



# STEAC Meeting Minutes

January 11, 2019 – Sacramento, California

## I. Introductions and Welcome

### Members Present

Bradley Arganbright, Nor Cal Training Officers (alternate)  
John Bagala, California Professional Fire Fighters  
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee  
Tom Carlisle, California State Fire Fighters Association  
Chris Coates, So Cal Training Officers (alternate)  
Ron Coleman, STEAC Chair  
Randy Collins, California Fire Technology Directors Association (North)  
Bret Davidson, So Cal Training Officers  
Kyle Heggstrom, FIRESCOPE (alternate)  
Matthew Jewett, California Fire Technology Director's Association (North)(alternate)  
Gaudenz Panholzer, California Fire Chiefs Association  
Richard Rideout, California Metropolitan Fire Chiefs Inc.  
Ann Rosales, CAL FIRE Training Center (alternate)  
Brent Stangeland, CAL FIRE  
John Walsh, Nor Cal Training Officers

### Members Absent

John Binaski, League of California Cities and STEAC Vice Chair  
Tony Bowden, Fire District Association of California (alternate)  
Gary Dominguez, California Fire Technology Director's Association (South)  
Gareth Harris, Fire District Association of California  
Sam Hoffman, California State Fire Fighters Association (alternate)  
Scott Jaeggi, California Fire Technology Director's Association (South)  
Steve Knuckles, League of California Cities (alternate)  
Jeremy Lawson, CAL FIRE Training Center  
Rich Thomas, California Professional Fire Fighters  
David Winnacker, California Fire Chiefs Association  
Kim Zagaris, California Governor's Office of Emergency Services (CAL OES)

### State Fire Training Staff

Mark Bisbee, SFT, Fire Service Training Specialist  
Wendy Collins, Assistant Deputy Director  
Jim Eastman, SFT, Fire Service Training Specialist III  
Brandon Erickson, SFT, Associate Government Program Analyst  
Chris Fowler, SFT, Deputy State Fire Marshal Supervisor  
Andrew Henning, State Fire Training Division Chief  
Richard Lum, SFT, Fire Service Training Specialist III

Caryn Petty, SFT, Deputy State Fire Marshal I  
Kris Rose, Staff Services Manager I  
Mark Underwood, SCSEP/SFT, Clerical Assistant  
Kristahna Valverde, SFT, Office Technician

### **Guests**

Dave Sprague, Berkeley Fire Department  
Brian Preciado, Solano Community College  
Eric Bridge, Sacramento Metro Fire Department  
Adam House, Sacramento Metro Fire Department  
Dana Lipps, Sacramento Metro Fire Department  
Paula Dueweke, Santa Rosa Junior College  
Matt Jewett, Sierra College  
John Owings, Burbank Fire Department  
Brendan O'Leary, City College of San Francisco

### **Welcome**

The meeting was called to order at 9:00 A.M. by Chief Ron Coleman, Committee Chairman.

Randy Collins advised that Chief Coleman was recognized in the recent newsletter from the National Fire Heritage Center announcing him as one of their Hall of Legends candidates for 2018.

### **Roll Call/Quorum Established**

A quorum was established during introductions.

### **Member Appointment/Reappointment**

1. Kyle Heggstrom-Member Appointment-FIRESCOPE
2. John Bagala- Member Appointment -California Professional Fire Fighters
3. Rich Thomas- Alternate Reappointment – California Professional Fire Fighters
4. Bret Davidson-Member Reappointment-Southern California Training Officers
5. Gaudenz Panholzer-Member Reappointment-California Fire Chiefs Association
6. David Winnacker-Member Reappointment-California Fire Chiefs Association
7. John Binaski – Member Reappointment – League of California Cities
8. Taral Brideau- Member Reappointment, California Fire Fighter Joint Apprenticeship Committee
9. Ann Rosales – Alternate Appointment – CAL FIRE Training Center

Chief Coleman introduced each of the Member and Alternate appointments and reappointments. Kyle Heggstrom, John Bagala, Bret Davidson, Gaudenz Panholzer, Taral Brideau and Ann Rosales each gave a brief synopsis of their background and years of experience for the group.

### **Past Member Recognition**

1. David Barnett-Member-FIRESCOPE
2. Robert Briare, California Professional Fire Fighters

Chief Coleman and the members present recognized the contributions of the past members, David Barnett and Robert Briare, both of whom were not in attendance.

