 **Department of Public Safety**

 **Fire Advisory Staff Meeting Minutes**

 **Monday, December 3, 2018 @ 8:35 am**

**IN ATTENDANCE:**

Jed Hulsey Edward Valdez Bruce English Jennifer Calderon

Bob Lee Lisa Lozano Delbia Orozco Alex Guerrero

David Espley Sue Montierth Ryan Carey Mark Yokoyama

Joshua Boies Tracy Rickman Scott Jaeggi Diana Valladares

Rowena Mendoza Cliff Hadsell Jim Brakebill Jennifer Fernandez

Dominic Hebert David Wells Matthew Perez

**Scheduled Agenda:**

**I. Welcome and Introductions** – At 8:35 am., Tracy Rickman opened the meeting by welcoming and thanking everyone for attending the meeting.

A sign-in sheet was passed to the attendees who had already entered and were seated.

A Fire Advisory Agenda, Fire Advisory Minutes from last December 14, 2017, Homeland Security Advisory Minutes from April 19, 2018 and a copy of the Curriculum Committee’s New Program for Certificate of Achievement for the Basic Fire Academy were passed out to all attending.

 Pledge of Allegiance was led by Tracy Rickman.

All attendees introduced themselves.

Chief Rickman explained how this would be the last joint Advisory meeting for the Public Safety department. From now on each Public Safety group would conduct it’s own Advisory group meeting.

**II. Wildland Fire Academy**

Wildland Coordinator Ryan Carey gave an update on the current students applying for Class 22 of the next Wildland Academy. 129 students had attended the four Orientations that were being offered and 81 students showed up to apply on Saturday, December 1st. Those 81 will have their Pack Test on Friday, December 7th to determine the best times for the 50 seats available in the Wildland Academy.

Ryan commented on the new Wildland Degree Program being offered at Cal State San Marcos.

5 of our past cadets were also hired by Stanislaus Forest Service.

**Approval of Minutes** – The minutes dated from last December 14’s Advisory Meeting of 2017 were provided for approval. Captain Bob Lee motioned to approve the minutes. Wildland Coordinator Ryan Carey seconded the motion. All attending approved this motion.

Dean Mark Yokoyama commented on the status of remodeling of AJ Annex. Many classrooms have been in disarray for some time and are in critical need of repair. At beginning of spring semester the Wildland program will be moved to the AJ building until repairs are complete. More and more Police agencies are requesting classes and we are in need of more space. He also let us know that the internet service here will be fixed at the Academy temporarily during the month of December with a more permanent solution to follow in the months ahead. He also let us know of President Dreyfuss’ commitment of allocating funds for adding another classroom to our facility before her retirement in June of 2019.

**III. EMT Program Update** –

Scott Jaeggi provided the following information of EMT’s 2018 accomplishments:

1. Successfully completed our 4-Year Reaccreditation process with Los Angeles County EMS Agency in March.
2. Collaborating with Care Ambulance on pre-employment of EMT students at the beginning of each EMT class.
3. Signed new agreement with Castle Branch to provide background checks, drug screening and immunization & document tracking.
4. Implemented new State of California EMT Regulations July 1st , included naloxone and epinephrine administration, blood glucose testing and administration, and (4) hour tactical casualty care training.
5. Graduating Class 86 with 29 EMT Trainees on December 6th (the largest class in 2018).
6. Completed Five EMT classes and 10 EMR classes.
7. Provided EMT and CPR Renewal skills testing for Santa Fe Springs Fire & Rescue.
8. Successful job placement of over 90% of our EMT graduates within thirty days of course completion: to private ambulance companies, hospital emergency departments as well as some EMT graduates being employed on campus in the RHC Student Health and Psychological Services (SHPS).
9. Launching new EMT Tutor program in spring 2019 on campus at the RHC Learning Assistance Center (LAC) with past graduates who are working EMT’s.
10. The 2018 NREMT Exam Results are as follows:

78% of Rio students pass the first attempt, compared to 72% of the National average. 83% of Rio students pass by the third attempt, compared to 80% of the National average.

