



STEAC Meeting Minutes

April 12, 2024 – Teleconference Meeting

I. Introductions and Welcome

A. Roll Call

Members Present:

Keith Alexander, CFCFA
Gregory Barton, League of California Cities
Richard Beckman, California Fire Technology Directors Association
Jeff Boyles, League of California Cities (alternate)
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee
Tom Carlisle, California State Fire Fighters Association
Cat Frazer, CAL FIRE (alternate)
Devin Flannery, CFCFA
Darren Hall, California Fire Technology Directors Association (alternate)
Kyle Heggstrom, FDAC
Jason Hosea, California State Fire Fighters Association (alternate)
Javier Lara, CAL OES (alternate)
Andrew Kibby, Cal Chiefs – Training Officer Section, (South) (alternate)
Scott Lewis, FIRESCOPE
Brian Marshall, CAL OES
Kirk Noffsinger, Cal Chiefs - Training Officer Section, (North)
Chris Ottolini, California Fire Fighter Joint Apprenticeship Committee (alternate)
Mike Richwine, STEAC Committee Chair

Members Absent:

John Bagala, California Professional Fire Fighters
Greg Belk, CAL FIRE
Geoff Belyea, FDAC (alternate)
Jaime Brown, Metro Chiefs
Jarrod Clinkenbeard, CAL FIRE Training Center
Bret Davidson, Cal Chiefs – Training Officer Section (South)
Nicole Gissell, CAL FIRE Training Center (alternate)
Donavan Lacy, Cal Chiefs - Training Officer Section, (North) (alternate)
Glen Pavlovsky, California Professional Fire Fighters (alternate)

Ken Sebastiani, California Fire Technology Directors Association (alternate)
Jason Serrano, FIRESCOPE (alternate)
Gail Warner, California Fire Technology Directors Association

State Fire Training Staff:

Jill Bennetts, SFT, Associate Governmental Program Analyst
Brandon Erickson, SFT, Staff Services Manager I
Chris Fowler, SFT, Supervising Deputy State Fire Marshal III
Luke Gamboa, SFT, Office Technician
Selena Garcia-Villicana, SFT, Staff Services Analyst
Andrew Henning, OSFM, Assistant Deputy Director – Community Wildfire Assistance and Fire Engineering & Investigations
Derek Lueth, SFT, Associate Governmental Program Analyst
Caryn Petty, SFT, Deputy State Fire Marshal III (Specialist)
Kris Rose, SFT, Staff Services Manager I

Welcome

The meeting was called to order at 09:00 by Chief Mike Richwine. A quorum was established during introductions.

B. Member Appointment/Reappointment

1. Devin Flannery – CalChiefs – Member Appointment

Devin Flannery introduced himself as the current training chief in South San Francisco. He specializes in curriculum development and training effectiveness.

C. Past Member Recognition

1. David Winnacker CalChiefs – Member

David Winnacker was not present.

State Fire Marshal Chief Daniel Berlant welcomed Devin Flannery to the STEAC committee and then spoke to D. Winnackers contributions to STEAC during his servitude.

II. Agenda Review

Presenter: Chief Mike Richwine

III. Approval of the January 29, 2024, Minutes

Presenter: Chief Mike Richwine

Motion:	<i>Kyle Heggstrom moved to accept the minutes from January 29th, 2024. Scott Lewis seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

IV. State Board of Fire Services (SBFS) Update

Presenter: Chris Fowler

Chris Fowler stated all consent items regarding program updates, curriculum, and accreditation and reaccreditation which included the Recognized Fire Agency, Company Officer 2E experience update, and the proposal regarding Fire and Emergency Services Instructor 1 and 2 national accreditations.

