

# Riverside County Training Officer's

Meeting Minutes January 9, 2008

Norco Fire Department

## **CALL TO ORDER**

Meeting called to order by President Mike Jennings at 0935.

No quorum is recognized by a count of attendees.

## Attendance

Mike Jennings	Murrieta
Dave Shoemaker	Corona
Dan Lopez	Murrieta
Chris Barden	Morongo
Holly Bow	RCC
Frank deBoer	Norco
John Muhr	Hemet
Mike Jennings	Murrieta
Mike Kelleher	Riverside Co.
Dan Heiser	Riverside Co.
Tony Hernandez	Regional Training program

## **PRESENTATIONS**

None

## **MINUTES**

Prior minutes were not approved; no quorum.

## **TREASURER REPORT**

No Report.

## **TRAINING CALENDAR**

RS-1 for RVC is on hold due to facility problems

Fire Control 4A/B on hold due to instructor problems

## **RCC ADVISORY COMMITTEE**

Fire Tech Program – RCC personnel are still encountering problems with State Fire Training. Most of the issues centered reports of inconsistent and arbitrary requirements by State Fire Training personnel.

FF1 Academy – Class #15 runs February 25 to May 16<sup>th</sup>. Captain Heiser recommended replacing the RS-1 course with the Low Angle Rescue course within the academy. The group agreed with the proposal. This will be referred for approval at the February workshop. Captain Heiser raised a question about the physical fitness elements in the academy and how to deal with students that become injured during the academy.

Natalie advised that RCC is still looking into a part time academy. They will have to wait until the facilities are available at Clark Training Center.

#### Truck Academy

Steve needs names for the March Academy ASAP.

### **COMMITTEES**

#### County Chiefs

The Chiefs' Association has requested that we now provide reports to them twice annually. This will be in January and August.

#### Other Colleges

College of the Desert – No Report  
San Jacinto – Classes start January 22<sup>nd</sup>.

#### State Fire Training

No Report.

#### So. Cal Tos

Their next meeting will be at Vista Fire Department on January 14<sup>th</sup>, 2008. Topic is Crew Resource Management. The Firefighter Entrapment Seminar is coming up in April.

#### Asset Committee

No Report.

### **UNFINISHED BUSINESS**

I-Zone Sub-Committee – The group had a meeting on December 20<sup>th</sup>, 2007. They developed a proposal for a 3 day exercise. Each day would have the same presentations allowing agency to send multiple crews attend. Emphasis will be on Wildland firefighter safety. The proposal is to host the exercise on May 20, 21 & 22, 2008. This proposal will be presented to the County Fire Chiefs' next week.

Liability Insurance – Still Pending.

Annual Workshop – Scheduled for 8:30 am, February 13<sup>th</sup>, 2008. It is now being planned at the Corona city library. This will be a day long event with a continental breakfast and lunch catered. Mike Kelleher will be developing an order for this year's association shirt. The group discussed going with a button down long-sleeved shirt this year. Mark your calendars and plan to attend.

Regional Training Program – RCTOA partnership classes have been calendared. This involves three RS-1, two I-300 (24 hour Pace approved), two I-400 (24 hour Pace approved) and two Command 1C classes.

The courses are funded by the RTP grant and will be free to attendees. Member agencies are allotted 2 slots in each class. Registration is to be handled through each agencies training officer. Do not have students contact Holly directly.

Presently scheduled:

RS-1, February 3 to 7, 2008, at San Marcos Fire Department

RS-1, February 25 to 29, 2008, at San Bernardino County Fire

RS-1, February 29, March 1, 2, 7 & 8, 2008, at San Marcos Fire Department

I-400, January 28 to 30th, at Riverside County Office of Planning & Engineering

Command 1C, January 28 to February 1, In Murrieta

Command 1C, February 11 to 15, In Cathedral City

I-300, February 21 to 23, at Murrieta Fire Department

I-300, March 6 to 8, at Riverside County Office of Planning & Engineering

Sponsored Classroom at Ben Clark - Pending

2008 Draft Schedule was revised and will be distributed shortly.

State Committee support – Drew Odil has been appointed to curriculum update for RIC with State Fire Training. He has asked if RCTOA would be willing to provide reimbursement for expenses he incurs related to his participation on this committee. The group agreed with the concept. It will be discussed further at the February Workshop.

Service Plaques for former members – Mike Kelleher will be following up with this.

**ROUNDTABLE**

Dan Lopez, Murrieta hosting S-190 & S-290. Last Week of April 28 thru May 2<sup>nd</sup>.

Meeting adjourned at 12:30

Next meeting is the annual workshop at Corona Library, 08:30 am, February 13<sup>th</sup>, 2008.

# Riverside County Training Officer's

Meeting Minutes February 13, 2008

Corona City Library

## **CALL TO ORDER**

Meeting called to order by President Mike Jennings at 0840.

A quorum is recognized by a count of attendees.

## Attendance

Mike Jennings	Murrieta
Dave Shoemaker	Corona
Dan Lopez	Murrieta
Chris Barden	Morongo
Holly Bow	RCC
Frank deBoer	Norco
John Muhr	Hemet
Mike Kelleher	Riverside Co.
Dan Heiser	Riverside Co.
Tony Hernandez	Regional Training program
Natalie Hamun	RCC
Drew Odil	Riverside City
Mike Fisher	Riverside City
Bill DeLaHoya	Riverside City
Mark Avner	Palm Springs
Romero	State Fire Training
Wade Miller	Corona
Tammy Gonzalez	Corona
Deano Esades	Pechanga
Steve Soltz	RCC Truck Academy
Dennis Ellison	CRC

## **PRESENTATIONS**

Drew Odil from Riverside City has been appointed to curriculum update for RIC with State Fire Training. He presented a request to RCTOA seeking reimbursement for travel and lodging expenses he incurs related to his participation on this committee. The group voted to approve reimbursement up to \$500 per trip not to exceed \$2,000 annually.

