



**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



Date: October 11, 2024

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

From: Caryn Petty, Statewide Academy Coordinator

SUBJECT/AGENDA ACTION ITEM:

Amended prerequisite for Registered Instructor Orientation (RIO) and Certification Examination Evaluator Training (CEET)

Recommended Actions:

Consent

Background Information:

State Fire Training (SFT) manages the Instructor and Evaluator Registration processes. To align with SFT business practices and course delivery, it is proposed that the identified course enrollment prerequisite be amended to reflect SFT course delivery, registration processes, and business practices.

Analysis/Summary of Issue:

Prospective Registered Instructors and/or Registered Evaluators are required to complete a series of instructor training courses including Registered Instructor Orientation (RIO) and/or Certification Examination Evaluator Training (CEET), respectively.

To meet the needs of stakeholders, SFT updated the course materials to provide a single-day delivery with the two classes. With 15-20 courses delivered annually, SFT meets and exceeds the demand statewide. These classes consistently meet or exceed the maximum allowable enrollment with a variance.

Many students in attendance are enrolling in RIO and CEET prior to the completion of Instructor 1 and 2 training courses. RIO and CEET each require a student be entered into the system as a Registered Instructor or Evaluator, respectively, within two years of

attending class. Without completed instructor training and certification, this timeframe becomes challenging.

It is proposed that the listed prerequisites be amended to require “Instructor 1: Instructional Methodology (2012) or (2019).” This change will alleviate the repetition of course(s) if they are unable to meet the two-year timeframe.