V. Consent Items

A. Stockton Fire Department ALA Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site accreditation inspection took place February 9, 2024. The Stockton Fire Department is a very accomplished and historical organization coming back for its first reaccreditation with State Fire Training (SFT). They are serving as a cooperative neighbor in the region, and the agency is serving to promote teamwork, reliability, and exception customer service. Eager to meet the needs of their region, the agency has been an active participant of the SFT system and is working with their regional neighbors to get testing access for some of the underrepresented populations and communities. In accordance with the California Code of Regulations Title 19, a 6-month accreditation extension was granted in November 2023 to ensure program stabilization and staffing. All requirements set forth by SFT have been satisfied for reaccreditation and there's been no lapse in the actual accreditation for the Accredited Local Academy (ALA). The self-assessment report review and site evaluation both went very well and SFT is recommending continued designation of the Stockton Fire Department as an accredited local academy in the SFT system for a reaccreditation period of 4 1/2 years, accommodating the 6-month extension.

B. Fresno Fire Department ALA Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site accreditation inspection took place March 20, 2024. The agency boasts a thorough and challenging fire academy for their recruits, incorporating comprehensive, timely and relevant training. Fresno Fire Department (Fresno FD) training and education program establishes and builds upon the knowledge, skills, and abilities of its members to perform all the functions safely and efficiently within their positions with the utmost professionalism. The Fresno FD has demonstrated a steadfast devotion to fire training, safety, and standardization efforts reliably demonstrative of this historical and exemplary leader in the California fire service. The self-assessment report review and site evaluation went very well, State Fire Training (SFT) is recommending continued designation of the Fresno FD as an Accredited local academy in the SFT system for a reaccreditation period of 5 years.

C. San Francisco Fire Department ALA Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site accreditation inspection took place February 29, 2024. The San Francisco Fire Department is a leadership partner amongst neighboring agencies. With a devoted effort toward overall statewide fire service enhancement. The department continues to be a steadfast participant in the State Fire Training (SFT) system. Be a member of participation in curriculum development cadres, regulatory provision review, feedback provision, and ongoing stakeholder involvement. The agency has demonstrated an unwavering dedication to fire service training in California, and its expansive history is complemented by its progressive energy and leadership, where innovation and proud tradition do combine. The self-assessment review report and site evaluation went very well. SFT is recommending continued designation of the San Francisco Fire Department as an accredited local academy in the SFT system for a reaccreditation period of 5 years.

D. Los Angeles County Fire Department ALA Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site accreditation inspection took place February 27, 2024. Los Angeles Fire Department (LAFD) delivers a robust academy incorporating comprehensive timely and relevant training. The agency maintains a strong focus on employee development, emphasizing career long training and education opportunities. LAFD also continues to be a steadfast participant in the State Fire Training (SFT) system via member participation, feedback provision, and ongoing stakeholder involvement. The agency has demonstrated a strong devotion to training in education that is indicative of a proud, professional, and progressive organization. The self-assessment report and site evaluation went very well and SFT is recommending continued designation of the Los Angeles Fire Department as an accredited local academy in the SFT system for a reaccreditation period of 5 years.

E. Sierra College ARTP Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site accreditation inspection took place March 11, 2024. Sierra College is a Northern California leader in the training and development of fire service professionals, recruiting from local high schools through ROP and dual enrollment programs to generate and maintain career interest in young adults. The college provides numerous continuing education opportunities for those seeking career advancement, offering a vast array of specialized courses, training events, and many State Fire Training (SFT) courses. Sierra College also boasts an exemplary retention success rate amongst students making a noteworthy training destination. They are great about tracking where their students land once they attain their fire service careers. The college maintains dedication to providing a strong fire training program to the communities it occupies, focusing on outreach efforts to reach the underserved populations, student and staff recruitment, and cooperation with neighboring agencies

and training programs. The self-assessment report review and site evaluation went very well. SFT is recommending continued designation of Sierra College as an accredited regional training program in the system for a reaccreditation period of 5 years.

Motion:	<i>Richard Beckman moved to accept the motion for all consent items. Jason Hosea seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

VI. Curriculum Development & Delivery

A. National Accredited Certification Expansion – Fire and Emergency Services Instructor 1 and 2

Presenter: Chris Fowler

Chris Fowler stated this is the second reading of the proposed Fire and Emergency Services Instructor 1 and 2 accreditation certification expansion. There were no stakeholder requests for changes to the proposed process or the schedule following the January 2024 STEAC meeting. This item is being brought forward today for a motion to submit the application for IF SAC and ProBoard approval in June.

