



California Fire Technology Directors' Association Meeting

San Francisco Fire Department Training Center; San Francisco, CA

November 18, 2010

Meeting Minutes

Attendance:

Randy Collins,	Santa Rosa JC	Terry Koeper, Crafton Hills CC	Koeper,	Crafton Hills
Bill Long,	San Francisco CC	Jim Connors,	San Francisco CC	
Tennis Tollefson	Sierra College	Dan Coffman,	CSULA	
Keith Marshall	College San Mateo	Joe Doherty,	Columbia College	
Marty Walsh,	Miramar College,	Ron Johansen,	Las Positas College	
Don Mahany,	Santa Ana College	Bob Buell,	Chabot College	

I. Call to Order/: President Dan Coffman, CSULA called the meeting to order at 9:20

He shared that Rodney Slaughter had surgery yesterday and is expected to be released Friday.

Jim Connors, San Francisco CC introduced San Francisco FD Chief Joanne Hayes-White. Chief Hayes-White welcomed the group to SF and inquired into the issues the group is facing. A short Q & A session followed.

Self-Introductions followed

President Coffman asked if there were any changes to the agenda. Ron Johansen, Las Positas College inquired as to status of the level I curriculum. The group voiced concerns regarding requirements to update classed every 5 years using state curriculum that is much older. A greater discussion regarding this topic followed..

Jim Connors, San Francisco CC asked regarding the requirement to go to Chancellor's office for programs that reach 18 units be added. Ron Johansen will add as item H under new business.

II. Approval of Minutes: Minutes had not been distributed and were unavailable for review and approval.

III. Financial Report: Terry Koeper, Crafton Hills CC reported a balance of \$19,111.03 after the Santa Maria meeting with some dues checks ready to be cashed. Dues notices will be sent out by President Coffman

Motion: The group consensus. A vote on approval of the Treasurer's report passed unanimously.

Terry Koeper stated if there is continuing interest for CFTDA shirts he will place another order. After a short discussion it was agreed to place an order

IV. Correspondence: President Coffman reported receiving emails on text books for the new Safety Class. Tennis Tollefson Sierra College indicated he had been in contact with Cathy Fagen at Delmar Cenge publishing and the text will not be out until Fall 2011 *Understanding the 16th Life Safety Initiatives*. Randy Collins, Santa Rosa JC indicated it is available from IFSTA. Dan added almost all material is available on-line

V. Reports:

A. **CFTDA Officer's Report:** Dan Coffman spoke to the process of updating SLO's and following the FESHE Matrix process. He also reported that Tim Capehart is currently doing his Comps for his Masters Degree, Ken Soltis is recovering from by-pass surgery and is still interested in being President.

B. **State Fire Training:** No report. Dan Coffman recommended the Members to contact the State Fire Marshal Web Page and sign up for the *Fireline* on-line newsletter <http://www.osfm.fire.ca.gov/fromthechief/fromthechief.php>

C. STEAC Update:

- Randy Collins, Santa Rosa JC spoke about his experience at October's STEAC re: the Volunteer Fire Skills program. A discussion followed.
- **Instructor/Student Ratio for CFSTES/FSTEP Classes:** Tennis Tollefson reported on STEAC not approving the request to allow a Skills Evaluator for Training Instructor classes > than 16 students rather than a 2nd Master Instructor.

Ron Johansen, Las Positas College shared that his College is not happy with these ratio's since it does not make them economically viable. A discussion regarding the relationship between State Fire Training, Cal Chiefs, the State T/O's and the Community Colleges followed. Joe Doherty, Columbia College inquired what the definition of a *Qualified Skills Evaluator* is. Dan Coffman said he would try to get the definition. One outcome was a suggestion to make a goal for 2011 to conduct an outreach to Cal Chiefs to solicit their support for the Community College fire programs.

- **Fire/Chief Officer Committees:** Dan Coffman reported that he is still looking for persons to serve on committees to update the Fire Officer series. Will contact State Fire Training on the schedule for Class Committees and the current membership of each.
- **Volunteer Firefighter Standard Comments Requested On-line:** Randy Collins added to his earlier report that since State Fire Training has the program is on a 2 year plan, that he not waiting and is moving forward to adopt the curriculum locally. He anticipates that as the program continues in a variety of locations throughout the State, it will eventually gain acceptance at the State level.
- **Fire Prevention Series:** Dan reported that the committee agreed to bump the number of students to 40 in the level I classes (the draft proposed 30). Bill inquired if the new Officer series will require both Prev. IA & B. Dan reported the new Officer series will require just one prevention course. A discussion about the delivery of prevention courses followed.
- **10 Hour Days for CFSTES Classes:** Tennis Tollefson asked for a dialogue regarding an interest by his instructors to teach 10 hour days (4-10's instead of 5-8's). Randy indicated if it is not in the RIO manual, there should be no prohibition. Marty Walsh, Miramar College indicated it may be an accreditation issue. Ron Johansen indicated the 2-4 shift schedule most the fire service follows is a good argument in itself to offer in this format. *Terry Koeper suggested this be established as a goal for 2011.*

D. **Chancellor's Public Safety Advisory Committee:** Dan Coffman reported that the next meeting is December 4th and new members will be appointed. The composition includes 1 Law, 1 Corrections and 2 Fire (currently Art Cota and David Senior) 1 is to be from CFTDA & one from the "Industry". Dan will share with us when he learns what positions need to be filled.

