
FIRE ALARM WORK GROUP MEETING

Meeting Minutes – January 20, 2026

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Contacts:

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I. CALL TO ORDER AT 8:00 AM

- A. Welcome/Introductions – Members introduce themselves
- B. Agenda/Minutes Review – Crystal Sujeski

II. OLD BUSINESS

- A. Drafted Charter – Status Update (Sujeski)
 1. Crystal Sujeski explains that the charter is a guideline for the work group
 2. Travis Tyler reads through the drafted charter:
 - i. Kevin Scott asks about second sentence that states, "...evaluate and recommend improvements to the State Fire Marshal through communications...", he believes that a word is missing to make the sentence complete, Crystal Sujeski adds developed to say "...evaluate and recommend improvements to the State Fire Marshal developed through communications...". Travis Tyler still feels like something is missing, David Secoda suggests splitting this sentence into two and mentions a few options on how that could be done. Crystal Sujeski states that this is a draft and offers to post the charter to the website to be worked on next meeting after members read the charter and add their suggestions. Tyler Travis agrees. Sujeski highlights the first paragraph as needing work.
 - ii. Travis Tyler continues reading.
 - iii. Crystal Sujeski asks about changing section 907 to just Chapter 9 to include everything, she also mentions that chapter 10 has some relevance. Kevin Reinertson says to leave it broadly to Title 24 but specify fire alarm requirements throughout the title. Richard Roberts wants to broaden the scope slightly, adding signaling along with fire alarms within the California Fire Code. Kevin Scott says to state "detection" instead of "signaling" and asks if gas detection is part of the goals of the work group. Crystal Sujeski says that the original request was to go over Chapter 9. Richard Roberts mentions that NFPA 72 includes multiple types of emergency communication, which is why he wanted to add signaling along with alarms. David Secoda mentions that the charter shouldn't be too technical, and that the goals should be broad enough to cover stakeholder issues and narrow enough for the work group to be focused. Kevin Reinertson suggests going through the

full document and have comments submitted between now and the next meeting. Richard Roberts agrees.

- iv. Travis Tyler continues reading.
- v. Crystal Sujeski says that the charter was based on the Child Care work group charter, but it needs more work. Kevin Reinertson asks about the organization of the committee. Sujeski states that the work group reports to the fire alarm advisory committee, but they have no voting power over the work group. The committee will be updated on the work group's work, but final decisions will be submitted to the State Fire Marshal, not the advisory committee.

III. NEW BUSINESS

A. Timeline – Update

1. The documents submitted by the work group are still under review, so they can't be discussed
2. Crystal Sujeski shows where to find Part 9 on the [Building Standards Commission website](#). It can be found under the 2025 Triennial Edition at Part 9 – California Fire Code, that link goes to the International Code Council (ICC) code. In the ICC code: red is a California amendment, green is an emergency regulation, and black is model code.
3. Crystal Sujeski shows where to find the commission meetings on the [Building Standards Commission website](#). Minutes from the [January 14th meeting](#) have not been posted yet, but the [recording has been posted](#) to CBSC's YouTube channel, the relevant discussion regarding AB130 is around 30 minutes into the video.
4. Crystal Sujeski then shows the 2027 Triennial code, stating that the model fire codes will be published in the Spring, influencing the future work of this work group. Because the work group doesn't know what these codes will look like and the group expressed low interest in postponing meeting until then, Sujeski suggests looking at the legacy California amendments and dive deeper into the intent of those amendments and if they are still needed. Travis Tyler agrees and specifies looking at Section 907 initially while paying attention to the movement of proposals through the cycle. Richard Roberts states that ICC says that 915 is on the consent agenda so that language is set. Kevin Reinertson adds that the group should work on items that the commission may not approve. He also asks if the work group will be comprised of recommendations to international or national code or just work on California code changes. Sujeski states no, this group is just focused on the California Fire Code. Kevin Scott asks if the group is looking only at chapter 9 or is the group looking at fire alarm requirements in the fire, building, and residential code not covered by other work groups. Sujeski states that the first goal in the charter as written covers everything, as it now includes changes recommended by Kevin Reinertson, Richard Roberts, and Kevin Scott previously during this meeting. Kevin Scott mentions that another bullet point contradicts that point, as it only mentions Chapter 9. David asks about the fire alarm control panel, stating that the work group may be able to narrow our scope to reference fire alarm control panels.

- B. Proposals
 - 1. None

IV. ROUNDTABLE

- A. Sujeski asks members to look at the posted draft and have recommendations ready for next meeting
- B. Sujeski mentions the new OSFM committee and Workgroup Updates newsletters that you can subscribe to on the [OSFM website](#). Work group updates will be sent from both the Title 24 and Work group update email lists until enough people have signed up for the Work group emails, at which point work group information will no longer be sent from the Title 24 rulemaking updates.
- C. Kevin Reinertson asks about sub-groups to be created or developed, Sujeski states that will be discussed next meeting after the BFO meeting in February, at which point the group will know what will need focused discussion.
- D. Travis Tyler mentions creating a standardized way to create and provide information coming from the work group.

V. PUBLIC COMMENT

- A. None

VI. UPCOMING MEETING DATES FOR 2026

- A. Meets the third Tuesday of each month
- B. Next Meeting: March 17, 2026

VII. MEETING ADJOURNMENT AT 9:05