



Advisory Committee
MEETING NOTES

Present: Matthew Jewett (AD, OC Public Safety), Mike Ketaily (Department Chair, OC Public Safety), Karsten Guthrie (Oxnard FD), Tamara Crudo (OC Public Safety), John Twitchell (OC Public Safety), Jeff Pike (Department Chair, VCFD), Dave Latham (OC PUBLIC SAFETY), Robert Dunivin (LAFD), Matthew McElhenie (OC Public Safety), Jake Findlay (OC Public Safety), Chris Rosa (VC EMS Agency), Keith Gurrola (Fillmore FD), Nate La Russo (Oxnard FD), John Higgins (Ventura Harbor Patrol), David Endaya (Ventura City FD), Berenice Rodriguez (OC Public Safety)

Absent:

Guests: Gilbert Downs (OC Campus Services), Armine Derdarian (Dean, OC CTE), Caryn Petty (CAL Fire), Shannon Davis (OC Curriculum), Shannon Trefts (OC Counseling), Oscar Cobian (VP, OC Student Services)

Meeting Date: 03/05/2021

Approval of Minutes from: 10/29/2020

Recorded By: Berenice Rodriguez

AN = Action Needed

AT = Action Taken

D = Discussion

I = Information Only

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC STANDARD
I.	Welcome / Call to Order	I	Meeting was called to order at 8:34am		
II.	Approval of Minutes	I	Reviewed minutes from 10/29/2020 <ul style="list-style-type: none">T. Crudo moved to approve the minutesJ. Twitchell seconded the motionMinutes approved		
III.	Introductions	I	Everyone went around and stated their name and department		

IV. EMT Update	I	<p data-bbox="552 170 674 199">K. Beatty</p> <ul data-bbox="604 240 1625 646" style="list-style-type: none"> • EMT Program has been online • Will return to in person on March 15th for skills through May 15th • All EMT students will be able to get vaccinated at the Camarillo Vaccination station here on our grounds <ul style="list-style-type: none"> ◦ Vaccinations will begin as early as next week • Fire Academy Students will also be able to get vaccinated • Plan to have all in-person for the Fall with proper PPE • Have students back on the ambulances for the Fall semester if possible • PSFA Certification will be in place for the Fall 2022 <ul style="list-style-type: none"> ◦ New courses are reviewed in the Fall semester, goes to Board Approval <p data-bbox="552 683 707 712">D. Sullivan</p> <ul data-bbox="604 753 1619 821" style="list-style-type: none"> • Our program was one of the only ones to continue the course and students benefit from doing the ride-along and clinicals. <p data-bbox="552 859 747 888">M. McElhenie</p> <ul data-bbox="604 928 1667 1075" style="list-style-type: none"> • Students can continue to do the 24 hours simulation if needed according to the state for 180 days past the state of emergency • The EMT program is in a good place to return and showing that our students are vaccinated will allow us to safely get our students back on ride-along <p data-bbox="552 1112 693 1141">M. Jewett</p> <ul data-bbox="604 1182 1661 1360" style="list-style-type: none"> • Discussion with sister college is that they will continue to do simulation because hospitals will be hard to get into and Paramedic programs will be doing ride-along • If we can have our students do the ride-along without impacting the paramedic students, we can continue with the original plan 		
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V.	EMT Summer/Fall Course Delivery	I	<p>M. Jewett</p> <ul style="list-style-type: none"> • We will be offering a summer EMT course • It will be an accelerated course • CARES Funding will cover this course due to registration needing to be lower in the Spring and Fall due to pandemic • Fall will still be capped at 20 students with 5 on the waitlist • Courses will be able to do an all in-person course or hybrid; up to instructor 		
VI.	EMR Fall 2021 Delivery	<p>I</p> <p>D</p> <p>AT</p>	<p>J. Findlay</p> <ul style="list-style-type: none"> • First time EMR is offered in the Fall Semester and on Fridays to capture the working students • Will be offering it on Fridays with the option of being all in-person • Course works towards Certificate of Achievement <p><i>T. Crudo moved to Propose changes to EMT R109 Emergency Medical Responder course – add content to provide students with Public Safety-First Aid (PSFA certification) and Fire/Wildland Academy to require EMR PSFA instead of current requirement of EMT R169 as a limitation of enrollment</i></p> <p><i>D. Latham seconded the motion</i></p> <ul style="list-style-type: none"> • Add to the current EMT 109 course curriculum; Wildland Academy – add limitation on enrollment to include minimum PSFA certification • Adding PSFA optional skills training to the course would include supplemental oxygen, epinephrine for anaphylaxis, intranasal naloxone administration, DuoDote for self/buddy rescuer, and OPA/NPA <p><i>Motion passed unanimously</i></p>	AN	

