CAL FIRE - Office of the State Fire Marshal
Fire Alarm Work Group - Charter

PURPOSE

The Fire Alarm Work Group is created by the State Fire Marshal. The purpose of the work group is to provide advice to the State Fire Marshal through communications at meetings between the CAL FIRE – Office of the State Fire Marshal (OSFM), representatives of industry, state agencies, the fire service, and other partners. The work group will provide a forum for identifying and discussing improvements to building codes and standards, and for soliciting comments and technical input on issues specific to fire alarm systems. The work group will review existing amendments to the California Building Standards Codes for applicability, redundancy, or obsolescence resulting from updates to National Standards and ICC model codes. The work group will also consider and recommend new amendments to the California Building Standards to address emerging technologies and identified fire alarm issues or concerns.

GOALS

1. Identify and address areas of confusion, inconsistency, or potential conflict within Title 24, including the California Fire Code (CFC), California Building Code (CBC), California Mechanical Code, and California Electrical Code (CEC), as they relate to fire alarm systems.
2. Evaluate the continued relevance and effectiveness of existing California-specific amendments in light of recent updates to ICC model codes and national standards, including NFPA 72.
3. Identify and eliminate redundancy by aligning California-specific amendments with national model codes and standards, where appropriate.
4. Develop and recommend updated code language or revisions to the State Fire Marshal that improve the clarity, consistency, and applicability of California's fire alarm requirements.
5. Promote statewide consistency and clarity in the application, interpretation, and communication of fire alarm requirements.
6. Ensure proposed regulatory changes are cost-effective, attainable, and supported by sound science and technical justification.
7. Foster innovation by facilitating the timely consideration and adoption of proven materials, technologies, and fire alarm system advancements in California.

OBJECTIVES

- Review the history, sources, and original intent of the California amendments in CFC/CBC Section 907.
- Develop an assessment format (e.g., matrix) and tracking method to systematically evaluate each amendment.
- Conduct a comprehensive analysis of CFC Section 907 to identify obsolete, redundant, or conflicting amendments.
- Compare California amendments with current ICC model codes, IAPMO UMC, and NFPA 70 & 72 to assess alignment and improvements.
- Engage stakeholders—including industry experts and fire service professionals—for feedback and technical input.
- Draft and recommend revisions that improve code clarity, eliminate redundancy, and maintain or enhance fire and life safety standards.

WORK GROUP LEADERSHIP

Members of the Work Group shall be open to interested parties as well as the following:

- The State Fire Marshal or their designee.
- A Fire Alarm Advisory Committee Member or State Agency representative (i.e., The Division of the State Architect (DSA), Department of Health Care Access and Information (HCAI), etc.).

The State Fire Marshal may decide to add any other appropriate stakeholders. The Work Group chairperson shall be a member of the Code Development and Analysis Division and a Co-Chairperson representative from the OSFM Fire Alarm Advisory Committee or a State Agency representative.

MEETINGS

- Schedule-
  - The Chair and Co-chair shall determine the meeting times and frequency.
- Location-
  - Meetings shall be regularly scheduled virtually.
  - Meetings will not be canceled without cause.
- Sub-Groups-
    - May be formed to address specific technical topics.
    - Recommendations will be presented to the main work group for discussion and voting.

To ensure consistency and transparency, the following shall be adhered to:

- An approved, published agenda,
- Meeting minutes,
- Voting requirements-Consensus based.

Rules for recognition and timelines for debate will be suspended unless enacted explicitly by the chair or co-chair.

Meetings may be rescheduled if the work group finds a scheduling conflict where most interested parties cannot attend.

A simple majority of the entire work group will pass a motion.

All participants may submit informational, discussion, and/or action items for the agenda before the meeting. Agenda items will take precedence, and non-agenda items may be transacted upon if time permits.

To the maximum extent possible, even though not required by law, the work group shall follow the Bagley-Keene Open Meeting Act. This includes, but is not limited to, published notices and agendas, meetings open to the public, and voting on agenda items that require it.

WORK GROUP PROTOCOL

The work group will operate under the following leadership structure:

- **Chair:** Chief of Code Development & Analysis or designee, serving as the designee of the State Fire Marshal.
- **Co-Chair**: Designated representative from the OSFM Fire Alarm Advisory Committee or another State Agency.

PROCESS

- The Code Development and Analysis Division will provide administrative support to the work group.
- Agenda items should be submitted to the work group coordinator a minimum of 15 days before the scheduled meeting date.
- Minutes will be taken at each meeting that captures the essence and actions of the meeting:
  - Minutes will be posted on the Office of the State Fire Marshal website.

RESPONSIBILITY OF THE CHAIR

- Interpretation and decisions are the purview of the chair or co-chair.
- The chairperson has the authority to set time limits on any agenda item.