## II. Agenda Review

Presenter: Chief Coleman

There were no changes to the agenda.

## III. Approval of the October 12, 2018 Minutes

<b>Motion:</b>	<i>Randy Collins moved to accept the minutes from October 12, 2018. Bret Davidson seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

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

Presenter: Andrew Henning

Andrew Henning stated the State Board of Fire Service (SBFS) meeting from November 2018 was cancelled due to fire activity. The approval process has been delayed until April 2019 for several items to be brought back for a motion through the Statewide Training and Education Advisory Committee (STEAC). Seeking approval from SBFS on the Aircraft Rescue course, Fire Fighter Awareness F-STEP course, Open Water Rescue Boat Operator for Large Vessel and Small Vessel courses as well as California 219 Wildland Firefighting – Firing Operations course. Once SBFS approves these items, we will need to modify the implementation dates due to being several months behind in the approval process.

## V. Consent Items

### A. Fire Fighter II Prerequisite Update

Presenter: Andrew Henning  
Attachment 1

Andrew Henning advised that the Steering Committee made recommendations for Fire Fighter II prerequisite changes. As soon as Fire Fighter I training is completed, the Fire Fighter II training can be completed, without the 6 months' work experience or one year of volunteer time previously required before beginning the Fire Fighter II training.

<b>Motion:</b>	<i>Gaudenz Panholzer moved to accept the Fire Fighter II Prerequisite Update. Bret Davidson seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

### B. Fire Control 4 Prerequisite Update

Presenter: Andrew Henning  
Attachment 2

Andrew Henning stated the Steering Committee made recommendations for Fire Control 4 prerequisite changes. A. Henning stated that many Instructors like to teach

this within the Fire Fighter I Academy course. The Fire Control 4 course could be taught within the academy after several training modules were taught which include Firefighter Safety, Communications, Structural Fire Suppression, Suppression of Fires Outside of a Structure, Hazardous Materials(HAZMAT), Weapons of Mass Destruction(WMD) and either the State Fire Training (SFT) or the California Specialized Training Institute (CSTI) First Responder Hazardous Materials Operations(HAZMAT) course. The Steering Committee concurred that these are core requirements to take Fire Control 4, and the full Fire Fighter I curriculum is not required.

<b>Motion:</b>	<i>Gaudenz Panholzer moved to accept the Fire Control 4 Prerequisite Update. Bret Davidson seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

### **C. Vehicle Extrication Prerequisite Update**

Presenter: Andrew Henning  
Attachment 3

Andrew Henning advised that this recommendation is that this could be taught within the Fire Fighter I academy. Some of the course requirements must be met from the Fire Fighter I curriculum, which is Fire Fighter Safety, Communications, Fire Tools and Equipment, Structural Fire Suppression, Suppression of Fires Outside of a Structure, as well as having First Aid and Cardio Pulmonary Resuscitation (CPR).

<b>Motion:</b>	<i>Gaudenz Panholzer moved to accept the Vehicle Extrication Prerequisite Update. Bret Davidson seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

### **D. Non-Certified Non-ARTP/ALA (Alt. Delivery) Candidates Skills Sheets Req.**

Presenter: Andrew Henning  
Attachment 4

Andrew Henning advised that this is from the proposed procedural manual for 2019. This is for candidates who complete their Fire Fighter I course-training outside of an Accredited Regional Training Program (ARTP) or Accredited Local Academy (ALA). The candidate can complete the departments in-house training and then complete the testing at the college. This is to streamline the current process and number of signatures the Fire Chief currently signs, which is about 18 pages and 150 signatures in length. There will be one boilerplate letter that can be used for one or up to thirty candidates signed by the Fire Chief acknowledging the candidate has the knowledge outlined in the 18-page document. A comment was made by Randy Collins that this will improve the system. Chief Henning applauded R. Collins for creating the boilerplate letter and submitting this through the Statewide Training and Education Committee (STEAC) to the Steering Committee.

A question was brought up regarding if the same process was to be done for the Fire Control 3 process. A. Henning advised that the cadre was reviewing this process as an Instructor course prior to the Fall 2018 fires, and he would follow up and provide the

Statewide Training and Education Advisory Committee (STEAC) members with an update.

