



**Members Present:**

John Binaski, League of CA Cities  
Robert Briare, California Professional Firefighters  
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee  
Ron Coleman, STEAC Chair  
Randy Collins, California Fire Technology Directors Association (North)  
Bret Davidson, So Cal Training Officers  
Gary Dominguez, California Fire Technology Directors Association (South)  
Lorenzo Gigliotti, California Governor's Office of Emergency Services (alternate)  
Gareth Harris, Fire District Association of California  
Michael Lozano, FIRESCOPE  
Richard Rideout, California Metropolitan Fire Chiefs Inc.  
Daniel Stefano, California State Firefighters' Association  
Ken Wagner, California Fire Chiefs Association and Committee Vice Chair

**Members Absent:**

Timothy Adams, So Cal Training Officers (alternate)  
Bradley Arganbright, Nor Cal Training Officers  
Tony Bowden, Fire District Association of California (alternate)  
Sam Hoffman, California State Firefighters Association (alternate)  
Pete Jankowski, League of California Cities (alternate)  
Mary Jennings, California Fire Fighter Joint Apprenticeship Committee (alternate)  
Matthew Jewett, California Fire Technology Directors Association (North) (alternate)  
Gaudenz Panholzer, California Fire Chiefs Association  
Steve Shull, California Fire Technology Directors Association (South) (alternate)  
Rich Thomas, California Professional Fire Fighters (alternate)  
Tyler, Joe, CAL FIRE Academy  
John Walsh, Nor Cal Training Officers (alternate)  
Kim Zagaris, California Governor's Office of Emergency Services (Cal OES)

**State Fire Training Staff:**

Joe Bunn, Fire Service Training Specialist III  
Jim Eastman, Fire Service Training Specialist III  
Brandon Erickson, Certification Exam Coordinator  
Andrew Henning, Deputy State Fire Marshal, Supervisor  
Dennis Mathisen, State Fire Training Division Chief  
Mark Romer, Fire Service Training Specialist III  
Kris Rose, Staff Services Manager I  
Rodney Slaughter, Deputy State Fire Marshal

**Guests:**

Stan Fernandez, Alameda County Fire  
Debra Fox, Hollister Large Animal Rescue  
John Fox, Hollister Large Animal Rescue  
Percy Jones, Los Angeles Fire Department  
Brendan O’Leary, City College of San Francisco  
Dana Lipps, Sacramento Metro Fire Department  
Larry Savage, Sacramento Metro Fire Department  
David Sprague, City of Berkeley

I. Introductions and Welcome

The meeting was called to order at 9:01 A.M. by Chief Ron Coleman.

A. Roll Call/Quorum Established

A quorum was established during introductions.

II. Agenda Review

Dennis Mathisen introduced State Fire Training’s (SFT) new Deputy State Fire Marshal for the southern region, Dawn Robinson.

Chief Coleman discussed conference calling into the Statewide Education and Training Advisory (STEAC) meeting.

Gareth Harris mentioned the possibility of using video conferencing for the STEAC meetings. Chief Coleman asked Brandon Erickson if we have the technology to do this. B. Erickson provided some information regarding video conferencing and how if we are short on a quorum, it may make up the one person that couldn’t make it live to the meeting to provide the quorum. Dan Stefano stated this shouldn’t be the norm, as we are only meeting 4 times a year and reminded everyone this is the reason we have alternates. John Binaski agreed, and indicated the concern that if allowed, there may only be SFT in attendance. Ken Wagner indicated we should make this the exception rather than the rule. Chief Coleman indicated that he would ask the virtual world for their response. Chief Coleman indicated he would discuss further with Brandon Erickson to learn more about options.

III. Approval of the July 15, 2016 Minutes

**Motion:** *Randy Collins moved to accept the minutes from July 15, 2016.  
John Binaski seconded the motion.*  
**Action:** *All members voted unanimously.*

**IV. State Board of Fire Services (SBFS) Update**  
**Presenter: Dennis Mathisen**

Dennis Mathisen provided information regarding the State Board of Fire Service (SBFS) meeting. This included the Accreditation and Re-Accreditation of CAL FIRE, Incident Management Operations and Fire Fighter Emergency curriculum approval.

