



# STATE BOARD OF FIRE SERVICES

## MEETING MINUTES

Thursday, September 12, 2019

CAL FIRE – Office of the State Fire Marshal

2251 Harvard Street, Suite 441, Sacramento, CA 95815

### MEMBERS PRESENT:

Mike Richwine, State Fire Marshal, Acting, CAL FIRE – Office of the State Fire Marshal, Chair

Brian K. Rice, California Professional Firefighters

Michael S. Williams, California State Firefighters Association

Moke Simon, County Government

Pete Munoa, CAL FIRE Firefighters, Local 2881

\*Ed Foster, California State Firefighters Association

\*David Rocha, California Metropolitan Fire Chiefs

\*Jerry Davies, California Fire Safe Council and Insurance Industry, Vice Chair

\*David Gillotte, International Association of Fire Fighters

\*Robert Magee, City Government,

\*Frank Lima, California Labor Federation

(\* attended via conference call)

### MEMBERS ABSENT:

Craig Tolmie, Chief Deputy Director, CAL FIRE

Dan Terry, California Fire Fighter Joint Apprenticeship Committee

Mark Ghilarducci, Director, California Governor's Office of Emergency Services

Michael Smith, California Fire Chiefs Association

### STATE FIRE MARSHAL STAFF:

Kevin Chan, Special Assistant to the State Fire Marshal

\*Andrew Henning, Division Chief, State Fire Training

Vikkie Raby, Staff Services Manager I, Fire Engineering and Investigations

Steve Hawks, Deputy Chief, Planning and Risk Analysis

\*Chris Fowler, Supervising Deputy State Fire Marshal Specialist III, State Fire Training

Jim Eastman, Fire Training Specialist III, State Fire Training

\*Joe Bunn, Fire Training Specialist III, State Fire Training

(\* attended via conference call)

### GUESTS:

\*Yvonne de la Peña, California Fire Fighter Joint Apprenticeship Committee

\*Brian Marshall, Fire Chief, California Governor's Office of Emergency Services

(\* attended via conference call)

## 1. CALL TO ORDER

Chair Mike Richwine called the State Board of Fire Services (SBFS) meeting to order at 1330 hours, at CAL FIRE – Office of the State Fire Marshal (OSFM) headquarters at 2251 Harvard Street, Suite 441, Sacramento, CA 95815. Kevin Chan provided a logistics and safety briefing.

## 2. ROLL CALL

Roll call was held and quorum declared at 1336 hours.

## 3. INTRODUCTIONS

Self-introductions of staff and guests were conducted. Chair Richwine welcomed new member Moke Simon.

## 4. APPROVAL OF MINUTES

Chair Richwine asked for approval of the Minutes of the May 23, 2019 meeting.

**It was moved by Member Williams to approve the minutes as submitted; motion seconded by Member Munoa. Motion was carried unanimously at 1338 hours.**

## 5. ANNOUNCEMENTS

No announcements.

## 6. SPECIAL ITEMS

Chief Henning requested the approval of the State Fire Training (SFT) Fee Adjustment Report. This was approved by the Statewide Training and Education Advisory Committee (STEAC) at their July meeting. Modifications were made since the Board's last viewing. The combination of the Firefighter 1 (FF1) testing fee of \$75 with the FF1 certification fee, also \$75. The new testing fee will be \$150 and will include FF1 certification. This will be conducted through the SFT User Portal, where they will be billing the Accredited Local Academies (ALA) and the Accredited Regional Training Programs (ARTP) for the cost and allow SFT to collect the fees up front. Candidates will then be able to apply for FF1 certification directly through the SFT portal upon graduation, streamlining the issuance process to approximately one week.

Member Williams noted that there was a difference from the August report, specifically in line three of appendix B, page 19 of 34. Chief Henning responded that the only change was for FF1, combining the training fee and certification fee, and confirmed that the chart was not correct and needs to be updated in the final version. Chair Richwine called for a motion on the State Fire Training Fee Report.

