



**STATEWIDE TRAINING AND EDUCATION
ADVISORY COMMITTEE (STEAC)
OFFICE OF THE STATE FIRE MARSHAL**
State Fire Training Division
715 P Street, Sacramento, CA 95814
Website: <https://osfm.fire.ca.gov/divisions/state-fire-training/>



STEAC Meeting Minutes

April 11, 2025 – Teleconference Meeting

I. Introductions and Welcome

Members Present:

Mike Richwine, Chair
John Bagala, California Professional Fire Fighters (alternate)
Todd Braverman, California Fire Fighter Joint Apprenticeship Committee
Tierney Harrison, California Fire Fighter Joint Apprenticeship Committee (alternate)
Bret Davidson, Cal Chiefs – Training Officer Section (South), STEAC Vice Chair
Shawn Tukua, Cal Chiefs – Training Officer Section (South) (alternate)
Richard Beckman, California Fire Technology Directors Association
Ray Mosack, California Fire Technology Directors Association (alternate)
Peter Cacossa, California Fire Technology Directors Association
Gregory Barton, League of California Cities
Justin Chaplin, CAL FIRE Training Center
Andrew Kibby, CAL FIRE
Donavan Lacy, Cal Chiefs - Training Officer Section, (North) (alternate)
Keith Alexander, California Fire Chiefs Association (CalChiefs)
Brian Marshall, CAL OES
Jason Hosea, California State Fire Fighters Association (alternate)
Patrick D'Arcy, FIREScope
Scott Lewis, FIREScope (alternate)

Members Absent:

Glen Pavlovsky, California Professional Fire Fighters
Greg Greenlee, California Fire Technology Directors Association (alternate)
Kyle Heggstrom, Fire Districts Association of California
Geoff Belyea, Fire Districts Association of California (alternate)
Christopher Nigg, League of California Cities (alternate)
Nicole Gissell, CAL FIRE Training Center (alternate)
Cat Frazer, CAL FIRE (alternate)
Javier Lara, CAL OES (alternate)
Kirk Noffsinger, Cal Chiefs - Training Officer Section, (North)
Devin Flannery, California Fire Chiefs Association (CalChiefs)
Dwight Stewart, California State Fire Fighters Association

***Note: There was no representative from Metropolitan Fire Chiefs at this meeting as Jaime Brown has retired. STEAC is currently waiting for a new representative to be appointed.**

State Fire Training Staff:

Mark Bisbee, OFSM, Battalion Chief (RA)
Natasha Cocke, SFT, Office Technician
Brandon Erickson, SFT, Staff Services Manager I
Chris Fowler, SFT, Supervising Deputy State Fire Marshal III
Derek Lueth, SFT, Associate Governmental Program Analyst
Katy Luetke Porter, SFT, Deputy State Fire Marshal
Caryn Petty, SFT, Deputy State Fire Marshal III (Specialist)
Kris Rose, SFT, Staff Services Manager I

Welcome

The meeting was called to order at 09:01 AM by Chief Richwine, STEAC Chair.

Roll Call/Quorum Established

A quorum was established during introductions.

Member Appointments and Reappointments

1. Patrick D'Arcy– FIREScope – Member Appointment
2. Scott Lewis – FIREScope – Alternate Appointment
3. Jason Hosea – California State Firefighters Association – Member Appointment
4. Dwight Stewart – California State Firefighters Association – Alternate Appointment

Past Member Recognition

1. Tom Carlisle – California State Firefighters Association

II. Agenda Review

Presenter: Chief Richwine

III. Approval of January 10, 2025 Minutes

Presenter: Chief Richwine

Motion:	<i>John Bagala moved to accept the minutes from January 10, 2025. Richard Beckman seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

IV. State Board of Fire Services (SBFS) Update

Presenter: Chief Fowler

Chief Fowler stated that the State Board of Fire Services (SBFS) was unable to reach a quorum last month and did not meet. The committee plans to meet on May 7, 2025. In the meantime, Chief Berlant granted State Fire Training administrative approval to implement business practices and publish approved curriculum.

V. Consent Items

Before starting the consent items, Richard Beckman told Chief Richwine that he would like to abstain from voting on the reaccreditation of Mt. San Antonio College. He felt that this would be a conflict of interest since he is employed at the college.

A. Bakersfield College ARTP Reaccreditation

Presenter: Chief Petty

Bakersfield College's site evaluation took place on March 4, 2025. Chief Petty described Bakersfield College's strengths to the committee, stating that the college collaborates well with neighboring agencies like Bakersfield and Kern County Fire Departments. This college serves many underrepresented and underserved communities.

