



Advisory Committee
MEETING NOTES

Present: Jeff Pike (Department Advisory Chair, VCFD), 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), 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 CE), Caryn Petty (CA State Fire Training), Shannon Davis (OC Curriculum Chair), Shannon Trefts (OC Career Counselor), 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 minutes • J. Twitchell seconded the motion • Minutes approved 		
III.	Introductions	I	Everyone went around and stated their name and department		

IV.	EMT Update	I	<p data-bbox="554 168 674 201">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 the Ventura County FD training grounds <ul data-bbox="697 391 1331 423" 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 data-bbox="697 578 1551 646" style="list-style-type: none"> ○ New courses are reviewed in the Fall semester, goes to Board Approval <p data-bbox="554 683 709 716">D. Sullivan</p> <ul data-bbox="604 755 1619 823" 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="554 860 747 893">M. McElhenie</p> <ul data-bbox="604 932 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="554 1112 695 1144">M. Jewett</p> <ul data-bbox="604 1183 1663 1365" style="list-style-type: none"> • Discussion with sister colleges is that they will continue to do simulation because hospitals will be hard to get into and Paramedic programs will be doing ride-alongs and we there will be limited seats available. • If we can have our students do the ride-along without impacting the paramedic students, we can continue with the original plan 		
-----	------------	---	--	--	--

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 Fall will still be capped at 20 students with 5 on the waitlist Faculty will be able to do an all in-person course or hybrid 		
VI.	EMR Fall 2021 Delivery & Proposed EMR PSFA curriculum inclusion/change	I	<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 ***Action Item*** Proposed changes to EMT R109 Emergency Medical Responder course (adding content to provide students with Public Safety-First Aid (PSFA certification)) <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 change the limitations on enrolment to EMR PSFA in place of the current limitation on enrolment.</i></p> <p>D</p> <p><i>D. Latham seconded the motion</i></p> <ul style="list-style-type: none"> Add to PSFA to the current EMT 109 course curriculum; Wildland Academy – add limitation on enrollment to include minimum PSFA certification; changes will be made during the Fall 2021 curriculum cycle with changes effective Fall 2022 <p>AT</p> <ul style="list-style-type: none"> 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>Motion passed unanimously</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	D	<p>M. McElhenie</p> <ul style="list-style-type: none"> • COA – EMT – ***Action Item*** (COA Emergency Medical Technician – review and approval program) <p><i>J. Twitchell made a motion to move forward with the creation of a Certificate of Achievement once students complete EMT R169 and EMT 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 EMT 109 • This will allow them to participate at graduation, be documented in their transcripts, and make them more competitive for EMT jobs 	AN	

		AT	<ul style="list-style-type: none"> Will promote continuing education for our students <p><i>Motion passed unanimously</i></p>		
IX.	Proposed Fire Officer AS Degree, COA & Contract Education Update	I	<p>M. Ketaily</p> <ul style="list-style-type: none"> ***Action Item*** for: (AS & COA Fire Company Officer – review and approval of new program) SFT offers classes so Firefighters can move up in their career Five out of the 10 course sequence will be offered each semester to in-service firefighters and all classes are planned to be offered on an annual basis After completion of these courses and their general education, they will receive an AS degree Set to begin in the Fall of 2021 in the traditional SFT course scheduling sequence Many agencies require an Associate’s Degree and there are many 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 multiple times; Instructor 2 will be offered starting the 2nd week of March 		
		AT	<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><i>Motion passed unanimously</i></p>		AN
		AT	<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><i>Motion passed unanimously</i></p> <p>M. Ketaily</p>		AN

