



# STEAC Meeting Minutes

October 8, 2021 – Teleconference Meeting

## I. Introductions and Welcome

### Members Present

John Bagala, California Professional Fire Fighters  
David Baldwin, FIRESCOPE  
Gregory Barton, League of California Cities  
Richard Beckman, California Fire Technology Directors Association  
John Binaski, STEAC Committee Chair  
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee  
Bret Davidson, So Cal Training Officers  
Cat Frazer, CAL FIRE  
Stephen Gutierrez, California Metropolitan Fire Chiefs  
Darren Hall, California Fire Technology Directors Association (alternate)  
Gareth Harris, Fire District Association of California  
Andrew Kibby, Cal Chiefs – Training Officer Section (South) (alternate)  
Donavan Lacy, Cal Chiefs - Training Officer Section, (North) (alternate)  
Brian Marshall, CAL OES  
Gaudenz Panholzer, California Fire Chiefs Association  
David Winnacker, California Fire Chiefs Association

### Members Absent

Greg Belk, CAL FIRE  
Tom Carlisle, California State Fire Fighters Association  
Jarrod Clinkenbeard, CAL FIRE Training  
Sam Hoffman, California State Fire Fighters Association (alternate)  
Javier Lara, Cal OES (alternate)  
Kirk Noffsinger, Nor Cal Training Officer  
Rich Thomas, California Professional Fire Fighters (alternate)  
Ken Sebastiani, California Fire Technology Directors Association (alternate)  
Gail Warner, California Fire Technology Directors Association  
Rob Wheatley, CAL FIRE Training (alternate)

### State Fire Training Staff

Andrew Henning, SFT, SFT Division Chief & OSFM Assistant Deputy Director  
Derek Lueth, SFT, Office Technician  
Caryn Petty, SFT, Deputy State Fire Marshal I

## Welcome

The meeting was called to order at 9A.M. by John Binaski.

## Roll Call/Quorum Established

A quorum was established during introductions.

## II. Agenda Review

**Presenter: Chief John Binaski**

## III. Approval of the July 8, 2021 Minutes

**Presenter: Chief John Binaski**

**Motion:** *John Bagala moved to accept the minutes from July 8, 2021. Richard Beckman seconded the motion.*

**Action:** *All members voted unanimously.*

## IV. State Board of Fire Services (SBFS) Update

**Presenter: Andrew Henning**

Andrew Henning advised that State Board of Fire Services (SBFS) approved changes to the Fire Apparatus Driver/Operator curriculum and certifications (all 5 levels). These changes contained minor updates based off the new National Fire Protection Association (NFPA) standards. SBFS also approved the change of Rescue Systems 1 and 2 from California Fire Service Training and Education System (CFSTES) to Fire Service Training and Education Program (FSTEP) designation, as well as the Instructor Update Course (IUC) plan of action. This plan will bring currently held instructors into compliance. He stated the next SBFS meeting will be November 18<sup>th</sup>, 2021.

## V. Consent Items

### **A. Recognized Fire Departments**

**Presenter: Andrew Henning**

Andrew Henning advised that based on a letter sent in by David Winnacker (Fire Chief, Moraga-Orinda Fire Department), State Fire Training (SFT) was asked to clarify who can act as an authorized signer and what specific authority is required for an agency to qualify as a recognized fire agency in California. Feedback was gathered based on this request at the July 2021 Statewide Training and Education Advisory Committee (STEAC) meeting.

A. Henning explained that based on this feedback, authorized signers will be limited to:

- Fire Districts formed under the Fire Protection District Law of 1987 (Health and Safety Code 13800 – 13970)
- Fire Department's formed under the Government of Cities (Government Code 34000-45345)
- California Agencies with fire response duties (Department of Forestry and Fire Protection, Department of Corrections and Rehabilitation, etc.)
- Federal Agencies with fire response duties within California (U.S. Forest Service, Bureau of Indian Affairs, Bureau of Land Management, etc.)
- Limited to Districts, or equivalent, within California.
- United States Military Fire Departments stationed within California

A. Henning also advised that participating Fire Departments and Fire Districts must verify their authority to SFT by December 31, 2023. Letters of authorization will now only be valid for 5 years.

John Binaski asked if the verification of authority letter need only be submitted once, A. Henning answered that is correct.