In accordance with the California Code of Regulations, Title 19, and the State Fire Training Procedures Manual, Bakersfield College was granted an accreditation extension. Chief Petty explained that this extension was due to the college working on staffing changes and program sustainability. After a one-year period, Bakersfield College will move forward with a proposal for a four-year reaccreditation, instead of the usual five-year reaccreditation. There will be no lapse in Bakersfield College's accreditation status during the one-year extension.

B. Mt. San Antonio College Reaccreditation

Presenter: Chief Petty

Chief Petty spoke to the committee about Mt. San Antonio College's site evaluation, which took place on February 20, 2025. She stated that this college is an active leader in Southern California, engaging in pre-service and in-service student development. Chief Petty met with Chief Ray Mozak and Michelle Navarro for this evaluation.

Mt. San Antonio College initiated one of the few wildland-focused fire academies in California, meeting a need for wildland fire fighter training and development. Chief Petty acknowledged that this institution leads in wildland fire fighter training as well as Fire Fighter 1 training. Students and staff at the college are eager participants in the State Fire Training system and have maintained strong working relationships with SFT through instructional delivery, advisory committees, and instructor development.

According to Chief Petty, the self-assessment report and the site evaluation review went very well. State Fire Training recommends continued designation of Mt. San Antonio

College as an accredited regional training program for a reaccreditation period of five years.

Chief Petty then yielded the floor to Chief Ray Mosack who spoke about the reaccreditation process. He expressed appreciation for State Fire Training's staff, stating that the office was very responsive to questions. He acknowledged Mt. San Antonio's instructor cadre and their dedication to ensuring that academies run according to standards. He acknowledged the contributions of his administrative assistant, Michelle Navarro and stated that Mt. San Antonio College would not be successful without the work of her and Tracy Chan. Mt. San Antonio looks forward to the next five years of continued training.

C. Oxnard College ARTP Reaccreditation

Presenter: Chief Petty

Chief Petty shared that Oxnard College's site evaluation occurred on February 10, 2025. She described Oxnard College as an institution with a revolutionary approach to program enhancement and a strong focus on diversifying student populations. The college works seamlessly with neighboring agencies and has an energetic staff of instructors. Oxnard's commitment to diversifying and innovating its fire program makes this college a leader in the Southern California region.

Chief Petty then yielded the floor to Dr. Stephen Hall, the college's dean of public safety programs. Dr. Hall thanked Chief Petty for her support of Oxnard College's fire program. He also thanked Tammy Crudo, Oxnard's fire academy coordinator, and Samantha, the program's administrative assistant, for their support.

Chief Petty concluded by sharing that Oxnard College's self-assessment report and site evaluation both went very well. State Fire Training recommends continued designation of Oxnard College as an ARTP for a reaccreditation period of five years.

D. Santa Rosa ARTP Reaccreditation

Presenter: Chief Petty

Chief Petty informed the committee that Santa Rosa Junior College had its site evaluation on February 13, 2025. She described Santa Rosa Junior College as an academy of excellence, an award-winner, and a statewide leader in training and developing fire service professionals. Students and staff of the college are eager participants in the State Fire Training system and maintain excellent relationships with SFT through instructional delivery, advisory committee participation, academy enhancement, and instructor development.

Chief Petty then yielded the floor to Ken Sebastiani, who is the director of the fire technology program at Santa Rosa Junior College. Ken Sebastiani informed the committee that Santa Rosa Junior College puts approximately 600 students through its fire academy each year. The college works closely with its local fire department and has a high rate of graduates going on to work for Cal Fire, Marin County, and other local fire

agencies. He appreciates the reaccreditation process for highlighting the strengths, weaknesses, and challenges of Santa Rosa Junior College's fire program. Ken thanked Chief Petty for providing guidance and suggestions for improvement during this process. He expressed gratitude for the leadership and support of his administrative assistant, Niki Soto. He also thanked Dan Bull for his dedication and leadership as the fire academy coordinator. Ken told the committee that he credits Dan with sending well-prepared graduates into the fire service. He concluded by thanking State Fire Training staff members Madison Cannon and Selena Garcia-Villicana for their support.

Chief Petty stated that the college's site evaluation and self-assessment report reviews went well. State Fire Training recommends Santa Rosa Junior College for a reaccreditation period of five years.

E. Sacramento Fire Department ALA Reaccreditation

Presenter: Chief Petty

Chief Petty stated that Sacramento Fire Department's site visit occurred on February 14, 2025. She described Sacramento Fire Department as an academy of excellence, an award winner, and a model fire agency. This agency demonstrates strong interagency cooperation and serves its region well. The Sacramento Fire Department has been working to grow within the State Fire Training system by participating actively in cadres, instructional delivery, advisory committees, academy enhancement, and instructor development. This department continues to maintain great working relationships with SFT.