**V. Mission Alignment Objectives**  
**A. Achieving National Recognition**

**1. FFI Reciprocity and Upgrade**  
**Presenter: Ken Wagner**  
**(Attachment 1)**

Ken Wagner indicated that the Fire Fighter I reciprocity is required by the International Fire Service Accreditation Congress (IFSAC) and National Board of Fire Service Professional Qualifications (PROBOARD). We have arrived at the point where we have come up with a process for reciprocity and upgrade. K. Wagner stated that an upgrade is not required by IFSAC and PROBOARD, but that it is the appropriate thing for us to do. This allows someone who is certified with the 2001 Fire Fighter I to get the upgrade with an IFSAC and PROBOARD seal. It is important to indicate that prior to them being issued an upgrade; they must have completed the IFSAC/PROBOARD examination.

A concern about this is that they meet the criteria included in the 2013 curriculum. We must make the determination that they meet this requirement. K. Wagner indicated there is an application in each person's packet for review. The Fire Fighter must meet the Wildland component. They may not have completed the SFT wildland course but we will accept other avenues as specified on the application.

Chief Coleman asked who would be responsible for the reviews. K. Wagner indicated that staff would be responsible with the assistance of the Retired Annuitants, if needed. John Binaski asked about the fee for the certification. K. Wagner indicated that we do not yet have a fee set up. He also stated that they have until the end of 2018 to complete the testing.

A question was asked whether certification for Fire Fighter I must be completed by the end of 2018. K. Wagner stated that is correct. Gary Dominguez asked about the testing fees. K. Wagner said that the ARTP determines what fee they will charge for testing. SFT will charge \$18.00 for a written test that will be paid to Performance Training Systems (PTS) and the skills test is \$10 per person. G. Dominguez asked how this affects a person who hasn't been employed yet, that took the new curriculum. K. Wagner indicated they can go ahead and take the exam through the Accredited Regional Training Program (ARTP). K. Wagner elaborated on the reciprocity process and stated no matter what, the occupational requirements must be met in California.

Randy Collins asked if we would recognize skills that were completed outside of California. K. Wagner responded that it would be up to the California Fire Chief to determine whether they would accept it. He also stated that as a Chief, he would want to see the person capable of doing the skill before signing off on it. Gareth Harris asked if there were any discussions on advanced certifications. K. Wagner stated that we are only speaking about the Fire Fighter I now.

K. Wagner asked Mark Romer how Sierra College will be handling the students needing the exams for reciprocity or upgrade. M. Romer indicated it will be modular. Dan Stefano asked G. Dominguez and G. Collins how they will be offering it. G. Dominguez stated that it will be offered as a modular. R. Collins indicated it would also be offered as modular and as a complete class that covers all of the information to allow the students to be ready for the examination.

K. Wagner stated that we would like to start offering upgrades and reciprocity as of December 1<sup>st</sup>. He also indicated that it may take a while for us to get them through in the beginning as we get used to the process. We will let the candidates know when and where they can test. It is totally up to the student and college as to how soon they will be able to get in for testing. Richard Rideout asked how this was to affect Accredited Local Academies (ALA'S). If they are employed with the ALA, can they then do the testing for reciprocity or upgrade? Yes if they are the ALA they would also be able to do the testing.

Chief Coleman asked how this will affect contracts and departments. K. Wagner mentioned that this is just an adjunct to the Fire Fighter I examination process. These certificates are voluntary. It is not required that someone go through reciprocity or upgrade. IFSAC and PROBOARD require us to offer reciprocity, but if someone wants to go through the process it is completely voluntary.

## **B. Curriculum Development & Delivery**

### **1. Large Animal Rescue Curriculum Update**

**Presenter: Rodney Slaughter  
(Attachment 2)**

Rodney Slaughter indicated that the current 8-hour Large Animal Rescue FSTEP course was started back in 1996. This proposal will provide an update and replacement of the existing curriculum. The proposed update is an 8-hour Animal Technical Rescue Awareness class and a 24-hour Animal Technical Rescue Technician class. The course plan is in correlation to the National Fire Protection Agency (NFPA) standards. The subject matter experts, who helped design these courses, come from the veterinarian science and emergency response communities.

R. Slaughter introduced Debra Fox and John Fox to provide additional information regarding this curriculum. Debra Fox stated that many people come from outside the country to take this class. She also indicated that it is amazing how many people have been trained as Fire Fighters but have never had training related to large animals. She also indicated that this course is of interest also to police departments who have police mounts, companion animals and working K-9 and Search and Rescue dogs. There is an element in the course that discusses the recovery and decontamination of animal victims that could contaminate our food and water supply. Chief Coleman stated this was not up for motion. He asked if there were any questions. Richard Rideout stated that the Fire Fighters will go into a brush fire and there will be large animals that need to be dealt with. James Eastman asked what happens to large animals after an evacuation. D. Fox and J. Fox mentioned that they are handed off to the appropriate agency. The next steps would be for the D. Fox and J. Fox to bring a full packet of curriculum to the next STEAC meeting. R. Slaughter indicated he will bring copies of the curriculum to the January STEAC meeting for further review.

