



Draft STEAC Meeting Minutes

May 8, 2020 – Teleconference Meeting

I. Introductions and Welcome

Members Present

John Bagala, California Professional Fire Fighters
David Baldwin, FIREScope (alternate)
John Binaski, STEAC Committee Chair
Bret Black, League of California Cities
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee
Chris Coates, So Cal Training Officers (alternate)
Randy Collins, California Fire Technology Directors Association (North)
Bret Davidson, So Cal Training Officers
Gareth Harris, Fire District Association of California
Sam Hoffman, California State Fire Fighters Association (alternate)
Scott Jaeggi, California Fire Technology Directors Association (South) (alternate)
Matthew Jewett, California Fire Technology Directors Association (South)
Javier Lara, Cal OES (alternate)
Brian Marshall, CAL OES
Kirk Noffsinger, Nor Cal Training Officer
Gaudenz Panholzer, California Fire Chiefs Association
Richard Rideout, California Metropolitan Fire Chiefs Inc.
Brent Stangeland, CAL FIRE
Rich Thomas, California Professional Fire Fighters (alternate)

Members Absent

Peter Cacossa, California Fire Technology Directors Association (North) (alternate)
Tom Carlisle, California State Fire Fighters Association
Donavan Lacy, Nor Cal Training Officers (alternate)
Jeremy Lawson, CAL FIRE Training Center
Ann Rosales, CAL FIRE Training Center (alternate)
Bertral Washington, League of California Cities (alternate)
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, SFT, Staff Services Manager I

Guests

Not available due to Teleconferencing Format.

Welcome

The meeting was called to order at 9:04 A.M. by John Binaski.

Roll Call/Quorum Established

A quorum was established during introductions.

Member Appointment/Reappointment

David Baldwin – Alternate to Member Appointment – FIRESCOPE

Past Member Recognition

Kyle Heggstrom – FIRESCOPE

John Binaski thanked Kyle Heggstrom for his service on the committee.

II. Agenda Review

Presenter: Chief John Binaski

Andrew Henning advised that the behavioral health item is for information only. He stated that they have not taken the 2A or 3A course to the Statewide Education and Advisory Committee (STEAC), so this will be the first time STEAC will be seeing it. He advised they plan to bring it back in July for a motion.

Randy Collins asked if it is possible to receive a short report at the July meeting regarding the predicted impact of the new fees and the State Fire Training budget because of the pandemic. He advised that though they recognize the fees are important, they will likely see a lot less course offerings. He advised he thinks they need to be proactive regarding the impact, and they can discuss this at the roundtable.

III. Approval of the February 7, 2020 Minutes

Presenter: Chief John Binaski

Motion:	<i>Randy Collins moved to accept the minutes from February 7, 2020. Gaudenz Panholzer 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 SBFS met in February. He stated that Santa Monica's Accredited Local Academy reaccreditation and the San Bernardino initial accreditation were both approved. They also approved the Fire Fighter II (FFII) tenured path, which is the pathway for people that don't have their Fire Fighter I (FFI) certification but want to move forward to a FFII certification without taking the FFI certification exam. The River and Flood Water Rescue retirement was approved, as well as imbedding the behavioral health and cancer awareness module within the FFI-A course plan. He advised they also approved the Chief Fire Officer 3D curriculum update. The next SBFS meeting will take place virtually on May 28, 2020.

V. Consent Items

A. Mount San Antonio College Reaccreditation

Presenter: Caryn Petty

Attachment: 1

Andrew Henning advised that SFT conducted a site visit at Mount San Antonio College for their reaccreditation on February 26th. After review, the recommendation was to move forward with the reaccreditation as an Accredited Regional Training Program for 5 years.

Caryn Petty advised the director of the public safety program, Ray Mosack, is on the line. She advised the college is an excellent neighbor in the region. They are an up-and-coming participant in the state system with exceptional programs and staff, which is indicative of great leadership. She advised the evaluation process went very well. She asked if Ray Mosack would like to say anything.

