

**California Fire Tech Directors' Association Meeting
Fire World Expo- San Diego, CA
February 17 & 18, 2009**

Members Present:

David Senior	Allan Hancock
Tony Osa	College of the Siskiyous
Steve Dixon	College of the Canyons
Dan Coffman	CSULA
Natalie Hannum	RCC
Tim Capehart	Bakersfield CC
Chuck Knapp	Victor Valley College
Ralph Dela Ossa	Long Beach CC
Joe Doherty	Columbia College
Steven Busby	Cerro Coso CC
Ken Soltis	Santa Ana College
Kris Hurst	Cabrillo College
Terry Koeper	Crafton Hills CC
Brett VanWey	Palomar CC
Art Cota	Shasta College
Fred Bunker	Santa Rosa Junior College
Ron Sca????	???? (Cannot read signature on sign-in sheet)

Guests:

Richard Kalasky	Jones & Bartlett
Hope Gotlieb	Jones & Bartlett
Ed Kaplan	National Fire Academy
Al Bricker	Brady/IFSTA
Richard Carr	Delmar/Cengage
Brian Hendrickson	Delmar/Cengage
Alex Bunker	Mallory Fire Co.
Ron Siarnicki	National Fallen Firefighters Foundation

Meeting called to order at 9:10 by President Coffman

Introductions

Review of agenda- Add SLO Assessment and Beta Test of Inspironix software.

Approval of the minutes: Motion- Dixon, 2nd Senior. Approved.

Financial Report: Beginning Balance: \$23,770.08. Deposits \$400. Balance: \$24,170.08. Discussion of reimbursement for attendance to the 2007 meeting where SLO's were developed. Motion to reimburse those who submitted travel request for the September 2007 meeting: Hannum , 2nd. Senior. Approved.

Correspondence:

1. Letter sent STEAC and Ronny Coleman informing them that David Senior will be Northern California Representative of CFTDA to STEAC.
2. Notice of RCC golf tournament.
3. Notice of Leadership and Ethics Series offered at RCC.
4. Notice of Training in Bakersfield- Everything Rises and Falls on Leadership.
5. UCI- "The Social Ecology of Fires"
6. TOP's Code Inquiry
7. Roy Pike from Solano CC inquired about SLO's.

Reports:

State Fire Training- no representatives from SFT because of travel cost. Instructor Series- if the class has over 16 students, a second instructor is required. The information from SFT needs more direct and less passive distribution to stakeholder such as colleges that pay for room space and instructor salaries.

Affiliation with IFSAC and PRO Board is being considered. This would help out of state students/candidates and military employees with having their training and education considered for credit in California.

Quality Improvement Policy is on the State Fire Training website. Please go to the website, view the document and make recommendations for changes to Dan Coffman. Cutoff for providing input to Dan Coffman or David Senior to take to STEAC is April 1st, 2009. The next STEAC meeting is April 10th, 2009.

Capstone Testing; This will be the final course and exam for the end of the Company Officer classes. Individual courses will have a course completion certificate, and the final certification will be issued at the successful completion of the capstone class and capstone exam.

STEAC- Senior. Draft policy to implement the on-line Fire Officer course. RTP's will have to provide SFT with the on-line platform they use, what training they have received from the college to teach hybrid/online courses, and the qualifications of instructors. For the May agenda, colleges are asked to bring their requirements for instructors that teach online or hybrid courses. Fire Control 3A or 3B- new courses and instructor requirements are out.

Vendor Presentations:

Al Bricker- Brady/IFSTA Representative. Provided new catalog titles. Products are available in numerous on-line platforms (Web CT, Moodle, Blackboard)

Hope Gotleib/Richard Kalasky- Jones and Bartlett. Provided new titles. JB course manager, webinars, etc. E-packs available for multiple platforms for on-line/hybrid delivery. Fire Learn is a new on-line FF-1 & II on-line course.

Richard Carr/Brian Hendrickson- Delmar/Cengage Learning. Introduced new titles and explained how Thompson Learning became Delmar/Cengage Publishers.

FESHE (Ed Kaplan): Safety class is replacing hydraulics. AS will require basic principles of firefighter safety and survival. The Bachelor's component is advanced firefighter safety and survival. A book is being published to support firefighter safety and survival with proceeds to go back to the National Fallen Firefighters Foundation.

Ron Siarnicki- National Fallen Firefighters Foundation. Mission is to honor all line-of-duty deaths and support families of the fallen. Everyone goes home was added to the mission in 2004. The foundation is funding the curriculum development model for AS and Bachelor's degree. The courses are developed on the 16 core initiatives of firefighter safety identified by the foundation. The foundation is working on a textbook to support the Fire Safety and Survival Core course. Foundation is requesting a percentage of royalties be paid back to the foundation to support the foundation's mission and vision. Brady Publishers has stepped forward to help develop the textbook. Seatbelt course curriculum is on respondersafety.com. *Everyone Goes Home* is a 20 minute video and is now available at the FESHE Website.

