



**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

July 12, 2024 – Teleconference Meeting

I. Introductions and Welcome

Members Present:

Keith Alexander, CFCA
Gregory Barton, League of California Cities
Richard Beckman, California Fire Technology Directors Association
Greg Belk, CAL FIRE
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee
Jaime Brown, Metro Chiefs
Tom Carlisle, California State Fire Fighters Association
Bret Davidson, Cal Chiefs – Training Officer Section (South), STEAC Vice Chair
Cat Frazer, CAL FIRE (alternate)
Kyle Heggstrom, FDAC
Andrew Kibby, Cal Chiefs – Training Officer Section, (South) (alternate)
Scott Lewis, FIRESCOPE
Brian Marshall, CAL OES
Chris Ottolini, California Fire Fighter Joint Apprenticeship Committee (alternate)

Members Absent:

John Bagala, California Professional Fire Fighters
Geoff Belyea, FDAC (alternate)
Jeff Boyles, League of California Cities (alternate)
Tom Carlisle, California State Fire Fighters Association
Jarrod Clinkenbeard, CAL FIRE Training Center
Devin Flannery, CFCA
Nicole Gissell, CAL FIRE Training Center (alternate)
Darren Hall, California Fire Technology Directors Association (alternate)
Jason Hosea, California State Fire Fighters Association (alternate)
Donavan Lacy, Cal Chiefs - Training Officer Section, (North) (alternate)
Javier Lara, CAL OES (alternate)
Kirk Noffsinger, Cal Chiefs - Training Officer Section, (North)
Glen Pavlovsky, California Professional Fire Fighters (alternate)
Michael Richwine, Chair
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
Dustin Franks, SFT, Staff Services Analyst
Luke Gamboa, SFT, Office Technician
Selena Garcia-Villicana, SFT, Staff Services Analyst
Derek Lueth, SFT, Associate Governmental Program Analyst
Caryn Petty, SFT, Deputy State Fire Marshal III (Specialist)
Kris Rose, SFT, Staff Services Manager I
Frank Vue, SFT, Associate Governmental Program Analyst

Welcome

The meeting was called to order at 09:00 by Chief Bret Davidson, STEAC Vice Chair standing in for Chief Mike Richwine who could not attend.

The agenda was presented slightly out of order due to not having a quorum at the beginning of the meeting. A quorum was established following Derek Lueth's Acadis update.

II. Agenda Review

Presenter: Chief Bret Davidson

III. Approval of the April 12, 2024, Minutes

Presenter: Chief Bret Davidson

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| Motion: | <i>Richard Beckman moved to accept the minutes from April 12th, 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

Chief Chris Fowler stated the State Board of Fire Services (SBFS) was deferred or cancelled due to a lack of quorum. SBFS will be meeting July 14, 2024, and all topics and consent items will be included in that meeting.

V. Consent Items

A. Incident Safety Awareness for the Hired Vendor (ISAHV) Curriculum Update

Presenter: Chris Fowler

Chief Chris Fowler stated this is a curriculum update that is a result of the 2018 CA FIRE Executive Board of Review. As a result of those meetings, State Fire Training (SFT) was directed to add a video related to donning the dozer curtain as part of the safety practice for the hired Vendor. The video clip will be added in 2 places: in the course plan as a required resource and the video has been published to the CAL FIRE Youtube channel.

B. All Hazard Incident Management

Presenter: Chris Fowler

Chris Fowler stated the All-Hazard Incident Management (AAIM) course has historically been an agency delivered class. The request to update the course was received and CAL FIRE is working on that internally, which State Fire Training (SFT) may adopt. Pending STEAC approval, the course will be retired and any candidate now seeking those types of complex incident management classes could take the FEMA type 3 All Hazard Incident Management Team (O-0305) course, or even ICS 420 Incident Management Team 1 as alternatives to the AAIM course.