## **MINUTES**

Both December & January Minutes were approved.

## **TREASURER REPORT**

Savings	170,979.34
A/R	15,769.48
Total	186,748.82

## **TRAINING CALENDAR**

An Ethics & Leadership will be coming up in Corona starting in March. More information will be forthcoming.

## **RCC ADVISORY COMMITTEE**

Fire Tech Program – March 4<sup>th</sup>? Some classes moved to the Norco Campus.

FF1 Academy - 34 enrolled in present class.

Truck Academy – Academy 53 starts in March. Steve asked all Verify that attending student use the online application for RCC. [www.cccapply.org](http://www.cccapply.org)

## **COMMITTEES**

County Chiefs - We had our joint meeting with the County Chiefs on \$\$ were we presented a proposal on the I-Zone drill.

### Other Colleges

No Report

### State Fire Training

Romero Rodriguez provided an update from State Fire Training. Blueprint 20/20, Version 5.0 has been approved by the State Board of Fire Services. It can be reviewed on line. Fire Marshal certification training standards have been sent to STEAC for approval. Fire Control 3 curriculum has been broken in to 2 parts, FC3A & FC3B. FC3A is for acquired structures and FC3B is for Towers. Those documents are at STEAC for review. CICCIS adoption of 2006 NWCG 310-1. NIMS compliance, STEAC determined that for the sake of position certification that only SFT, NWCG, EMI, USFS, NFA. Re-accreditation local academies and local regional training programs are on going. Holly asked Romero to clarify the rules regarding local processing. Basically, the local processing that RCTOA takes advantage of is allowed to occur due to the affiliation with RCC. Any courses that will be processed locally should be submitted through Holly as an RCC rep.

### So. Cal Tos

### Asset Committee

No Report.

## **UNFINISHED BUSINESS**

Proposal on RCTOA sponsorship of classroom at CTC with Cal Fire has been tabled.

Meeting schedule – Pechanga will host the monthly meeting on July 9<sup>th</sup>. The Annual report & meeting with the County Chiefs will occur on August 21<sup>st</sup> at Ben Clark. An updated meeting schedule will be out shortly.

Plaques – Mike Kelleher is working on plaques for prior members.

### **Annual Workshop Breakout Sessions**

I-Zone Sub-Committee (Shoemaker) – After a review of the information that was provided to the County Chief's last month we further developed the presentation topics for the exercise. See the accompanying document *2008 I-Zone Exercise* for details.

Budget and Liability Insurance (Esades) – The group determined that we would continue to pursue obtaining a liability policy for RCTOA. We will not be attempting to provide any worker compensation protection for students or instructors participating in RCTOA courses. Finally, the group recommends establishing a standardized budget sheet to be used for all RCTOA classes.

Academy Oversight (Heiser) – The group recommends establishing a pre-requisite course for the Basic Firefighter I Academy. The new course will introduce academy bound students to the fire service culture, physical fitness requirements and overall expectations of firefighter recruits.

Regional Training Program – RCTOA will continue to provide input to the RTP with regard to course selection.

Shirts – New association shirts were selected. They will be long sleeved. \$1,500 dollars was authorized for the purchase of the shirts

### **ROUNDTABLE**

Jennings – There will be a fund raiser for Murrieta Captain Matt Moore on the morning of Saturday, March 8<sup>th</sup> at Giovanni's in Murrieta. Matt is suffering from a devastating illness that has left him hospitalized and in a coma for months. Please come and show your support for Matt and his family.

Barden – Morongo will be placing a new ladder truck in service by April 1<sup>st</sup>.

Meeting Adjourned at 1530 hours. Next meeting will be March 12th at the Banning EOC 3900 West Wilson, Banning, CA.

**Riverside County Training Officer's**  
Meeting Minutes March 12, 2008  
Banning EOC

**CALL TO ORDER**

Meeting called to order by Mike Kelleher at 0840. A quorum is recognized by a count of attendees

Attendance

Mark Avner	Palm Springs
Holly Bow	RCC
Bill De La Hoya	Riverside
Frank deBoer	Norco
Dennis Ellison	CRC
Deano Esades	Pechanga
Natalie Hannum	RCC
Mike Kelleher	Riverside Co.
Mike Mulhall	Idyllwild
Mike Smith	Riverside Co.
Robert VanNortrick	Cathedral City
Wade Miller	Corona Fire
Tony Hernandez	Regional Training Program

**MINUTES**

February Minutes approved

**TREASURER'S REPORT**

Savings	\$192,460.58
A/R	\$38,317.65
Total	\$230,778.65

A few questions were discussed regarding students who had not paid/cancelled their check. One student stated he had called to cancel, but Holly states they had no record. Should there be a cancellation form to fax – group decided no. Cancellation Policy is recognized upon signing the class enrollment form.

**TRAINING CALENDAR**

Mike Kelleher states that a RS1 class is still on but the date is pending, most likely in the fall.

**RCC ADVISORY COMMITTEE**

The Fire Tech Program at Ben Clark is moving along. The new offices are nearly complete. Move in date is between April 1 and May 1.