Motion:	<i>Tom Carlisle moved to accept the motion. Richard Beckman seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

B. Peer-Based Suicide Awareness (2023)

Presenter: Chris Fowler

Chris Fowler stated this is the first read of the curriculum and yielded the floor to Caryn Petty as she was the cadre lead.

Caryn Petty stated that at the direction of Assembly Bill 662, a cadre was formed in partnership with Cal-JAC to create a peer-based suicide awareness course. The cadre consisted of various fire service members from throughout California, representing all facets of the California fire service to create a curriculum that is 4 hours in length that serves all members of emergency serving services including fire service personnel, police, EMS, dispatchers, lifeguards, as well as support personnel. This 4-hour course is intended for in service delivery as an FSTEP course, and there will be registered instructor requirements that come with it. State Fire Training (SFT) is working with Cal-JAC to create an off the shelf presentation material so end users will not have to create their own presentation, power point, or materials. The cadre has created a litany of resources that may be used to supplement instruction including videos, resources, and handouts. It is highly recommended that guest lecturers are brought in for this material given its sensitive nature.

C. Fire Investigator (2022)

Presenter: Chris Fowler

Chris Fowler stated this is the first read for the curriculum series, which is in alignment with National Fire Protection Association (NFPA) 1033 professional standards. State Fire Training (SFT) has updated all documents, including the CTS guide to the current template, and added new sections. Note worthy changes include a new section on roles and responsibilities, Wildland Fire Investigation standards in alignment with FI-110, as opposed to FI-210. There was a merger of sections for wildland fire origin cause and determination now found in section 1B. All courses have been updated regarding the CFI trainer prerequisites. In 2017 they were corequisites, now they are going to be prerequisites for the class. All courses have had their time increased to 40 hours, so they are consistent throughout the series. Maximum class size has been decreased for the same reason, and the instructor ratio has been updated accordingly. For 1B, the title has been changed to Evidence Documentation Interviews. In order to apply to become a registered instructor to teach this course, certification will be required. Certification demonstrates rigor in completing the task book and applying for this through the certification process, which shows that the instructor has demonstrated proficiency and completed all the JPRs, including the investigation of fires.

Devin Flannery asked with the new rewrite, would this provide an opportunity later to bring this forward for IFSAC Proboard accreditation. C. Fowler responded that it does, if that is the decision of this committee and clarified that it is already in alignment with NFPA.

D. Water Rescue Awareness/Operations & Technician (2021)

Presenter: Chris Fowler

Chris Fowler stated this is the first read of the updated Water Rescue, formerly River Flood Rescue Technician curriculum. This is developed in alignment with National Fire Protection Association (NFPA) 1006 and will ensure an effective and coordinated response to rescuing individuals trapped or stranded by surface water, swift water, and or floodwater. The course length is 8 hours, the maximum class size is set at 50, and the instructor to student ratios are reflected in the documents. The class is not a prerequisite for Water Rescue Technician. This is incorporated in that material, and this is just the entry level introductory class, the basic water rescue class that if an individual wishes to take that education path further and become an awareness ops tech, then they would take the technician series. State Fire Training (SFT) will be authorizing existing registered instructors for River Flood Rescue to teach this class and, effective December 31, 2024, SFT will retire River and Flood Rescue Tech and remove that from the course catalog.

E. Watercraft Rescue Technician (2021)

Presenter: Chris Fowler

Chris Fowler stated this the first reading of the curriculum that was developed to ensure effective and coordinated response to individuals trapped or stranded by surface water, swift water, and or floodwater using motorized, non-motorized and personal rescue watercraft. This series has been developed using the 3 course plans for River Flood Rescue Boat Tech, and that includes Motorized Watercraft Technician, Non-motorized Watercraft Technician, and Personal Watercraft. California specific standards have

been added that were not included in the National Fire Protection Association (NFPA) to include dynamic hydrology, dynamic water, managing water rescue incident, performing motor maintenance, and trailering a watercraft. All 3 courses have had universal changes to remove outdated prerequisites and incorporate the new JPRs. The course length is 40 hours, and the maximum class size is set to 24. The task books and training records have been developed for all 3 courses, and effective December 31, 2024, the River Flood Rescue Tech 2017 materials would be updated to the new curriculum pending approval by STEAC and State Board of Fire Services.