- E. **FESHE Report:** Terry Koeper first shared some background on FESHE, its relationship with the NFA and the difficulty in getting persons to serve in the FESHE Coordinator's position in Emmitsburg due to low pay. Currently, the position is open. Because this process is continuing to evolve, the support letter approved by the Board has not been sent yet. Dan Coffman encouraged the membership to attend the FESHE Conference in Emmitsburg (June 1-4 in 2011).

VI. Old Business

A. Ad-Hoc Committees

- **SFM Rewrites:** Dan Coffman will check future schedules of the re-write committees and advise the group of future openings
 - **Tracking Student Successes:** Don Mahany, Santa Ana College conducted a presentation on Santa Ana's program that tracks their students: a Facebook style website originally developed by their Art Dept. for dancers that uses "Ning.com" that allows you to set up groups by discipline. The cost is minimal (as shared approx. \$50 annually). It allows videos, pictures, job opportunities, survey monkeys, etc. It also allows an alumnus to post professional information about themselves (Power Point attached)..
 - **SLO Revision:** Dan ofmman reported that the Committee headed by Natalie will need to re-visit and update the SLO's.
 - **Community College Compendium:** Dan Coffman is working on the document and identifying all Colleges that have Fire Programs, particularly on-line classes (which will be more important with the impending cuts).
 - **Website:** Dan Coffman reported Tim Capehart had contacted Fluxar to contract this service out which they will do for a rate of \$60 an hour. Terry Koeper asked who will be the point of contact for rosters, etc. Answer. Tim.
 - **By-Laws (postponed to next meeting).**
 - **Model SFM Classes Re-write grant:** Dan Coffman suggested since we are the delivery system for most classes that it would be in our best interest to seek a grant to fund any participation in this process.
- B. **Safety Class:** Dan Coffman asked for those who were interested in obtaining the text for this book to contact him. Bob Buell, Chabot College shared some of the components of their safety course that they are currently offering.
- C. **Donation to Kelleher Scholarship:** Dan Coffman will be making a presentation at Riverside's graduation on December 14th to be made in recognition of Past President Phil Kelleher.
- D. **Conference Calling at CFTDA Meetings:** Dan Coffman reported that he is working with Natalie Hannum, Riverside CC to develop the capability through CCCconfir program.

VII. New Business

- A. **Nominations for Board Positions:** Dan opened the floor for nominations for President: Ken Soltis, V-President: Steve Dixon, Secretary: Jamie Hirsch and Treasurer: Terry Koeper. Marty made a motion to accept the nominations as presented. Second by Don. The verbal vote was passed unanimously.

Nominations for STEAC: Randy made a motion to nominate Jim Connors as the primary Northern Rep. Second by Dennis. The verbal vote passed unanimously.

Northern Rep. Alternate: Nominations were for Joe Doherty, Tennis Tollefson and Randy Collins. Tennis Tollefson Sierra College was voted in using a paper ballot.

- B. President Ex-officio on STEAC & PSAC:** Suggested by Ken Soltis to change the Bylaws to reflect this.
- C. General Matrix for the FESHE model:** Terry Koeper asked that the item get tabled until the February meeting. Dan reminded the group that the FESHE matrix is a useful tool to allow you to find equivalences from different states (on the FESHE website).
- D. Members paying their own travel:** Dan Coffman reported this item was added since most Colleges have had their travel budgets cut. Marty reminded the group that Perkins grants allow money to be used for professional development.
- E. Recognition for Vendors:** Dan Coffman reported that he would like to recognize all the vendors who have been helpful to us before leaving his office. To that end, he will prepare a Resolution to present at the February meeting and asked the group to send him the names of anyone (and their vendor) who you feel deserves this recognition. He would also like to extend recognition to members of our own organization who are deserving. Look for an email from Dan Coffman.
- F. Workshop on Best Practices for Core Classes:** Dan reported on his discussion with Ken about conducting workshops (north & south) for instructors of the core courses we offer to generate a venue for the exchange of ideas (starting with the Safety Course). *He and Ken see merit in the idea and would like feedback from the membership.*
- G. Equivalency for Comm. College Instructors:** Dan Coffman reported that the Academic Senate is again pushing to have anyone instructing in the College system to have an AA degree (including modules in our Academies), by examining a Community College's Equivalency process..
- H. Chancellor's Office Requirement for Programs > 18 units:** Jim Connor asked if State Fire Training initiates a course requirement that pushes your program over 18 units, does State Fire Training get approval from the Chancellor's office. Answer: No. Title V requires all Certificate and Degree programs with 18 units or greater require CCCO approval, those under that limit do not.

VIII. Roundtable:

- Bill Long, SFCC voiced concerns about what he perceives as a disconnect between the community colleges and State Fire Training.
- Jim Connor queried if anyone is experience a shortage of enrollment in Officer courses due to budget cut backs. Many nods from the group.
- Terry Koeper, Crafton Hills CC will be graduating their 73rd class in December. Is experiencing problems with departments that obtain SAFER grants and then desire spontaneous academies.
- Ron Johansen thanked the group for allowing him to participate.
- Marty Walsh reported they obtained approval to build a new facility.
- Randy Collins requested the group keep an ear out for surplus SCBA's. His are 25-30 years old and he badly needs more current ones.
- Randy added that he will be accepting applications soon for Adjunct Instructors, in particular those who can develop and instruct on-line classes.
- Dan Coffman reported the California Fire Museum was given 3 acres at the old El Toro air base. He will also be working to take the Steamer to New York next year for the 9/11 ceremony.

IX. Next Meeting: Firehouse World, San Diego, March 1st & 2nd, 2011.

Submitted by: Randy Collins, Fire Tech Director Santa Rosa Junior College 11/19/2010
 Edited by President Dan Coffman 12/6/2010