Ray Mosack thanked everyone on behalf of the college, especially SFT. He advised he would like to particularly thank C. Petty. He advised he has been the director of the public safety program for a little over a year. One of the first contacts he had at SFT was C. Petty. He explained that she laid out the process, walked him through it, and kept him updated. He advised that after he submitted the self-assessment report she helped with corrections, and the site review was relatively painless. He mentioned that with the short tenure in this position and the steep learning curve she has been invaluable to himself and other program directors.

B. Oxnard College Reaccreditation

Presenter: Caryn Petty

Attachment: 2

Caryn Petty stated that the site visit took place on February 11, 2020. She stated that the new assistant dean is Matt Jewett. She stated that they have an exceptional partnership with neighboring agencies, and energetic approach to their program enhancement, and a strong focus on diversification. They are eager participants in State Fire Training through their continued instruction, advisory committee participation,

academy enhancement, and continued instructor development. She stated that the evaluation process went very well and it is recommended that Oxnard College continue to be designated as an Accredited Regional Training Program for a reaccreditation period of 5 years.

M. Jewett thanked everyone. He stated that he went through the process a couple of times at Sierra College, and this was his first time in the lead role at Oxnard College. He advised the process has remained consistent through both Sierra and Oxnard. He advised being able to submit the self-assessment in advance and receive feedback is super helpful. He mentioned that C. Petty was there while International Fire Service Accreditation Congress was there for their degree assembly reaccreditation for their tech degree, and it was neat that they were able to talk to each other. He advised they appreciate C. Petty, and thanked her.

C. Sacramento Fire Department Reaccreditation

Presenter: Caryn Petty

Attachment: 3

Caryn Petty stated that on March 3rd the site visit as held at Sacramento Fire Department. She advised this is a historical agency that is part of a unique and diverse community in the Sacramento area. They have a comprehensive and robust training program, and their evolutions are focused on relevant and timely techniques. They are active participants in the SFT system through curriculum delivery, advisory committee membership, and continued feedback provisions. She advised the evaluation process went very well and it is recommended that Sacramento Fire Department continue to be accredited as a local academy in the SFT system for a period of 5 years.

Mike Taylor advised it was a smooth process with enjoyable dialogue and recommendations for improvement. He thanked C. Petty for walking them down this road.

Motion: *Randy Collins moved to accept the motion. Brent Stangeland seconded the motion.*

Action: *All members voted unanimously.*

VI. Curriculum Development & Delivery

A. State Certified Prescribed Burn Boss Curriculum

Presenter: Chris Fowler

Attachment: 4

Chris Fowler advised the documents for Burn Boss were reviewed by STEAC in February, including the two letters received from stakeholders regarding the S-290 prerequisite. She advised it was determined by the committee that S-290 will be accepted as a classroom-only course. It was also determined that an S-290 weather observation-related job performance requirement should be added to the task book. She advised all comments received in March were editorial in nature, minus a change to

the artwork which was noted to require a visible fire shelter on the person. They are working on a second piece of artwork for the task book. She advised that all other changes have been incorporated, including the general editorial comments and the two changes to content. She advised the implementation plan now shows the effective date of January 2, 2021. She advised they have started to draft the documents for submittal to the Office of Administrative Law.

John Binaski advised he believes this addresses the letter from Mr. Shreffler.

Randy Collins asked if they anticipate a political pushback with the additional requirement of the classroom-only S-290 course. C. Fowler advised she does not anticipate any pushback. She advised the cadre had the conversation when they were developing the course and there were some members that wanted the online course because it would be more acceptable to the non-fire service personnel that would be taking the class. She advised they made the effort but were not surprised that it came back with a request for change.

Bret Davidson advised that the course is widely taught and easily accessible, so he appreciates the change.

David Baldwin asked how this effects California Incident Command Certification System (CICCS). C. Fowler advised this is strictly instructional delivery component to SFT and not aligned with a CICCS certification.

