



## California Fire Technology Directors' Association Meeting

Santa Maria, CA

September 30 - October 1, 2010

### Meeting Minutes

Dan Coffman Pres.  
Natalie Vice Pres.  
Tim Capehart Sec.  
Terry Koeper Treasurer

#### **Members Present:**

Dan Coffman, Ann Yontnaga, Terry Koeper, Michael Keefe, Joseph Norvell, Andy Densmore, Tennis Tollefson, Dennis Wiskus, Ken Soltis, Donald Mahany, Jason Hosea, Natalie Hannum, Tony Osa, David Senior, Steve Dixon, Marty Walsh, Randy Collins, Steven Shull, Jamie Hirsch, Anne Cremerosa, Tom Turner, Tim Capehart.

**Call to order:** @9:00 am

**Approval of previous minutes:** Passed unanimously, Dixon made the motion.

**Financial Report:** \$20,123.08 as of 1<sup>st</sup> march 2010. Passed,

**Correspondence:** Dan wrote two letters one for the \$1000.00 for Phil Kelleher scholarship. His health is not doing well.

The second letter was to the state fire marshal office to discuss increasing the student to instructor ratio from 16 to 1, with a cap of 25 with two inst., increase to 32 to 1.

Ken mentioned that they are having a hard time filling the Inst. 1-C class. Title 5 requires Inst. 1-A and 1-B, not 1-C.

**Vender Presentation:** Presentation by 911 interviews.com, they shared there website with the group and offered to help students in the areas of preparing for oral interviews. They passed out disks and information on their service.

#### **Hancock Presentation:**

Andy, from Allan Hancock College made a presentation about their new public safety training facility, which is slated to cost \$180 million.

#### **Reports:**

##### **A. CFTDA Officers Report:**

- B. State Fire Training:** <http://osfm.fire.ca.gov/training/training.php>  
<http://osfm.fire.ca.gov/fromthechief/fromthechief.php>

**Old Business:** Coffman started off with an issue of concern, State Fire Training Instructor limit to 16 to 1 student ratio. Natalie talked about the history of the issue, Natalie asked other colleges to provide data for a compiled response to the SFT. Bill Long made a Resolution to Rescind the 16 to 1 ratio, Natalie second it. Dan ask that we consider cost and what is the pedagogy. 16 colleges raised their hands that their college requires minimum student ratios of more the 16 to 1. Vote taken and passed with one abstention by Tenance. Update the compendium, "Natalie, Tim, Steve San Francisco will be on the ADA committee"

Dan asked for goals for the board for the future. Natalie suggested SLO update, and Best Practices. Natalie ask that we set up a committee to address coming changes from the SFM office, Ray Shackelford seconded it. Bill long asked that we include the safety SLO's be placed on the CFTDA website.

Dan asked if anyone wanted to add anything to agenda, Natalie asked to add to the agenda a review of our bylaws add a mission statement and set the goals for next year.

**Mike Richwine:** Update on SFM asked to setup a meeting in the north and south and a joint meeting with both groups. Video conferencing will be available to those who cannot make it.

**Steac update:** Steac approved the new fire officer, even with the opposition of CFTDA. Basic issues were we were not notified about the committees, and that the NFPA learning domains be specified in each course. They are not, a question has been raised that if SFM 20/20 plan is not incorporated into the fire officer and chief officer.

**C. STEAC Update:** STEAC alternate voted on by the board, Tim Capehart was approved as an alternate to Dan Coffman position. Dan also asked the board to look at CFTDA for helping assist in the cost of making the committee meetings (Steve Dixon asked that we put a cap on re-imburement to \$250.00 per occurance his motion pending research into standard college re-imburement rates. / Steve resended his motion, Tim Capehart will research cost and report back to board at the next meeting.

**D. Com. College Chancellor:** Art and David Senior were not present to talk about it. David feels the committee will try to reconstitute the committee. They said not to look for more money. Watch for VTEA funding when it becomes available.

Quality Assurance of course evaluation, Bill long introduced a Resolution, which basically complies with the colleges requirements for instructor evaluation once every three years. Bill mentioned that Mike would give a one week notice prior to auditing the class.

Don, talked about a software program at Santa Anna college is using a software program called Ning for \$500 a year the vocational Ed programs at their college can have access to it. It has a menu where you can upload your resume and other information. Also gathers information from students to support success stories.

Natalie, made a motion for developing a new committee to look into this, Don Mahany sec. The motion. Motion passed.

Dan Coffman made a motion for the group to continue the meeting next door and the association to pay for lunch, Motion passed no abstentions.

State Fire Marshal agenda continued (SFM could not make the meeting) Dan talked about the following committee's Prevention, Leadership, and Management. Dan will get back to the group with any program needs. Dan said we did not have to sit on the committees ourselves, but they have to be accountable to you. It must be from a community college view. This is a grant so travel is covered.

Randy:

Volunteer F/F Santa Rosa talked about this they had a conference call next year or year after. 86hrs. apposed to 146hrs Santa Rosa is going to push ahead with curriculum development.

Dan:

Talked to Ronnie Coleman about it, discussion was over intergrading it into the 486 hrs. F/F 1 requirements, it should be a step process.

Before a grant is applied for in CFTDA name, CFTDA needs to be aware of it for over-site purposes because it is our name that's on the line. CFTDA should for a committee to oversee the grant and reports and updates should be made at the regular meetings.

Dan:

Said we do not philosophically go into structure fires without proper training and sustainable skills.

Dave:

The Public Safety Advisory Committee, has not been funded, they're board is not currently in agreement, so the money may still be there. They talked about two positions one the fire directors and one from industry.

FESHE:

Update Ed was promoted two years ago we are being asked to write a letter in support of filling Ed old position. Ed will continue to support it until he retires.

Meeting adjourned @4:00pm.

Meeting Continued on Day 2, 3-3-2010 @ 9:00 am.

Website:

Dan:

Discussed, setting up a committee to handle the website. The membership page needed to be update. The point person is Tim, Per the boards instructions I have looked into fluxar updating the website, they would want about a \$100.00 a per hour to update it. I think we are only looking at about an hour per month so \$1200.00 per year.

Round table: Everyone discussed program status at there College.

Dan:

Bylaw updates must be sent out 15 days before the next board meeting. One update the board is looking at would be terms. Moving from a single year term to two year term. Members from this meeting to read and send Ken your suggestions. All bylaws will be voted on individually.

Nov. 18<sup>th</sup> will be the next meeting, in San Fransico.

Motion to adjourn: 10:00am, Passed unanimously no abstentions.

Minutes prepared by Secretary Tim Capehart 10\29, 2010