VII.	Clinical & Ambulance Ride Along for EMT	D	<p>C. Rosa</p> <ul style="list-style-type: none"> • The pandemic has made everything very unpredictable and we will not be able to completely eliminate the risk • Due to the pandemic, programs cannot be mandated to complete clinicals and providers cannot be mandated to provide clinical time • It would be hard to commit to ride-along and clinical time because of the risks so simulations may still be the better option <p>D. Endaya</p> <ul style="list-style-type: none"> • Stations have been locked down due to the pandemic, as numbers trend down, this may change • Visits and ride-alongs have been suspended • It is hard to commit to what can be done until we have a clear picture of what is going to happen 		
VIII.	COA - EMT COA Emergency Medical Technician – review and approval of new program	<p>D</p> <p>AT</p>	<p>M. McElhenie</p> <p><i>J. Twitchell made a motion to move forward with the creation of a Certificate of Achievement once students complete EMT R169 and EMR R109</i></p> <p><i>T. Crudo seconded the motion</i></p> <ul style="list-style-type: none"> • Creating a COA for the EMT students once they complete EMT 169 and EMR 109 • This will allow them to participate at graduation, be documented in their transcripts, and make them more • competing with Moorpark College as they have a COA • Will promote continuing education for our students <p><i>Motion passed unanimously</i></p>	AN	

IX.	Fire Officer AS Degree, COA, Contract Education	I	<p>M. Ketaily</p> <ul style="list-style-type: none"> • SFT offers classes so Firefighters can move up in their career • We are working to offer some of those courses through curriculum • Five courses will be offered each semester to in-service firefighters • After completion of these courses and their general education, they will receive an AS degree • Set to begin in the Fall of 2021 as five-day courses • Some agencies require an Associate's Degree and there are in-service firefighters who did not receive that • This would allow them to get an AS or a COA if they do not complete their general education courses • Instructor 1, RIO & Ethics have been offered a couple times; Instructor 2 will be offered next week <p><i>R. Dunivin made a motion to create the AS Fire Company officer</i></p> <p><i>K. Guthrie seconded the motion</i></p> <p>AT <i>Motion passed unanimously</i></p> <p><i>D. Kromka made a motion to create the COA Fire Company Officer</i></p> <p><i>K. Guthrie seconded the motion</i></p> <p>AT <i>Motion passed unanimously</i></p> <p>M. Ketaily</p> <ul style="list-style-type: none"> • The AS/COA in Fire Technology needed to be modified due to FF I Academy changing to FF I/FF II • Program modification needed to be made 	AN	
				AN	