C. Marine Firefighting for Land-Based Firefighters – Proposed Change to Reciprocity Instructor Requirements

Presenter: Chris Fowler

Chris Fowler stated the Marine Firefighting for Land-Based Firefighters cadre has identified a stop gap in recruiting instructors to teach the course. They had established quite a bit of rigor when implementing the curriculum a couple years ago and has become too restrictive, creating a limited pool of eligible instructors. The cadre has proposed to host two virtual instructor roll out courses before March of 2025. This course will capture the approximately 50 potential instructors that meet or exceed the minimum training requirements identified in the implementation plan. This would remove the requirement for the textbook and allow those potential instructors to apply to be registered instructors of the course. This would be advertised and updated as of August 2024, and reciprocity instructors would be notified through the Acadis system by email.

D. Berkeley Fire Department Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site evaluation took place on February 27, 2024 and the department trains cooperatively with their neighboring agencies. Berkeley is in such a jurisdiction that they don't have a lot of space or room for training, they do cooperate and travel to meet those training needs. As such, they have outstanding relationships in their region for those processes. They continue to be a staple with State Fire Training (SFT), serving via member participation in curriculum development cadres as well as providing feedback, provision, and exceptional stakeholder involvement. They have

demonstrated a steadfast devotion to fire service training, safety, and standardization efforts reliably demonstrative of the forward-thinking innovative leader that they are in the California fire service. The self-assessment report review and site evaluation went well; SFT is recommending continued designation of the Berkely Fire Department as an Accredited Local Academy in the system for a reaccreditation period of 5 years.

E. Sacramento Metropolitan Fire District Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site evaluation took place February 29, 2024. Sacramento Metropolitan Fire District (Sac Metro) boasts a thorough and challenging academy, incorporating comprehensive, timely, and relevant training. Sac Metro training and education establishes and builds upon the knowledge, skills, and abilities of its members, to the safety and efficiency to perform all functions within the positions with the utmost professionalism. Sac Metro has demonstrated a steadfast devotion to the fire service training, safety and standardization. In accordance with the California Code of Regulations Title 19, a 6-month extension was provided to Sac Metro in November because they were in the middle of Academy and required a little breathing room to finalize the documentation. All requirements set forth by Sate Fire Training have been satisfied for reaccreditation, and there is no actual lapse in accreditation. The self-assessment report review and site evaluation went well, State Fire Training (SFT) is recommending Sac Metro remain an Accredited Local Academy in the SFT system for a reaccreditation period of 4 and a half years.

F. Southwestern College Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site evaluation took place on June 6, 2024. This is the first reaccreditation visit for Southwestern College. Southwestern College has proven to be an excellent neighbor incorporator that understands the importance of fostering interagency relationships. They are in the very southern end of the state and have reached out to many of the smaller agencies in the region as well as the dreamer population. They serve a diverse student population with extraordinary outreach efforts underway including camps, outreach, and job fairs. Southwestern College are eager participants in the State Fire Training (SFT) system and an up-and-coming Southern California leader. They have strong support of the under served and underrepresented student populations, recognizing the necessity of diversifying our workforce. The self-assessment report and site evaluation went well, SFT is recommending continued designation of Southwestern College as an Accredited Regional Training Program in the system for a reaccreditation period of 5 years.

G. Merritt College Reaccreditation

Presenter: Caryn Petty

Caryn Petty stated the site evaluation took place March 20, 2024 and this is the first reaccreditation visit for Merritt College. Merritt College is offering comprehensive fire service training with a diverse student population reflective of its surrounding communities. They offer a very flexible course schedule that is both physically and academically robust that is bolstered by their active outreach. They have excellent

support from their region, from their agencies, as well as the high schools in the area, and strong support of the underserved and underrepresented students as well, ensuring the academy is not cost prohibitive. The self-assessment report review and site evaluation went well, State Fire Training is recommending continued designation as an Accredited Regional Training Program in the system for a reaccreditation period of 5 years.