			<ul style="list-style-type: none"> • The AS & COA in Fire Technology needed to be modified due to FF I Academy moving to FF I/FF II and the SFT hour increase requirement for FFII and FC3 • Program modification needed to be made <p><i>T. Crudo made a motion to move with the modification of the AS & COA Fire Technology</i></p> <p>AT <i>D. Kromka seconded the motion</i></p> <p>Motion passed unanimously</p>	AN	
X.	Fire Academy I/II Update	I	<p>T. Crudo</p> <ul style="list-style-type: none"> • Academy is down to 31 students • Just completed FC3 live fire training. This training has become very challenging due to the location of the current VCFD FC3 props. The smoke from these props' drifts into surrounding buildings and businesses due to wind shifts / weather changes which in turn causes the course to be cancelled. This in turn creates a logistics and planning challenge. The college would be well served to have our own FC3 Live Fire training props on the South lot of the VCCCD property. The current props are also older and in need of repair making them less safe for our students and staff. • Next week they begin Safety and Survival and the rest of the FF II Curriculum • Using all the props in alignment with VCFD • Month of March is open for applications • Changed the prerequisites for the academy; hope this does not impact the application <p>AT</p> <ul style="list-style-type: none"> • J. Twitchell is doing great with the instruction • Wildland Academy & Fire Academy on the grounds on Wednesdays but have been working well • Fire Academy is now a 20-unit course • ***Action Item*** COA Fire Fighter I/II Academy – review and approval of existing program due to increase in units <p><i>J. Twitchell moves to approve the update of the COA for the Fire Fighter I/II Academy</i></p>	AN	

			<p><i>D. Kromka seconded</i></p> <p><i>Motion passes unanimously</i></p>		
XI.	Lifeguard Academy	I	<p>J. Findlay</p> <ul style="list-style-type: none"> • There are 17 students currently enrolled in the academy • The LG academy is halfway done through the academy • Last Sunday, students went and tested for the CA State Park Lifeguard Tryouts for seasonal positions. Out of 4 students that went, they all passed the physical component and proceeded on their interviews • Other students decided to try out for the smaller municipal agencies in the county like the City of Port Hueneme • Last half of the academy will be working with J. Higgins out of Port District • EMR just completed its 8th week, there are 16 students • 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 • He and CAL Fire would like to offer a more certifications, more skills practice as well as additional proficiency checks / testing • David would also like to add daily Physical Training to the curriculum • Proposed time will be from 8:00am – 5:00pm instead of 8:30pm – 4:30pm and be adding two additional • Proposal is to include ICS 200, CAL Fire Hand crew Certification, Wildland Firefighter Safety and Survival • Additional hours for Physical Training (PT)/Kinesiology training. This could be in the form of a Co-Requisite or part of the hours increase to the Wildland Academy • All of this will increase student’s marketability with CAL Fire during their hiring season • David would like to increase Wildland Academy by an additional 68 hours <ul style="list-style-type: none"> ○ Approximately 32 Lecture and 36 lab hours 		

		AT	<ul style="list-style-type: none"> Wildland Academy – add limitation on enrollment to include minimum PSFA certification; changes will be made during the Fall 2021 curriculum cycle with changes effective Fall 2022 <p>***Action Item*** Proposed changes to FT R180 Wildland Fire Academy <i>D. Kromka moved to increase Wildland Academy by 68 hours to include the above bulleted items</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"> Phase 2 almost complete including the utilities, sewer, electrical, parking lot to the building site Phase 3 goes to the Board of Trustees for Approval the 2nd week of March. Contractor will receive their (NTP) notice to proceed after the BOT approves the Phase 3 contract <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 The public safety programs are required to be out of County Fires Apparatus Bay and the storage bunkers by July 1st which will require OC to start moving all of our equipment and supplies the end of May and month of June. 		
XIV.	Oxnard FD Intern Program	I	<p>K. Guthrie</p> <ul style="list-style-type: none"> COVID caused the OFD Intern Program to pause temporarily As numbers decrease, this may change and they may be able to bring some student interns 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 EVOG 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 EVOG • They used bond money to create their EVOG • We would be creating one big pad where we can conduct EVOG training • VP will be exploring with DAC to see if they would allow us to build the EVOG and explore funding sources 		
XVI.	Perkins and Strong Work Force Funding Ideas	I	<p>M. Jewett</p> <ul style="list-style-type: none"> • Perkins and Strong Workforce are Grant Funding Initiatives to help students gain career employable skills and jobs • Perkins is supposed to be used for instructional equipment that must be used directly by students • Last year we were granted Perkins funds to purchase things for the Lifeguard Academy, Wildland Academy, and Fire Academy • SWP is a state grant that is distributed after proposals are submitted and approved • Ideas for consideration and approval by the advisory: <ol style="list-style-type: none"> 1. FC 3 Phase 1 and Phase 2 props – Live Fire Draeger Training Prop <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 as noted in Tamara Crudo’s report out on the Fire Fighter I/II Academy update ➤ Having our own prop would allow our students to be able to burn without restrictions 		AN