**B. Fire and Life Safety Educator (2015)**  
**Presenter: Andrew Henning**

Andrew Henning advised that Fire and Life Safety (FLS) Educator is a revamp of the Community Risk Officer curriculum and certification track which never took off. Less than 70 students took courses and only 6 certifications have been issued to date.

He stated a group was put together to look at the current curriculum and how it's set up and how to streamline it and make it more user friendly. Changes made include Youth Fire Setter JPRs being removed from the courses and Task Book, students being required to complete National Fire Protection Association (NFPA) Youth Firesetter course if they desire FLS certification, and a transition from three certification levels to 1 certification level that combines all three NFPA FLS education levels.

**Motion:** *Gaudenz Panholzer moved to accept the motion. Gareth Harris seconded the motion.*

**Action:** *All members voted unanimously.*

**VI. Accredited Academies**

**A. Las Positas (ARTP) Accreditation**  
**Presenter: Caryn Petty**

Caryn Petty stated that the site visit took place on June 24, 2021. She stated the College provides numerous continuing education opportunities for those seeking career advancement, offering a growing array of specialized courses and training events. The College maintains a dedication to providing a strong fire training program to the communities it occupies, focusing on outreach efforts to reach underserved populations,

student and staff recruitment, and cooperation with neighboring agencies and training programs.

Las Positas College possesses a strong devotion to student development through innovative, robust, and progressive training. It is recommended that Las Positas College continue to be designated as an Accredited Regional Training Program in the State Fire Training system for a Reaccreditation period of five (5) years.

Aaron Lacey thanked Caryn Petty and State Fire Training.

<b>Motion:</b>	<i>Bret Davidson moved to accept the motion. Stephen Gutierrez seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

### **B. Oakland Fire Department (ALA) Reaccreditation**

**Presenter: Caryn Petty**

Caryn Petty advised that the site visit took place on May 22, 2021. She stated the Oakland Fire Department provides a robust, well-rounded training program, bolstered by active recruitment and outreach efforts. OFD is an accomplished organization serving a uniquely diverse community with well-rounded and experienced personnel providing for expansive response capabilities with a steadfast focus on serving the needs of the region. The Department provides comprehensive training evolutions focused on relevant and timely techniques. The staff are eager participants in the State Fire Training, maintaining excellent working relations with SFT curriculum delivery, advisory committee participation, and feedback provision.

The Oakland Fire Department has demonstrated a genuine devotion to training and education that is indicative of a proud and professional organization. State Fire Training recommends the Oakland Fire Department continue its designation as an Accredited Local Academy in the State Fire Training system for an Accreditation period of five (5) years.

Demond Simmons thanked Caryn Petty and State Fire Training.

<b>Motion:</b>	<i>Richard Beckman moved to accept the motion. David Baldwin seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

### **C. San Jose Fire Department (ALA) Reaccreditation**

**Presenter: Caryn Petty**

Caryn Petty advised that the site visit took place on September 15, 2021. She stated the Department has a strong focus on continued growth through ongoing recruitment and community action and provides a cornerstone training destination for all levels of fire service training and education. Routine professional development and in-service training specific to the jurisdiction are provided all members, including a growing list of State Fire Training courses. Eager to meet the needs of the state, the agency has become an active participant in the SFT system.

The San Jose Fire Department has demonstrated a strong devotion to training and education that is indicative of a proud, professional, and progressive organization. State Fire Training recommends the San Jose Fire Department continue its designation as an Accredited Local Academy in the State Fire Training system for an Accreditation period of five (5) years.

Chief Coscarelli thanked Caryn Petty and State Fire Training.

<b>Motion:</b>	<i>Gaudenz Panholzer moved to accept the motion. Donovan Lacy seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

**D. Vallejo Fire Department (ALA) Reaccreditation**  
**Presenter: Caryn Petty**

Caryn Petty stated that the site visit took place on September 7, 2021. She advised that the Vallejo Fire Department provides a robust, well-rounded training program, bolstered by active recruitment and outreach efforts. Well-rounded and experienced personnel provide for expansive response capabilities with a steadfast focus on serving the needs of the region. The Department provides comprehensive training evolutions focused on relevant and timely techniques. The staff are eager participants in the State Fire Training, maintaining excellent working relations with SFT.

The Vallejo Fire Department has demonstrated a genuine devotion to training and education that is indicative of a proud and professional organization. State Fire Training recommends the Vallejo Fire Department continue its designation as an Accredited Local Academy in the State Fire Training system for an Accreditation period of five (5) years.

