



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
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Date: July 12, 2018

Attachment 1

To: Ronny J. Coleman, Chairman
Statewide Training and Education Advisory Committee
c/o State Fire Training

From: Jeff Seaton, National Certification Training Specialist

SUBJECT/AGENDA ACTION ITEM:

Accredited Local Academy (ALA) Testing Non-Employees Program

Recommended Actions:

Approve Accredited Local Academy (ALA) Testing Non-Employees

Background Information:

The State Fire Training Procedure Manual, 2019 Edition, defines an Accredited Local Academy (ALA) as a partnership between a fire agency serving a specific authority having jurisdiction and Office of the State Fire Marshal (OSFM) to deliver approved State Fire Training (SFT) curriculum within a given region. ALAs are limited to only one fire agency, and may only provide training to in-house personnel.

SFT has allowed ALAs to train non-agency personnel in California Fire Service Training and Education System (CFSTES) and Fire Service Training and Education Program (FSTEP) courses.

With the implementation of certification exams in 2016, SFT limited an ALA to only test department employees. Non-ALA departments are required to complete their Certification Exam Testing through an Accredited Regional Training Program (ARTP). Certification Exams became required for Fire Fighter 1 Certification in January 2019. SFT is in the process of creating and validating the certification exam for Fire Fighter 2.

Analysis/Summary of Issue:

Several Fire Fighter 1 Academies hosted by ALAs include recruits from neighboring agencies (i.e. Sacramento City Fire Department's academy typically includes recruits from West Sacramento Fire Department). Academy instructors are from the ALA, and may also include instructors from the neighboring agencies. Under the current SFT Procedures Manual, the ALA may only administer the certification exam to their employees (Sacramento City recruits), and the neighboring agency recruits (West Sacramento Recruits) are required to complete the certification exam through an ARTP. Some ALAs with this issue have brought in an ARTP to help administer the certification exam, so that all the recruits can take the certification exam at the same time. Additionally, several departments have hired employees that have already completed their Fire Fighter 1 academy, but never took the now required state certification exam.

Based on recommendations from the Steering Committee, STEAC, and ALAs, SFT evaluated the ability for ALAs to conduct testing for non-employees who are employees of neighboring jurisdictions. ALAs would be allowed to test neighboring jurisdictions when they are testing their own employees. At least 51% of the exam candidates must be employed by the ALA, and up to 49% of the exam candidates can be from neighboring agencies. Pre-employment candidates and non-ALA Departments needing private testing will need to go through an ARTP.



ACCREDITED LOCAL ACADEMY (ALA) TESTING NON-EMPLOYEES Interim Procedures

Issued: **DRAFT**

Procedure Changes

- Edition** January 2019 edition of the State Fire Training Procedures Manual
- Effective Date:** **DRAFT**
- Section Change:** Updated section 3.2: Accredited Local Academy (ALA)
- Justification:** Based on recommendations from the Steering Committee, STEAC, and ALAs, SFT evaluated the ability for ALAs to conduct testing for non-employees who are employees of neighboring jurisdictions. ALAs would be allowed to test neighboring jurisdictions when they are testing their own employees. At least 51% of the exam candidates must be employed by the ALA, and up to 49% of the exam candidates can be from neighboring agencies. Pre-employment candidates and non-ALA Departments needing private testing will need to go through an ARTP.
- SFT Contact** [Contact SFT Staff](#) assigned to the specific certification.
- Note:** All new text appears in underline. All deleted text appears in ~~strikeout~~

3.2: ACCREDITED LOCAL ACADEMY (ALA)

3.2.1: PURPOSE

- A. An Accredited Local Academy (ALA) is defined as a partnership between a fire agency serving a specific authority having jurisdiction and Office of the State Fire Marshal (OSFM) to deliver approved State Fire Training (SFT) curriculum and Fire Fighter Certification Exams within a given region.
1. ALAs are limited to only one fire agency (e.g., Oakland Fire Department).
 2. ~~ALAs may only provide training to in-house personnel~~
- B. An ALA shall provide the following delivery components in conjunction with the needs of its community:
1. California Fire Service Training and Education System (CFSTES)
 2. Fire Service Training and Education Program (FSTEP)
 3. California Incident Command Certification System (CICCS)
 4. Fire Fighter Certification Exams

3.8: FIRE FIGHTER CERTIFICATION EXAM DELIVERY

3.8.1: ACCREDITED REGIONAL TRAINING PROGRAM (ARTP) EXAM DELIVERY



ACCREDITED LOCAL ACADEMY (ALA) TESTING NON-EMPLOYEES Interim Procedures

- A. An Accredited Regional Training Program (ARTP) shall provide the Fire Fighter Certification Exam in conjunction with the needs of its region.
 - i. See Chapter 11: Fire Fighter Certification Exams for exam requirements.

3.8.2: ACCREDITED LOCAL ACADEMY (ALA) EXAM DELIVERY

- A. An Accredited Local Academy (ALA) shall provide the Fire Fighter Certification Exam in conjunction with the needs of its agency.
 - i. See Chapter 11: Fire Fighter Certification Exams for exam requirements.
- B. An ALA can test candidates from neighboring agencies under the following conditions:
 - 1. ALA employees must make up at least 51% of the certification exam candidates
 - 2. Non-ALA participants may include up to 49% of certification exam candidates sponsored from neighboring agency
 - 3. Candidates from neighboring jurisdictions must be employed by the sponsoring agency