**It was moved by Member Gillotte to approve the State Fire Training Fee Adjustment Report; motion seconded by Member Munoa.**

Member Magee expressed concern and asked if the fees are often passed on to the local jurisdiction rather than being the responsibility of the candidate or applicant. Chief Henning responded that it varies by department and agency, where some are the responsibility of the department/agency and others are the responsibility of the applicant.

Member Magee recognized the need for the increases but stated he would rather have the money come from somewhere else.

Yvonne De la Peña commented that a lot of departments that pay these fees use their California Fire Fighter Joint Apprenticeship Committee (Cal-JAC) fund for that.

Chair Richwine and Members Davies, Gillotte, Munoa, Rice, Foster, Rocha, Williams, and Simon voted to approve. Member Magee voted to oppose. Member Lima did not respond and was offline for a portion of the meeting.

**Motion was carried at 1347 hours with nine votes to support, one to oppose, and one non-response.**

## 7. CONSENT ITEMS

Chief Henning requested the re-accreditation of Accredited Regional Training Programs (ARTP) and Accredited Local Academies (ALA) consisting of the Berkeley Fire Department and the Southwestern Community College. He also requested approval of the ALA's testing of non-employees, the procedure update for the Certification Task Book Issuance, the Incident Command System (ICS) 300/400 Course and Instructor Update, the Community Risk Curriculum Prerequisites, and the Fire Inspector 1 Qualifications and Curriculum Update.

Member Rice asked if the accreditation of Southwestern College was only for one year. Chief Henning responded that for initial accreditation has two options, either three years or a one-year conditional accreditation.

**It was moved by Member Williams to approve the consent items; motion seconded by Member Rice. Motion was carried unanimously at 1357 hours.**

## 8. PROGRAM AND ADVISORY COMMITTEE REPORTS

Chief Henning sought approval of the Fire Service Training and Education Program (FSTEP) CA-219 Wildland Firefighting – Firing Operations curriculum. This course is based off the S-219 and is due to the S-234 course being retired in 2014. Currently, the live fire portion of the S-219 course is optional, but California Incident Command Certification System (CICCS) wanted a California specific course where the live fire requirement is mandatory.

**It was moved by Member Rice to approve the curriculum; motion seconded by Member Munoa. Motion was carried unanimously at 1400 hours.**

Chief Henning sought approval of the FSTEP River Flood Rescue Technician curriculum. Office of the State Fire Marshal (OSFM), California Office of Emergency Service (OES) and CAL FIRE Training Center partnered together to develop this. These courses have been delivered since roughly 2015. This is a new 40-hour FSTEP course.

**It was moved by Member Williams to approve the curriculum; motion seconded by Member Simon. Motion was carried unanimously at 1401 hours.**

Chief Henning sought approval of the FSTEP Ethical Leadership for Instructors curriculum. This is an update to the Ethical Leadership for the Classroom. This modifies the instructor requirements from being a Chief Officer to a Company Officer and changes the course requirements. This also gives the option of going through a Peer Assessment for Instructor Equivalency (PACE) review if someone doesn't meet the minimum requirements.

Member Williams inquired about what standards or curriculum is this new program based on compared to the former program. Jim Eastman responded that it was based on the former program, as well as industry standards, the National Academy, and book resources.

**It was moved by Member Williams to approve the curriculum; motion seconded by Member Rice. Motion was carried unanimously at 1404 hours.**

Chris Fowler presented information regarding curriculum updates to Fire Fighter 1 and 2, aligning with the update with NFPA 101 Standards for Professional Firefighter Qualifications as well as NFPA for Wildlands and Hazardous Materials and Weapons of Mass Destruction. One of the benefits of this update is the combination option of Fire Fighter 2 with Fire Fighter 1. Fire Fighter 2 has now been brought forward and will now have capstone testing. There will be 2 required skills and 2 random skills as a part of that capstone testing for the International Fire Service Accreditation Congress (IFSAC) and the Pro Board. The proposed retirement for the Fire Fighter 1 is December 20, 2020. The 2013 version of Fire Fighter 2 will continue for 2 more years. Fire Fighter 2 2019 will require capstone testing.