Last week the State Fire Marshal approved the accredited Fire Fighter I Academy for 5 more years.

Ethics and Leadership – Session 1 begins March 21<sup>st</sup> in Corona for 5 consecutive Fridays. There are 25 slots in the class and some are still available. Session 2 is in May and 2 more sessions will be scheduled in the fall. The plan is to offer this class each year. Fire Officer and Chief Officer Certificate programs have passed Phase I approval at RCC campus.

Fire Fighter I Academy – one cadet was dropped due to inability to handle the physical requirements of training.

Work Group has determined that a pre-academy class designed to address physical conditioning, fire department culture, marching, and tools would help students succeed in the fire academy. A draft policy was reviewed. Natalie will pursue curriculum change through RCC.

**MOTION:** Mark Avner (Palm Springs Fire Department) made a motion that the Riverside County Training Officers Association recommends the pre-academy course be approved as a pre/co-requisite of the fire academy. Deano Esades (Pechanga Fire Department) seconds the motion. All in attendance were in favor of this motion. The motion carries.

Natalie – The fire academy needs to attract women and minorities (especially Asian males) in order to keep certain grants and funding. The academy has not had a female recruit since implementation of the CPAT/Biddle requirement.

#### Truck Academy

In session. Three students from Arizona were called back to work due to their department's inability to pay for back filling costs.

#### **COMMITTEES**

County Chiefs – Discussed I-Zone drill, AMR contract, and OES. Chiefs are still in support of I-Zone drill.

#### Other Colleges

Nothing to report

#### State Fire Training

No representative. Holly sent in course request for the fall. All Instructor 1A and 1B classes were denied. State training wants the course held every other day (24 hours for homework). Natalie recommends a letter from RCC that the advisory committee (representing 14 fire departments) endorses our schedule of having classes in 2-3 day groups with several days in between for homework. A supporting letter from the County Fire Chiefs showing a history of success of our current class format is also recommended.

Holly has now once again been told to charge a re-take fee (\$35) for tests. This is according to the rules, but had been verbally put on hold a year ago. Natalie recommends

that any conversation with State Fire Training be e-mailed to the person who made the statement to have it documented and then filed to help prevent future miscommunications

#### So. Cal TOs

Nothing to report

#### Regional Training Program

Lots of training going on. Tony Hernandez thanks agencies for sending students. Tony encourages all members to direct their employees to the website (also to take the needs assessment). There is funding available for either RS1 or RS2 (2 classes). He wants to know what is needed. S400 will be scheduled soon.

#### Asset Committee

Any purchases need to go to Deano. An effort needs to be made when equipment is used to determine who it belongs to.

I-Zone Drill – A meeting was held on Feb. 20<sup>th</sup>. The dates have been changed to May 6, 7, and 8. Bogart Park has been secured for the drill. Chiefs are still supportive. Need to hold another meeting soon to develop concepts to be covered. Please submit names of those who want to help (instructors, assistants, etc.) to Deano Esades. Mike Smith reminded everyone to send their trainees for sign offs. A Training Specialist will be there to assist with training sign offs.

Sponsored Classroom – waiting for information regarding cost. A large concrete tilt up (40,000 sq. ft.) is proposed, but it may take 12-14 months just for the approval process.

2008 Meeting Schedule – Dave Shoemaker is working on the updated schedule and sending it via e-mail.

Plaques – They are done. Mike Kelleher will distribute.

Shirts – They are done. Dave Shoemaker will pick up and have at the next meeting.

#### **ROUND TABLE**

Esades – He and his wife are expecting their daughter to be born on May 7<sup>th</sup>

VanNortrick – Cathedral City is testing soon and will need proctors.

deBoer – Norco fire is sending him and Gilman to swift water training in Yosemite

De La Hoya – Riverside is testing for fire fighter. 34 Paramedics and 500 FF candidates have passed and are going on to interviews. They have finished their orientation. Chief Austin is leaving. Their new building is close to being completed. April 12 is the grand opening.

Ellison – Recent influenza outbreak in the prisons. Over 500 cases with 2 inmate deaths.

Avner – Palm Springs is conducting a rookie academy. They will be testing in May and will need proctors. They have recently conducted live fire training with Cathedral City and Cal Fire.

Mulhall – Idyllwild’s new brush truck is back from the body shop. They will be taking delivery of a new Type I (Smeal) in the summer.

Holly – Investigation 2A and 2B are coming up. 2A is April 14-18; 2B is May 19-23

Natalie – There has been a lot of communication between the Sheriff and the Fire Chief recently. It has been decided that they would like to keep EMS at Ben Clark.

Meeting Adjourned at 1140

Next meeting: April 9<sup>th</sup> in Morongo.

# Riverside County Training Officer's

Meeting Minutes April 9, 2008

Morongo Community Center

## **CALL TO ORDER**

Meeting called to order by President Mike Jennings at 0935.

A quorum is recognized by a count of attendees.

## Attendance

Ellison	CRC
Jennings	Murrieta
M. Kelleher	RVC
Shoemaker	Corona
Mecham	RVC
Avner	Palm Springs
Esades	Pechanga
Bow	RCC
Lopez	Murrieta
Vela	RVC
Ogden	RVC
Avner	Palm Springs
Barden	Morongo
Muhr	Hemet

## **PRESENTATIONS**

Mike and Keith from KISS presented information of a re-hydration product.

## **MINUTES**

The March minutes were reviewed and approved.