<b>Motion:</b>	<i>Gaudenz Panholzer moved to accept the Non-Certified Non ARTP/ALA Candidates Skills Sheets Requirement. Bret Davidson seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

### **E. Alameda County Fire Department Reaccreditation**

Presenter: Caryn Petty  
Attachment 5

Caryn Petty advised that the Alameda County Fire Department site visit took place on December 11, 2018. C. Petty stated this department is progressive, cooperative with neighbors from other fire agencies, and has a strong focus on recruitment and employee development. In addition, they have a rigorous, aggressive training program. C. Petty stated the site evaluation went very well, and State Fire Training recommends approval for reaccreditation of the Alameda County Fire Department.

<b>Motion:</b>	<i>Gaudenz Panholzer moved to accept the Reaccreditation of the Alameda County Fire Department. Prerequisite Update. Bret Davidson seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

### **F. Sacramento Metropolitan Fire Department Reaccreditation**

Presenter: Caryn Petty  
Attachment 6

Caryn Petty advised that the site visit took place on November 1, 2018. C. Petty stated this department has a strong devotion to training, consistent professionalism, an extreme focus on recruitment and growth through outreach and diversification of their department. This site evaluation went very well, and State Fire Training recommends approval for reaccreditation for the Sacramento Metropolitan Fire Department as an Accredited Local Academy (ALA).

<b>Motion:</b>	<i>Gaudenz Panholzer moved to accept the Reaccreditation of the Sacramento Metropolitan Fire Department. Bret Davidson seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

## **VI. Mission Alignment Objectives**

### **A. Burbank Fire Department Accreditation**

Presenter: Caryn Petty  
Attachment 7

Caryn Petty advised that this is a first-time accreditation as an Accredited Local Academy (ALA). The site visit took place on November 28, 2018. C. Petty stated they

have an innovative program that is extremely focused on high level training, great organizational pride, and are an up-and-coming department with great ideas and great direction. The site evaluation went very well, and State Fire Training recommends accreditation for the Burbank Fire Department as a new Accredited Local Academy (ALA).

John Owings advised that Caryn Petty and Chris Fowler streamlined the whole process which made the entire process easier and their assistance with the self-assessment is spot on.

<b>Motion:</b>	<i>Brent Stangeland moved to accept the accreditation of the Burbank Fire Department. John Walsh seconded the motion.</i>
<b>Action:</b>	<i>All members voted unanimously.</i>

## **B. Steering Committee Report**

Presenter: Andrew Henning  
Attachment 8

Andrew Henning stated that the highlights from the meeting were that the Fire Fighter I retake allowance procedure will be put together for the Accredited Local Academies (ALA'S) to reduce the amount of re-take attempts. If they want to go more restrictive than the state allows, this was vetted with the International Fire Service Accredited Congress (IFSAC) and the National Board on Fire Service Professional Qualifications (Pro Board).

The Fire Fighter I and Fire Fighter II curriculum update is to update the changes to meet the National Fire Protection Agency (NFPA) 1001. The cadre is meeting for a three-week period beginning January 22, 2019. The goal of week one is to develop the course documents. Week Number Two and Three taking place this March and May, will be writing our own test banks. A. Henning stated that we are moving away from a published test bank, because the current published test bank, requires us to use their on-line testing platform and we do not have control of this or administrative costs. A. Henning stated that in the best interest of the California Fire Service it is best for us to move to the creation of our own tests that we have full administrative control on. The International Fire Service Training Association (IFSTA) and Jones & Bartlett test banks were acquired which we will be merging, and we will be evaluating and selecting the test questions that best serve our needs. Going forward, the new curriculum will only support the IFSTA Central to Fire Fighting and the Jones & Bartlett Fundamentals of Fire Fighting text books.

Andrew Henning advised that the Beta testing for Fire Fighter II will take place sometime in 2020. The cadre will be able to make recommendations when that capstone testing will be required for Fire Fighter II. There was a five-year phase in for Fire Fighter I, and it is not known yet if that will be needed for Fire Fighter II, as there is smaller demand for this certification. It is also planned for the Accredited Local Academies (ALA) that the testing for Fire Fighter I and II will be combined. The ALA'S have the option of having a separate Fire Fighter I test, and a separate Fire Fighter II test, as well as a combined test. A question was asked if the Accredited Regional Training Programs (ARTP'S) could handle this the same way, and the response was yes. Richard Rideout asked about the time frame for the Fire Fighter II testing to be

implemented. A. Henning advised that the process is hopefully to roll out in 2022. Due to the huge undertaking the Fire Fighter I process went through, there will need to be some revamping of the Fire Fighter I prior to the Fire Fighter II implementation, so these programs have a solid foundation.