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

B. Behavioral Health and Cancer Awareness Curriculum Series

Presenter: Caryn Petty/Kevin Conant

Attachment: 5

Caryn Petty explained that behavioral health and cancer awareness is an emerging topic in the fire and emergency services with significant resources, research, and attention being devoted to it. She advised the proposed intent was to develop this curriculum based on National Fire Protection Association (NFPA) standards, but unfortunately NFPA has not developed those standards so they built the curriculum from the ground up. She advised they had an exceptional cadre with subject matter experts with extensive technical expertise in both cancer and behavioral health. They were tasked with developing and evaluating content and instructor requirements for three Fire Service Training and Education Program (FSTEP) courses that are being introduced. She advised a typical cadre has 5-10 members, but they had 15 cadre members because they had so many awesome applicants that the number could not be further narrowed. They are experts in clinical, practical, and operational settings within their specific subject matter. The three courses were developed over three separate

week-long sessions beginning in June of 2019. The cadre last met in January of this year to finalize the last FSTEP course.

She stated that all terminal and enabling learning objectives were developed using the latest evidence-based research and industry best practice. She advised there is a clean breakdown of the courses in the implementation plan. The first course is 1A Frontline Responder, which is an 8-hour awareness-level course which any member of the fire service can participate in. This is the same course that was approved for the Fire Fighter 2019 curriculum, but it is being shifted to an FSTEP course now as well.

The next course is Behavioral Health and Cancer Awareness 2A First Level Supervisor, which is a 24-hour leadership level course intended to provide best practices for cancer mitigation and behavioral health for the aspiring company officer and/or fire service leader. She advised this provides an open-ended welcoming for anybody operating within the fire service in a leadership capacity, not strictly those in suppression.

The third course is Behavioral Health and Cancer Awareness 3A Organizational Leader, which is a 24-hour course intended to provide Chief Officer level information on the development of an inclusive cancer prevention and behavioral health and wellness program. She advised now they are looking for a “unicorn instructor”. She advised this will be a steep yet obtainable act for applicants for the new curriculum. She advised the minimum requirements are 5 years of full time employment or a minimum of 10 years as a volunteer or paid call employee within a recognized fire agency in CA.

The second requirement is a minimum of two years of experience in at least one of the following fire service behavioral health areas: peer support, a peer instructor, agency policy development, agency health and wellness programs, or agency injury/illness prevention programs. She advised that is specific to the behavioral health. The cancer mitigation and exposure require an additional 2 years of experience in at least one of the following areas: cancer mitigation and exposure reduction programs, policy development, agency health and wellness programs, and agency illness/injury prevention programs. She advised the fourth requirement is the authority having jurisdiction letter verifying the applicant’s qualifications to deliver the training. She advised this is a new and emerging topic with lots of information coming out regularly, so it is required that each approved instructor complete a minimum of 8 hours continuing education obtained through verifiable topic specific conferences, seminars, and/or workshops. The instructor must retain this documentation for at least 5 years, which will be furnished upon request by State Fire Training. She advised they are strongly encouraging the use of culturally competent clinicians, lecturers, and subject matter experts in the delivery of this curriculum. She acknowledged members of the cadre as being on the line, including Kevin Conant, Dr. Alana Brunacini, Nurse Kristin Thompson, Chief Rob Wheatley, and Nurse Mary Murphy.

K. Thompson thanked everyone and advised this was her first experience on a cadre. She mentioned it was incredible to work with the rest of the cadre and that she is proud of the product that was produced.

A. Brunacini advised it was an excellent experience and the quality of the cadre was phenomenal. She confirmed that the development process took very seriously how to ensure that the quality of the curriculum is appropriate at the delivery level as well as its

intention of meeting the needs of members and leadership. She advised that she is in the behavioral-health realm and the quality of the material and the seriousness the cadre took in presenting the most relevant information in the interest of keeping people safe and healthy was phenomenal.

M. Murphy expressed her gratitude. She advised this affects the people she works for and the person she's married to, so it was an honor to be involved.