The department has demonstrated a strong devotion to training and incorporating relevant foundational practices. Its instructors utilize cutting-edge techniques and equipment, while also maintaining a strong focus on wellness and safety. Sacramento Fire Department routinely offers training opportunities for its personnel, including many of State Fire Training's seldom-offered, upper-division rescue courses.

Chief Petty then yielded the floor to Assistant Chief Josh Calista and Battalion Chief Scott Lewis to speak on behalf of Sacramento Fire Department. Chief Calista acknowledged the work of Chief Lewis, Captain Prison, Ben Yoder, and Captain Aaron Johnson, who were vital to the department's day-to-day training operations. Chief Calista also thanked Chief Petty for her assistance and patience. Chief Lewis also thanked State Fire Training for its support through the reaccreditation process.

Chief Petty told the committee that Sacramento Fire Department's self-assessment report and site evaluations both went very well. As a result, State Fire Training recommends a reaccreditation period of five years.

F. California Incident Command Certification System (CICCS) Guide – Update 2025

Presenter: Chief Fowler

Chief Fowler shared updates to the California Incident Command Certification System (CICCS) Guide with the committee. The 2024 edition of the CICCS Guide was met with

the need for several edits and comments. As a result, Chief Vail and State Fire Training's editor, Kerri Moore, have worked to reconfigure the document over the past several months. The CICCIS Staff Report now includes an overview of the partnership between the Office of the State Fire Marshal (OSFM) and Cal OES and how they manage certification issuance. There is also an information bulletin about this topic that was published on the State Fire Training website in December 2023.

Chief Fowler then yielded the floor to Chief Vail who explained that he and Carrie Moore worked to make the CICCIS Guide more readable and eliminated several grammatical errors throughout the document. Due to National Wildfire Coordinating Group (NWCG)'s changes to their Incident Management Teams, the CICCIS Guide now reflects similar changes. Chief Vail and Carrie Moore removed all references to Type 2 Incident Management Teams and added an explanation of the pathway from Type 3 to Type 1 Incident Management Teams. They updated technical search and rescue positions to reflect current national and FIREScope standards. Chief Vail shared that they also edited the CICCIS Guide to reflect State Fire Training's Acadis system and to remove mistakes from the CICCIS Equivalency Matrix.

Richard Beckman asked Chief Vail about the equivalency between community college Fire Fighter 1C training and Fire Fighter Type 2 training. In the current CICCIS Guide, regional college students would need to take both Fire Fighter 1C and S-130 to be considered equivalent to Fire Fighter Type 2. Beckman explained that many Fire Fighter 1C courses cover the content in S-130, S-190 and L-180 classes. He is concerned that students will graduate, begin working at a fire department, and then need to take additional S-130 courses to become Type 2 Fire Fighters. Chief Vail said that this is something that would be reflected in the CICCIS Equivalency Matrix and that they can talk offline about updating the matrix.

Chief Fowler asked Chief Richwine to amend the motion to approve the 2025 CICCIS Guide Updates, pending one edit to the CICCIS Equivalency Matrix prior to publication.

Motion:	<i>John Bagala moved to accept the motion for all consent items. Keith Alexander seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

VI. New Accredited Academies

A. None to Report

VII. Curriculum Development & Delivery

A. Fire Officer 2 (Information Only)

Presenter: Chief Bisbee

Chief Mark Bisbee stated that the proposed Fire Officer 2 curriculum will follow the same structure as the curriculum for Fire Officer 3 and Fire Officer 4. The curriculum has been condensed into 3 courses: one based on human resources, one based on general administrative functions and community risk reduction, and one course based on all-risk initial incident command. All courses are 54 hours long to align with 3-unit

community college courses. The course activities are also centered around the task book job performance requirements so students can complete the task book as they progress through their classes. Chief Bisbee shared that there is a detailed staff report, implementation plan, and three course outlines with further information on the Fire Officer 2 curriculum. These documents are posted on the State Fire Training website along with the April 2025 STEAC Meeting Agenda.

Everett Buell from Crescent City expressed concerns about instructor requirements for Fire Officer 2. Everett stated that he is an instructor for Company Officer 2D but, like many other instructors, is not qualified to teach Company Officer 2E due to not meeting Incident Command System (ICS) requirements. (According to section 6.7 of the SFT Procedures Manual, Company Officer 2E instructors must have performed in an ICS Division or Group Supervisor position on a minimum of two incidents that extended 24 hours beyond the initial burning phase). Everett was concerned that State Fire Training would lose many potential instructors if the Fire Officer 2 curriculum combined Company Officer 2D and 2E content into one course.

Chief Bisbee explained that some agencies create an instructor cadre with multiple instructors who have the combined incident experience to teach Company Officer 2D and 2E. He says that this could be a solution for the Fire Officer 2 courses in the future. Chief Bisbee and E. Buell agreed to continue this conversation offline to figure out a solution.

