



CAL FIRE - Office of the State Fire Marshal Statewide Training and Education Committee (STEAC)

PURPOSE

The Statewide Training and Education Advisory Committee (STEAC) serves as an advisory body to the Office of the State Fire Marshal (OSFM) on matters pertaining to training and education in the California fire service. STEAC provides a forum for collaboration among fire service stakeholders to ensure that training standards, curriculum, and certification systems meet the evolving needs of the fire service and the communities they serve.

GOALS AND OBJECTIVES

Goal:

To support the OSFM, the State Board of Fire Services, and State Fire Training (SFT) in maintaining a high-quality, standardized, and nationally aligned fire service training and certification system.

Objectives:

- Review and recommend action on curriculum, instructor qualifications, accredited academies, and training site requirements.
- Serve as the second level of appeal for adverse actions involving instructors and Accredited Academies.
- Promote consistency and quality in fire service education statewide.
- Advise on the development and implementation of SFT programs.
- Support the integration of national standards and best practices.



STATEWIDE TRAINING AND EDUCATION COMMITTEE

MEMBERSHIP

The following organizations are allocated up to 2 representatives as voting members with one alternate:

- California Fire Chiefs Association (CFCA)
- CFCA Training Officers Association (North/South)
- California Fire Technology Directors' Association
- California Metropolitan Fire Chiefs Association (Metro Chiefs)

The following organizations are allocated 1 representative as a voting member with one alternate:

- Governor's Office of Emergency Services (Cal OES)
- California Fire Fighters Joint Apprenticeship Committee (Cal-JAC)
- California Professional Firefighters (CPF)
- California State Firefighters' Association (CSFA)
- Fire Districts Association of California (FDAC)
- League of California Cities
- California Department of Forestry and Fire Protection (CAL FIRE)
- CAL FIRE Academy
- FIRESCOPE

RESPONSIBILITY

The Committee members' responsibilities include:

- Attend and participate in meetings
- Complete special projects
- Advocate for and promote the STEAC goals and objectives
- Share progress and seek input with representative groups

APPOINTMENTS:

- The State Fire Marshal shall appoint the Committee Chair.
- The Chair appoints a Vice Chair from among the members.
- The Chair and State Fire Marshal jointly appoint members and alternates.
- The Committee chair may use non-voting subject matter experts in an advisory capacity to address specific needs.



STATEWIDE TRAINING AND EDUCATION COMMITTEE

- Members serve staggered two-year terms beginning on January 1st and receive no compensation.

The Chairperson is not a voting member. The State Fire Marshal may decide to add other appropriate organizational members. The appointed members of the Committee shall serve at the pleasure of the State Fire Marshal. The Chairperson may create subgroups to focus on specific goals and objectives. The subgroups will report their findings back to the Committee.

RESPONSIBILITY OF THE CHAIR

Interpretation and decisions are the purview of the Chair

MEETINGS

- Meetings shall be quarterly in Sacramento, with a virtual option.
- Meetings may be scheduled throughout the state on an as-needed basis.
- Meetings will not be cancelled without cause.
- Additional meetings may be scheduled on an as-needed basis.

PROTOCOL

- The Committee shall comply as required with the Bagley-Keene Open Meeting Act.
- Alternate members shall participate in deliberations and voting only if the primary, active member is absent from the meeting.
- A simple majority (50% plus one) of the Committee shall be a quorum.
- Only items listed on the published agenda as "Motion Required" may be acted upon.
- Agenda items brought forward for a motion shall be approved by a majority vote of the membership in attendance.
- The chair has the authority to set time limits on any agenda item.
- In accordance with the Bagley-Keene Open Meeting Act, the committee may suspend the public-comment time limit at its discretion.

To ensure consistency and transparency, the following Roberts Rules of Order shall be adhered to:

- An approved published agenda
- Meeting minutes
- A quorum
- Motions and seconds
- Voting requirements (including requests for voting roll call).



STATEWIDE TRAINING AND EDUCATION COMMITTEE

All members, voting and non-voting, may submit informational, discussion, and action items for the agenda before the meeting. Agenda items will take precedence, and non-agenda items may be transacted upon if time permits.

PROCESS

- The Office of the State Fire Marshal will provide administrative support to the Committee.
- Agenda items shall be submitted to the coordinator four weeks before the scheduled meeting date. Minutes will be taken at each meeting that capture the essence and actions of the meeting.
 - Draft minutes will be posted for review by the Committee and other interested parties.
 - After approval at the next meeting, final minutes will be posted on the Office of the State Fire Marshal, State Fire Training Division, webpage.