John Binaski asked if instructors could cobble together hours to meet the 8-hour continuing education requirement, and if this was an annual requirement. K. Conant answered yes, they can cobble hours and it is an annual requirement. He explained you don't need to register your continuing education, but it is your responsibility to keep the documentation and provide it upon request.

Randy Collins asked if the instructor requirements for these courses are different than the requirements to teach the behavioral health and cancer awareness within Fire Fighter I (FFI). K. Conant answered that the FFI curriculum offered in an academy under an accredited local academy or an accredited regional training program is independent and mutually exclusive from this curriculum. He advised the content in 1A is the same, but the difference is the outcome when it comes to receiving a diploma.

Bret Davidson stated that appreciates that this is included in the FFI curriculum. He mentioned that he would like to see this as a mandatory part of the Company Officer and Chief Officer series. He asked if they will automatically bump these up if the NFPA standard changes, and if they must wait for the NFPA standard to make these mandatory for Company and Chief Officer. K. Conant advised because of the way they do their curriculum model this will be incredibly easy. He advised they had their regional representative of NFPA come to their meeting and they were incredibly interested. He advised if it is included at those levels it will be a seamless alignment.

B. Davidson asked if they will then be making a recommendation to include it at this level. A. Henning advised NFPA will be developing a behavioral health component and they will be sending over their three levels of course plans to that working group. He advised they didn't want to design it specifically for a Company Officer because it could also be used for someone in prevention, so therefore they went for the supervisor title. If NFPA's levels do change in the future, we will make sure we are meeting or exceeding what NFPA is doing. He advised he is open to the STEAC's feedback on making this a requirement for the Company Officer, Chief Officer, or Executive Chief Officer certification track. He advised the new Fire Officer NFPA qualification will be released at the end of this year so they will most likely be doing a curriculum and certification track update in the Spring, so another option is to wait for the update to the new edition. He advised if they need to form a small group to discuss it they can do that as well.

J. Binaski suggested another option would be running the course as an FSTEP for a year before adding it to the certification track. B. Davidson advised he would like to see some sort of implementation. He would like to see a committee formed or to see this added to the agenda to evaluate when amending Chief Officer and Executive Chief Officer to the new NFPA standards.

Garreth Harris advised he thinks this is critically important for all supervisors to have this mind set to look out for everybody.

Andrew Henning advised there is nothing in the Procedures Manual prohibiting an FSTEP course required in the certification track. J. Binaski recommended adding these courses into the certification track instead of making them into California Fire Service Training and Education System (CFSTES) courses.

A. Henning advised they will be bringing this item back for a motion at the July meeting. He advised he will work offline with C. Petty and K. Conant to discuss implementing this as requirements for Company, Chief, and Executive Chief Officer with enough of a phase-in time. He advised if they phased it in on January 1, 2022 that will give them 18 months to get the curriculum and an instructor baseline off the ground for certification. He advised they will bring a proposal to the July or October STEAC meeting.

J. Binaski asked if anyone is opposed to the timeline. G. Harris advised he is concerned about tying this into one of the common certifications while it is difficult to find these instructors. He advised they are running into this with some of the prevention courses because there is such a small group of instructors that the courses aren't being offered. He advised he wants to make sure this is rolled into a realistic timeframe.

B. Davidson advised that he thinks if we leave it as an FSTEP it won't be taught that often. He advised that he thinks if we make this required for Company Officer and Chief Officer, we will see a lot of people who want to teach this. K. Conant advised we can make this a co-requisite, not a prerequisite. This gives more latitude and is cheaper.

J. Binaski advised this will be brought back for discussion by the October 2020 STEAC meeting.

VII. State Fire Training Updates

A. Title 19 Update Presenter: Caryn Petty

Caryn Petty advised members should have received a regulations notice in their email that the proposed fee adjustment went for public comment on April 10, 2020 for 45 days. She advised all comments are reviewed and will be part of the regulations package. She advised the fee adjustment is expected to be implemented July 1, 2020 as planned. The update to the fee schedule table within the existing manual has been finalized.

