



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
State Fire Training Division
P.O. Box 944246
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(916) 568-2911
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Date: January 8, 2021

To: Statewide Training and Education Advisory Committee
State Board of Fire Services

From: Caryn Petty, Deputy State Fire Marshal
State Fire Training

Subject/Agenda Action Item:

San Diego Miramar Community College Accredited Regional Training Program (ARTP)
Conditional Accreditation

Recommended Actions:

Recommend San Diego Miramar Community College be provided an Accredited Regional Training Program (ARTP) Conditional Accreditation in the State Fire Training (SFT) system for a period of one (1) year.

Background Information:

An Accreditation Site Evaluation was conducted on November 30, 2020, at San Diego Miramar Community College located at 10440 Black Mountain Road in San Diego, California, with supplemental Site Evaluation of partner facility Heartland Fire Training at 1301 N. Marshall Avenue in El Cajon, California. The Evaluation was conducted by Supervising Deputy State Fire Marshal Chris Fowler and Deputy State Fire Marshal Caryn Petty of State Fire Training. College hosts included College President Wes Lundburg, Interim Vice President of Instruction Ben Gamboa, Dean of Public Safety Gail Warner, FIPT Program Director Darren Hall, Academy Coordinator Lazaro Lahera, and Heartland Fire Training Coordinator Steve Butcher.

A review of the ARTP Self-Assessment Report (SAR) was conducted, with requirements for supplemental documentation noted. Said documentation has since been received and has met the requirements as set forth by State Fire Training policies and procedures. A Site Evaluation of all campus classrooms, labs, and training facilities was completed with travel to the Heartland Fire Training for supplemental training facility review.

Analysis/Summary of Issue:

The San Diego Miramar Community College ARTP Conditional Accreditation is proposed as a program review to ensure compliance and sustainability in the SFT system. The College administration and staff has an expressed commitment to SFT compliance.

A tour of the College confirmed sufficient and appropriate classroom spaces equipped with enhanced audio/visual equipment and learning aids. All students are provided necessary study materials, devices, and equipment for applicable success within the Academy training. All student records are maintained in a compliant and confidential manner in accordance with SFT requirements. Several Registered Instructors participate in the Academy delivery with partnered members from regional agencies complementing the need for CFSTES/FSTEP Instructors and Lead/Skills Evaluators. Miramar works cooperatively with local ARTPs to ensure the training needs of the region are met. The College has successfully transitioned to the Fire Fighter 1 (2019) curriculum and possesses all necessary materials for continued certification examination delivery.

The College fire academy is conducted at various sites in the region with delivery held at the main campus and the off-site Heartland Training Center. An evaluation of the Heartland Fire training facility indicated additional classroom space with a fully functioning training tower appropriate for live-fire training. The College possesses all necessary props, tools, equipment, and apparatus to accommodate a fire academy training program supplemented by the satellite Heartland site.

Program coordinators recognize the underserved student and small and mid-sized agency populations in the region and have an expressed desire to bridge the regional fire service training and education gap. This focus on providing education for all students is indicative of the training devotion serving as the foundation of the proposed program. Academy personnel possess an energetic approach to program development with a strong focus on maintaining diversified student populations while adhering to the standards set forth by State Fire Training. The College is proactively building cooperative relationships founded on producing strong, well-rounded fire service professionals.

In compliance with the California Code of Regulations, Title 19, and the *SFT Procedures Manual (2019)*, Accreditation Process, Section 3.1.6(E), a one-year Conditional Accreditation may be granted in lieu of Re-Accreditation. This will provide for stabilization of the ARTP while working toward program sustainability. Itemized deficiencies are noted in the attached Conditional Accreditation Requirements. Miramar College will be revisited in Fall 2021 for ARTP review and consideration for a Re-Accreditation period. It is recommended that San Diego Miramar Community College be granted a one-year ARTP Conditional Accreditation in the State Fire Training system pending reevaluation in 2021.

[Attachment: San Diego Miramar Community College ARTP Conditional Accreditation 2020]



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Recommended Actions:

Recommend San Diego Miramar Community College be provided an Accredited Regional Training Program (ARTP) Conditional Accreditation in the State Fire Training (SFT) system for a period of one (1) year.

