



STEAC Meeting Minutes

January 8, 2021 – Teleconference Meeting

I. Introductions and Welcome

Members Present

David Baldwin, FIRESCOPE
Gregory Barton, League of California Cities
Richard Beckman, California Fire Technology Directors Association
John Binaski, STEAC Committee Chair
Bret Davidson, STEAC Vice-Chair, So Cal Training Officers
Cat Frazer, CAL FIRE Training Center
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, Nor Cal Training Officers (alternate)
Brian Marshall, CAL OES
Gaudenz Panholzer, California Fire Chiefs Association
Ann Rosales, CAL FIRE Training Center (alternate)
Ken Sebastiani, California Fire Technology Directors Association (alternate)
Brent Stangeland, CAL FIRE
Rich Thomas, California Professional Fire Fighters (alternate)
Gail Warner, California Fire Technology Directors Association
Rob Wheatley, CAL FIRE (alternate)

Members Absent

John Bagala, California Professional Fire Fighters
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee
Tom Carlisle, California State Fire Fighters Association
Sam Hoffman, California State Fire Fighters Association (alternate)
Javier Lara, Cal OES (alternate)
Kirk Noffsinger, Nor Cal Training Officer
David Winnacker, California Fire Chiefs Association

State Fire Training Staff

Kevin Conant, SFT, Fire Service Training Specialist III
Brandon Erickson, SFT
Kristahna Fiattarone, SFT
Chris Fowler, SFT, Deputy State Fire Marshal Supervisor
Andrew Henning, State Fire Training Division Chief

Caryn Petty, SFT, Deputy State Fire Marshal I
Kris Rose, Staff Services Manager I

Welcome

The meeting was called to order at 9:06 A.M. by John Binaski.

Roll Call/Quorum Established

A quorum was established during introductions.

Member Appointment/Reappointment

Andrew Kibby -Cal Chiefs – Training Officer Section, South – Alternate Appointment

Stephen Gutierrez – California Metropolitan Fire Chiefs – Member Appointment

Gail Warner – CFTDA – Member Appointment

Richard Beckman – CFTDA -Member Appointment

Darren Hall – CFTDA – Alternate Appointment

Ken Sebastiani – CFTDA – Alternate Appointment

Gregory Barton – League of California Cities – Alternate to Member Appointment

Bret Davidson -Cal Chiefs – Training Officer Section, South – Member Reappointment

Taral Brideau – California Joint Apprenticeship Committee – Member Reappointment

Brian Marshall – CAL OES – Member Reappointment

Javier Lara – CAL OES – Alternate Reappointment

Gaudenz Panholzer – California Fire Chiefs Association – Member Reappointment

David Winnacker – California Fire Chiefs Association – Member Reappointment

David Baldwin – FIRESCOPE – Member Reappointment

Past Member Recognition

Brett Black – League of California Cities – Member

Richard Rideout – California Metropolitan Fire Chiefs
– Member

Chris Coates – Cal Chiefs – Training Officer Section, South -Alternate

Randy Collins – CFTDA – Member

Peter Cacossa – CFTDA – Alternate

Matt Jewett – CFTDA – Member

Scott Jaeggi – CFTDA – Alternate

Andrew Henning welcomed the new members and thanked the past members for their dedication. He acknowledged Randy Collins as a huge asset representing California Fire Technology Directors Association (CFTDA) and serving on the Statewide Training and Education Advisory Committee (STEAC) for roughly 7 years. He also acknowledged Matt Jewett.

Wendy Collins conveyed that Chief Mike Richwine wanted to welcome the new members, congratulate the new appointments, and thank the past members. She stated that he could not attend due to having another appointment. She extended appreciation from herself and Chief Richwine.

John Binaski thanked everyone. He acknowledged Randy Collins as always doing a great job of reviewing the minutes. He thanked Richard Rideout for his time and commitment. He acknowledged that R. Rideout traveled from Southern to Northern California and was always present. He stated that this was always appreciated, along with the other CFTDA members.

II. Agenda Review

Presenter: Chief John Binaski

No changes.