John Binaski stated the he did receive the concerns outlined by the fire technology directors about the increased cost and how that will affect the additional Fire Service Training and Education Program (FSTEP) certificates that they offer through the academy. He advised they have looked at the numbers and where they are and will discuss this in greater detail during the roundtable.

VIII. Future Meeting Dates

A. July 10, 2020 and October 9, 2020 **Presenter: Chief John Binaski**

John Binaski advised State Fire Training may use Zoom for the July 10, 2020 meeting.

IX. Roundtable

Presenter: Chief John Binaski

Discussion took place regarding the fee increase. Andrew Henning advised the ABC cost spreadsheet was built on a 3-year history, which were 3 of our best years for courses. Calendar year 2019 was the most courses they have seen delivered in the SFT system. He advised SFT is being forced with a reduction in revenue. He showed the group an Excel sheet showing what happened in March and April. He advised March showed an 80% decrease in the revenue generated from the CFSTES, FSTEP, and certification exam courses between 2019 and 2020. He showed a 40% decrease in CFSTES courses and a 120% decrease in FSTEP courses and massive decreases in certification exam course students. He advised between 2019 and 2020 there has been roughly a 20% decrease in revenue. He advised they have been operating on a lean budget so there isn't much to cut out. He advised we are looking at reducing our curriculum development budget, typically \$300,000 per year, which has been cut in half this year.

Henning stated that SFT has stopped overtime and due to Covid-19 they are not traveling as much. He advised the downside is that with no overtime there will be longer course and certification processing times. He advised that with part of the fee increase they were looking at planning to add 3 new positions and fill the 4 vacant deputy positions, but these will be delayed. He advised he still plans to hire one more deputy state fire marshal because Caryn Petty is traveling the state and handling it all on her own. He advised the cost savings of delaying the hiring of new positions is over a million dollars.

He advised between now and July he will be looking at the budget and projected revenue. He advised it is not realistic to give estimates on revenue now. He advised we are looking at building out 3-4 models based on the governor's reopening plan and reevaluate if there is anything that can be done to help local government and the colleges with the changes in the fees. He advised there are several options he is evaluating but he needs to get more facts on what's happening in May and June. He advised they have been drawing out of their reserve fund, so if SFT had a healthy reserve fund this could be weathered better. He advised the OSFM, Cal Fire's leadership, and himself are committed to look out for the best interest of the stakeholders while maintaining their statutory requirements and ensuring the program's success.

John Binaski mentioned that the way SFT is funded is like a house of cards. He explained there is no funding from the general fund, and he doesn't anticipate any in the next couple of years. He advised when you don't raise fees for 10 years they look

astronomical, and the lag doesn't allow proper SFT functioning. He advised the idea is to continue with the fee increase through the proper regulatory process.

A. Henning advised this is correct. They are moving forward with the regulation change before the implementation. Randy Collins thanked Andrew Henning for being proactive and providing the spreadsheet. He asked if SFT will save 1 million by not filling the 3 vacant positions. He asked if this will go far in correcting this problem. A. Henning advised he can't predict the revenue for the next fiscal year. He explained he is trying to build a few different models because of this.

Richard Rideout requested consideration on extending the termination of the Fire Fighter II tenured pathway. He advised Covid-19 has affected many Metro chief departments and several, if not all, will be experiencing budget shortfalls. J. Binaski mentioned there is still two years remaining, so it could be looked at on December 31, 2021. He advised they still have time to look at it and see where to go.

Tara Brideau asked if A. Henning can share the course impact spreadsheet with them. A. Henning advised he needs to confirm if he can release it. He advised the April courses haven't all been returned yet, so the course data is a month old because it can take 2 weeks for the course to be returned and another 2 weeks for it to be processed.