E. Buell also asked if State Fire Training plans to align the Fire Officer series with IFSAC and Pro Board, since they have deviated from these organizations by combining Fire Officer 1 and 2 into the Fire Officer 2 curriculum. He asked Chief Bisbee what testing would look like if SFT plans to get the series accredited with IFSAC and Pro Board.

Chief Bisbee thanked E. Buell for his comments and explained that State Fire Training considered a lot of opinions throughout the state. SFT staff tried to find the best way to combine the Fire Officer curriculum based on instructional need. They ultimately combined Fire Officer 1 and 2 because Fire Officer 1 generally focuses on the lieutenant fire service position, which is an uncommon fire service role in California. Fire Officer 2 focuses on the position of fire captain, which is a more common officer position in the state. As a result, the Fire Officer 2 cadre decided to combine the two levels of curriculum. There was also discussion of potentially adding Engine Boss to the Fire Officer 2 curriculum, but this proved to be too complicated. Chief Bisbee also said that if an agency feels that the Fire Officer 2 curriculum does not address local firefighting needs, like wildland, maritime or high-rise risks, they can supplement this curriculum with additional FSTEP courses.

Fire Officer 2 will be brought back for approval at the July STEAC meeting.

B. Fire Officer 4 (2020) Delivery Model

Presenter: Chief Bisbee

Chief Bisbee explained that since the National Executive Fire Officer Program has been suspended indefinitely, he believes the Fire Officer 4 curriculum could fill the need for a statewide Executive Fire Officer program. The goal of the Fire Officer 4 Delivery Model is to establish a support network and curriculum that can be updated to incorporate new content and current issues. For example, the increased media scrutiny on fires like the Palisades Fire revealed a need for fire chiefs to undergo media training. Chief Bisbee feels that the delivery model of this curriculum would allow State Fire Training to better support fire chiefs and give them the content they need.

Chief Bisbee also shared a conversation he had at the Chief Officer Leadership Symposium. At the symposium, he and several other chiefs discussed what they wish they knew before assuming the position of fire chief. As a result, Chief Bisbee has also partnered with Cal Chiefs to create a cadre and establish a pilot implementation work group for the Fire Officer 4 delivery model. He hopes that this work group will create the foundation for a fire chief network.

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

C. Fire Fighter 1A & 2A Structural

Presenters: Chief Fowler and Brandon Erickson

Chief Fowler explained that State Fire Training had no stakeholder requests for edits to the Fire Fighter 1a & 2a structural curriculum. However, after holding internal conversations with IFSAC, Chief Fowler and Brandon Erickson learned that they would need to move the thermal imaging skill from FF1A to FF2A to match NFPA standards. According to IFSAC, SFT would not be approved to administer and teach a level two skill in a level one class. This information is also captured in the Fire Fighter 1 & 2 staff report.

Brandon Erickson then showed the committee a PowerPoint to review the implementation timeline and to highlight other changes made to FF1 and FF2 materials since the January STEAC meeting.

- **Skill Sheets:** Brandon shared that SFT updated three skills on the FF1A and FF2A skill sheets for NFPA compliance and wording accuracy. The three updated skills are thermal imaging (FF2A 3-5), operating a charged attack hose line from a ground ladder (FF1 3-11f), and added performance measures for deploying and advancing an attack line (FF1A 3-11d).
- **Implementation Timeline:** If approved, the Fire Fighter 1 and Fire Fighter 2 curriculum would become available in July 2025. The 2019 curriculum would run concurrently with the 2025 curriculum for one year until its retirement in July 2026. Students who are in the process of completing a Fire Fighter 2 task book

or exam retake would have until July 2027, which is when the curriculum closes entirely.