Ed Kaplan- early December was the pre-conference FESHE meeting. Committee updates:

- EMS committee- EMS management committee. Working on curriculum content.
- National Certificate is available from FESHE for students that take the core classes. Colleges will be asked to be apply to be an official FESHE institution with the ability to issue a FEHSE certificate of completion. To be a FESHE institution you must offer all six core courses. The application to become a FESHE institution will come out on Virtual Lampost.
- Jim Quintiere broached NFA with a 2+2 program for fire prevention engineering. Looking to establish a west coast institution to implement the program.
- Competency based degrees with crosswalk of competencies between general education and career and tech ed will be expected in the future.
- New brochure on FESHE.
- Transition of Ed Kaplan to Warren Campbell.
- Promoting the National Professional Development Model- model adoption and implementation matrix presented.
- US Fire Administration Strategic Plan (FESHE 3.0): Plan is available on the website.
- FESHE Conference will be re-vamped into a new format using "open space" technology. Virtual Lampost will also have a new format. The purpose is to increase the networking opportunities and create environment for free flow of information. It is recommended that those attending read the book *Starfish and Spiders*.
- Phi Theta Kappa-IPSLEI training will be provided preceding the FESHE Conference. To apply for IPSLEI training, go to the FESHE link on the NFA website.

IAFESHE (Capehart/Hannum):

Officers of IAFESHE is looking for guidance for IAFESHE. Per Ed Kaplan and Terry Koeper:

- Purpose of IAFESHER was to have the ability to communicate problems and issue that cannot be communicated from the NFA and FESHE.
- Build a membership to support goals of FESHE. Where funding is not available, IAFESHE could produce funding.
- IAFESHE would be a backup system to the NFA if things were to change structurally.

The first place to start is establish contact with Warren Campbell and work on a Strategic Plan. IAFESHE secretary, Hannum, requested all historical documentation notes and minutes be provided to her so that she can start an archive of information and establish documentation for future officers.

Tim Capehart requested that IAFESHE be an agenda item for June FESHE conference with breakouts for regional coordinators.

CCCCO's Public Safety Advisory Committee (Senior): CFTDA will draft a letter informing the CCCCCO's office of the change in core curriculum.

Community College Fees for Non-Peace Officers (Senior): it is a college's discretion of whether or not to charge out of state tuition for non-California residents.

Perishable Skills Course (Cota): Art Cota is looking to develop a workgroup to develop the Perishable Skills Course. Terry Koeper, David Senior, Steve Dixon to serve on the committee. Hannum to provide editing and technical support to integrate the course outline and develop the SLO's.

North/south Boundary Review (Doherty): Review north/south boundary for CFTDA. Consider having a meeting in north and south to meet regional needs and increase attendance at regional meetings, then have the entire body meet once or twice a year. Doherty to research current membership of CFTDA members and the geographic location of Fire Technology Programs. This will be an agenda item for next meeting.

- Meeting Adjourned: 4:40 pm. Meeting tomorrow at 08:30.
- Meeting called to order: 2.18.09 at 08:45

Compendium Project Review: Final report was presented and CD's with all elements of the compendium were given to those present. The SLO's for the safety course were not included. Dan Coffman to post his course outline and SLO's for the safety course he is presently teaching.

Volunteer Firefighter Project (Bunker): The standardized volunteer firefighter standards and curriculum project has been well received by volunteer organizations. New task books, schedules, and curriculum are under development. It is designed as a modular program. All courses and materials are linked back to NFPA standard for volunteer firefighter. Santa Rosa Junior College is running as a non-credit course. Community Education is supportive of running as a non-credit course because of a lot of fiscal resources available for community education.

Old Business

Committee Reports:

FSTEP (Capehart): Follow up to November's meeting on local processing. Inspironix has an annual contract to perform updates. The current update includes replacing SS# with a

student number. This update has been postponed until next year because of the budget. The flatbed scanner implementation has been postponed until 2010. Inspironix is offering a pilot program to at the cost of \$6,826 utilizing the flatbed scanner. The new system would allow you to use plain paper and get away from scantron forms. Plain paper scanners are more reliable. You do not need to use a #2 pencil. Cost recovery could be realized within two years. In 2011, Inspironix would refund the \$6,826 for institutions they were test sites. Hancock and RCC could potentially be Beta test sites for the plain paper scanner. Dan Coffman to issue a letter for Mike Richwine to clarify where the colleges are with F-STEP local processing. Tim Capehart and the committee to report back in May.

Model SMF Course Rewrites Committee (Coffman): The certification standards for management courses (level 1 & 2) have been identified. Dan Coffman to draft a proposal to STEAC for members of CFTDA to develop curriculum a level II course similar to the development process used by colleges. Copy to Chief Richwine on this correspondence.

Instructor Series: New implementation date for the Instructor series is September 1, 2009.

SFT Course Changes and Approvals: Dan Coffman to compose correspondence to Chief Richwine to request that the colleges have input via regular CFTDA meetings on course changes. This would become a standing agenda item at CFTDA meetings to provide input on timeline and budget impact for colleges that offer these courses in partnership with State Fire Training.

SLO Committee (Hannum): Reviewed assessment components of SLO's. Dan Coffman to request that the Compendium and SLO project be an agenda item at FESHE. Compendium and SLO budget was previously \$12,000. Motion (Senior) to make available up to \$2,500 to complete the Compendium Project (2nd Koeper) to include site visits and follow up on surveys to make sure. Approved. New report to include ARTP's on the document.

Motion (Senior) to pay for reproduction materials and staff time to make CD's of complete Compendium Project to take to FESHE for a maximum of \$250 (2nd Koeper). Approved.

New Business:

CFTDA Recognition: Looking to develop a committee to seek candidates for recognition of their programs and efforts toward workforce development. Dan Coffman and Ken Soltis to develop criteria for recognizing excellent instructors, directors or programs. They will present at the May meeting.

Expert Commentary for Media: Group is not particularly interested in developing news releases or subject matter experts to answer media questions, unless the questions are related to education and workforce development related to community college education.

Round Table

Next Meeting: May 7 & 8, 2009. State Fire Marshal's Office in Sacramento, CA.

Adjourned: 12:44