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

VI. Curriculum Development & Delivery

A. Peer-Based Suicide Awareness (2023)

Presenter: Caryn Petty

Caryn Petty stated this curriculum is being brought back to STEAC for consent. Assembly Bill 662 directed the State Fire Marshal in coordination with Cal-JAC to develop a peer-to-peer suicide prevention training curriculum. State Fire Training (SFT), Cal-JAC, and EMSA developed an FSTEP course. It is intended to function as a standalone four-hour course for in-service personnel. The course provides the knowledge and skills that will prepare an emergency service personnel which includes fire departments, police departments, EMS providers, dispatchers, as well as support and administrative professionals to engage in peer-based communication for suicide prevention. Following the 2024 April STEAC meeting, there were 2 stakeholder comments for edits requesting clarification regarding the equivalency courses identified via Cal-JAC and AB 1116; those edits have been relocated to a more appropriate portion of the course plan and the implementation plan for ease and understanding.

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| Motion: | <i>Tara Brideau moved to accept the motion. Keith Alexander seconded the motion.</i> |
| Action: | <i>All members voted unanimously.</i> |

B. Fire Investigator (2022)

Presenter: Chris Fowler

Chris Fowler stated this is the second reading of the curriculum with no stakeholder requests for edits following the April 2024 STEAC meeting. The curriculum is in alignment with the 2022 NFPA 1003. Pending State Board of Fire Services approval, State Fire Training (SFT) will release this curriculum in September 2024, and then the 2017 curriculum will retire effective December 31, 2024.

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

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

Presenter: Chris Fowler

Chris Fowler stated State Fire Training (SFT) developed the water rescue curriculum in alignment with NFPA 1006 to ensure effective and coordinated response to rescuing individuals trapped or stranded in surface water, swift water, or floodwater. This is the second reading of the curriculum and SFT received stakeholder request during the April 2024 STEAC meeting to consider more content regarding dynamic water rescue, which would be added to the awareness level training. The request was taken back to the cadre with robust discussions regarding the NFPA requirements, and the cadre has identified that this is an awareness level course that meets minimum NFPA standard. Dynamic water training content is available in the water rescue technician piece of this course curriculum series. It was determined and recommended by the cadre that the fire departments and agencies should create or decide the level of training that the personnel require in order to manage the liability of water rescue operations.

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| Motion: | <i>Greg Belk moved to accept the motion. Scott Lewis seconded the motion.</i> |
| Action: | <i>All members voted unanimously.</i> |

D. Watercraft Rescue Technician (2021)

Presenter: Chris Fowler

Chris Fowler stated State Fire Training (SFT) developed the Water Rescue Technician curriculum in alignment with NFPA 1006. This will ensure effective and coordinated response to rescuing individuals trapped or stranded in surface waters with flood water using motorized, non-motorized, and personal watercraft. This is the second reading of the curriculum with no stakeholder requests for edits following the April 2024 STEAC meeting.

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| Motion: | <i>Scott Lewis moved to accept the motion. Keith Alexander seconded the motion.</i> |
| Action: | <i>All members voted unanimously.</i> |

E. FY 24/25 Curriculum & Related Projects

Presenter: Chris Fowler

Chris Fowler stated the annual curriculum development plan has been updated. State Fire Training (SFT) is pivoting to focus on the CFSTES updates. SFT is continuing to work on the validation of the new grading rubrics and skill sheets for the cognitive test bank that will support the expansion of this program to include Fire and Emergency Instructor 1 with IFSAC/Proboard. SFT has also started the update to Firefighter 1A/2A; those course materials were updated in May to the 2024 edition of the NFPA 1010. The test bank validation is scheduled in late July through August. Work is continuing with Fire Inspector 1 and 2, Plans Examiner, and Fire Marshal. This had started in 2023 however, with the limits of Sacramento State staffing for editors, this item was tabled for a brief period. With the recent availability of resources, SFT will be meeting this cadre

virtually on July 30, 2024 to continue work on this item. There is a small group working to update the course plans for the 3 different series in alignment with NFPA 1030, and to remove redundancies. It is expected that when these items come back to STEAC in October 2024 or January 2025, the NFPA changes will be minimal but the reorganization and restructuring of the class will be efficient.