Per the San Diego Miramar Community College Accredited Regional Training Program (ARTP) Site Evaluation conducted November 30, 2020, the following document details the requirements of the one-year Conditional Accreditation as set forth by State Fire Training (SFT). A thorough review of the San Diego Miramar Community College Fire Science Technology Program and Fire Fighter Academy served as the basis for the program review.

Conditional Accreditation requires the following items be complete to ensure compliance with State Fire Training regulatory statute and established procedures (California Code of Regulations, Title 19, and the *SFT Procedures Manual*, Accreditation Process, Section 3.1.6(E)).

- ❑ San Diego Miramar Community College shall provide quarterly updates to State Fire Training on all progress.
- ❑ SFT requires a complete list of tools and equipment that have been brought into recommended NFPA compliance. This shall include, but not be limited to, any/all maintenance, service, inspection, and use logs for hose, rope, ladders, and other tools and equipment utilized by the students. This shall comply with the Fire Fighter Academy

equipment and supplies list(s) in adherence with the *SFT Procedures Manual*, IFSAC/Pro Board, and the CCR, Title 19.

- NFPA 1932 shall be referenced regarding ground ladder testing and maintenance
 - Reference Cal-OSHA Complaint #1510136 (SDCCD)
- San Diego Miramar Community College shall provide SFT with the projected budget and business plan for 2021-2024 accreditation cycle.
- San Diego Miramar Community College shall provide SFT the updated and finalized ARTP Fire Fighter (2019) Academy curriculum. This shall include complete course outlines, student and instructor manuals, and all supplemental student materials.
- San Diego Miramar Community College shall demonstrate active recruitment of diversified Registered Instructors and Lead/Skills Evaluators that is reflective of the region and the College's neighboring fire agencies.
- By March 31, 2021, San Diego Miramar Community College shall provide a complete report detailing the staffing and administrative support required for program success. Any deficiencies shall be identified with a plan for correction.
 - Detail adequate clerical and administrative personnel required to support complete delivery of the Fire Science Technology Program and Fire Fighter Academy.
 - Detail the means in which clerical and administrative support will be attained for the ARTP.
 - Detail the full-time Fire Science Technology and Academy coordination personnel. Full-time instructors, interim or adjunct assignments, and/or part-time personnel are not an appropriate means of ARTP oversight.
 - The current Academy Coordinator contract expires June 30, 2021, with no funding continuation identified.
 - Detail current Fire Science Technology Program instructional staff, full- and part-time. The ARTP operates separately from the Fire Science program and staffing shall be designated for each. While some crossover is permitted, it is not the intent of the ARTP to serve in multiple College instructional roles.
 - Provide a complete list of Fire Fighter Academy instructors and their SFT Registered Instructor qualifications. The list shall identify adequate staffing for Academy curriculum delivery with contingency plans for substitute instructors and/or schedule flexibility should there be an absence, vacancy, etc.
 - Provide a complete list of Registered Lead and Skills Evaluators. This list shall designate adequate staffing for capstone IFSAC/Pro Board Fire Fighter 1 test with a contingency plan should there be an absence, vacancy, etc.
- San Diego Miramar College shall convene a Fire Advisory Committee meeting bi-annually and provide documented meeting minutes to SFT upon Site Re-Evaluation. This Committee shall be comprised of College administration/management and other appropriate staff, Program staff and instructors, regional entities, and others as appropriate, to identify the training and educational needs within the Fire Science Program, Fire Fighter Academy, and any/all collaborative training ventures.
- San Diego Miramar College shall demonstrate active participation in the greater SFT system by maintaining active correspondence with SFT personnel and its designated liaison(s), attend regional training officer and CFTDA quarterly meetings, and work to diligently adhere to the requirements set forth in this Conditional Accreditation.
- An updated Self-Assessment Report (SAR) shall be drafted and submitted to SFT no later than November 1, 2021, detailing program progress with the items noted during the November 30, 2020, Site Evaluation. This may build upon the previously submitted SAR

but should clearly identify any/all changes, progress, issues, challenges, or other items necessary for complete review of the proposed ARTP.

The San Diego Miramar College Fire Science Technology Program and its Accredited Regional Training Program will be recommended for a one-year Conditional Accreditation to the Statewide Training and Education Advisory Committee (STEAC) in January 2021 and the Statewide Board of Fire Service in February 2021. Upon review and approval by these governing bodies, continued recognition of San Diego Miramar College in the SFT system is contingent upon compliance with the requirements. Any failure to comply may result in revocation of the Conditional Accreditation.