



**DEPARTMENT OF FORESTRY AND FIRE PROTECTION  
OFFICE OF THE STATE FIRE MARSHAL  
STATE FIRE TRAINING**

P.O. Box 944246  
SACRAMENTO, CA 94244-2460  
(916) 902-9738  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



**Date:** October 13, 2023

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

**From:** Chris Fowler, Deputy State Fire Marshal III, Supervisor

**SUBJECT/AGENDA ACTION ITEM:**

NWCG Course Updates- Amend Maximum Class Size and Instructor/Student Ratios

**Recommended Actions:**

Approval of amending the maximum class size and instructor/student ratios

**Background Information:**

To align with standards, State Fire Training updated the Course Plans for several NWCG-based courses. This alignment resulted in lower total class sizes and smaller instructor-to-student ratios for many of the updated classes. State Fire Training published these changes as SFT eNews in January 2023.

**01/2023 - NWCG Course Updates**

*In order to align with NWCG standards, State Fire Training has updated the Course Plans for a number of NWCG-based courses. This alignment results in lower total class sizes and smaller instructor-to-student ratios for many of the updated classes. Agencies and Instructors should review the updated course plans available at FSTEP Curriculum ([ca.gov](http://ca.gov)) to determine potential agency impacts and scheduling needs. Agencies will be required to comply with the updated course plans effective July 1st, 2023.*

Based on stakeholder feedback since the implementation of this change, it is the recommendation of SFT that the maximum class size and instructor/student ratios be "recommended" not "required".

**Analysis/Summary of Issue:**

State Fire Training will be using the class size and student-to-instructor ratios published in the January 2019 edition of the *Course Information and Required Materials Manual (CIRM)*. SFT is in the process of updating the course plans. SFT has been approving courses using the CIRM class sizes since the end of July.

*Office of the State Fire Marshal Centennial 1923-2023*

*"100 years of service to the people who live, work and play in California, and our continued resolve to protect our communities for centuries to come."*