

AREA C CICCIS - Peer Review Committee
MINUTES
Wednesday, January 28, 2009

MEMBERS PRESENT:

1. Richard Beckman, City of San Gabriel
2. Robert Doyle, City of Glendale, Chair of CICCIS Area C
3. City of Monterey Park
4. Matthew Luchetta, City of Glendale, Labor
5. Ish Messer, Cal EMA/OES
6. Kurt Norwood, City of Arcadia
7. Robert Trowbridge, City of Burbank
8. Don Wise, Verdugo Fire Communications

MEMBERS ABSENT:

1. Robert Burnett, City of Sierra Madre
2. John Cermak, City of Alhambra
3. Philip Guiral, City of South Pasadena
4. Kurt Johnson, City of Montebello
5. Marty Johnson, City of Pasadena
6. Rick Mayhew, City of San Marino
7. Ron Pelham, City of Monrovia

GUESTS:

1. Steven Berkery, City of Los Angeles

I. CALL TO ORDER

- Chief Doyle called the meeting to order at 0915 hours at the Verdugo Communications Center, 421 Oak Street, Glendale, California.

II. NOMINATION

- Selection of CICCIS Peer Review Level 300 Chair for 2009. Motion was passed unanimously appointing Robert Doyle, City of Glendale to continue as Chair for 2009.

III. ROLL CALL

- Roll Call of Area C CICCIS Meeting was conducted. A quorum was established.

IV. OLD BUSINESS

1. Significant discussion on S-290 and Management 1; when seeking to become STEN Trainee. Decision was to continue to hold to the requirements to have all required training prior to be consider with the exception of S-390 and S-336.
2. Significant discussion on whether Mgmt 1 is a requirement or does Mgmt 2A & experience satisfy; it was concluded that Mgmt 2A will not be an equivalency for Mgmt 1.

V. NEW BUSINESS

1. Per A/C Messer, in order to approve STEN Trainee applicants, they must complete at least 2 quality assignments/evaluations each of which should be a 3 day minimum. There is no written policy, but this should be the norm unless exceptional challenges were faced at shorter assignments. Ish will look for previous meetings minutes on the subject.
2. Staff assistants not in ROSS as STEN (T) will not be reimbursed.
3. List all certifications, not just certs for current position on application.
4. Purpose of this committee, per Ish M is:
 - a. Make sure minimum standards (qualifications) are being met.
 - b. Performance Evaluation, need to demonstrate training.
 - c. SUBJECTIVITY: Specific qualities of assignments to meet minimum standards. (Ex: From strike team, from tactics, all briefings, safety briefings, demob).
5. Per Ish M requirements are:
 - a. Firefighter Safety
 - b. OSHA Compliance
6. Cannot take 339, unless qualified for STEN.
7. Per Don Wise
 - a. Interest in Area C with LA City, ICIS. How to get one on one.
 - b. Area E, Montebello – Inclusion into contract service with Verdugo.
 - c. Santa Fe Springs is interested in Area C.

VI. TRAININGS

1. City of LA, Berkerey is conducting 'Training Specialist' on March 3rd, 4th 2009 at Camp 2.
2. Doyle, Luchetta or Marchant will be setting up 'How to Clinic' (2 hr class) for Single Resource Clinic, dates TBA. This class should be taken before Single Resource.
3. S-336 thru L.A. County on March 23rd, 24th, 25th and 26th at Camp 2.
4. Div. Sup 339 class on February 11th, 12th and 13th. Camp 2
5. Doyle has scheduled annual STEN Leader refresher course June 8th, 9th, and 10th, is mandatory per Area C Fire Chiefs.
6. Other Area STEN Refreshers:
 - a. Area E, Downey 04/28, 05/19, 05/20
 - b. Area G, Redondo Beach 04/21
 - c. Area A, Ops meeting 02/11

7. LA City - Culver City Drill Tower, Area A on February 2nd and 3rd.

VII. TASKS

A. Doyle

1. Contact Davis for 300 Level Committee
2. Contact Mark Khail
3. 'How to Clinic' dates
4. STEN Leader refresher course dates

B. Beckman and Norwood to turn in to Doyle

1. Update check-off list policy for all positions

VIII. APPLICANTS

GLENDALE

1. Ronald Gulli, STEN Trainee – NEEDS SUPPORTING DOCUMENTATION.
Needs to complete S-290, will be taking class in the next two weeks.
Approve once class is completed.
2. Carlos Guerrero, STEN Trainee – APPROVED.
3. Tom Propst, STEN Trainee – APPROVED.
4. Greg Godfrey, STEN Trainee – DENIED.
Does not have Management 1.

SAN GABRIEL

5. Newton Ong, FEMT – APPROVED.
6. Jeffrey Roy, STEN Trainee – NEEDS SUPPORTING DOCUMENTATION
Needs to turn in S-290 in order to be approved.
7. Derrick Doehler, STEN Trainee – APPROVED.
Needs task book.

BURBANK

8. Jorge Martinez, Receiving/Distribution Manager – APPROVED.
9. Steve Briggs, Strike Team Leader – APPROVED.
10. Steve Briggs, Resource Unit Leader – APPROVED.
 - Joel Petteys, Engine Boss (Not an applicant).
Conclusion: Only require engine boss to submit if they desire to go out as single resource.

Meeting Adjourned at 1230 Hours

Next meeting June 9th at 1300 hours GFD Training Center