He advised that for 6 weeks, 8 staff have been working from home with 4 coming into the office. The OSFM counter remains closed. He advised there have been quite a bit of distance education course approvals, which have been limited to ALA and ARTP. Caryn Petty advised that since March 18th they have reviewed and approved 68 individual distance learning courses. They have primarily consisted of Confined Space Rescue Awareness, select portions of the Fire Fighter curriculum and some wildland courses. She advised SFT developed an updated electronic delivery form that was built off the existing distance education hybrid form. It includes supplemental questions regarding instructor training for the online platform to make sure the instructor is well-vetted and can deliver the program seamlessly. She advised applicants need to provide an outline of the course and fully detail how the course will be delivered and how students will be monitored and assessed. She advised they are reviewed individually by herself, and there is a quick turnaround so that there is no delay in instruction.

A. Henning explained that they chose to limit this to ALAs and ARTPs only because the accreditation and vetting for each organization is quite extensive. There is the site visit and self-assessment every 5 years, and they also go out once a year or every other year to do a formal meeting. He advised the colleges have the resources and technology to deliver the courses online and to appropriately train instructors to deliver distance education courses to adult learners and require vetting of each course prior to being delivered in an online format. He advised most SFT courses can be delivered in a hybrid format, but less than 95% of SFT courses could be delivered fully online because of the skills and interactions needed with students. He advised that additionally, of the cornerstones of the SFT system is building relationships with other students.

Matt Jewett asked if they have looked at the success rates coming out of the certification exams, both written and skills, of these hybrid deliveries to determine if it is viable to move forward in the fall if social distancing continues. A. Henning advised he

isn't sure if C. Petty has had a chance to review this yet since they are finally seeing the first certification exams coming out.

John Bagala asked if the Incident Safety for the Hired Vendor course is being able to be delivered through distance learning, for example through a Zoom conference call and arrange safe distancing for the skills portion. A. Henning answered that Cal Fire requires the contractor to have the course within the last year to go onto an incident. He advised Cal Fire recently released an informational bulletin stating that they have modified that requirement to allow a person onto the incident if they have completed the class in the last two years.

He advised that in March SFT was in discussion with Peace Officer Standards and Training (POST) about whether they were cancelling courses, and they were also active at the national level by looking at what state fire academies were doing. He advised that with the exemption and the governor's executive stay-at-home order we never shut down the system. He advised some instructors and training providers have decided not to deliver courses because they could not facilitate the social distancing. He advised nothing is preventing someone from delivering the course and they expect the host agency and primary instructor to maintain a safe environment for their students. He advised that as far as he knows no one has requested to host this course through hybrid learning, but because of the required skills component that portion of the course would need to be done in person. Additionally, it would need to be hosted through an ALA or ARTP.

J. Binaski advised he was approached by an instructor that thought the requirements for distance learning were unreasonable, so he'd like to ask the committee if they want to look at making this available to registered instructors or keep it at the ALA/ARTPs. J. Bagala advised he thinks it's worth looking at. He advised that if this is examined and a consensus is reached then at some point Ethics or Regional Instructor Orientation should have a portion added about how to maintain the ethical coverage when it comes to using technology.

Matt Jewett advised the you want to be cautious in allowing people to teach through distance education. He advised they are putting their instructors through a certification process and only about 75% are passing to be allowed to teach online. He advised that engaging students online and helping them retain material is completely different than it is in-person.

J. Binaski suggested getting a committee together to evaluate the pros and cons. A. Henning advised he will start looking at this next week and assigning staff to it. R. Collins volunteered to participate.

Bret Davison asked for an update on the Fire Control 3 curriculum. A. Henning advised that will be coming back to the July STEAC meeting for a motion. Kevin Conant advised he is finishing the final analysis of the survey and has taken feedback from many metropolitan fire departments on their concerns with what occurred. He advised they were asked if they could do a shorter bridge to get current instructors up to speed and they have been working extensively on that. He advised the second issue is the controversy with gas cooling, which is being evaluated.

J. Binaski introduced Bret Davidson from Rancho Santa Fe, representing the Southern training officers, as the new vice chair of STEAC and congratulated him. B. Davidson advised it is an honor and he believes in the SFT process. He advised he appreciates it and enjoys being on STEAC.

X. Adjournment

Meeting was adjourned at 10:55 A.M.

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