			<ul style="list-style-type: none"> • First time teaching online and will be coming back in-person on March 15th • Thanked J. Higgins for allowing the academy to use his facility and boats 		
XII.	Wildland Academy Update	I	<p>D. Latham</p> <ul style="list-style-type: none"> • Wildland Academy is halfway through • Added a few certifications; doing proficiency checks and will be doing some testing • Adding daily PT • Proposed time will be from 8:00am – 5:00pm instead of 8:30pm – 4:30pm and be adding two additional • ICS 200, CAL Fire Handcrew Certification, Wildland Firefighter Safety and Survival will be added to the course • Will increase student's marketability with CAL Fire during their hiring season • Wants to increase Wildland Academy to 68 hours <ul style="list-style-type: none"> ○ 32 Lecture and 36 lab hours <p><i>D. Kromka moved to increase Wildland Academy by 68 hours</i> <i>T. Crudo seconded</i> <i>Motion passed unanimously</i></p>	AN	
XIII.	Apparatus Bay Update	I	<p>M. Jewett</p> <ul style="list-style-type: none"> • Finishing up on Phase 2 • Utilities, sewer, electrical, parking lot has been completed • Phase 3 goes to the Board of Trustees for Approval • Contractor will receive their notice to proceed on Tuesday <ul style="list-style-type: none"> ○ Contractor is the same for Phase 3 as in Phase 1 & 2 • Foundation will begin to work and then the building will be put up • We are set to be out of the bunkers and the VCFD apparatus bay by July 1st 		
XIV.	Oxnard FD Intern Program	I	<p>K. Guthrie</p> <ul style="list-style-type: none"> • COVID made a stop with the Intern Program 		

			<ul style="list-style-type: none"> As numbers decrease, this may change and they may be able to bring some students back Two students they had interning had to stop short because of personal responsibilities they had to attend to Need to come up with a “carrot” to keep students a little longer Applications will be put out once they are able to get it up and running again <p>K. Gurrola</p> <ul style="list-style-type: none"> Would like to start an Intern program as well to include some of our Fire Academy students and replicate what Oxnard FD has <p>M. Jewett – welcomed other agencies to work with us and start intern programs as well</p>		
XV.	Allan Hancock College EVOC Site Visit	I	<p>M. Jewett</p> <ul style="list-style-type: none"> M. Jewett, M. Ketaily and the VP of Fiscal Services, Chris Renbarger, visited Allan Hancock on 2/22/2021 to see their EVOC They used bond money to create their EVOC We would be creating one big pad where they can include cones VP will be exploring with DAC to see if they would allow us to build the EVOC and find funding 		
XVI.	Perkins and Strong Work Force Funding Ideas	I	<p>M. Jewett</p> <ul style="list-style-type: none"> Perkins and Strong Workforce are Funding Initiatives Perkins is supposed to be used for instructional equipment that must be used directly by students SWP is a state grant that is distributed after proposals are submitted and approved <ul style="list-style-type: none"> Last year we were granted funds to purchase things for the Lifeguard Academy, Wildland Academy, and Fire Academy 		

		AT	<p>1. FC 3 Phase 1 and Phase 2 props – Live Fire Draeger Training Prop</p> <ul style="list-style-type: none"> ➤ The current props restrict us due to working with VCFD’s academy and our academy must do these at night ➤ Having our own prop would allow our students to be able to burn without many restrictions ➤ Planning and operations would be smoother <p><i>J. Twitchell moved to request a Life Fire Draeger Training Prop</i> <i>R. Dunivin seconded the motion</i> <i>Motion passed unanimously</i></p>	AN	
		AT	<p>2. Type 3 Brush/Grass Apparatus (Wildland/Fire Academy)</p> <ul style="list-style-type: none"> ➤ (CHECK NOTES) <p><i>T. Crudo motion to apply for a Type 3 Brush/Grass Apparatus</i> <i>R. Dunivin seconded the motion</i> <i>Motion passed unanimously</i></p>	AN	
		AT	<p>3. Rescue Jet Ski with rescue board (Lifeguard Academy)</p> <ul style="list-style-type: none"> ➤ We were able to purchase a mobile ➤ Rescue water craft would allow for the academy instructors corral the students depending on the waves or weather ➤ It is a very popular craft through many agencies and this would expose our students <p><i>D. Latham moved to apply for a Rescue Jet Ski</i> <i>M. McElhenie seconded the motion</i> <i>Passed unanimously</i></p>	AN	
			<p>4. EMT Simulation classroom and Technology Package</p> <ul style="list-style-type: none"> ➤ Simulation will work in any classroom that has blank walls ➤ Walls would be come interactive and it includes a smell bank that would allow for smell to come through the classroom ➤ Project a 360 environment with surround sound, including scent, wind, etc. to create a realistic environment ➤ Some packages include mannequins that are cast from real humans and include vasculature ➤ Fire Academy would be able to use simulation package as well for fire scenarios 		