Andrew Henning advised that currently the Fire Fighter I course has the Hazmat Structural Wildland built into it. We want to separate this for people that come in from out of state as well as for those that teach it in a modularized format. There will not be any changes to costs or the overall program. These will be broken into A, B and C courses. We will have a Fire Fighter 1A course which is structural Fire Fighting, and a Fire Fighter 1B course which is the Wildland Fire Fighter I, and a Fire Fighter 1C course which is the Hazmat Fire Fighter 1. For someone coming from out of state, or the Department of Defense (DOD), we can advise them which course section they need to take for California requirements.

Andrew Henning advised that one of the requests from the Accredited Local Academies (ALA'S) and the Metropolitan Departments (Metros) was allowing them to do the Fire Fighter I test for non-employees. Currently, the verbiage indicates the department can only test their own department's employees. We are looking at a pilot program for a few ALA'S to test this process. Specific jurisdictions would be able to do joint testing. Andrew Henning also advised that State Fire Training is looking for a way to develop new exam proctors to administer the written exams. Randy Collins asked if this needed to be brought to the International Fire Service Accredited Congress (IFSAC) and the National Professional Qualification System (Pro Board). A. Henning advised he would bring this up in a call with them the following week. Online training for exam proctors is a suggestion.

Two items that came out of the Steering Committee meeting discussion are first how to address the mid-career person. An example would be someone who has been in their position as a Company Officer for five years, but has never taken the Company Officer or Fire Officer courses, and who want to be Chief Fire Officers but don't meet the course prerequisites to attend the Chief Fire Officer courses. We are exploring the option of allowing for time in grade to address this. A question was asked if the lower ranks were being looked at for the Company Officer certification as well. A. Henning responded that yes, this would be reviewed for both the Company Officer and the Chief Officer certifications.

The second item is that the Task Books are being looked at. Currently the task book process is a closed task book system, where State Fire Training (SFT) touches every task book twice, once to initiate it and once to close it. There should be more flexibility with the Task Book, and a review of the pre-requisites will need to be looked at as well. We are looking at a model like what The California Incident Command Certification System (CICCS) uses, where a department will get to initiate the task books. The review by the departments authorized designee would then take place and the task book would be closed and come back to SFT for verification. SFT staff concerns are what happens if someone is not a designated authorized designee on file with SFT. The process of maintaining the original wet signatures requirement for Fire Chief's sign off remains to close the Task Book and for the applications. We will be more flexible with the individual Job Performance Requirements (JPR'S), allowing a stamped or original signature of the department's authorized signature designee. These changes will be put into an interim procedure change.



## VII. Reconfiguration of State Fire Training

### A. SFT Fee Adjustment

Andrew Henning advised that the ad hoc SFT Fee Adjustment working group did not meet in December due to the November fires. State Fire Training (SFT) is a 100% user funded system, which pays for building rent, staff salaries, maintenance of vehicles, and staff travel. The recent retirement of several certifications has kept funding going. State Fire Training partnered with Sacramento State University to do a forensic accounting to determine what amount to charge for fees. In addition, SFT is not fully staffed, as there are not currently funds in the budget to support additional hires. At the time of the initial discussions with Sacramento State, we had a two-year backlog of the Fire Service Training and Education Program (FSTEP) courses and that backlog has now been completed with the assistance of a limited term staff member.

The ad hoc working group that came out of the Statewide Training and Education Advisory Committee (STEAC) initially advised that this would be an activity based cost process, where a fee is charged for every service provided. However, there will be some areas that can be subsidized by cost savings in other areas. A. Henning will be meeting with Sacramento State University on January 15th to finalize and incorporate in the old statistics and projected costs and revenue to determine what the fees should be. That report will be brought to STEAC for an initial reading in April 2019, and it is anticipated to go to the State Board of Fire Service (SBFS) in May 2019. It will then come back to STEAC in July 2019 for a motion, August 2019 to SBFS for approval and onto the Office of Administrative Law (OAL) after that. The OAL process can take between 6-9 months. After that there is a public comment period of 45 days. The implementation goal date is January 1, 2021.

Our proposed budget is to fully staff SFT as well as look at what other positions we need and what capital expenses we have. We are looking at where our capital outlays need to be and what is needed to provide what the California Fire Service needs, wants, and is willing to pay for. A. Henning thanked those who participated in this process, and asked for the support and approval as we move toward completion of this process.

