

***CALIFORNIA FIRE TECHNOLOGY DIRECTORS ASSOCIATION***

**ZOOM MEETING MINUTES**

**Thursday, June 2nd, 2022 1302 Hrs.**

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| **ATTENDANCE** |
| **Caryn Petty** | **State Fire Training** |
| **Brandon Erickson** | **State Fire Training** |
| **Jeff Seaton** | **South Bay** |
| **Gail Warner** | **Imperial Valley** |
| **Jeff Baumunk** | **El Camino College** |
| **Ron Cripe** | **Modesto City College** |
| **Peter Cacossa** | **Fresno City College** |
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1. **Call to Order:** President Cacossa called the meeting to order at 1302.
2. **Welcome/Introductions:** Pete welcomed the group
3. **Approval/Changes to the Agenda:** Motion to approve by Gail Warner, second by Jeff Baumunk.
4. **Approval of Minutes:** Motion to approve the March minutes was made by Jeff Baumunk, second by Peter Cacossa.
5. **Financial Report:** The Treasurer’s report was not available.
6. **Correspondence:** Peter reported that there is no correspondence to report.

# Standing Committee Reports:

* 1. **STEAC Report:** Gail Warner reported on CFSTES task book overview wanted to let everyone know that SFT no longer initiates task books. The task books are initiated by a designee or authorized Fire Chief and no longer accept digital such as DocuSign or Adobe Sign.
* Scenarios and interviews are options for job performance requirements
* **Accreditation:** The accreditation that we have through IFSAC/ProBoard is for Firefighters 1 and 2. State Fire Training is looking at getting accredited for more certifications. The State looked at Washington, Alabama, Tennessee, and Illinois for pumpers, instructor 1 and 2 certifications, company fire officer certification, and fire apparatus driver operator. Looking at how many questions the State used for the cognitive portion of the exams for certifications. They also looked at what they required, whether it was psycho motor skills, portfolio, or project. Other states have different requirements.
* **Curriculum:** State Fire Training is looking to update various curriculums for fiscal year 2022-2023.

**Caryn Petty contributed the following to the STEAC report**

* In response to AB1103 State fire training is developing curriculum that provides education regarding basic fire behavior communications during a disaster or emergency incident along with command structure for farming areas.
* Other curriculum updates include-Machinery Rescue, Fire Investigator updated to new NFPA Edition, and Marine Firefighter for land base firefighters, and Fire Control 4 is being updated from the 2015 curriculum.
* Curriculum updates for Firefighter 1, Company Officer, Chief Fire Officer, and Fire Chief will not require a cadre.
* FSTEP courses that will NOT require a cadre include: Fire Control 1 and 2, Animal Technical Rescue, River and Flood Rescue and Open Water Rescue Boat Operator.
* River and Flood Rescue Tech Task Book Update
	+ Intent to require Instructor Trainee Task Book to verify instructor appropriateness
* S-223 Fireline Medic Curriculum Adoption
	+ New curriculum is now an FSTEP course in alignment with FIRESCOPE and the EMS Specialist group
* Structural Collapse Specialist 1 and 2 (2021)
	+ Approved without comment
* Confined Space Rescue (2021)
	+ Approved without comment
* Defensible Space Curriculum/Pilot Courses
	+ Developed in response to SB38 for property inspections in high hazard severity zones.
	+ Increase in personnel qualified to perform inspections
	+ Pilot deliveries underway for adoption in Fall
	+ Moraga Orinda (May), Tahoe (June) if interested
* Blueprint 2030
	+ Rescheduled to August 2022
	+ Participants to be appointed by CFTDA STEAC Representative
* National Accreditation Expansion
	+ Driver/Operator
	+ Instructor
* Accreditations
	+ Upcoming Accreditations-Letters went out via postal service and emails notifying colleges of upcoming Re-Accreditation.