## **TREASURER REPORT**

Checking / Savings	\$195,064.35
Accounts Receivable	\$61,964.44
Total	\$257,028.79

## **TRAINING CALENDAR**

RS1 for County Fire: still hoping to have the class in the fall.

Investigation 2A starts on Monday, April 14.

Investigation 2B will be in May.

Fire Control 4A/B on this Friday, April 11.

Bart Chambers with the National Fallen Firefighters wants to present a class entitled 'Taking care of our own' on handling line of duty deaths. Tentative date is September 8<sup>th</sup>.

## **RCC ADVISORY COMMITTEE**

### Fire Tech Program

RCC is moving to building 16888 Bundy, (Old 3407 building)

RCC Fire Officer/Chief officer programs are being reviewed for approval at the district level.

RCC will be hosting 2 instructor development seminars at the Marriot in Riverside.

- June 6, CFESTS & Semester
- June 7, FSTEP, Fire Academy, Truck Academy

### FF1 Academy

Current academy is going well.

### Truck Academy

The November dates have changed due to holidays. New dates are October 27 to November 7

## **COMMITTEES**

### County Chiefs

Mike Warren – Corona will be retiring on July 3<sup>rd</sup>.

Future meetings will be in the new conference room at 16902 Bundy

### Other Colleges

College of the Desert – Bids are out for the Thousand Palms fire station on training tower. The college is moving forward with SFM accreditation for their academy.

San Jacinto –

### State Fire Training

Next STEAC meeting April 25<sup>th</sup>. Hybrid online course are in beta-testing.

### So. Cal Tos

The 5<sup>th</sup> annual entrapment seminar occurred in Santa Ana on April 8.  
Next meeting is September 9th in Santa Fe Springs.  
Symposium November 10 to 14, 2008.

### Regional Training Program

RTP has grant funds available for online training systems.

### Asset Committee

Recently purchased some replacement RS1 equipment.

## **UNFINISHED BUSINESS**

### I-Zone drill

Scheduled for May 6, 7, 8. We are planning to host 4 type 1 strike teams and 2 type 3 strike teams each day. RCOTA voted to fund up to \$15,000 for the drill to provide food, and facilities support.

### Liability insurance

Still waiting for information.

### Ben Clark Update

SCE will have new electrical power in by September, New water 3600gpm. New access road off of Barton should be in place by August.  
Drill grounds – Hose tower is up. Two story burn building by mid-June.  
CDF starts an academy next week. County fire has purchased four 40 person classrooms. 13 classrooms will be on site by September 1<sup>st</sup>.  
Discussion on RCTOA sponsoring a class at CTC

## **NEW BUSINESS**

Conex storage boxes at Clark. RSO will be purchasing two conex boxes. They are offering to swap with RCTOA so that the containers do not have to be relocated. This was approved by a vote of the members.  
Roof Prop – County Fire wants to use our roof prop for their upcoming academy.

## **ROUNDTABLE**

Explorer academy took place in Palm Springs and Cathedral City.  
Hemet Fire has new leader. Fire Chief Matt Shoburt is from Sedona, AZ. Hemet has submitted for an AFG grant for a teleconferencing system.  
Jennings thanked all the agencies for their support during Matt Moore's memorial services. Murrieta is having its 61<sup>st</sup> Annual Fire Dept. BBQ Sunday, April 13<sup>th</sup>.

Meeting adjourned at 11:30, Next meeting is May 14 in Hemet.

**Riverside County Training Officers Association Meeting  
May 14<sup>th</sup>, 2008 0930**

**Members present:**

Mike Jennings  
John Muhr  
Frank Deboer  
Mark Avner  
Bill De La Hoya  
Holly Bow

**Treasurers Report:**

Treasurers report given by Chief Jennings, no quorum to adopt. No further action taken.

**Training Calendar:**

- Fire Academy Graduation will occur on Saturday, May 17<sup>th</sup> at Martin Luther King High School in Riverside at 10:00.
- Confined Space Operations – May 26, 27, and 28, 2008 Meca Ca.
- Regional Instructor Orientation – January 21<sup>st</sup> and 22<sup>nd</sup>. 2009
- Honor Guard Academy – Sept 2008
- NFFFA “Taking Care of Our Own” class – should follow Honor Guard Academy in Sept. 2008
- Serial Arsonist – December 1<sup>st</sup> – 5<sup>th</sup>, 2008

**Unfinished Business:**

I-Zone Drill – was a huge success, with very few problems. There has been a large amount of positive feedback and Chief Jennings foresees a critique of sorts to follow soon.

Holly has asked for input on approval, or non-approval of travel pay for Bob May for Command 2D. This may set a precedent if done for Bob. He no longer lives in Northern California, and now resides in Orange County. Previous travel pay was paid due to inability to find level 2 instructors.

Holly asked about input for future classes. Members present thought that this may have occurred in the planning meeting held earlier this year in Corona.

Holly also advised members of the final move of her office over to the new location, this will occur May 15<sup>th</sup>, 16<sup>th</sup>, and 17<sup>th</sup> if all goes well.

**New Business:**

Chief Jennings was approached by members of the CICCS committee requesting space on the RCTOA's website to conveniently offer information to the Riverside County Fire Departments about CICCS.

Chief Jennings offered up the thought of dropping guest speakers from the agendas at regular meetings to help keep the meetings manageable. No action was taken.

Chief Avner shared with the members that his department will be testing for Engineer soon and may need assistance from the TOs.

Chief Muhr shared the same needs for Hemet for a Captains test in the near future.