- Examination Retakes: Students will now have three attempts for Fire Fighter 1 & 2 cognitive exams and three attempts for Fire Fighter 1 & 2 skills exams. If a student fails a skill, they must retake that same skill and show improvement on their retake. Students must successfully complete their exam retakes within the same academy or within 30 days if the retest occurs outside their academy. This is a change from the previous retake period of one year.
- Examination Format: SFT is proposing a single-publisher test bank, with one exam based on the IFSTA textbook and the other based on Jones and Bartlett. Training academies can select the exam test bank that matches the textbook their academy utilized. All students in the academy must use the same exam bank. Brandon also explained that IFSTA no longer has a Wildland Fire Fighter textbook so academies that choose IFSTA would have to use Jones and Bartlett for this portion of training and examination.
- Certificates: SFT has simplified Fire Fighter 1 certificates to better align with Fire Fighter 2. Everyone who goes through a California Fire Academy gets the IFSAC and Pro Board sealed certificates. State Fire Training will no longer issue Fire Fighter 1 certificates without seals unless someone from out of state already has an IFSAC and Pro Board certification and applies for CA reciprocity. (This is because IFSAC and Pro Board cannot issue multiple seals to the same individual).
- Training Modules & Transcripts: State Fire Training is combining all Fire Fighter 1 exams into one module called Fire Fighter 1A, B, and C. All exams will appear on one transcript that shows all the exams taken, the examination dates, the number of attempts taken, and if an exam has not been passed. The purpose of this change was to reduce the number of transcripts on a student's SFT Profile.
- Fire Fighter 2 Fees: Fire Fighter 2 (2019) currently has a \$75 registration fee for the exam taken at the end of Fire Fighter 2 academy. Then students complete their Fire Fighter 2 task book and pay a second \$75 fee when they submit their task book and application to State Fire Training. This is the final step for achieving a Fire Fighter 2 certification. State Fire Training plans to simplify this process by collecting the \$150 fee upfront with Fire Fighter 2 exam registration. This is similar to the process for Fire Fighter 1. Students would then upload their task book to an Acadis webform. This would eliminate the need to mail in a check and allow State Fire Training to speed up the turnaround time for Fire Fighter 2 applications.

Brandon explained that there is one change that was presented at the January STEAC meeting but will not be implemented in July 2025. State Fire Training had hoped to transition to digital exam payments on Acadis. This process would have been similar to how instructors complete course returns and payments on Acadis. However, there are a few software components that need to be updated for this improvement to be successful. As a result, State Fire Training currently anticipates a July 2026 rollout for digital exam returns and payments.

Tyler Matcham from San Jose Fire Department asked if they should use the 4th or 5th edition of the Jones & Bartlett (JBL) textbook for fire fighter academies. Brandon recommended the continued use of the JBL 4th edition for all academies utilizing the

2019 fire fighter curriculum. Once academies begin using the 2024 curriculum, they should implement the Jones & Bartlett 5th edition. T. Matcham pointed out that the 2024 course plans still list JBL 4th edition in the course materials. Brandon said that SFT will update this to JBL 5th edition.

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

D. FY 2025-2026 Curriculum and Related Projects (Information Only)

Presenter: Chief Fowler

Chief Fowler shared State Fire Training's plan for curriculum development. SFT plans to work with Sacramento State to update the Driver Operator series in July. This will be a virtual cadre that will meet for 2 hours, twice a week, for six weeks. Allison Shaw will represent State Fire Training and edit the curriculum. National Fire Protection Association (NFPA) updates are minimal. This cadre will focus on the teaching order of the series, revising all curriculum documents, and updating the templates for the new curriculum development process. State Fire Training is looking for cadre members to apply for this virtual cadre.

Chief Fowler added that State Fire Training plans to update the implementation of three instructor courses. SFT is working on a proposal to combine Group Dynamics and Problem Solving (2017), Employing Audiovisual Aids (2017), and Techniques of Evaluation (2017) into a single 40-hour course. The purpose of this change is to make instructor training more accessible for busy fire service professionals.

State Fire Training also plans to update several FSTEP courses in the coming fiscal year. There have been several requests to update the Ethical Leadership for Instructors (2019), Incident Safety Awareness for Hired Vendors (2018), and Fire Service Labor/Management Relations (2017) courses. The Office of the State Fire Marshal is currently revising its Statutes and Regulations (2015), Motion Picture/Television – Fire Safety Officer (2012), Proximate Audience Pyrotechnics (2011), and Outdoor Aerial Public Fireworks Display (2014) courses. Fire Engineering staff is collaborating with subject matter experts to update the pyrotechnic courses since all three courses are all over ten years old. State Fire Training is aware that this is a robust list and will work on each update one at a time.

Chief Fowler asked the committee for its input on where State Fire Training should expand its curriculum next. The Company Officer certification could potentially be SFT's next certification expansion project. Several stakeholders have also submitted recommendations for new Rapid Extraction Module Support (REMS) and Dive Rescue courses. Both courses would meet training needs in the State of California and could be adapted from existing courses (like NFPA 1006). STEAC did not share any suggestions at this time.

State Fire Training plans to retire five outdated FSTEP courses from its course catalog. SFT staff pulled together a report on courses that are taught infrequently or are no longer scheduled. The courses in consideration are Fire Control 1, Fire Control 2, Fire Control 5, Fire Control 7, and Basic Pump Operations. All five courses were created between 1992-1996. The course plans will be posted to the Cal Chiefs website with other retired curriculum documents.

David Baldwin asked if Fire Control 3 would be renamed following the retirement of Fire Control 1 and Fire Control 2. Chief Fowler responded that the Fire Control 3 name will remain for the time being, since it is a well-known course. However, if SFT updates Fire Control 3 then the name could be changed.