		AT	<p><i>J. Findlay motioned to apply for the EMT Simulation Classroom</i></p> <p><i>J. Twitchell seconded the motion</i></p> <p><i>Motion passed unanimously</i></p>	AN	
XVII.	Roundtable Agency Reps/Industry Needs	<p>D</p> <p>AT</p>	<p>K. Gurrola</p> <ul style="list-style-type: none"> • Thanked the Fire Academy for allowing some of his people as Professional Experts here • They are currently in the process of hiring FF Paramedics • Looking at personnel who have a fire background • Cannot hire a full academy due to COVID restrictions but are looking to hire some that can come in and begin working right away • Looking at promotional process and look at first Captain Hire in 15 years <p><i>T. Crudo moved to pursue a Type II Hand Crew Program Partnership with local agency</i></p> <p><i>D. Latham seconded the motion</i></p> <p><i>Motion passed unanimously</i></p> <p>K. Guthrie</p> <ul style="list-style-type: none"> • Chief Hamilton was sworn in last week • Passed sales tax measure that will support progress in the agencies • City Manager is aware of our Fire Program and it is a priority for him to work with our college • Graduating an academy soon. Academy began with 14 and a couple people had to drop due to COVID • The new academy will begin October 4; applications will be put out shortly <p>J. Higgins</p>	AN	

			<ul style="list-style-type: none"> • Commended J. Findlay for his time and work with the Lifeguard Academy • Need for lifeguards is at an all time high due to large crowds at the beaches • A Beach Driving Course is necessary as there is driving on the beaches and accidents happen yearly of people getting run over at the beach • Developing a Beach Driving Course would tie in with our Driver Operating Courses <p>C. Rosa</p> <ul style="list-style-type: none"> • Thanked everyone for • County is hiring EMT & Paramedics as extra help for the vaccination sites • Hiring link to apply through Government Jobs • Pay is \$20.36 an hour and minimum qualifications include Current and Valid CA Paramedic or EMT certification & current and Valid CPR card <p>M. Jewett</p> <ul style="list-style-type: none"> • Shared that we are now an approved Pearson View testing site and are focusing on NREMT testing <p>C. Petty</p> <ul style="list-style-type: none"> • Will be revising the Driver Operating Series this year • Will be looking at updating Firefighter Safety Survival • Will be sending out a blast for cadre participants • Regulatory package going this year Procedural Manual Update • Will be open for public comment and be sent through email, mailers, etc <p>T. Crudo</p> <ul style="list-style-type: none"> • Will be going out to Moorpark and Fillmore for brush clearing <p>J. Twitchell</p> <ul style="list-style-type: none"> • Cadets are halfway through their training • Students are working well together • Wildland Academy, Fire Academy and VCFD academy are all on our grounds and are managing working together very well 		
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			<p>J. Findlay</p> <ul style="list-style-type: none"> • Excited to be working with Port District • Finish out the last 2 weeks of the Lifeguard Academy • It would be great to get Chief Alexander to come out and talk to the Lifeguard Academy students • Shannon Trefts will be doing a presentation on a Sunday and hopefully Chief Alexander can come out the same day 		
VIII.	Next Meeting Date		<p>Next meeting will be on a Thursday or Friday in October</p> <p>Will send out the calendar invite once the date is set</p>		
XIX.	Adjournment		Meeting adjourned at 11:19am		