		AT	<ul style="list-style-type: none"> ➤ Planning, operations and safety for students and staff would be operationally and fiscally improved with the purchase of these props <i>J. Twitchell moved to request Perkins or Strong Work Force funding for the FC3 Phase I & II Live Fire Draeger Training Props</i> <i>R. Dunivin seconded the motion</i> Motion passed unanimously 	AN	
		AT	<p>2. Type 3 Brush/Grass Apparatus for both the Wildland/Fire Academy and the Fire Fighter I/II Academy Programs</p> <ul style="list-style-type: none"> ➤ This apparatus is required for the wildland components of the SFT and NWCG training for wildland fire fighting <i>T. Crudo motion to apply for Perkins or Strong Work Force funding for a Type 3 Brush/Grass Apparatus</i> <i>R. Dunivin seconded the motion</i> Motion passed unanimously 	AN	
		AT	<p>3. RWC / Rescue Jet Ski with rescue board (Lifeguard Academy)</p> <ul style="list-style-type: none"> ➤ Rescue watercraft would allow for the academy instructors corral the students depending on the waves or weather and have a higher level of safety ➤ The craft would also allow for more advanced skills to be taught in the program making the students more employable ➤ It is a very popular craft that most hiring agencies use and this would expose our students to this craft making them more employable <i>D. Latham moved to apply for Perkins or Strong Work Force funding for a RWC/ Rescue Jet Ski</i> <i>M. McElhenie seconded the motion</i> Motion Passed unanimously 	AN	
		AT	<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 	AN	

K. Guthrie

- Chief Hamilton was sworn in last week
- Passed sales tax measure that will support progress in the agencies
- Oxnard City Manager is aware of our Fire Program and it is a priority for him to work with our college
- OFD will be graduating an academy soon. Academy began with 14 and a couple people had to drop due to COVID complications specifically because of respiratory issues after recovering from COVID
- The new academy will begin October 4; applications will be put out shortly
- OFD Fire Chief Hamilton will be coming to the OC Fire Fighter Academy on March 15th to recruit. He has a special interest in recruiting women and local Oxnard residents

L. Higgins

- Commended J. Findlay for his time and work with the Lifeguard Academy
- From his perspective managing the Ventura Harbor there is a large increase in needs for lifeguards year round due to the large crowds at the beaches over the last two years
- 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
- This further shows the need for a EVOC pad on the South lot of the VCCCD Camarillo site

M. Rosa

- Thanked everyone for continuing to train EMT students in person and keeping the pipeline of trained EMT's coming into the system
- 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

M. Jewett

- Shared that we are now an approved Pearson View testing site and are focusing on NREMT testing

C. Petty (State Fire Training / State Fire Marshals Office)

- 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

T. Crudo

- FF I/II Academy & Wildland Fire Academy will be going out to Moorpark and Fillmore for brush clearing

J. Twitchell

- 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

J. Findlay

- Excited to be working with Ventura Port District again and thanked Chief Higgins for allowing us to train at his facility to 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 on Guided Pathways for student feedback for OC and hopefully Chief Alexander can come out the same day

XVIII.	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		