Dennis Martin thanked Caryn Petty and State Fire Training.

<b>Motion:</b>	<i>Stephen Gutierrez moved to accept the motion. Gaudenz Panholzer seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

## **VII. Curriculum Development & Delivery**

**A. Rope Rescue Instructor Requirements Update**  
**Presenter: Andrew Henning**

Andrew Henning advised that due to COVID-19, SFT staff expanded the four-year maintenance requirement back to August 1, 2016. Instructors are required to have taught at least two courses since that date.

## **VIII. State Fire Training Updates**

**A. Title 19 Update**

**Presenter: Andrew Henning**

A. Henning advised of SFT's move to the new California Natural Resources building at the end of October (moved up from the first week of November). He stated phone numbers will be changing, and that all mail needs to be directed to the new PO BOX – all applications have already been updated to the PO BOX address. An updated address is still being worked on for UPS/FedEx and will be posted once confirmed. He noted there may be a couple days downtime during the move.

John Binaski asked about parking at the new location and plans for future STEAC meetings – whether they would be in person vs Zoom. A. Henning responded that there is no free parking, and there are several large conference rooms. Zoom will be continued to be offered as a meeting option, in addition to the potential for in-person attendance.

David Baldwin asked if the move was going to delay the deadlines for the Fire Fighter 1 and 2 (2013) retirement and if there will be a walk-up window. A. Henning advised that the deadlines will not be affected, that all applications acceptance will be based on postmarked date. He stated that the logistics of w counter service will work are still being determined by the Leadership team, and that currently visitors would have to check in with security and be escorted by a SFT team member. There will be no same-day service for in-person drop offs.

He advised that Fire Fighter 1 (2013), Fire Fighter 2 (2013), Fire Fighter 2 Tenured Path (2013), and Fire Mechanic 1, 2, and 3 Certifications will retire December 31, 2021. Fire Control 3 A and B (200) will retire December 31, 2021 as well and will be replaced by Fire Control 3 (2018) Structural Fire Fighting: Fixed Facilities and Acquired Structures. Rope Rescue Technician (2013) will retire December 31, 2021. Fire

A. Henning advised STEAC Members and Directors that they need to reach out to students that have completed the 2013 curriculum for Fire Fighter 1 and 2 and advise them to apply before the end of the year, otherwise they will be required to take the 2019 tests.

Gaudenz Panholzer voiced concern regarding whether the Brown Act would impact STEAC and that a motion would be required to continue virtual meetings. J. Binaski responded that he was not sure how far into the Brown act we are. A. Henning advised he will reach out to legal for feedback and direction.

David Baldwin stated that some stakeholders are having issues getting logged into their ACADIS portal. A. Henning advised of the ACADIS support e-mail box ([sft.acadisonline@fire.ca.gov](mailto:sft.acadisonline@fire.ca.gov)) that can be used to help with any issues.

A. Henning advised that the Structural Collapse cadre met in August and that there was an upcoming meeting the following week (after the October STEAC meeting). He stated the Cadre finished early and will be evaluating Confined Space Rescue courses. He advised there will be announcements for other cadres for Fire Fighter Survival, Rapid Intervention Crew Operations, and Vehicle Extrication soon.

A. Henning advised that there will be upcoming site visits from International Fire Service Accreditation Congress (IFSAC) and Pro Board in February and Late Spring respectively. He stated that SFT wants to expand their IFSAC/Pro Board accredited certifications to other certification levels. He advised SFT has considered Company Officer and Driver Operator, but certification levels are low – less than 60 for Driver Operator and 100 for Company Officer last fiscal year. He is seeking recommendations from STEAC on what certifications to consider next.

John Binaski states this is STEAC's chance to provide feedback on what the next certification(s) SFT should be working on for Pro Board accreditation/certification.

The committee discussed multiple options, including Driver/Operator, Fire Officer, and Chief Fire Officer. Richard Beckman suggested that if the number of certifications is the concern, that the Instructor Series should be considered. Darren Hall agreed that would be favorable. J. Binaski stated that he is seeing a committee desire for Instructor. A. Henning stated that SFT can definitely look at Instructor 1 and 2. He asked if that is too significant a change to add testing on top of the current certification requirements – will that drive people away from the SFT system?