Chief Coleman asked for any questions regarding this subject matter. A question was asked by John Walsh if there are legislative ways to look at funding other than through fee structures. A. Henning stated that there are ongoing discussions currently about how to fund SFT legislatively rather than solely be dependent on user fees. A discussion took place regarding this and petitioning the California State Fire Fighters Association (CSFA), California Professional Fire Fighters(CPF) and the California Fire Chiefs Association (Cal Chiefs), as well as the Budget Change Proposal process and success with the mission based budget for another Office of the State Fire Marshal(OSFM) division with several participants including Wendy Collins, Andrew Henning, John Walsh, Bret Davidson, and John Bagala.

Brent Stangeland advised that CAL FIRE is hiring. We are currently about 8000 strong, and after looking at the budget, those numbers could be increased up to 9000 by year end. Chief Richwine stated that it used to be that the winter months were when staffing



and training could be brought up to speed, but that has not been the case for the last Five years.

Chief Richwine announced that he has submitted his application to become the State Fire Marshal. He asked for letters of support to be submitted on his behalf. He advised that he has been in the fire service since 1980.

## **B. SFT User Portal**

Andrew Henning stated that the Acadis Records Management System is now in place. State Fire Training (SFT) has transitioned away from scantrons and social security numbers to a digital course returns process. The implementation began on January 1, 2019. To date, we have had around 20 courses returned digitally with great success. We are receiving a high number of calls from people who cannot locate their SFT ID number and those who need assistance accessing the user portal. The SFT website has been updated to assist with locating the SFT ID numbers, and instructions on accessing and setting up access to the web portal. An email blast will be sent out next week to mitigate this and steer everyone to our website. A. Henning stated that with the digital course returns process, many think they get their course diploma the day they graduate. Two SFT staff verify courses taken and essentially graduate students, who are then notified by email and instructed to access the user portal to print course diplomas. The instructors have 15 days to get the course documents uploaded to us and SFT has 15 days to process and record the classes. The digital process can take less time, but please advise students that this process can still take up to 30 days, depending on how quickly the courses are returned to SFT. Brandon Erickson offered that students were turned away from class on the first day because they were told they could not attend the class without a SFT ID number. On the roster, there is a check box if this person is a new student and does not have an SFT ID number, so please don't turn students away for this.

The feedback to this digital process has been very positive according to Randy Collins. Bret Davidson asked about who must schedule the course if he is teaching for the academy as an instructor. A. Henning advised that right now it is the Instructors responsibility to schedule and return the course roster and documents digitally. We are going to create administrative accounts for the Accredited Local Academies (ALA'S) and Accredited Regional Training Programs (ARTP'S) so their administrator can return the courses on behalf of the instructor. Randy Collins advised that his administrator is currently returning classes. Brandon Erickson stated that there are a couple of Colleges (Palomar, Santa Rosa and Sierra College) that are beta testing this administrative process and it is working well so far. Andrew Henning advised that an email or informational bulletin will be sent to those ALA'S and ARTP'S that do not currently have an administrative account. This will be limited to the ALA'S and ARTP'S.

## **C. Upcoming Curriculum Projects FY 18/19**

Presenter: Andrew Henning

Andrew Henning stated that a meeting was held in December 2018 among various stakeholders (including rescue experts), resulting in a very intensive curriculum development plan. We are looking at creating a new Rope Rescue Operations course, which will replace the current Low Angle Rope Rescue Operations class (LARRO), as

well as adding the Rescue Systems I Ladders and the Rescue Systems Low Angle components to it, and adding a Low Angle Rapid Extraction Module Support (REMS) course. The Rope Rescue Technician course will be updated to add the Rescue Systems I High Angle components as well as the High Angle components from REMS. That cadre is currently seeking membership now. They will be meeting in March and May for two one week cadres to develop these courses. Beginning in July or August we will form another two one week cadres to add a Structural Class Specialist I, and Structural Class Specialist II course. The goal is to align with the Federal Emergency Management Agency (FEMA) and national levels, with a new Technical Rescue certification track added. We will retire Rescue Systems 1,2,3 and LARRO. A pilot phase will occur to validate the curriculum and finalize the Technical Rescue Certification program. Brian Preciado asked if the instructors for LARRO would be grandfathered in. A. Henning advised that will be decided by the cadre.

