battery collaboration with the Public Utilities Commission. This charges the State Fire Marshal with adopting regulations relating to lithium battery-based systems. We will be looking at the environments in which communication utilities require these systems.

We recently did a panel discussion at the Cal Chiefs Conference with Mike O'Brian, Chair of the ICC ESS Ad Hoc Committee and a Fire Chief out of Michigan. He's also a consultant on ESS throughout the nation. Other Chiefs from the CAL FIRE Safety Section and also responded to the Camino incident in Costa Mesa spoke about what they did, best practices and standard operating procedures that came out of the experience from that incident. There was also a representative from Orange County Fire Authority who's Captain has long term chronic illness from exposures to electronic or ESS fires.

The International Code Council (ICC) put together an energy storage system ad hoc committee to look at the gaps in the code. In December of 2023 the Board of Directors instructed staff to set up the Ad Hoc Battery Energy Storage Committee with the following scope:

- Explore how battery safety is impacted by manufacturing storage use and recycling of lithium batteries and energy storage systems
- Identify increased risk, if any
- Pinpoint gaps in code standards that would be needed to strengthen building fire and life safety requirements for batteries and energy storage systems

The committee end report will be submitted to the directors in December with recommendations for moving forward on these issues.

3. Community Wildfire Preparedness & Mitigation

a) Program Update

Fire Hazard Severity Zone

Getting ready to start the LRA adoption process for local jurisdictions. Our role is to create the recommendation (moderate, high, very high) that will go to the local jurisdictions. This will be a similar map as the SRA. We've updated scientific factors so it is much more specific on weather data in the model. The previous model didn't take into account where embers were landing. As you add the local climate we know the wind direction and speeds. The adjacent fuel model creates an ember load that lands within the built environment. Local agencies will then adopt the local ordinance for fire hazard severity zones and it will then go to the Board of Forestry. The biggest change for local requirements is that chapter 7A is required in high. Also now required in high is hazard disclosure in real estate sales. The goal is to have map development completed by December. County Board of Supervisors, City Managers, Fire Chiefs, and Fire Marshals have been notified that they will possibly have fire hazard severity zones in their jurisdictions. This notification included a link to a website with more information.

\$90M was awarded to 90 local projects related to wildfire prevention. Currently working on getting the grant agreements signed and should be in effect by the beginning of the year.

Every five years the State Board of Forestry and Fire Protection is charged with reviewing the boundaries of the SRA to ensure everything within those areas still meet the legal definition and the Board of Forestry's procedural definitions of what is an SRA and LRA. The team has been reviewing all of California and making sure that what we've defined as SRA remains SRA and any areas that may have previously received a local responsibility or designation based on changed in land use may get redesignated.

Significant progress has been made in the home hardening pilot program. Eight homes have been retrofitted with six more in progress. This is all part of our Community Wildfire Mitigation Program jointly run with CALOES. The pilots are in Lake, San Diego, and Shasta counties with Tuolumne, El Dorado, and Siskiyou counties joining soon for defensible space.

We rolled out a new Fuels Treatment Effectiveness Reporting dashboard. This is in an effort to be more transparent in the acres we are treating in fuel reduction and prescribed fire. This shows the metrics of the acres treated and where those treatments have been effective based on the impacts from wildfires. The dashboard is up for the public and you can look at any of our projects and get a summary of how that fuel break played out in suppression tactics or in evacuations.

D) OLD BUSINESS

There was no old business.

E) NEW BUSINESS

Chief Berlant introduced Chief Vickie Sakamoto as the new Assistant State Fire Marshal.

F) MEMBER UPDATES

Anale Burlew – We remain in peak fire season which, starting this year, is now a 9 month fire season. Since the 66 hour work week is on a 5-year implementation plan we don't yet have the bodies to fulfill those 9 months. We have implemented a new training center in Atwater in Merced County. Initially the focus will be on JAC training which will be up and running in July of 2025.

Brian Marshall – Really busy right now, the fire weather pattern that's going on, a lot of repositions which is a really good program that was implemented by the fire service and was \$25M funded. There are new positions literally border to border going on now. The budget has been a challenge – vacant positions are being examined and CALOES continues to fight for positions in public safety by law and emergency management. There's a 7% budget reduction proposed across all State agencies. Today is election day so we are working with the State assessment system as we work through any issues and support local governments across the State.

Donald Butz – April 1-4 is the annual leadership symposium geared toward fire districts and fire service. This will be outside the normal training with more forecasting so they are encouraging jurisdictions to look at this as an avenue to stay current and on top of the trends. This will be heavily attended by Board members.

David Rocha – The leadership among Metro Chiefs changed at the Cal Chiefs Conference. Dan Muncy is now the chairperson for that group and Bill Weisner from Riverside County is the Vice Chair.

Frank Lima – One of the things we're pushing hard at the federal level is the Honor Act which will allow cancer to be a presumption under the Public Safety Officer benefit.

Peter Munoa – We were able to achieve the 66 hour workweek working with the department for our membership for CAL FIRE employees. It's a long time coming to get some relief and get it to be an industry standard. We still have one more notch to move and are hoping to get that accomplished by next contract. There's a lot of internal working components to get this implemented.

Janet Ruiz – The good news from the insurance industry right now is insurance companies have committed that they want to insure home in California. California is the largest state with the most insured residents, businesses, etc. in the country so it's very important to us. We've had to restrict coverage, many companies are not writing new or very few but the good news is we are working with the Department of Insurance closely to modernize the rate making process and get rid of some of the obstacles that we have been facing. They have committed to having these implementations in place by the end of the year. As that rolls out you will see a lot more insurance available. You'll see a

lot of the people doing work on their homes or businesses to be wildfire resistant will start seeing more credit due as far as insurability and availability and possible discounts.

Len Nielsen – The Governor did pass SB 310, SB 1101 and AB 1284. Those three bills are critical for prescribed fire and cultural burden. AB 1284 is about co-governments and co-management agreements with the state agencies. We're looking forward to creating some of those. CNRA is working on templates now for tribes. CAL FIRE only owns 84K acres in the state so we're a relatively small landowner as a state agency. SB 310 is about cultural burning and allowing tribes to build an agreement with CNRA allowing tribes to conduct cultural burning through their process of and not going through the CAL FIRE burn permit process. SB 1101 will allow CAL FIRE to do more large-scale prescribed fire with an exemption in the contract bidding process in the State. Instead of using the 4900 funds which can be used for prescribed fire, it allows the use of a funding source that will give the opportunity to provide for logistics such as sleeping and feeding for large scale prescribed fire activities.

G) PUBLIC COMMENT

There was no Public Comment.

H) UPCOMING MEETING DATES - 2025

February 5, 2025
10am-12pm
715 P Street, Room 2-302 A/B
Sacramento, CA 95814

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

May 7, 2025
10am-12pm
715 P Street, Room 2-302 A/B
Sacramento, CA 95814

November 5, 2025
10am-12pm
715 P Street, Room 2-301
Sacramento, CA 95814

I) ADJOURNMENT

Daniel Berlant adjourned the meeting at 1154 hours.