Tara Brideau voiced concern that CALJAC would not support Instructor for IFSAC/Pro Board if that meant CALJAC instructors would be required to test. A. Henning advised that it would not impact CALJAC, that certification testing would be optional only if seeking the certification with SFT. CALJAC currently only requires the coursework, not the certification.

A. Henning states it would provide a good argument to remove position requirements for Company Officer if the testing is required. He stated SFT will bring a staff report to the April STEAC meeting.

## TITLE 19

A. Henning advises that the Office of Administrative Law (OAL) has conducted the first review of the Title 19 package. He stated that Chief Petty has been quick to get answers to any questions back to OAL. He advises the 45-day public comment period will start before the end of the year.

A. Henning stated the update retires many old certification tracks, updates policies and procedures to match interim procedures, and provides changes to how course are paid for. The current invoicing and payment process often means SFT does not receive revenue for 60 days after a course is completed, and SFT staff is required to spend many hours of staff time collecting on unpaid invoices. Under the new procedure manual, diplomas will not be issued until the course has been paid for. There will be a new Credit Card payment system integrated into the ACADIS portal and instructors will be able to directly add students to course via the portal – this will eliminate the excel spreadsheet for rosters. He advised SFT will continue to do an invoicing program for Accredited Learning Academies (ALA) and Accredited Regional Training Programs (ARTP). This payment plan will likely be delayed until January of 2023 as the development of the new process with ACADIS continues – this delay will be written into an interim procedure. A Henning advises the new Procedures Manual will likely be implemented around April or July 1<sup>st</sup> of 2022. Once SFT is closer to implementing the

new Procedures Manual, Caryn Petty or A Henning will give an update to STEAC on potential impacts.

**B. California Fire and Emergency Services Higher Education (FESHE) Subcommittee Update**

**Presenter: Mark Bisbee**

Mark Bisbee advises the Pathway to Higher Education program approved by STEAC consists of several phases: Phase I was completed in 2019; Phase II consists of submitting two professional career tracks (Executive Chief Fire Officer and Fire Marshal) to the American Council on Education (ACE) for credit recommendations to articulate into existing CSU degree programs. He states that one of the programs being looked at is the Executive Chief Fire Officer being attached to an online Masters of Public Administration from Cal State Dominguez Hills. This is scheduled for early 2022 after the NFPA revisions to Company Officer, Chief Fire Officer, and Executive Chief Fire Officer series. Phase III involves the California FESHE consortium, which consists of the community colleges and selected CSUs. They have four areas of focus: model standardized curriculum that Higher Education can adopt, credit for prior learning, centers of excellence, and funding and advocacy. The end-users of this system are in-service professionals; pre-service; and Fire scientists, researchers, and other “non-sworn” fire-related fields.

M. Bisbee advises in April 2021, the STEAC FESHE subcommittee was formed to determine current workforce needs and degree completion options, forecast future workforce challenges and capabilities, and provide input to develop a broad-based “future-cast” vision for our emerging workforce needs.

M. Bisbee states the committee met in person July 28<sup>th</sup> and 29<sup>th</sup>, 2021. The committee discussed emerging issues such as the need to look toward the future, emerging technology, climate and environment, community growth and demographics, entry level work force considerations, and jobs that don’t exist yet but will in 10 years.

M. Bisbee discussed the need to develop purpose build undergraduate and graduate degree programs. Currently SFT is looking at attaching the SFT degree track curriculum to existing programs but should be built ground up. He stated the need to streamline the lower and upper division pathways for students.

M. Bisbee advises the committee came up with two basic areas of focus: looking at existing national FESHE curriculum and seeing how it needs to be adjusted to meet California’s needs and proposing that as model curriculum for all the institutions of higher education, and the need to build a more robust data set for the industry moving forward.

## **IX. Public Comment**

John Binaski called for public comment, there were no requests.

## **X. Roundtable/Announcements/Correspondence**

**Presenter: Chief John Binaski**

John Bagala asked about the Associates Degree requirement for Chief Fire Officer being extended, Bret Davidson stated that there was always a two-year window and had concerns about changing the standard. John Binaski suggested the discussion be tabled and included on the January STEAC meeting agenda.

## **XI. Future Meeting Dates**

**A. January 14, 2022, April 8, 2022, & October 14, 2022**

**Presenter: Chief John Binaski**

## **XII. Adjournment**

Meeting was adjourned at 10:51AM