Bill De La Hoya shared that Riverside will be getting a new Brush Rig and will be sending people to Ione for training.

Chief Jennings shared that Murrieta's new Administration building is finished and things are going well in the new facility.

**Next Meeting:**

June 11<sup>th</sup>, 2008 at Riverside City. Location TBA

**Adjournment:**

11:10

# Riverside County Training Officer's

Meeting Minutes June, 2008  
Riverside City Fire Department

## **CALL TO ORDER**

Meeting called to order by President Mike Jennings at 0935.  
A quorum is recognized by a count of attendees.

## Attendance

Ellison	Norco
Jennings	Murrieta
M. Kelleher	Riverside County
Shoemaker	Corona
Avner	Palm Springs
John Roberts	Corona
Robert Van Nortrick	Cathedral City
Tony Hernandez	Regional Training Program
Dan Heiser	RCC/Fire Academy
Frank deBoer	Norco
Dan Lopez	Murrieta
Mike Fisher	Riverside City
Mike Mulhall	Idyllwild

## **PRESENTATIONS**

Andrew Lynch from Target Safety made a presentation on their service.

## **MINUTES**

The April and May minutes were approved.

## **TREASURER REPORT**

Checking / Savings	\$222,828.00
Accounts Receivable	\$12,950.00
Total	\$235,778.00

## **TRAINING CALENDAR**

Honor Guard Academy – September 9 to 13, 2008,  
National Fallen Firefighters' Association – “Taking Care of Our Own” is scheduled for  
September 8, 2008. Cost will be \$25.00. This class will follow the Honor Guard  
Academy.

Serial Arson Class – December 1 to 5, 2008. The cost will \$175.00.

Holly discussed the class room arrangements at Clark Training Center. RCTOA will have access to 5 classrooms.

Chief Jennings discussed the technical rescue classes and our current inability for provide these courses to our member agencies. An ad hoc committee was formed to develop solutions to the problem. Mike Kelleher, Tony Hernandez, Dan Lopez and Deano Esades will serve on the Committee. Deano Esades will serve as chairperson.

### **RCC ADVISORY COMMITTEE**

Fire Tech Program – Instructor development program occurred on June 6. New teaching technologies were displayed. The event was well attended by RCC instructors. The RCC Fire Tech staff is up and running in their new offices.

FF1 Academy – Class 16 will start accepting applications on July 16 with a deadline of August 4. Class starts on September 22. Dan Heiser is soliciting additional instructors for teaching in the academy. If you have interested members please have them contact Dan.

Truck Academy – No report from Steve Soltz. We are sharing our roof props with Cal Fire. In order to avoid potential scheduling conflicts, it is recommended that the course coordinators get together to work things out ahead of time.

### **COMMITTEES**

County Chiefs – Code of conduct for Strike Teams was distributed to all departments. On June 3<sup>rd</sup>, Palm Springs hosted the annual Wildand Interface Summit at the top of the Palm Springs Tram.

#### Other Colleges

College of the Desert – No Report

San Jacinto – Introduction to Fire Tech. Class going during the summer

State Fire Training – There are changing their billing methods. Holly is working through the issues.

So. Cal Tos – Planning meeting on June 23 & 24 at San Simeon. Symposium is November 10 to 14 in Fresno.

Regional Training Program – Coming up on a new grant period. Tony Hernandez met with Chief Mecham to identify Riverside County Fire's needs. Chief Ortero will be replacing Chief Hawkins on the ATTA board. Tony will be submitting for the I-Zone drill to be included in this years grant request.

Asset Committee – Ad hoc will develop inventory of technical rescue equipment owned by RCTOA.

## **UNFINISHED BUSINESS**

A reimbursement of course fees was approved for Rick Vogt

We need to start I-Zone planning for 2009.

Liability Insurance – Still Pending.

Classroom sponsorship at Clark Training Center. \$6,000.00 was authorized to fund classroom modifications and shelves for conex box.

## **NEW BUSINESS**

The CICC committee has asked us to host CICC documents on our website. The request was approved by a vote.

Deano gave an update from the State CICC committee. The 2006 NWCG 310-1 standard has been approved and is now the statewide standard.

## **ROUNDTABLE**

Muhr (Hemet) – Looking for a drafting pit to do pump testing.

deBoer (Norco) – Seeking opportunities for their STEN trainees to get training assignments.

Avner (Palm Springs) – Needs a rater for an Engineers test next Friday, June 20.

Van Nortrick (Cathedral City) – Completed Engineer and Captains testing. Department will be restructuring its administrative staff.

Lopez (Murrieta) – Accepted OES type 3 engine. Department personnel recently attended Cal Fire's off road driving course at Ione.

Fisher (Riverside) – Doing live wildland training in Sycamore Canyon.

Jennings (Murrieta) – Captains test coming in July. Asked if any department allows B/Cs to work done as Captains. None do.

Meeting adjourned at 11:50

Next meeting is at Pechanga Government Center on July 9<sup>th</sup>.

# Riverside County Training Officer's

Meeting Minutes July, 2008

Pechanga Fire Department

## **CALL TO ORDER**

Meeting called to order by Treasurer at 0945.

A quorum was not present.