III. Approval of the October 9, 2020 Minutes

Presenter: Chief John Binaski

Motion:	<i>Gaudenz Panholzer moved to accept the minutes from October 9, 2020. Gareth Harris seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

IV. State Board of Fire Services (SBFS) Update

Presenter: Andrew Henning

Andrew Henning advised that the last SBFS meeting was on November 12 and that everything that moved forward was approved. He stated that this included the reaccreditations of the San Diego Fire Rescue Department, Santa Rosa Junior College, and City College of San Francisco. He stated that they approved the updates and retirements for the Fire Service Training and Education Program courses. He stated that they adopted the new Fire Fighter IC textbook. He advised that you can now use the new Jones and Bartlett Wildland Firefighter textbook or the legacy William Teie textbook published by Fire Protection Publications. He advised that they approved STEAC's

recommendation to reduce the time frame allowance for the Chief Fire Officer associate's degree requirement to December 31, 2022. He advised that they approved the update to the Emergency Vehicle Technician curriculum to meet the National Fire Protection Association standard published in 2020. The next SBFS meeting will be on February 18, 2021.

V. Consent Items

A. South Bay Regional Community College Fire Science Program (ARTP) Reaccreditation
Presenter: Caryn Petty
Attachment: 1

Caryn Petty stated that the site visit took place on September 25, 2020. She stated that they deliver a technical academy with a strong devotion to student development. They offer a vast array of State Fire Training (SFT) classes and have a strong outreach to students and professionals. They are an innovative statewide Accredited Regional Training Program leader and excellent SFT partner participating in several committees and cadres. SFT recommends reaccreditation for a period of 5 years.

Linda Vaughn stated that they work hard to ensure that they are providing the best training that they can, and they appreciate the opportunity to continue and contribute to this great profession.

Gabe Santos thanked SFT staff for their participation and teamwork throughout the process.

B. Allan Hancock College (ARTP) Reaccreditation
Presenter: Caryn Petty
Attachment: 2

Caryn Petty stated that the site visit took place on November 17, 2020. She advised that they have a strong and innovative fire science training program focused on serving the community. They are focused on outreach and recruitment to the underserved population. She advised that this is a unique and removed part of the state, so they are serving students that might not otherwise have training opportunities. They are an excellent neighbor and community partner. She stated that they are a consistent statewide leader in the training of fire service students and professionals. She stated that they worked closely with SFT during Covid-19 to deliver classes in an online format. SFT recommends reaccreditation for a period of 5 years.

Leonard Champion advised that he is thankful to be involved in the program. He thanked SFT and C. Petty for the support and looks forward to building further relationships in the future.

C. Palomar College (ARTP) Reaccreditation
Presenter: Caryn Petty
Attachment: 3

Caryn Petty stated that the site visit took place on December 1, 2020. She stated that they have a strong focus on recruitment and professional development. They are serving several regional agencies and have a strong focus on serving the needs of the region. They provide a robust and innovative training program. She stated that they worked closely with SFT during Covid-19. SFT recommends reaccreditation for a period of 5 years.

Dave Miller expressed his appreciation for C. Petty and SFT staff. He stated that this process was much easier to do ahead of time and that they appreciated all the information up front.

Ed Sprague advised that Palomar College is dedicated to being a strong player in the region. He expressed their excitement to continue the process of being an Accredited Regional Training Program and work with their partners Southwestern College and Miramar College. He advised that they have been very helpful. He expressed appreciation for the opportunity.

D. Los Angeles County Fire Department (ALA) Reaccreditation

Presenter: Caryn Petty

Attachment: 4

Caryn Petty stated that the site visit took place on November 23, 2020. She stated that they have a robust training program bolstered by active recruitment and outreach in the community. They provide comprehensive training focused on relevant and timely techniques. She stated that they worked closely with SFT during Covid-19 to avoid delays. SFT recommends reaccreditation for a period of 5 years as an Accredited Local Academy.