F. Proposed Changes to Fire Officer Certification

Presenter: Mark Bisbee

Mark Bisbee stated that the proposed changes are all based and predicated on stakeholder input that STEAC has received. First, there is a proposed name change for the Executive Chief Fire Officer series and the series below to be called Fire Officer 4 as it aligns more closely with NFPA language. Fire officer series would then be Fire Officer 3 and Company Officer would become Fire Officer 2.

Additionally, there are proposed changes that are intended to eliminate many of the barriers to certification. One of which is Fire Officer 4 would go from 40 hours to 54 hours to better align with a semester program for colleges and universities as well as potentially less in class time and more out of class work that counts towards the 54 hours. In addition, the ECFO experience would no longer be required.

Stakeholder feedback states that task books feel like they take too long to complete. To address this, it is proposed that a task book may be initiated when an individual takes their first course of a series.

VII. State Fire Training Updates

A. Pipeline Emergency Response Initiative

Presenter: Kevin Chan

Kevin Chan introduced himself and gave a brief background on his program, Pipeline Safety & CUPA division. The program was created out of the California Pipeline Safety ACT of 1981 and oversees approximately 5300 miles of hazardous liquid pipeline throughout the state. As part of the oversight provided, the program conducts inspections and enforcement actions on operators and pipelines of which it does assess civil penalties. According to government code, the civil penalties assessed must be put into a local training account and is used exclusively for providing hazardous liquid fire suppression training to local fire departments.

Rather than creating a problem from the ground, the programs federal partners, the Pipeline Hazardous Material Safety Administration (PHMSA), has a national program called the Pipeline Emergency Responders Initiative which sets up training programs within states that train local responders when they address pipeline emergencies such as an oil spill, a pipeline breach, or leaks.

K. Chan continued, stating his program acquired a contract through the National Association of State Fire Marshals (NASFM) and worked with them to develop an implementation plan that staged the creation of an advisory committee, which went through the Pipeline Emergencies 3rd edition by Hildebrand and adapted it into curriculum for California. The advisory committee consist of members from industry as well as local regulators and state regulators. The curriculum has been developed, gone through approval, and the first Train the Trainer program was held in March 2024 in Long Beach, CA. The Train the Trainer program was developed so that trainers can be sent locally and on a schedule that is accommodating to local fire departments to provide the training. The training is completely free and does not cost local fire anything to have people come out and provide it. Future Train the Trainer programs will be delivered at various times over the next 3 years.

For any questions on how to participate in the Train the Trainer program or more information, contact pipelinenotification@fire.ca.gov.

B. ACADIS Payment Update

Presenter: Derek Lueth

Derek Lueth stated a few weeks prior he reached out to possible volunteer participants in the Acadis payment pilot program and has received a hand full of responses, but there is still some room if any other agencies would like to participate and help the pilot program. If anyone is interested, contact Derek Lueth at Derek.Lueth@fire.ca.gov.

The new payment system has been tested and is working on the sandbox site. The feature is on schedule for a July 1st, 2024 launch date and will be two weeks in by the next STEAC meeting. D. Lueth then moved to address some frequently asked questions.

How do we handle new students with no SFT (State Fire Training) ID?

Prior to this update, a new student would be assigned an SFT ID when an enrolled course is processed. Going forward, SFT is asking that students sign up for an SFT ID prior to taking a course and bring that ID to the instructor of their first course. To accommodate this, there is a public facing form on the user portal to request a new ID. This can be found under the WebForms hyperlink.

What do I do if my student doesn't remember their SFT ID?

There are several tools available to retrieve an SFT ID. There is one on the portal where, if you know the email address associated with your account, you can use that. If that doesn't work or you don't remember your email address, the SFT Help desk at SFThelpdesk@fire.ca.gov can assist you.

Who can enroll students and report grades in the new system?

This policy has not changed from existing procedures. Only an instructor of the course at the Registered Instructor level may submit the roster. Assistant instructors cannot submit the roster and private organizations cannot have third parties submit the roster.