## Attendance

Esades	Pechanga
Shoemaker	Corona
Soltz	RCCD
Bow	RCC
Hieser	RCC/Fire Academy
Lopez	Murrieta
Hannum	RCC
Miller	Corona

## **PRESENTATIONS**

None

## **MINUTES**

No quorum

## **TREASURER REPORT**

Checking/Savings	\$190,033.44
Accounts Receivable	\$21,950.00
Total	\$212,003.44

## **TRAINING CALENDAR**

Rescue Systems I for County Fire – Pending

Taking Care of Our Own w/Honor Guard Academy – The National Fallen Firefighters Foundation will not allow us to charge for the Taking Care of Our Own class but they do require that we provide lunch for the students. Holly recommends using the extra revenue from the Honor Guard Academy to fund the lunches. The group supported that recommendation.

## **RCC ADVISORY COMMITTEE**

### Fire Tech Program

Hydraulics is being removed from the Fire Tech core curriculum for associate's degree. It will likely be replaced with a firefighter safety course.

Fire Office and Chief Officer Certificate programs are in the final approval process for being offered for associate degree program.

Natalie proposed establishing a certificate program for Fire Investigation and requested the proposal be placed on the agenda for August.

#### FF1 Academy

Dan Heiser proposed that Rescue Systems 1 be replaced with Low Angel Rescue in the Fire Academy. This will be placed on the agenda for August meeting.

The Part Time academy is not being pursued by RCC at this time.

#### Truck Academy

The May 'Open Enrollment' academy was very successful. Steve will be buying some replacement equipment for the academy. The next academy starts October 27. Please let Steve know if you will be sending students.

### **COMMITTEES**

#### County Chiefs

No Report – We have our joint meeting next month, Thursday, August 21. We will be providing summary information on RCTOA's activities.

#### Other Colleges

College of the Desert – No Report

San Jacinto – No Report

#### State Fire Training

STEAC will be evaluating the final beta testing of the online SFM course offerings.

#### So. Cal Tos

No Report

#### Regional Training Program

No Report

#### Asset Committee

Deano discussed possibility of purchasing a bar code system with computer or other software to track assets. Need to place tags on as many items as possible, but definitely on items \$500 or more. Specialized equipment purchases will be discussed at a future meeting.

### **UNFINISHED BUSINESS**

Liability Insurance – No Report

RCTOA Class Room – Lockable cabinets have been purchased. Holly would like to have our classroom storage area keyed to a different lock than the other areas.

CICCS Information on website – Deano will provide the CICCS documents to Rick for hosting on the website.

Roof Props at Clark – Cal Fire is working with County Building Facilities to develop a plan for the new props.

### **NEW BUSINESS**

We discussed potential issues with the various groups competing for resources at Clark Training Center. This will be placed on the agenda for the August meeting.

2009 I-Zone planning meeting – Deano will schedule a meeting.

### **ROUNDTABLE**

Hannum – The new RCC, Moreno Valley campus President is Monte Perez.

Meeting adjourned at 11:10

Next meeting is at Clark Training Center on Thursday, August 21.

# Riverside County Training Officer's

Meeting Minutes August, 2008

Ben Clark Training Center

## **CALL TO ORDER**

Meeting called to order by President Mike Jennings at 0955.

A quorum is recognized by a count of attendees.

## Attendance

Jennings	Murrieta
Esades	Pechanga
Shoemaker	Corona
Martinez	Riverside
Soltz	RCCD
De Boer	Norco
VanNortrick	Cathedral City
Bow	RCC
Lopez	Murrieta
Verderber	Corona
Hannum	RCC
Mecham	Cal Fire
Rodriguez	State Fire Training

## **PRESENTATIONS**

None

## **MINUTES**

Both the June and July minutes were approved.

## **TREASURER REPORT**

Checking / Savings	\$185,362.68
Accounts Receivable	\$16,700.00
Total	\$202,062.68

## **TRAINING CALENDAR**

Honor Guard - September 9 to 12.

NFFF's "Taking care of our own" is scheduled on September 8<sup>th</sup>.

Holly discussed the need for NWCG "S" classes.

Command 2C class for this season has yet to be scheduled.

## **RCC ADVISORY COMMITTEE**

### Fire Tech Program

Natalie emphasized that with the current budget constraints, it is important fill classes. The college will be scrutinizing any low enrollments. RCC/Fire Tech. is considering fund raising activities.

### FF1 Academy

RCC is again considering a Part-Time Fire Academy.

### Truck Academy

Please advise Steve if your agency will be sending students to the October Academy which starts October 27.

## **COMMITTEES**

County Chiefs – RCTOA members met with the County Chief's today. Current issues under discussion are the ERD, support for agency resources on strike team assignments, and the ambulance contract.

### Other Colleges

College of the Desert – Desert training center is under construction. They are considering a part time academy.

San Jacinto – Fire Tech. classes are filling nicely.

RTP - Tony Mecham discussed the restructuring of the Regional Training Program. The program is now titled the Operational Area Fire and Rescue Training program. Tony Hernandez has taken a position in San Diego and is no longer with RTP. Cal Fire will be hiring a Captain to manage grants and work within the program.

State Fire Training - Romiro Rodriguez attended our meeting. The current state budget problems have resulted in personnel reductions at State Fire Training. SFM will be implementing a cost recover based fee structure which will allow them to add 4 additional personnel. State Fire Training is implementing a quality improvement program. Curriculum development projects will be posted on SFM's website. Academy and facility accreditation programs are continuing through out the state. Investigations are taking a lot of Romio's time. He emphasized that we all need to participate in keeping high standards for the integrity of our training programs. He will be presenting a Regional Instructor Orientation program on September 10 and 11 in Arcadia.

So. Cal Tos – California Training Officers' 13<sup>th</sup> Annual Training Symposium will be November 10 to 14 in Fresno. The next quarterly meeting on October 7<sup>th</sup> in Corona.