Dennis Breshears thanked SFT. He advised that when they started during Covid-19 they had to work closely with local 1014, the county of Los Angeles, emergency medical services authority, public health and the fire chief. He stated that they spent countless hours drafting 30 different models to address an academy during Covid-19. They ended up going with a sequestered academy in which they housed and fed students. He advised that they brought in handwashing stations, temperature monitoring and Covid-19 testing. They ran 6 academies last year with 3 sequestered and did not have any positive Covid-19 cases. He advised that this would not have been possible without the collaboration with SFT. They are looking forward to new opportunities and engagements.

E. San Diego Miramar Community College Conditional Accreditation

Presenter: Caryn Petty

Attachment: 5

Caryn Petty stated that the site visit took place on November 30, 2020. In accordance with Title 19, Miramar College is being recommended for 1 year conditional accreditation. She advised that they are working to stabilize some permanent staffing and to transition to a more stabilized financial undertaking with their program. They work closely with other Accredited Regional Training Programs (ARTP) in the region to ensure there is no overlap or redundancy of efforts. They are an innovative training partner with an energetic approach to programs. She stated that they worked closely with SFT during Covid-19 to bring classes online. SFT recommends conditional accreditation for a period of 1 year.

Benjamin Gamboa thanked the accreditation team, C. Petty and C. Fowler, for being exceptionally helpful. He also acknowledged Captain Darren Hall and Academy Coordinator Laz Lahera for the work they did internally, as well as Dean Gail Warner. He stated that they are very much in support of the recommendation of continuing forward with the ARTP accreditation. He advised that their president and their district chancellor recognize the importance of the accreditation.

D. Hall expressed his appreciation for the support from the administration. He advised that they have come across some deficiencies as their program has grown and at the same time they've had a reduction in services for the academy coordinator on a limited-funded position and the clerical administrative support. He advised that Miramar College has supported fire training since 1969 and has been an ARTP for the last 15 years. They look forward to meeting the identified deficiencies during the 1 year conditional period.

L. Lahara stated that it would have been much more difficult without SFT guidance and the college's support. He advised that Dean Linda Woods is in attendance and that she will be acting dean for the near future.

John Binaski asked if they will come back to STEAC after they meet the requirements of the conditional accreditation. C. Petty answered that they will come back to STEAC, and the 5 years will start from that date.

F. Fire Investigator 1A Corequisite
Presenter: Chris Fowler
Attachment: 6

Chris Fowler advised that some California Conference of Arson Investigators members and herself discussed the corequisite versus prerequisite option for Fire Investigator. They discussed allowing the equivalency of fire academy training because the currently required 1996 course is not readily offered, and the equivalent of that information is offered in a fire academy. She advised that they discussed allowing this as a corequisite so that students can take the courses concurrently. She advised that there were no objections from the cadre and that if this is approved then the course plans will be updated to reflect the minor edits indicated in the staff report.

G. Skills Coach Recommended Ratios
Presenter: Chris Fowler
Attachment: 7

Chris Fowler thanked the stakeholders that assisted Kevin Conant and herself in reviewing the courses and recommending the appropriate ratios. She acknowledged Chief Mike Taylor and Rob Wheatley, and Fire Academy Coordinators Chris Hubbard and Paul Gonzales. SFT recommended implementation of the skills coach in 2019 and had suggested bringing that to STEAC in 3 phases, but this was delayed by Covid-19. She advised that they accomplished the goal last fall and presented the recommendations to the steering committee with no objections. She explained that the skills coach has the potential to reduce the number of registered instructors by 1 to 2 depending on the type of course. The goal was to provide some fiscal relief to agencies hosting the classes and still accomplish the learning objectives and provide for student safety. She advised that a skills coach is optional and not required as a member of an instructor cadre. She stated that if this is approved the affected course plans will be updated, as noted in the staff report, with the optional skills coach added. She stated that a skills coach cannot oversee or supervise students during high risk operations.

David Baldwin asked for clarification regarding Fire Control 4. C. Fowler stated that the Fire Control recommendation came from the cadres. She explained that Skills Coach has already been included in some course plans, including Fire Control 3.