1. **2019 Program Goals** are:

**EMT 093**

* 1. Update curriculum
	2. Determine materials cost charged to student (approx. $28)
	3. Renumber course (i.e.: EMT 200 so it is CSU transferrable)
	4. Increase course from 8 units to 10 units

**FTEC 121**

* 1. Update curriculum
	2. Determine materials cost charged to student (approx. $14)
	3. Renumber course (i.e.: EMT 100 so it is CSU transferrable)
	4. Increase course from 3 units to 4 units
	5. Increase instructor to student ratio during lab sessions
	6. Create new EMT Certificate of Approval (COA).
	7. Developing an articulation agreement with local ROP & High School EMR programs.
	8. Meet with EMR and EMT instructors in January to discuss course delivery improvements.
	9. Hiring of additional EMT Instructors.
	10. Continue to purchase new EMS training equipment.

**IV. Homeland Security (**To be headed by Dr. Ygnacio Flores & Don Mason, who were unable to attend).Chief Rickman briefly went over the approved program.

AS degree and certification were approved. Classes will be offered again in the spring of 2019, a 15 Unit program will include HM101, 102, 104, 105 & HM106**.**

Dr**.** Floreswould like to expand the program to include classes in Cyber security.

**V. Fire Program & Fire Academy 50th Anniversary**

Our 50th Anniversary was held on Saturday, October 20th with special attendance by President Teresa Dreyfuss and United States Representative Linda Sanchez, who presented the Academy with a proclamation recognizing our 50 years of training in firefighting. We celebrated with a display of 25 fire engines, a helicopter fly-over, food and live music and enjoyed meeting our past alumni.

1. A new Certificate of Achievement for the 18 units of the Fire Academy was approved by the State and will be given to new graduating cadets in the fall of 2019.
2. A new classroom addition is in the design phase by Del Terra. President Dreyfuss has assured us of her commitment of allocating funds for adding this classroom to our facility before her retirement in June of 2019.
3. The Rig that was donated by Vernon Fire Department was taken to Ensenada, Mexico and donated to the Fire Department there.
4. Our new forklift is scheduled to be delivered in February of 2019. A forklift class may be offered for training on this equipment in the future. We also have an Extractor for cleaning turnouts but have not found a location to store it.
5. The Truck Academy taught by Captain Shook and Captain Chute will have 51 firefighters signed up for the next class. It took 4 minutes for the first 50 students to enroll.
6. The FTEC 044 class taught by Chief Hulsey has been very successful in helping students prepare for the Fire Academy and the Wildland Academy.

There has been an issue with students wanting to re-take this course to stay in shape. Since it is a 4 unit class, students are not permitted to re-take it. It might be possible in the future to make this a Non-credit class or a 2 unit class.

 **VI. ACA/Payroll**

Accounting Clerk Alex Guerrero gave us an update on ACA rules or changes given to him by Human Resources. This will affect mostly Part-time and Hourly employees. All Part time instructors will now have to sign and submit their Load sheets on light blue paper.

 **VII. Counseling**

Counselor Diana Valladares gave an update on our Informational meetings, the upcoming Wildland Pack test, and meeting with the cadets who have been accepted to the new Part time Fire Academy that starts in January. She also mentioned that she helped 54 students petition for their AS Degree. She also reminded us of Rio’s new commitment to offer Tuition-Free classes for 2 years to new college students who have a 2.0 GPA.

**VIII. Dean’s Final Comments**

Dean Mark Yokoyama concluded with the many changes upcoming in 2019. In the spring there will be new Trustee Board members, Human Resources will have a new Executive Director, and the college will be preparing for hiring a new President after the spring semester. New projectors will be installed in all classrooms by December 17th and new part time instructors will be hired and approved by the Board in February. He thanked everyone for the great job we are doing here.

 **The meeting ended at 10:40 am.**