Andrew Henning also advised that another cadre has been selected and is meeting in February for the Command of Expanding All Hazard Incidents.

A Behavioral Health/Cancer Awareness cadre will be forming in June. State Fire Training (SFT) staff needs to meet with the California Fire Chiefs Association (Cal Chiefs) and the California Professional Fire Fighters (CPF) working group that has the Behavioral Health working group. The goal is to look at what we can do for our curriculum, consisting of the Fire Fighter I, Fire Fighter II, Company Officer, Chief Fire Officer, and Executive Chief Officer to have the Behavioral Health component incorporated into the basic curriculum.

Tara Brideau offered that Michael Massone who is the California Fire Chiefs Association (CPF) Representative on the Fire Fighter I rewrite is also on the Behavioral Health committee, and is a good point of cross reference.

#### **D. Title 19-Regulations Update**

Presenter: Caryn Petty  
(Attachment 9)

Caryn Petty stated that Title 19 is our California Code of Regulations rulemaking package. This regulatory document involves any changes to policies or procedures, forms, language or course changes to the governing manual or regulatory authority. This was submitted to the Office of Administrative Law (OAL) last Fall. This is open for the public comment period for 45 days and closes on February 4, 2019. All changes are documented on the website, as well as notification email blasts were sent out as notification to review the documentation and provide any comments.

Andrew Henning advised that it is key that this be reviewed. Randy Collins asked when some of the data seems relatively minor, can this be handled administratively. C. Petty stated that because this is a regulatory document, even minor changes must still go through the regulatory process.

## **VIII. Announcements/Correspondence**

### **A. SFT Update**

Presenter: Andrew Henning

Andrew Henning advised that Chief Mathisen retired as the State Fire Marshal. Chief Mike Richwine is the current Acting State Fire Marshal. The Acting Director Thom Porter was appointed as CAL FIRE Director by Governor Newsom. There are two new Retired Annuitants, Rick Lum and Mark Bisbee, who will be cadre leads, helping with curriculum development processes and teaching evaluator training. A. Henning also stated that State Fire Training (SFT) is actively trying to hire three new field coordinators for Deputy State Fire Marshal.

## **B. Cal Chiefs Letter & Metro Chiefs Letter**

Presenter: Andrew Henning

Attachment 10

Chief Coleman advised that a letter was received from Chief Meston, President of the California Fire Chiefs Association (Cal Chiefs). Chief Coleman advised when he receives correspondence directed to him as Chairman, he automatically brings that forward to State Fire Training (SFT) to ensure a response is consistent with the agreed upon policy. Chief Coleman turned the discussion over to Andrew Henning.

Andrew Henning stated that the letter is requesting the status of Blueprint 2020, which came out in 2008, and is SFT's strategic plan, and the mission realignment that will follow up with this. A. Henning stated that we are in the process of achieving the larger goals that were set in Blueprint 2020 and are achievable. There are some goals that are not in SFT'S reach. Capstone testing has been implemented for Fire Fighter I, and soon to expand to Fire Fighter II. As this expands to other certification levels we will be able to expand the capstone testing.

Randy Collins motioned to begin work on a new strategic plan. Andrew Henning advised he is ok with moving forward on a revised strategic plan. A. Henning offered that the Sacramento State University contract maximum is \$300,000.00 per year. Those funds have already been earmarked with the curriculum projects we have planned. A. Henning discussed options to move forward and that he would need to review the contract to determine how to locate additional funding if the consensus is to move forward with this revised strategic plan without impacting the current curriculum projects. A discussion ensued with participants including Brent Stangeland offering that the response should include what we have done so far and where we are headed. Chief Coleman reiterated the need to respond to Chief Meston with the results of what we have achieved thus far. Bret Davidson advised that Chief Meston met with the Training Officers, and what he wants to see is an interaction with State Fire Training (SFT) and formalized degree programs.

Mark Bisbee offered the idea of doing a gap analysis, which would be preparatory to a new strategic plan. Randy Collins offered to withdraw his motion in favor of the gap analysis process. A. Henning agreed with the gap analysis, and Mark Bisbee will follow up with Chief Meston, and the results will be brought back to Cal Chiefs and the Statewide Training and Education Advisory Committee (STEAC).