Kevin Conant advised that academies have been operating with this for a long time, and that himself and members of California Fire Technology Directors Association felt that we were turning a blind eye to putting agencies and academies into an ethical bind. He stated that they wanted to close that loop so that folks are not in an ethical bind. This was a way to give description, definition, and financial relief by allowing organizations to do what they have always done. He stated that this allows the registered instructor to determine who is qualified and keep the documentation.

Richard Beckman asked if the skills coaches will be able to have some areas of their task books signed off. K. Conant answered that it depends what they are doing, and that he doesn't see why they wouldn't be able to if they are being supervised by a registered instructor. The registered instructor would need to be the one to sign off on their task book. He advised that skills coaches do not sign task books. They can advise the registered instructor on whether a candidate has mastered a skill but it is up to the registered instructor to sign off the task books.

Andrew Henning advised that the skills coach must meet all the requirements to initiate the task book.

Gaudenz Panholzer stated that SFT has made a huge transition to becoming a great collaborator with the fire service training programs throughout the state. He acknowledged Caryn Petty and C. Fowler as being incredible people as the face of SFT.

Motion:	<i>Gaudenz Panholzer moved to accept the motion for consent items A, B, C, D, E, F & G. David Baldwin seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

VI. Accredited Academies

A. Antelope Valley Community College (ARTP) Accreditation Expiration

Presenter: Caryn Petty

Attachment: 8

Caryn Petty stated that Antelope Valley Community College's Accredited Regional Training Program (ARTP) accreditation expired in August 2020. They were provided a 6-month extension per regulation and the college declined to reapply for reaccreditation at that time. She stated that they are in the process of replacing their recently retired coordinator and restructuring the program, so they decided to wait. She stated that they were provided their expiration notification via email and postal mail in June of 2019 with ample time to prepare. She stated that she corresponded with the coordinator at the time, Bill Bailey, and the incumbent staff Mike Hutchinson in preparation for the reaccreditation process. After several discussions, the college administration decided that the college will pursue an initial 3-year accreditation later.

B. San Pasqual Reservation Fire Department (ALA) Accreditation Expiration

Presenter: Caryn Petty

Attachment: 9

Caryn Petty stated that the San Pasqual Reservation Fire Department Accredited Local Academy (ALA) Accreditation expired in August 2020. They were provided a 6-month extension per regulation and the agency has declined to reapply for reaccreditation. She stated that they were provided their expiration notification via email and postal mail in June of 2019. She stated that in preparation for the reaccreditation process they met with San Pasqual personnel to discuss timelines with the coordinator at the time, John Ghiotto. After additional discussion, the academy decided to forgo ALA reaccreditation for now.

C. Pasadena Fire Department (ALA) Accreditation

Presenter: Caryn Petty

Attachment: 10

Caryn Petty stated that the site visit took place on November 4, 2020. She stated that they are an accomplished agency with well-rounded and experienced personnel serving the vast needs of their region. They possess a diverse, educated, and strong workforce with a strong focus on reflecting the community in which they serve. They have great pride in the development of their exemplary training program and they are an eager SFT participant having maintained excellent communication throughout this process. SFT recommends initial accreditation for a period of 3 years.

Anthony Bagan thanked C. Petty and STEAC, and stated that it is an honor to be considered as an Accredited Local Academy. He stated that Pasadena Fire Department has a long history of being involved with SFT.

Christiaan Miller thanked C. Petty for her help during the process.

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

D. Stockton Fire Department (ALA) Accreditation

Presenter: Caryn Petty

Attachment: 10

Caryn Petty stated that the site visit took place on November 24, 2020. She stated that they are an accomplished and historical organization with an expansive responsibility serving the increasing needs of their community. They promote teamwork, reliability, and great customer service with an exceptional focus on employee wellness and safety. They are eager to meet the needs of the region and are an excellent cooperater with their partner agencies. She stated that they are an eager SFT participant and they maintained excellent communication throughout this process. SFT recommends initial accreditation for a period of 3 years.

Ken Johnson thanked SFT for the support during the process. He stated that the city of Stockton is challenged with many fires that happen almost daily, and good training is their highest priority. He thanked C. Petty for her time spent and the wisdom that she shared. He advised that the accreditation is something that they value and see as a benefit to their organization.