David Baldwin followed up by asking about the retirement of Fire Control 5. He asked Chief Fowler if Fire Control 5 is an aircraft class. Chief Fowler stated that this is not an aircraft course, but rather a wildland fire class from 1992. SFT currently offers other wildland courses, like Fire Fighter 1C, which contain more up-to-date curriculum. State Fire Training has chosen not to retire any of its aircraft courses because several agencies continue to schedule classes. However, Chief Fowler acknowledged that many individuals prefer to complete their aircraft training through TEEX or RF Training instead of SFT.

Chief Fowler shared that Company Officer and Fire Apparatus Driver/Operator were considered for SFT's next certification expansion. However, discussions of Driver/Operator revealed that it would be difficult to contain this curriculum for testing since not all agencies have the same access to equipment. These discussions resulted in Company Officer being the next best candidate. Chief Richwine asked STEAC if any members had concerns or oppositions to State Fire Training choosing Company Offer for its next nationally accredited certification. The committee did not share any suggestions or concerns on this topic.

E. Fire Chief Certification (PACE 4) (Information Only)

Presenter: Kris Rose

Kris Rose shared a PowerPoint explaining the updates to State Fire Training's Fire Chief Certification PACE 4 process. The Fire Chief certification is the capstone of the Fire Officer series. Since SFT has updated Fire Officer 2, 3, and 4, staff members agreed that Fire Chief should be reexamined to see if anything could be modified or streamlined. A cadre convened in July 2023 and then another, smaller cadre reconvened in early 2025 to clarify the certification process. SFT Staff Members Kris Rose and Natasha Cocke are finalizing the documentation of this process.

Currently, Fire Chief applicants have two options when applying for this certification. The first option was established in 1988 and updated in 2006 to include a Fire Chief designation. SFT certified 25 Fire Chiefs under the original process, with the last chief being certified in 2013. The original process included an advocate assignment, an applicant portfolio, and five letters of reference. Applicants had to submit six copies of that portfolio and other documentation prior to their interview, which resulted in boxes of paperwork. There was also a 90-day review prior to that interview. The interview typically lasted at least 4 hours. SFT's first certified Fire Chief was Chief Coleman.

State Fire Training established the second option for applicants in 2011. At the time, State Fire Training wanted to align with the Center for Public Safety Excellence (CPSE) to make the Fire Chief certification process more efficient. SFT established a MOU with CPSE and started accepting applicants with the CPSE's Chief Fire Officer designation. For this process, SFT assigned an advocate to applicants. Applicants completed a self-evaluation and then were evaluated by their advocate. When the advocate believed their candidate was ready to go in front of an interview panel, they contacted SFT to set up the PACE 4 interview. This interview would consist of 38 questions and usually lasted around three hours. If an applicant successfully completed the interview and had served in the rank of Fire Chief for at least one year, they were issued their Fire Chief certification. If they had not worked in the rank of Fire Chief for one year, State Fire Training would issue them a designee certification. State Fire Training has certified 17 Fire Chiefs through this application process.

State Fire Training is now proposing a two-step process. For the first step, the applicant will submit their application for the Competency Profile Review. Applicants need to have at least a bachelor's degree, be appointed to the rank of Battalion Chief, Division Chief, or higher, and have either a State Fire Training Chief Officer or Executive Chief Fire Officer certification or National Fire Academy EFO Graduate Certification. If the applicant meets those requirements, State Fire Training will issue them the 38-question Competency Profile. The applicant must answer these questions in paragraph form and submit this as a PDF file. State Fire Training will then assign this Competency Profile to a two-person committee consisting of a locally elected official and a certified California Fire Chief. This committee will review the Competency Profile. To pass, the candidate must obtain a minimum score of 80% on each section and a total score of 80%. If the committee has any questions about the responses in the profile, they can contact the applicant to ask for further information.

If the applicant passes the Competency Profile Review and has one year of Fire Chief experience, they can proceed to the next step, which is the interview process. If the applicant passes the Competency Profile Review but does not have one year of Fire Chief experience, State Fire Training will issue them a designee certification. They have five years to complete one year of Fire Chief experience and apply for the interview.

The Fire Chief Certification Interview is an in-person interview with a committee consisting of a locally elected official, a certified California Fire Chief, and the State Fire Marshal. The applicant is required to bring work samples to substantiate their responses on the Competency Profile. The passing score for this interview is 80%. If the committee approves the applicant, the State Fire Marshal will present their collar brass and certification at a meeting of their choice. If the committee denies the applicant, the applicant will still receive a Fire Chief Designee Certification and can reapply for an interview after one year. The committee can also require additional training or documentation prior to the applicant's reapplication.