## **2. 2016 Fire Investigator Standards & Curriculum**

**Presenter: Mark Romer  
(Attachment 3)**

Mark Romer indicated that Level 1 Fire Investigator was established Jan 1, 1981. Level 2 Investigator, was established September 1, 1986. Investigation 1A and Investigation 1B were the original Level 1 curriculum courses along with PC832, Arrest, Search and Seizure on the Law Enforcement side. Investigation 1B had updates in 2000, and Investigation 1A, the last update found was in 2011. In addition, experience was required of at least one year full time experience as a Fire Investigator or as a full-time Fire Fighter with responsibilities for origin and cause in at least 100 fires.

M. Romer stated that the Fire Investigator 2 level, Fire Investigation 2A course was last re-written in 1989. M. Romer stated he was unable to locate a date of any revisions to the Fire Investigation 2B course. One of the biggest stumbling blocks in achieving this level 2 certification was the requirement to testify as an expert witness in a criminal court proceeding. This was not achievable for many who wished to complete the certification.

M. Romer indicated that the cadre looked at what coursework and Job Performance Requirements (JPR'S) were already available out there for use in this certification update process and built upon that.

We have 3 fire investigations courses now, M. Romer stated. Basic Fire Investigation, Fire Investigation 1A. This has a pre-requisite course of Fire

Behavior and Combustion as well as two co-requisite classes, Basic Electricity and Ethics and the Fire Investigator. These are both online courses and can be taken at CFITrainer.net. The second course is Fire Investigation 1B - Evidence and Documentation. This has a pre-requisite of the Fire Investigation 1A course, and the co-requisite course Introduction to Evidence (CFI trainer.net). The third course is Fire Investigation 1C - Preparation for Legal Proceedings. This has pre-requisite courses required of the Fire Investigation 1A, and 1B courses and the co-requisite course, Motive, Means and Opportunity-Determining Responsibility in an Arson case.

Other curriculum used required within the certification track include PC 832 – arrest, search and seizure, Post Interview and interrogation and NWCG FI-210 Wildland Fire Origin and Cause Determination.

Chief Coleman asked if the Arson book that was put out by the Attorney General's office years ago was used as a resource for the curriculum. M. Romer stated it was not and Chief Coleman indicated he would provide him a copy of the book for review.

Randy Collins asked a question regarding what qualifications a Student Instructor is required to have. M. Romer indicated they need the same qualifications as a primary Instructor, per policy and procedures. R. Collins also asked who can sign off on a task book if they are obtaining some of the coursework as a team. M. Romer indicated there is no change to policy and procedure sign offs in this process.

M. Romer indicated he will await feedback and provide that information at the January STEAC meeting and will request a motion for approval. M. Romer indicated he and Dennis Mathisen met with California Conference of Arson Investigators (CCAI). CCAI wanted to get PROBOARD accreditation for the Investigation coursework. PROBOARD advised SFT that they will not allow two agencies to have the same level of certification. The determination was for SFT to move forward with our certification. Ken Wagner stated that CCAI was administering a certification program that many of us were unaware of. The meeting outcome is still awaiting finalization to determination if there is a place for CCAI to track certifications to private Investigators and Public Employees. Gareth Harris stated that the National Association of Fire Investigators (NAFI) is the organization that he and many others used to achieve their certifications. He also stated that with so many organizations in the country offering Investigator courses, it sometimes comes down to a Judges rule whether that coursework is acceptable as expert or not. G. Harris indicated we should get the courts involved to determine what is acceptable by the courts. R. Collins asked if there would be an element of continuing education for the future. M. Romer indicated yes. M.

Romer indicated this coursework meets the National Fire Protection Association (NFPA) standards.