Chair Richwine inquired the total hours for the curriculum for Fire Fighter 1 and Fire Fighter 2. Jim Eastman responded 400 hours.

Member Williams suggested having a matrix comparing the changes as this change gets closer to approval.

Chair Richwine asked how Fire Fighter 2 is proposed to work. In the past, Fire Fighter 2 is delivered in the station and then they applied for certification in 6 months. Chris Fowler responded that the alignment of Fire Fighter 1 with Fire Fighter 2 allows the graduate to receive a Fire Fighter 1 diploma upon graduation and allows the graduate to directly enter into the work force.

Jim Eastman added that the experience level has been played around with in the past from our previous stakeholders where they would leave the state, take a test to get the Pro Board or IFSAC seal, and come back into California and try to apply even though they don't have the experience. The cadre wanted this analyzed so they would get the certificate upon graduation from Fire Fighter 1, avoid the hassle of having to leave the state, and the move the experience level into the next phase, which is Fire Fighter 2.

Chris Fowler gave an update on Fire Inspector 2 Qualifications and Curriculum. This is based on the new edition of NFPA 31. This is coming to the State Board of Fire Services because they are adding hours.

Joe Bunn gave an update on the River/Flood Boat Technician FSTEP Curriculum. The Office of Emergency Services started this back in 2015 and we have collaborated and put this into the State Fire Training format. The first course that was discussed significantly increased the hours by 60%. This class is increasing the hours by 40%, changing from a 3-day course to a 5-day course.

Joe Bunn then gave an update on Rope Rescue Awareness/Operations and Technician FSTEP Curriculum. This project started as a collaborative meeting back in December 18, 2018. The outcome was 4 courses, 40 hours each. Jim Eastman added that this is to bring us in alignment with the NFPA standard on rescue, also to meet the Federal Emergency Management Agency's (FEMA) grand proposal that there will be a rescue technical specialist. A few other will be added as well, such as machinery rescue and animal rescue.

Chris Fowler spoke on the Fire Control 3 Curriculum (2018) update. This was a 3-year long cadre. They are reducing hours of instruction and there are new courses developed in accordance with NFPA standards. There will be a 24-hour Structural Fire course, a 32-hour instructor live fire training in fixed facilities, and a 24-hour instructor live fire training in acquired structures.

The instructor qualifications now require ICS-300 and a recognized safety officer course either ICS-404 or L-954. There is a 2-year implementation plan in place for the curriculum update with full implementation by January 1, 2022.

## 9. DIVISION UPDATES

Chris Fowler provided an update for State Fire Training. She opened with the Mid-Career California Fire Service Training and Education System (CFSTES) Course Prerequisites. The steering committee reviewed and made recommendation to move forward. This would permit people to take higher level courses without taking lower level courses as prerequisites if they have the experience or rank. There would be an equivalency and some type of professional qualifications evaluation that would be conducted by the agency.

Chair Richwine asked if this is an interim measure. Chris Fowler responded that this is an interim measure with a sunset of December 20, 2024. It gives any agency that is new to the State Fire Training system 5-years to either meet the prerequisites to take the classes or use the experience they have on the job to meet the minimum qualifications. There may be further adjustments to this as it goes along.

Chris Fowler presented the update on National Reciprocity. This will streamline the process to make it automatic as opposed to the PACE process. This only for course reciprocity and not for certification. Chair Richwine inquired the purpose of this, as Fire Fighter 1 allows reciprocity with other states due to our recognition of the training as equivalent because they are IFSAC or Pro Board. The response was that this establishes a process for other certifications. They will still have to go through a task book process.

Chris Fowler gave an update on Fiscal Year 2019 and 2020 curriculum and related projects. They will be continuing with Behavioral Health and Cancer Awareness. The cadre has requested more time, one week for the development of Company Officer and one week for the development of Chief Officer / Executive Chief Officer level for the subject matter. Fire Fighter Survival, which has had an estimated 2300 students per year since 2010, will be updated. Structural collapse will be delayed until FY2020 due to funding. We will be working with the cadres by conference call for the Driver Operator Series, Instructor Series, and Community Risk Reduction.