Asset Committee – No Report

**UNFINISHED BUSINESS**

Liability Insurance – No Report

Sponsor a Classroom – We are continuing to work with Cal Fire on this.

Conex at Clark – Holly is getting it organized.

CICCS information on website – Rick’s is waiting for the information to post.

**NEW BUSINESS**

2009 I-Zone drill – Planning committee established, Mike Jennings, Deano Esades, Mike Kelleher and Dave Shoemaker.

**ROUNDTABLE**

- State Fire Training – Romero advised that San Diego TO’s will be hosting an Ethical Leadership in the Classroom course on October 9<sup>th</sup>, in Vista.
- Cathedral City Robert Van Nortrick announced that they will have some structures coming available in November for live fire training. One of the structures is a commercial building. Tony Mecham suggested that we might consider the commercial building for an operational area structure related exercise. Robert will provide more details as they come available.
- Norco Frank de Boer announced that Norco has issued a request for proposal to contract out fire protection and rescue services. Proposal are due at the end of September. The request went out to Cal Fire, Corona, Riverside, Chino Hills, and Ontario. Frank also advised that the Naval Weapons center is disbanding it’s fire department and is seeking alternatives for protecting the facility.
- CDC Dennis Ellison advised that they recently went through an OSHA investigation regarding and MRSA case.
- Hemet John Muhr announced that Hemet has a utility tax measure on the ballot for the November election.
- Murrieta Danny Lopez announced that they have recently promoted two Captains and one Engineer.
- Riverside John Martinez reported that there department is adjusting their probationary program. Probation will still be 18 month long but all the skills proficiency testing will be completed in the first 12 months of probation.
- Cal Fire Tony Mecham informed the group about a number of developments coming to Clark Training Center:  
-No left turn from Plumber onto Van Buren will soon be enforced with citations being issued to violators. Soon access to the Clark will be off of Barton Rd. The Plumber Rd. will be closed.  
-Southern California Edison will be providing the electrical service to the complex in the near future.

- Verizon will be bringing fiber/optic lines in for improved telecommunications abilities.
- There will be improvements at the dining facility including a new food vendor.

Meeting adjourned at 12:10

Next meeting is September 10, in Idyllwild.

# Riverside County Training Officer's

Meeting Minutes November, 2008

Murrieta Fire Department

## **CALL TO ORDER**

Meeting called to order by President Mike Jennings at 0935.

A quorum was not recognized by a count of attendees.

## Attendance

Jennings	Murrieta
Esades	Pechanga
De Boer	Norco
Ellison	CDC
Bow	RCC
Avner	Palm Springs
Hannum	RCC
DeLa Hoya	Riverside City
Van Nortrick	Catherdal City

## **PRESENTATIONS**

None

## **Guests**

None

## **MINUTES**

Minutes were reviewed.

## **TREASURER REPORT**

Treasurer's report was given.

Checking / Savings	\$224,910.21
Accounts Receivable	\$6,230.00
Total	\$231,140.21

## **TRAINING CALENDAR**

- RS-1 for December is half full. Submit names to Holly. Names due by November 15<sup>th</sup> for December class and December 16<sup>th</sup> for January class.
- FC-3 Still looking to fill this class. Get student names to Holly ASAP.
- S-290 Scheduled for early December.

- Regional Instructor Orientation- 2 classes scheduled for January, 2009
- Ethical Leadership in the Classroom- this will be added to the schedule to coincide with the RIO classes in January.

09:55 Quorum was recognized with the arrival of Avner and Van Nortrick.

Motion (DeLa Hoya), 2<sup>nd</sup> (Van Nortrick) to approve the minutes. Approved.

## **RCC ADVISORY COMMITTEE**

### Fire Tech Program

- Fire and Chief Officer Certificate Proposals off to Sacramento for Chancellor's Office approval.
- Fire Investigation Certificate is in the initial stages of signatures.
- RCC is exploring taking on the administration of a Public Safety Grant to support the Ethics and Leadership program.
- Pre-requisite course for the Fire Academy is in the final approval process with implementation in fall 2009

### FF1 Academy

1 Additional cadet dropped in the past week due to academic performance.

### Truck Academy

No Report.

## **COMMITTEES**

### County Chiefs

The Chief's association is not a C-3 non-profit organization. They are working to change this.

### Other Colleges

College of the Desert- no report  
San Jacinto – Enrollments are up.

Regional Training Program – No report.

State Fire Training – New training for the instructor series is being offered.

So. Cal. TOs – The October meeting was productive. The annual symposium will be in Fresno on November 10 to 14.

Asset Committee – The scanner is approved, but has not been purchased yet. The committee is getting ready to purchase two equipment trailers. A vendor in Norco will be used.

Officer elections: Vice President, Mike Kelleher. Treasurer, Deano Asades. Nominations were closed in October. Vote of the membership approved the nominees.

Technical Rescue Ad Hoc - Developing relationships with other colleges and training officers. Working on a database for current instructors and better tracking for mentoring and developing cadres. Gilman and Perotti are the lead and second for RS-1. Deano Asades to become lead on RS-2. Perotti to become lead on Confined Space. Looking at additional people for swiftwater rescue. Auto X- Corona for large animal rescue. Belk is the lead and Gilman is interested in helping with this program. Leads need to get their equipment requests to the TO's so caches can be purchased. Professional services agreements in the works between the Regional Training Program and RCTOA.