### **3. Fire Service Labor/Management Relations**

**Presenter: Joe Bunn  
(Attachment 4)**

Joe Bunn indicated this class was designed as a Fire Service Training and Education Program (FSTEP) class. This course provides an overview of labor/management history, stakeholders, roles and responsibilities, and legislation and the tools to initiate and maintain positive labor/management partnerships. It is hoped that this will have continuing education impacts down the road. J. Bunn indicated there are no National Fire Protection Association (NFPA) standards that could be utilized as a bloodline for this certification. J. Bunn indicated he was able to locate only one textbook by Pennwell, which deals with the Fire Service and labor relations material. The class will be a little over 19 hours in length. There are over 4 hours of activities involved. This course could be utilized on a temporary basis to fill a currency gap option for the year 2016 for the existing Chief Officer Certification until the new Chief Fire Officer Certification is implemented on January 1, 2017. The Instructor should meet what would be consistent with the new level 2 or 3 requirements through the PACE II process. In particular, the Instructor should have a strong background, education and experience in relationship to fire service, labor/management issues and collaboration regardless of rank. Chief Coleman asked what the next steps for this initiative are. J. Bunn indicated that he will bring it back to the January STEAC meeting for a motion.

## **VI. Announcements/Correspondence**

### **A. SFT Funding Study Task Force Update**

**Presenter: Ron Coleman**

Dennis Mathisen indicated that he is undergoing an educational process in obtaining budget information. D. Mathisen indicated that there are gaps, and that current information has been difficult to obtain. He indicated that he will be spending more time to pull the information together and at Chief Coleman's request, provide documentation at the STEAC meeting in January.

## **B. Company Officer Requirement for Certification**

**Presenter: Taral Brideau**

Dennis Mathisen stated that at the last State Board of Fire Service (SBFS) meeting, the topic of having to be in the rank of a company officer to get certified at that level was raised and could the item come back to STEAC for further discussion. Taral Brideau provided some background on this certification. She indicated she has been approached by those who are attempting to obtain certification but the rank aspect of the requirements is preventing them from promoting. She handed out packets of information from various sources who responded to the request by the SBFS for more information regarding how this certification affects their agency. Of the agency results she received,  $\frac{3}{4}$  were indicating that this impacted them either by policy or MOU. Ken Wagner stated that this was known there would be impacts and changes. John Binaski discussed the task book process and that it is no longer apples to apples. A discussion took place with the following participants, Robert Briare, John Binaski, Mark Romer, Ken Wagner, Dan Stefano, Randy Collins, Jim Eastman, and Richard Rideout. Dennis Mathisen indicated that STEAC needs to keep in mind that this is not only in regards to the Company Officer certification, but to all certifications, and this would affect every new certification. Chief Coleman stated that at this point there is not enough information to make a policy change at this point. He also indicated that he believes SBFS is asking for a review and to come back with a recommendation at some point.

M. Romer stated that all certifications now require the completion of a task book. You must be in an acting position or in the position to obtain a task book. M. Romer indicates that the task book must be completed at some point, which is confirmation that the person is doing the job. They are indicating at a national level that they can do this position. Performance Evaluations as an example are something that cannot be done at an acting position level.

R. Rideout stated that their organization puts people in acting positions early on to give them the training and stated that it is important to provide the training before giving out the badge.

Chief Coleman asked for a working group to be put together to observe and bring recommendations as to what the course of action should be. The working group will consist of Taral Brideau, Robert Briare, Joe Bunn, Mark Romer and John Binaski.

Dennis Mathisen asked that the working group look at how this will affect all the certification levels. K. Wagner stated that there are numerous agencies that have implemented the changes make sure to look at the consequences to the agencies that have already put this in place. The challenge is that there are agencies that have already implemented this change and will ask why we can't make a decision and stick with it.

The working group is to discuss work a round's and options related to the requirement that a person be in the position or rank in order to become certified.



## VII. Roundtable

Chief Coleman asked if Statewide Training and Education Advisory Committee (STEAC) is of value to you as a member and how supportive are you as to what STEAC is all about.

Robert Briare responded that yes, STEAC is of value. G. Dominguez advised that STEAC provides educational and informational value as well as accountability.

Mark Romer stated there are two cadre positions available. One is for Confined Space Rescue Awareness. This program has not been re-written since the early 1990's, and is a part of the Fire Fighter I curriculum. The other is the Driver Operator Training Program- Aircraft Rescue Fire Fighting equipment. Please sign up for this program as soon as possible so cadres can be started.

Kris Rose indicated to please sign the sign in sheet. She also reminded everyone regarding the certifications that are retiring. Please mention to your staff in regards to the deadlines and getting the correct paperwork mailed and postmarked in by the deadline of December 31, 2016. Advise the applicant to indicate the last class information on the checklist prior to sending it in by the deadline. SFT is working diligently to get the certifications processed as quickly as possible.

## VIII. Future Meeting Dates

**A.** January 13, 2017, April 14, 2017 and July 14, 2017

## IX. Adjournment

Meeting was adjourned at 12:10 p.m.