F. Fire Officer 4 (2020)

Presenter: Mark Bisbee

Mark Bisbee wanted to give a brief summary of the changes being proposed for the Fire Officer 4 curriculum, starting with the name change. M. Bisbee stated this would be in better alignment for reciprocity, interstate and nationally. Courses have also been consolidated, from 5 courses down to 3 courses. Executive Chief Fire Officer 4A and 4E have been consolidated; 4B and 4C have been consolidated; and then what was formerly 4D has been renamed to the new Fire Officer 4C, which is Emergency Services Management. Class hours have been adjusted to align with semester college units and are trying to follow a 2 to 1 ratio where for every hour spent in a classroom, 2 hours are spent outside of classroom on activities directly related to the certification task book and the job performance requirements of Fire Officer 4. As a result of stakeholder feedback, the task book can be initiated when the student begins their 1st class.

VII. State Fire Training Updates

Presenter: Chris Fowler

Derek Lueth spoke about updates to the Acadis invoicing program. D. Lueth stated the pilot has completed and the feature is now live as of July 1, 2024; feedback has been largely positive. Course processing time has dramatically improved from 2 weeks to about 1-2 days. Credit card payment and processing has been working appropriately. State Fire Training (SFT) was able to secure the information to get ACH and telecheck implemented in time for July 1, 2024. Paper checks are still always an option. The telecheck does not have a fee as of now, State Fire Training is covering this fee during the initial period but will reevaluate in the future.

D. Lueth then wanted to remind everyone that the course delivery page on the State Fire Training website received a significant overhaul and now contains any and all information needed regarding the new feature. There is an instructional video that was previously presented to STEAC and now posted for the public with small edits and informational bulletins. This video demonstrates how an instructor or academy admin can submit grades and then also how to submit payment within the system.

As another reminder, students need their SFT IDs before attending classes, and SFT asks to spread the word with instructors and ensure students are aware they need to come to class with their SFT IDs ready. For instructors, it is not okay to submit a roster without all of the students SFT ID's. All SFT IDs need to be collected before submitting the roster.

Because invoices are now delivered via email, SFT does need to know who the invoices need to be sent to for each agency. There is a public form called the Billing “Agency Contact Request Form” and anybody can utilize the form to request the ability to pay invoices on behalf of their agency. SFT asks that there are no more than 5 individuals per agency for this role. For those working for one of the CAL FIRE units, instructors will submit the rosters the same as everyone else, with the difference being once the invoice is emailed, there is a new special webform for CAL FIRE internal billing where they can submit their supplemental documents that are required for SFT to transfer funds within the state. There is an information bulletin published on the course delivery page with step-by-step instructions on how CAL FIRE units need to submit that paperwork.

VIII. Public Comment

No Public Comments.

IX. Roundtable/Announcements/Correspondence

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

Greg Belk with CAL FIRE stated they have just fully staffed their curriculum and policy shop and should be begin producing their documents soon.

Richard Beckman from California Fire Technology Directors Association (CFTDA) stated they are having their next meeting on September 5, 2024 in Coronado, and they are working on a replacement for Gail Warner.

Taral Brideau with Cal-JAC stated they have completed the Behavioral Health curriculum to go with the Firefighter 1 module, and Todd Braverman is the new education training director as Taral Brideau will be retire at the end of the year and move into a consulting role.

Scott Lewis, liaison for Firescope, stated a long list of work has come out from their recent taskforce meeting and he encouraged those who are interested to sign up at the Firescope website for quarterly briefs on what Firescope is doing.

X. Future Meeting Dates

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

Presenter: Bret Davidson

XI. Adjournment

Meeting was adjourned at 10:25 AM.