### **UNFINISHED BUSINESS**

- Liability Insurance – Received a quote on a liability policy. It needs to be presented and approved by the membership and put in the 2009/2010 budget. Still awaiting insurance estimate for mobile equipment and contents. Coverage to include when it is not in transit.
- Annual Workshop is scheduled for February 11, 2009. Location TBA. Mike Jennings is collecting suggestions for the break-out groups.
- I-Zone – April 21, 22, 23, 2009. The IZone committee is looking for comments or suggestions for the drill.
- NWCG- work group to discuss policy for certificate issuance for non-forest agency affiliations.
- RCTOA Office at Ben Clark Training Center- Mike Kelleher to work with Tony Meham on final location.

### **New Business:**

None

### **Announcements:**

- Ride for Phil- successful events. Fund raising results were not yet available.

### **NEW BUSINESS**

### **ROUNDTABLE**

Meeting adjourned at 11:47

Next meeting is December 10<sup>th</sup>.

# Riverside County Training Officer's

Meeting Minutes December 10, 2008

Palm Springs Fire Department

## **CALL TO ORDER**

Meeting called to order by President Mike Jennings at 09:33.

A quorum was recognized by a count of attendees.

## Attendance

Jennings	Murrieta
Esades	Pechanga
De Boer	Norco
Lopez	Murrieta
Wesche	Riverside
Bow	RCC
Avner	Palm Springs
Hannum	RCC
Kelleher	CALFire

## **PRESENTATIONS**

None

## **Guests**

None

## **MINUTES**

Minutes were deferred to the next meeting.

## **TREASURER REPORT**

Treasurer's report was given.

Checking / Savings	\$240,618.73
Accounts Receivable	\$13,250.00
Total	\$253,868.73

## **TRAINING CALENDAR**

- RS-1 courses are advertised and contracts are complete. Three spaces left for the December class. Deadline for names from TO's is December 12, 2008 for the January class.
- Ethical Leadership in the Classroom- this will be added to the schedule to coincide with the RIO classes in January. Awaiting instructor confirmation to finalize the date.

- RS-2 March 9-13, 2009.
- HAZMAT IC tentatively scheduled and will be run through RTP. Dates TBA.
- County is sponsoring a Driver Operator 1A and 1B.
- Level II Instructor Series was advertised at the wrong price. Price has since been changed to reflect the correct price.

## **RCC ADVISORY COMMITTEE**

### Fire Tech Program

- RCC Fire Technology Club- request to TO's for donation of \$1,000 to establish the Fire Technology Club. 1<sup>st</sup> Frank DeBoer, 2<sup>nd</sup> Wesche. Approved.
- Program cuts are pending because District budget reductions.
- Prerequisite course for Fire Academy was approved with implementation in fall 2009.
- Need to establish a mentor for Truck Academy succession. Dru Ordil is a possible candidate.
- Physical agility workshops are scheduled for January-May, 2009.

## **COMMITTEES**

### County Chiefs

No report. Next meeting on December 18, 2009

### Other Colleges

College of the Desert- no report

San Jacinto – Finals start on Friday. No word on budget cuts. Winter break until late January.

State Fire Training –No report.

So. Cal. TOs – February 3, 2009 is the next meeting. Wildland entrapment course to be offered in April. Exact date TBA.

RTP- Working on HAZMAT IC courses. Awaiting final budget.

Asset Committee – Awaiting final bids to prepare proposals to bring to TO's for two trailers. Assessing minutes from previous meetings to accurately track spending.

Technical Rescue Ad Hoc - Sub-committee met in Murrieta on December 9, 2008. Working to establish instructors for future RCTOA courses. Lead instructors will be in charge of equipment inventories and needs assessment of equipment. Leads will be in charge of mentoring. Propose a change for the website to include a 2009 calendar that lists the classes by the month. Additional email advertising and email blasting will be

used to more aggressively advertise courses. Danny is working on advertising in Fire House Life. Working on 2 LARS, several RS-1, Auto-X, Trench, SWR. Advertise one at a time until it is full. Tech Rescue Committee meetings schedule through May.

### **UNFINISHED BUSINESS**

- Liability insurance-pending.
- I-Zone Drill for 2009- Date is April 21, 22, 23, 2009. Discussed various locations. Classroom or tents will be needed. Awaiting evaluations from the last drill to get feedback for 2009's drill. Maintain S/T format. Considering a later start time and end time because of shift change. I-Zone committee meeting after this meeting. I-Zone drill will be presented at the next Chief's meeting to get support. Mike Kelleher to tentatively attend for Mike Jennings due to another commitment.
- February Workshop- Mentoring qualifications for specialty rescue, Fire Academy are potential topics. Mitch Weshe and Natalie Hannum to investigate venues for the location.
- NWCG- pending.
- RCTOA Office at Ben Clark Training Center- restructuring of office space in January and will open up office space. CAL-Fire would like to maintain the same furniture for consistency.
- RCTOA staff expenditure sheet. Contract services for staff employees that are happening consistently need to be taxable positions to be in compliance with federal law. Motion to adopt the clerical staff positions as "employees" with appropriate taxes and withholdings as stated on the Staff Expense Submission Sheet for a total of \$47,464.80. Motion- Kelleher, 2<sup>nd</sup> de Boer. Approved.

### **New Business:**

Meeting for 2009- Meeting calendar is set for 2009.

Plaques for past members- put on the agenda for February workshop to each year develop a list of past members to award plaques for membership.

### **ROUNDTABLE**

Meeting adjourned at 12:00

January 14, 2009 at Norco.