The following colleges are due for Re-Accreditation:

* + Modesto Jr College
	+ Shasta College
	+ College of San Mateo
	+ American River College
	+ Chabot College
	+ Cosumnes River College
	+ **Instagram-**@calfire\_statefiretraining is now live. SFT intent is to cross post everything that your colleges are doing to get students to attend your colleges. It will also be used to publicize any training you are doing.
	+ **Office of the State Fire Marshal (OSFM) Centennial Celebration-**OSFM will be celebrating 100 years at the end of this year and spring of 2023 you can expect special events.
* State Fire Training is seeking input from STEAC for the following courses or Certification tracks-Tower Rescue, Dive Rescue and water rescue courses.
* There was a discussion of the cost associated with random and mandatory skills SFT sent out a survey and determined that existing mandatory skills don’t incur any extra cost or staffing. SFT created a tiered system for random skills so ARTPs will not incur additional cost for academy testing. Caryn Petty commented that SFT categorized the different skills based on time associated, staffing associated, and materials cost associated along with the sets and reps and all of the things that go into the skills identifying them as easy needing part and identifying them as being easy to hard so when you draw your random you never get three hard random skills. The idea that you would get an easy, medium, and hard so it is evened out to get one of each.
* Confine Space Rescue curriculum was updated and correlates with SFT Confined Space Awareness curriculum with NFPA 1006. The course length did not change. There was no content change besides minor editorial and grammar revisions. The instructor requirements do not have to meet SFT requirements for registered instructors, and existing registered instructors will be grandfathered in. Newly registered instructors must meet the minimum requirements and complete the awareness course, complete an application, and pay fees. Confined Space Technician Instructor will have to take the course, complete an instructor task book, deliver two SFT technician courses, and obtain from the Fire Chief attesting to the education and experience of the instructor. Candidates with an open Confined Space Technician 2008 Primary Instructor Task book have until December 31, 2022, to complete the requirements.
* Ron Cripe asked Caryn Petty if there is a mechanism to give colleges an extension to make the necessary changes to their curriculum because of the time it takes for the curriculum committees to review and approve changes. Caryn Petty said no. However, there is usually a six-month overlap to try and capture that curriculum committee that most colleges are subject to. Caryn said there should be a mechanism in place to do an expedited process for curriculum approval. For example, the Confined Space Rescue class that is taught in your academy shouldn’t have any changes to your catalog. We try to be mindful of the fact that the stuff taught at the college level, we don’t want to mess too much as far as hours or changes to the curriculum because we know the curriculum committee can take some time. Ron Cripe described the long process of getting the curriculum through the committee and wanted to make sure that changes to the curriculum from the State get out as quickly as possible. Caryn Petty stated that when SFT does touch curriculum, it goes to STEAC for information only that first read which allows the committee to have their eyes on it and allows for changes or edits. The next quarter it comes back of a live vote that would make it “hit the streets.” Caryn and Gail will coordinate on how to get draft course plans to CFTDA to begin curriculum changes. Generally, if there are changes to the curriculum, it doesn’t affect the hours. It would affect the verbiage or flow of the course. Gail Warner suggested going to the STEAC website to review the curriculum changes for Confined Space. Discussion ensued to push through the curriculum that SFT has changed in a timely manner in order to maintain accreditation.
	1. **SFT Report:** Caryn Petty reported on the following items of interest occurring at SFT:

**Curriculum and Certification Updates**

* State Fire Training has relocated to downtown Sacramento with minimal parking available. The new address is 715 P Street, Sacramento, CA 95814. The office does not have a walk up counter please continue using the SFT PO Box.
* Staffing updates:
	+ - Marisol Ramos – EOS with SFT, June 2022
		- Rene Rose – retiring August 2022, celebration pending
		- Kirsten Fonseca – extended medical leave, cards are welcome
		- Kristahna Fiattarone – extended medical leave, Fall 2022 return
* Caryn advised that the final approval vote for Compliance Based Structural Collapse and Confined Space Rescue has been pushed to the August STEAC meeting. The curriculum will be made available on the SFT website in draft form. The proposed requirement of Rescue Systems 1, 2, and 3 has been pushed back to December 2022. The deadline to complete the Rescue System task book has also been pushed back to December 2022. Structural Collapse changes were made to align with National Standards.
* **2021 Curriculum**
	+ **Structural Collapse**
		- Proposed retirement delay of RS1 to December 2022 with RS2 and RS3 (per May 2022 SBFS quorum)
		- Structural Collapse Technician 1 and 2 - this new curriculum will be replacing Rescue Systems 1, 2, 3. The new courses are in alignment with NFPA 1006 professional qualifications.
		- Will be posted as draft pending SBFS final approval (August 2022)
	+ **Confined Space Awareness and Technician**
		- Confined Space Rescue - the updated courses are in alignment with NFPA 1006 professional qualifications.
		- Will be posted as draft pending SBFS final approval (August 2022)
* **2022 Curriculum**
	+ **Vehicle Extrication**
		- Common Passenger Vehicle Rescue (Vehicle Extrication) course and a new Heavy Vehicle Rescue course have been developed by a curriculum development cadre using NFPA 1006 professional qualifications.
		- The courses will be presented to STEAC in July 2022 for a first read.
	+ **Trench Rescue**
		- Alignment with 1006, no change to time or cost.
		- All current instructors will be able to teach new curriculum
		- STEAC in July 2022
	+ **Fire Fighter Survival and Fire Fighter Rescue (RIC Ops)**
		- Course has been reviewed, updated, and enhanced for currency and relevancy. The course will be presented to STEAC in Fall 2022 for a first read.
		- FFS 16.0
		- FFR 24.0 (formerly RIC Ops)
		- The courses will be presented to STEAC in Fall 2022 for a first read.
	+ **Maritime FF (June)**
		- Awesome cadre formed, meeting in Sacramento in July 2022
	+ **FC4 (May)**
		- FC4A – Ignitable Liquids and Gases Awareness/Operations (12 hour)
		- FC4B – Ignitable Liquids and Gases Technician (12 hour)
		- Current Senior and Primary instructors will be able to teach new curriculum
		- No substantial cost to base class (FC4), extracted pipeline for standalone course. 12-hr and 12-hr, respectively.
		- STEAC in July 2022
* **Distance Education**
	+ Only ALAs and ARTPs
	+ Not COVID-specific, remains an option
	+ Instructor in high demand-If you have the means to offer Instructor courses online it is way to capture new students statewide. Caryn mentioned that they have sample course request for Instructor I and II, Peter will look at the SFT Toolbox for any sample request.
		- Ethics Course-They offered their first course online and are entertaining, creative ideas. Anything in the catalog is free game. Jeff Baumuck asked Caryn if the new FC4 curriculum would require instructors to complete a task book to become instructors. Caryn responded yes, it is much easier now that we are doing away with Senior and Primary Instructor by only having one level of instructor. Gail asked Caryn if SFT is considering two written tests, one for IFSTA and one for JBL. Caryn responded that it is still a consideration, and it is an ongoing conversation when they start looking at doing the FF rewrite—still having a conversation on figuring out which is the best book. Brandon Erickson agreed with Caryn’s assessment, but it would be after the 1001 update, which is scheduled for 2024, which means we are about 1-2 years out. If you have any suggestions or recommendations, contact Brandon or Caryn, as Brandon is researching the issue. Brandon expressed concern about making it more challenging for students and the added workload and discussed NFPA rewrite schedules for Firefighter, Hazmat, and Wildland.
	+ Gail asked if there would be a Zoom option for the Fall September/November meetings. Peter replied, yes, there will be a Zoom option.
* **Fire Fighter Certification**
	+ 2013 retirements and application processing update
	+ Certification Exam tiering system
	+ Modified FF Skill Sheets require review and approval from SFT prior to use/implementation
	+ Exam Requests – minimum 6 weeks prior to start of first module
		1. Utilize most-current version of Form and Roster from website
		2. Notation in accreditation files for non-compliance
	+ Timely return of results
	+ Responsibility of Academy to verify candidate prerequisites are satisfied
		1. CSRA, FC3, etc.
		2. Outside/Alternate Candidates: Verification of training
		3. Retake Candidates: ensure approval attained from SFT prior to participation
		4. Documentation may be requested at any time from SFT