Jerome Martinez stated that he looks forward to turning out academy graduates in the future. He shared that that he will be able to use the information gained in the accreditation process in their next academy. He thanked C. Petty for her help.

Motion:	<i>Brent Stangeland moved to accept the motion. Steve Gutierrez seconded the motion.</i>
Action:	<i>All members voted unanimously.</i>

VII. State Fire Training Updates

A. Title 19 Update

Presenter: Andrew Henning

Andrew Henning advised that the new SFT fee adjustment was implemented on January 1, 2021. He thanked STEAC for their ongoing support and commitment, as well as SFT staff. He stated that they will consistently reevaluate the fees every 3 years. He recommended that anyone with questions on the new fees reach out to himself or SFT staff.

He advised that the Burn Boss package was approved by the State Board of Fire Services (SBFS) last year and they were looking to codify it into regulations prior to implementation. The public comment period closed on January 4, 2021, and to date they have received no major comments so they don't expect any substantial changes to the curriculum or the certification requirements. He stated that they are looking to implement that new curriculum and certification track very shortly.

He advised that they are working on a new 2021 procedures manual. They are updating the manual with the new course and instructor requirements, and codifying in the new interim procedures. He advised that they are looking at requiring payment before processing a course and issuing diplomas, excluding Accredited Local Academies and Accredited Regional Training Programs. He advised that a lot of staff resources are spent tracking down payment for invoices. He stated that they plan to have a stakeholder workshop soon. He stated that they plan to implement the new procedures manual on October 1, 2021, so the public comment period will be happening sometime during summer.

He advised that due to current funding constraints the plan is to turn curriculum development back on in fiscal year 2021. He stated that staff is working on updating California Fire Service Training and Education System courses to the latest National Fire Protection Association standards. He advised that they are mainly doing administrative updates. He stated that part of those updates will include having a small Zoom meeting with subject matter experts to review the latest curriculum and ensure that the time frames and course material are meeting the needs of the fire service.

He advised that SFT has had quite a bit of mail coming in from people trying to walk into the legacy fee structure. He stated that SFT retired the 2013 FFI curriculum on December 31, 2020. He stated that you can keep applying for that certification through the end of 2021, using the certification exams that you took. He advised that this gives people time to submit the applications and submit payment or retake an exam. He advised that due to the increased volume of mail there is a backlog of pending applications for instructor registration and several other certifications. He stated that staff will continue to be diligent in processing those as quickly as possible.

He advised that the governor directed 5% of the state's workforce to contact tracing, and two SFT staff have been assigned to limited contact tracing. He advised that they have hired a new Limited Term Office Technician that will assist with course processing and scheduling, so they can offset and absorb that workload if someone is reassigned to contact tracing full time.

John Binaski asked if it is possible to present the number of courses given in 2020 versus the number given in 2019 or 2018. A. Henning presented a spreadsheet showing the impacts of Covid-19 on class deliveries. During 2020, there were 3711 less CFSTES students and 7893 less FSTEP students compared to the three-year average for 2017-2019. He explained that though the FF1 Exam shows a gain of 49 in comparison to the 2017-2019 average, the data is skewed due to the requirement of the Fire Fighter 1 Exam for certification starting on January 1, 2019.

Chris Fowler recognized Caryn Petty for her promotion to Deputy State Fire Marshal III Specialist. She stated that this occurred in December and that they set up a Zoom meeting with her parents and Chief A. Henning. She stated that they have kept the Colemans in their small circle during Covid-19. She shared that she coordinated a surprise badge pinning for C. Petty during Christmas dinner with the Colemans. She asked STEAC to please join her in congratulating C. Petty for her promotion and her accomplishments.

VIII. Future Meeting Dates

- A. April 9, 2021, July 9, 2021, & October 8, 2021**
Presenter: Chief John Binaski

IX. Roundtable

Presenter: Chief John Binaski

X. Adjournment

Meeting was adjourned at 10:15 A.M.

Draft