K. Rose then explained key changes to the Fire Chief Certification process. State Fire Training has removed CPSE as a pathway to the Fire Chief Certification. Applicants will no longer have an assigned advocate. State Fire Training also changed the format for the Competency Profile Review committee. The State Fire Marshal will no longer

participate in this committee due to time constraints. However, the State Fire Marshal will remain on the Fire Chief Certification Interview Committee.

State Fire Training asked STEAC for feedback on changes to the Fire Chief certification requirements. Currently, SFT is asking that applicants possess a CA Chief Officer certification or higher, or the NFA Chief Officer Graduate certification. State Fire Training is considering eliminating the NFA option and requiring only SFT certifications. To alleviate potential concerns, K. Rose looked through Fire Chief certification records. Kris found that 13 of the 17 Fire Chiefs certified through CPSE would have also met the new requirement of having a SFT Chief Officer certification or higher. Out of the four remaining Fire Chiefs, two had a Fire Officer certification and two were unable to be verified due to the age of their application. As a result, State Fire Training does not anticipate that requiring only SFT Certifications would create a barrier to obtaining the Fire Chief certification. No one on STEAC had objections to this change.

Chief Richwine then asked Chief Binaski to weigh in on some of the key changes to the Fire Chief certification, since he was on the Fire Chief cadre. Chief Binaski explained the decision to eliminate the CPSE entry option, saying that many people on the committee felt that applicants should be involved with the CA State Fire Training system before obtaining the Fire Chief certification. The cadre found that requiring applicants to earn a Chief Fire Officer certification through SFT would create less work for them, since there are many similar components in SFT's Fire Chief and CFO applications. The cadre also felt that the requirements of the NFA program had changed in recent years and that SFT CFO would help candidates obtain the experience needed to start the Fire Chief process. Having a SFT CFO certification also means that the competency review committee knows exactly what work the candidate has put in to earn their certifications.

Chief Binaski explained the cadre's reasons for removing advocates and changing committee formats. The cadre decided to omit the advocate requirement due to difficulties in securing advocates for candidates. Since the advocate must be a certified Fire Chief, there are not many people who could meet the time requirements. People who participated in the Fire Chief process also felt that the advocate was not necessary. The cadre also decided to shorten the final interview and to remove the State Fire Marshal from the Competency Profile Review to better accommodate his busy schedule. In addition, the chiefs decided to break the Fire Chief certification process into two steps to give applicants the chance to strengthen their experience before their final interview. Once a candidate passes their Competency Profile Review and receives their designee, they can use this status to network and earn work experience before the final interview. The cadre's goal was to strengthen the designee portion of the process so applicants can show that they have met all work requirements and can thoroughly answer each interview question.

K. Rose concluded by saying that State Fire Training has one applicant who would like to go through the new Fire Chief process. State Fire Training would like to go through the process with this candidate and bring feedback to July STEAC. Chief Richwine added that it would be a good idea to have this candidate come to STEAC and describe their experience, if possible.

VIII. State Fire Training Updates

A. Blueprint 2030

Presenter: Chief Fowler

Chief Fowler shared updates on Blueprint 2030, which is currently with Chief Tyler and Chief Berlant. State Fire Training looks forward to their feedback and has already made progress towards some of the initiatives in the plan. SFT has updated the interface of its website to make it mobile-device friendly and reduce the amount of scrolling stakeholders need to do. This change meets Goal 1 of Blueprint 2030 by expanding SFT's use of technology. Chief Fowler thanked Brandon Erickson and Derek Lueth for their work on this project.

State Fire Training is looking at delivering a course asynchronously through Acadis, which aligns with the Blueprint 2030 goal of modernizing course delivery. Chief Fowler also acknowledged Chief Bisbee's work on the Fire Officer series, which ties into the goal of developing career pathways for stakeholders. State Fire Training is currently planning to add Fire Officer to its national certification expansion.

Chief Fowler concluded by thanking SFT staff, Mark Bisbee, and stakeholders for their assistance with this project over the last two years. In the future, State Fire Training hopes to add a feature to its website that would track the department's progress towards Blueprint 2030.

B. Title 19, 2025 Procedures Manual

Presenter: Chief Fowler

Chief Fowler explained that the Title 19, 2025 Procedures manual was successful and completed its 45-day comment period. Two comments were received outside of the comment window and were handled by Chief Petty. There were no objections to the updated procedures manual. The manual is currently with the Department of Finance and Chief Sakamoto. State Fire Training looks forward to having that document published in the next 30 to 45 days.

C. SFT Staffing Update

Presenter: Chief Fowler

Chief Fowler introduced Katy Luetke Porter, who recently joined State Fire Training as a Deputy State Fire Marshal.

IX. Public Comment

No Public Comments.