The only exception remains with accredited academies who can contact D. Lueth to set up to two admins for their agency who can submit rosters on behalf of the instructors.

Who can pay for the invoices?

SFT is not as concerned with who is paying for an invoice as with who is submitting the roster. Invoices can be paid by the tech director, fire chief, administrative assistant who cuts checks for their agency, etc. D. Lueth will be setting up a form where an agency or party can request access for an individual to pay invoices. While many individuals may have the ability to pay an invoice, the email notification that an invoice is ready will only go out to the primary contact for an organization. However, anyone who is assigned to be able to pay a bill will be able to see a notice in their portal that a bill due.

What happens if I make a mistake on a roster after I have already submitted it?

The new system does not allow edits to a roster after the final submit button. However, admin staff do have the ability to alter the rosters, so if you have not made a payment and you've just submitted the roster, you can email the course processor right away who will make the adjustments needed. Invoices are updated in real time, so you can make the payment as soon as the adjustment is made. If an adjustment is needed after payment is made, existing policy will take over and Kris Rose will be handling those cases.

Credit card payments are set up. Mail-in checks are still accepted but they must be mailed directly to SFT as listed on the instructions and not to accounting. Electronic checks or ACH is being worked on; a current estimated time of delivery is not yet known.

Who do I contact if there's an issue with the invoice amount?

You will need to contact State Fire Training main phone line or email the help desk and the course processor or admin staff will help you figure out what's going on. Accounting will not be able to assist.

I logged into the user portal, and I don't see the invoice I'm looking for?

It is important that you were listed as the individual to be billed on the course request. As of right now, the course request process is not changing. At the bottom right of the request form there is a "Bill To" section; this can either be an individual or an organization. This is what determines who can see the invoice.

Richard Beckman asked if an instructor is teaching for an Academy but not one paying the bill and the academy goes over their \$30,000 limit, is the instructor subject to negative repercussions or just the academy. Chris Fowler responded that both entities are expected to receive some sort of negative repercussion as this creates some accountability between those partnerships.

C. Blueprint 2030 - Briefing

Presenter: Mark Bisbee

Mark Bisbee began with some background information on Blueprint 2030 before explaining the goals of the breakout groups that will be taking place after the STEAC meeting has concluded.

VIII. Public Comment

Josh Clark of California State University San Marcos spoke about the Wildland Fire Science Degree program, and that they have implemented some intermediate wildland fire training curriculum and adopted NWCG as part of that training and will be giving out NWCG certifications as they support hybrid instructor led training. J. Clark referenced S290 which states that NWCG must be followed and register the course with State Fire Training (SFT), and then certifications may be delivered. J. Clark stated that through back-and-forth discussion it seemed that instructor led training virtually may not be acceptable for that and wanted to ensure, if he were to register the course and give students the SFT certifications, that they do not lose their certifications or have their certifications questioned due to the virtual education and delivery supplemented with papers, online discussions, and live discussions.

Mark Bisbee commented that S290 is in a state of flux and things are very dynamic but stated that NWCG is already delivering this course in a hybrid manner and issuing NWCG certifications for it. SFT has always honored those NWCG certifications. He stated that this may require some information and flexibility from California Incident Command Certification System (CICCS), FIRESCOPE, and SFT to help navigate this changing environment.

Chris Fowler commented that this discussion has been presented multiple times in the past with both the State Board of Fire Services (SBFS) and STEAC, and it was determined by both committees that an online S290 class would not meet the rigor for observing fire weather behavior. Because there is such a safety component to that training, it was determined that it shall be in person in order to receive credit to be applicable for State Fire Training classes. It does not mean that the education doesn't have value in the online delivery, it is just not the acceptable standard for SFT to be applied towards certifications.

IX. Roundtable/Announcements/Correspondence

Mike Richwine utilized this time to check in with each of the organizations present for any updates and current projects.

X. Future Meeting Dates

July 12, 2024; October 11, 2024; January 10, 2025; April 11, 2025

Presenter: Mike Richwine

XI. Adjournment

Meeting was adjourned at 11:09 AM.