## **Chief Fire Officer Certification – Associate Degree Requirement**

* + Effective January 1, 2021, State Fire Training is accepting applications for Chief Fire Officer Certification without an associate degree. This temporary exception allows applicants to submit the equivalency in a combination of both education and experience. Applicants are required to meet all certification requirements and apply on or before December 31, 2022. Interested persons should review the [Chief Fire Officer Certification – Associate Degree Requirement Informational Bulletin (PDF)](https://osfm.fire.ca.gov/media/lf2an3uh/2020-12-cfo-degree.pdf) for further details.
* **Authorized Signers**
	+ If there has been a change to your agency leadership and/or Training Division designees, ensure agency Authorized Signers in SFT system are up-to-date
	+ Example template letter: <https://osfm.fire.ca.gov/media/kttla4r5/firechief-authsignatorysampleletter.docx>
	+ The letter can be emailed to Diane.radford@fire.ca.gov
	+ Email Caryn Petty for confirmation that you have a letter for authorized signers on file for SFT
* **Task Books**
	+ Docusign/digital signatures for the Authorized signers not accepted by SFT
	+ Make sure to use complete dates when completing the Instructor Certification Task Books.
		1. Must list month/day/year on JPR, Teaching hours, and experience.
* **Letters**
	+ A separate verification letter must be supplied for varied application submittals.
		1. A single letter may not be used to address both Registered Instructor and Registered Lead/Skills Evaluator.

# Old Business:

# Vector Solutions- Peter discussed that we would revisit it at the September meeting. We will see who would like to venture out to see if we can use Vector Solutions for Evals and how to connect with your local department and how to get the per student/person cost down.

# Fresno Pacific Bachelors in EM-Chief McAfee gave a presentation during the last meeting on Fresno Pacific Bachelors in Emergency Management.

# UL Presentation-Chief Alkonis gave a presentation during the last meeting on how UL research aligns with our fire academies.

* **2022 Meeting Locations**

**Sept 22 South-Bay Training Center, Nov 17 Consumes College**

* **2022 Board Vacancies**

Scott Jaeggi will be resigning his position as Treasurer this year. Nominations for the position will take place at the November meeting in Consumes.

# New Business:

1. **NFFF Opportunities-**Peter introduced Jeff Seaton. Jeff Seaton will forward links to Peter from National Fallen Firefighters Foundation (NFFF) to distribute to the group. Peter discussed the NFFF programs at Fresno City College, which are incorporated into their FESHE classes. Students are given the opportunity to complete the modules at home and bring in their certs to qualify to receive an NFFF Challenge coin. Jeff mentioned that NFFF has affiliation agreements with fire departments and colleges. NFFF was asked if they could potentially work with Peter and our Executive staff to create an affiliation agreement with our Tech Directors as a whole. NFFF will offer various Train-the-Trainer classes that our instructors could attend and bring the programs back to our colleges. There is no cost to our programs. Peter discussed the different courses they offer, such as Calculating your Leadership Quotient, Crew Resource Management, Attributes of Leading, and several other courses.The courses can be delivered in your academies or in your college courses. Peter invited Chief John Tippett to attend one of our meetings and make a presentation about the NFFF courses and affiliation agreements. Jeff Seaton reminded everyone that their Annual Safety Summit would be held in San Antonio, Texas, on September 19-21, 2022. NFFF will be presenting at the CALChief’s meeting on September 13-15, 2022, in Sacramento, CA.
2. **Next meeting will be September 22nd South Bay Regional Training Center, Nov 17th will be held at Consumes College**

# Roundtable:

* Ron Cripe shared that Modesto City College is recruiting for a full-time EMS instructor. They completed their academy in April. They are finishing the old budget, preparing for the new one, and preparing for their Accreditation visit at the end of January or beginning of February 2023. Looking forward to attending the September meeting.

# Caryn Petty shared that they are also recruiting.

* Peter Cacossa had an active duty military member participate in a bridge program with their agency and worked with them for six months while being paid by the Air Force. This individual also applied for a job with the Office of State Fire Marshal but was hired by the Tulare City Fire Department as the new Fire Chief. Fresno City College continues to build its training center. They are dealing with a problem with their Fire Protection Plan. They are working with Fresno County Fire to handle it. We will begin getting buildings on site from AMS and Manteca. Hopefully, they will be open late summer of 2023. Class 57 will be graduating on Friday, June 10th. Looking forward to attending the September meeting.
1. **Adjournment:** Pete officially adjourned the meeting at 14:03.

Respectfully Submitted: July 26, 2022

Ray Mosack, CFTDA Secretary