Chief Coleman advised that a letter was also received from the California Metropolitan Fire Chiefs, Inc. (Metro Chiefs) conveying concerns with the Accredited Local Academy (ALA) program. Richard Rideout advised he was the representative for the Metro

Chiefs. R. Rideout offered that there has been an increase from four to ten ALA'S in the time he has participated in STEAC, and the Metro Chiefs have expressed some concerns, and would like a meeting to discuss these. He discussed this with Andrew Henning and A. Henning offered that there have been numerous changes in the last five years and advised that SFT staff is fully committed to meeting with the Metro Chiefs. A. Henning also offered that we have been trying to form an ALA group like the California Fire Technology Directors (CFTDA).

A discussion ensued with participants including Richard Rideout, John Walsh, Eric Bridge, Andrew Henning, Brian Preciado, Caryn Petty and Chief Coleman regarding the accreditation and re-accreditation process, repeat documentation and the need for streamlining, as well as the testing process, staffing costs, best practices and determining what we need versus what the International Fire Service Accreditation Congress (IFSAC) and National Board of Fire Service Professional Qualifications (PROBOARD) require.

Andrew Henning stated that we will send a letter stating that a meeting with Metro Chiefs is desired. He advised that we can streamline the process so that anything that is not necessary be eliminated in the reaccreditation document. There are different best practices that can be implemented to streamline the testing process and reduce costs while still adhering to state requirements. A. Henning would like this to go to the Steering Committee for discussion.

## **IX. Future Meeting Dates:**

April 12, 2019, July 12, 2019 and October 11, 2019.

## **X. Roundtable**

Gaudenz Panholzer advised that Chief Mathisen had requested, based on a presentation from the League of California Cities summit, that alignment with higher levels of academic institutions take place, like the current practice of alignment with community colleges. G. Panholzer made a motion to have staff come back with how we move forward with that type of integration between State Fire Training (SFT) and a degree program. Randy Collins seconded the motion.

Randy Collins stated that the Fire Tech Directors put together a model for the Company Officer degree program that was patterned on the State Fire Training (SFT) model. There will be a final review by the Community Colleges Academic Senate Review Committee at the end of this month. Once this occurs, there will be, in the Community College system, a model curriculum for a Company Officer degree program that any college can adopt.

Chief Coleman asked how this relates to a 4- year program. R. Collins stated there are discussions with 4 year institutions, notably California State University (CSU) San Marcos, wherein an online Wildland program was just instituted. Humboldt State also has a leadership studies program that is also online. R. Collins offered that he met with Humboldt State last October and they created an articulation agreement. As an

example, an Associate Science (AS) degree with Santa Rosa Junior College, you can move on and start taking your Bachelor's and apply 60 units towards that degree.

C. Fowler interjected and offered that Mark Bisbee can speak to this. Mark Bisbee stated that the idea is to take what the Fire Tech Directors have done at an Associate in Science (AS) degree level, taking a Company Officer course curriculum and having that become an Associate in Science degree. The next step is that AS degree needs to be completely transferrable. There have been numerous conversations with the California State University's (CSU'S) and they have provided verbal approval on accepting this. The following step in the process is parallel with what Randy Collins is doing, and that is to sit with the CSU'S and bundle Chief Fire Officer core courses and model bachelor curriculum that they will accept. After this the next steps are to take the Executive Chief Fire Officer courses, bundle those and create a Master's degree. This is in alignment with Blueprint 2020 and the National model. We have a staff report that is in graph form currently that can be added to the next meeting as an agenda item.

Chief Coleman advised that based on this information, the motion is not needed.  
G. Panholzer and R. Collins withdrew the motion.

John Walsh stated that FIRESCOPE is working on Series Accident Review Team (SART). J. Walsh offered that he had heard that CAL FIRE may be working on curriculum for SART and wanted to know if this would be submitted through State Fire Training or remain in CAL FIRE. Brent Stangeland advised that the CAL FIRE internal process does not include State Fire Training. B. Stangeland stated that there are discussions frequently, and it would be advantageous to bring the groups together to create one project instead of having parallel projects. They are open to input from all cooperators. B. Stangeland is trying to get into the next available Facilitated Learning Analysis (FLA) class, which will take place in San Diego in 2020.

Ann Rosales offered that the curriculum is 80% completed. A review by the Subject Matter Experts is the next step to review the scenario developed. The plan is to have a finished product prior to offering the class. This will be scheduled once that takes place.

## **XI. Adjournment**

Meeting was adjourned at 11:26 a.m.