Chair Richwine inquired if we are reaching out to the International Association of Fire Fighters (IAFF) program for the Fire Fighter Survival. Chris Fowler responded that they will reach out.

Chris Fowler gave an update on the Title 19 regulations with information on new State Fire Training procedure manual and course information manual. The 2019 edition as well as their revised text are now enforceable. Instructors are responsible to renew and to be in compliance, with Title 19 and they have been advised via email. The expectation is for improved compliance.

Kevin Chan provided an update for Code Development and Analysis. The 2019 California Building Standards Code will be effective on January 1, 2020. The office is conducting workgroups for the proposals for the 2019 intervening code cycle. There will be a public workshop on October 4<sup>th</sup>, where interested parties can call in and Skype to see what the workgroups have proposed. The adoption process is done through the California Building Standards Commission and the public comment period will tentatively be in April/May of 2020.

Vikkie Raby provided an update for Fire Engineering and Investigations. There are 5 sworn staff onsite at the storage facility preparing seized fireworks in the appropriate packaging for transport to the disposal facility. They do not have a specific transport date but anticipate to have a date within the next week. Chair Richwine asked if the fireworks disposal contract had been signed and Vikkie Raby responded that it had. At last count, they are working with close to 200,000 lbs. of fireworks.

Member Lima related an incident involving a fireworks related fire fighter fatality and expressed that there is a duty to protect fire fighters. The responsibility should fall to law enforcement and the bomb squad.

Vikkie Raby provided a Title 19 update. There is currently a Building Material Listing fee increase, which have not been updated in 30 years. The fee will be used towards newly awarded positions and the program hopes to have staff in place by early 2020. The staff will improve response times and turnaround times and will decrease the wait times that industry is currently seeing.

Chief Steve Hawks provided an update for Planning and Risk Analysis. They are working on a low-cost retrofit list to comply with Assembly Bill 2911, which mandates the State Fire Marshal to develop the list to provide for comprehensive site and structure fire risk reduction. They are creating a comprehensive list containing both high cost items and low-cost items, identifying each, in order to include items that would help with comprehensive site and structure fire risk reduction. The draft document is completed and has been turned over to the CAL FIRE Communications Office to be included in an existing guide, the "Ready, Set, Go, Your Personal Wildfire Action Plan," which will be updated with the newer retrofit list items. The list is expected to be posted no later than January 31, 2020.

Chair Richwine added that the office has been inundated with legislative proposals and a number of them which are moving forward place additional responsibilities on the Office of the State Fire Marshal regarding land use planning and home hardening.

Chair Richwine tabled the update for Fire and Life Safety until the next meeting.

## 10. OLD BUSINESS

The Board is continuing to work with the California Highway Patrol (CHP) on a training video to educate both sides on the priorities for highway incidents. CHP veteran Gordon Graham has already been enlisted to participate in the video. Member Lima suggested having someone from fire in the video as well to balance the representation. Members agreed with the suggestion. Joe Castro or Paul Stein were mentioned as potential people to reach out to.

## 11. NEW BUSINESS

Chair Richwine provided an update on the State Board of Fire Services draft charter and orientation for new members. There will most likely be an extended meeting in the future to have a "Board Day" intended for orientation, discussion of topics the Board could address, as well as training for the Bagley-Keene Open Meeting Act and Parliamentary Procedure.

## 12. MEMBER ORGANIZATION UPDATES

Chair Richwine opened the floor for Member organization updates.

Member Davies informed the group that the California Fire Safe Council announced its 2019 grant for \$2.4 million. The information is available on their webpage.

## 13. PUBLIC COMMENT

No public in attendance.

## 14. UPCOMING MEETINGS

The Board will be setting dates for standing meetings rather than to poll for dates.

## 15. ADJOURNMENT

Chair Richwine asked for a motion to adjourn the meeting.

**It was moved by Member Williams to adjourn the meeting; motion seconded by Member Rice. Motion was carried unanimously at 1512 hours and the meeting was adjourned.**