X. Roundtable/Announcements/Correspondence

Presenter: Chief Richwine

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

Bret Davidson spoke on behalf of Cal Chiefs Training Officers and said that their training symposium went well and had over 600 participants. He shared that State Fire Training was a big help at the symposium.

John Bagala, representing California Professional Firefighters (CPF), shared that the organization is constantly engaging with elected officials and working to address issues at the federal level. He shared that, due to federal decisions, there have been many U.S. Forest Service layoffs, and the National Firefighters Cancer Registry was recently shut down. CPF is already gearing up for 2026 elections. They are also partnering with Cal-JAC on several upcoming events.

Todd Braverman discussed Cal-JAC's upcoming biennial conference on November 12th -14, 2025. Registration is now open on their website. Cal-JAC currently has an ongoing Sacramento paramedic academy. The organization anticipates hosting a second paramedic academy in San Mateo and an EMT academy in San Diego later this year. Cal-JAC is excited about potential funding from the California Opportunity Youth Apprenticeship (COYA) Grant. This grant would allow them to partner with Miramar College and San Diego College of Continuing Education to create tuition-supported Fire Fighter 1 and EMT academy programs.

Gregory Barton from the League of CA Cities shared that the organization recently held a policy meeting. At the meeting, many participants shared concerns over the billing timeline for fire engines. (It currently takes up to four years for agencies to order and receive fire engines). League of CA Cities is trying to work with the National League of Cities to improve this timeline. He also urged STEAC participants to contact their representatives about this issue.

Richard Beckman shared that CFTDA South has a meeting on April 24th. The organization is working on expanding the California Community College Map Initiative. This program allows individuals to use SFT and NWCG courses to earn credit at their local community college and make progress towards an associate's degree. These credits can also help fire service professionals transfer to a four-year institution in conjunction with completed general education courses. John Bagala asked if CFTDA has a comprehensive list of colleges currently participating in this program. Richard Beckman replied that he can send a tentative list of colleges that are currently participating and colleges that are in the process of implementing this program. He added that each college, along with their admissions department and Fire Technology faculty, must approve the program. As a result, it takes a long time to implement this initiative at community colleges.

Peter Cacossa stated that CFTDA North is following along with Bill SB-345, which is going to the appropriations committee this month. The organization is also working on pushing Bill AB-823, which advocates for using strong workforce funds to pay interns.

Justin Chaplin shared that CAL FIRE Training has nothing to report at this time.

Andrew Kibby explained that CAL FIRE had their incident management conference last month and transitioned their Type 1 incident management teams to complex incident management. The organization is currently updating 40-39 to match this position qualification system. CAL FIRE is reviewing all 40-21 employee development guides and curriculum to better align with NFPA and SFT. A. Kibby announced a major curriculum update, sharing that CAL FIRE is moving away from an Advanced Alt. Hazards Incident Management (AIM) course to a C-520 course.

Brian Marshall, from Cal OES, shared that legislative bills and budget cuts are taking a lot of the organization's time and effort. They are continually monitoring developments with the federal government and how federal funding cuts will affect California's fire service. Cal OES is also working on fire recovery efforts in Southern California. Considering the fires, many have become concerned about lithium-ion batteries and the hazardous waste they create. There are ongoing discussions about how lithium batteries can affect the health of fire fighters.

Jason Hosea told the committee that CSFA is focusing on the pathway programs. On June 1, 2025, they are hosting a youth fire explorer program in Citrus Heights. Information about this program is posted on their website. CSFA is also partnering with the EMS Corp to provide EMT training to young adults in underserved communities.

Chief Richwine then called on State Fire Training to share any updates with STEAC. Katy Luetke Porter shared that, prior to joining SFT, she hosted a wellness course on using nutrition and healthy habits to detox from events involving lithium-ion batteries. Katy offered to share resources from this course with STEAC. Brandon Erickson shared that SFT received IFSAC and Pro Board approval for Fire and Emergency Services Instructor 1 and 2 accreditations. State Fire Training can now proceed with posting updated exam information for Fire and Emergency Services Instructors 1 and 2, Fire Fighter 1, and Fire Fighter 2.

Ken Sebastiani also shared some information about Santa Rosa Junior College's Girls Heroes Fire Camp. They are looking for female instructors who can assist with the event. They currently have thirty-nine students, and twenty-five instructors enrolled. Organizers hope to have sixty students and forty instructors at the event. The Fire Camp is aimed at girls who are either seniors in high school or college age. The camp is meant to provide young women with hands on training and to provide pathways to employment in the fire service. Ken Sebastiani asked if he could share fliers for the event with STEAC. Chief Petty said that he can email these resources to her.

XI. Future Meeting Dates

July 11, 2025; October 10, 2025

Presenter: Chief Richwine

XII. Adjournment

Meeting was adjourned at 10:51 AM.