



MEETING NOTES

Present: Matthew Jewett (AD, Oxnard College), Mike Ketaily (Department Chair), Jeff Pike (Department Chair, VCFD), Keith Gurrola (Fillmore FD), Stephen McNaughten (Oxnard FD), John Higgins (Ventura Harbor Patrol), Chris Rosa (VC EMS Agency), Berenice Rodriguez (OC Public Safety), Karsten Guthrie (Oxnard FD), Sylvia Mojica (Student Rep), John Ceceña (Oxnard FD), Mark Franke (Police Academy), David Endaya (Ventura City FD), Jake Findlay(OC Public Safety), Scott Dettorre (OC Public Safety), Alex Hamilton (Oxnard FD), John Colamarino (Oxnard FD)

Guests: Connie Owens (Oxnard College Foundation), Shannon Trefts (Oxnard College Career Center), Gilbert Downs (Oxnard College Campus Services), Paris Trujillo (Oxnard College Curriculum), Chris Renbarger (VP, Oxnard College), Deanna McFadden (Oxnard College Health Center), Bob Sube (Oxnard College M&O)

Meeting Date: 10/29/2020

Approval of Minutes from: 02/11/2020

Recorded By: Berenice Rodriguez

AN = Action Needed

AT = Action Taken

D = Discussion

I = Information Only

Zoom Meeting Link:

https://cccconfer.zoom.us/rec/share/V5R7K80yfAmHbVuxEFA66AjThyN2xZNpIxN4sceC8IZy3Bc8xghYjj3TA_Bqbz15.KZCpbhQEKYui08OW?startTime=1604001713000

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC STANDARD
I.	Welcome / Call to Order	AT	The meeting was called to order at 1:03 PM		
II.	Approval of Minutes	AT	D. Endaya motioned to approve the minutes. K. Guthrie seconded the motion. Motion carried unanimously.		

			J. Ceceña motioned to approve the agenda. C. Owens seconded the motion. Motion carried unanimously.		
III.	Introductions	I	All members present introduced themselves.		
IV.	Fire Academy I/II Updates – AD Jewett	I	<p>Revised New Fire Academy pre-requisites and previous selection process. Fire Academy is now moving from 19 units to 20 units with the addition of Fire Fighter II. There will be three more days of instruction.</p> <p>State Fire Training / State Fire Marshal Certification Fees will be increasing by 300%. Cost for Certification fees were \$7,600 for a 40 student class and will now increase to \$27,000.</p>		
V.	Fire Academy Physical – Deanna McFadden	I	<p>Physicals done for new academy students here at our facilities. Out of 45 students in line for our Spring 2021 Fire Academy, 42 have already had their physicals completed. The cost for getting their physical through us is \$20 compared to up to \$1,500. \$1,500 include EKG, spirometry, etc. Most physicals are completed. Most physicians are not doing in person appointments and this has allowed the cadets to be ready to go.</p> <p>D. McFadden came to our training grounds with her team, including their athletic trainer and a nurse practitioner. Put the cadets through a great exam; including vital signs, vision, weight.</p>		
VI.	Fire Academy Selection Process – Mike Ketaly	I	<p>New Fire Academy pre-requisites and selection: old system was an evaluative system and it was non-compliant per the Ed-Code. We needed to change the process to meet the Ed-Code</p> <p>Old Selection Process: NREMT Completed & FTR170 completed or in progress. We used a point system to admit students. Points were given based on FT courses completed and degrees</p> <p>New Selection Process: NREMT must be completed & FT 151, FT 154, FT 158, FT 160, FT 167</p> <p>FTR151 used to be a pre-requisite for FT157-160; now they can be taken concurrently</p>		

VII.	Fire Officer AS Degree – Mike Ketaily	I	Fire Officer State Fire Training Currently running through curriculum. Fire Officer Cert & AS degree is set to start Fall 2021.		
VIII.	LG Academy, Wildland Academy – Jake Findlay/ AD Jewett	I	<p>Lifeguard Academy currently has a mobile classroom. The purchase of a trailer is in process. Having a trailer will allow the academy to move to different locations in the county during the semester. The new trailer will have audio-visual setup, seats chairs and everything needed for 30 students. The class is USLA & Ste Fire open water certified.</p> <p>Wildland Academy is changing the semester in which it's taught. We began offering the course in the summer but will now be offering it in the Spring to coincide around the employment window.</p>		
IX.	Contract Education – RIO/Ethics/Instruct or Online – Mike Ketaily	I	<p>Instructor I was taught online in the summer. We are offering it again in November. Ethical Leadership is a one day course offered in person was offered two days in September and will be offering it again in December 7th and 8th. RIO/CEET was also offered two days in September and will be offered in February. Instructor II will be offered in January.</p>		
X.	EMT Program Update – AD Jewett	I	<p>C. Rosa acknowledged our program's ability to jump back in and continue to provide EMT education. Several programs had to go offline; California EMS authority was delayed in getting guidance out because of the pandemic. Other community colleges struggled to come back up but our program was able to finish and the need for EMT is strong right now.</p>		
XI.	EVOC – Captain Mark Franke VCSD/Jewett	D	<p>M. Franke thanked Mike and Matt for the collaboration there is between the programs. Law enforcement has a need for an EVOC facility and proposed we have one here on the south part of our training grounds. The closest ones are San Bernardino or Allan Hancock. Given it is VCCCD property, Franke proposed we could set something up</p>		

			<p>where other agencies would come in and utilize the EVOC and bring revenue to the college.</p> <p>M. Jewett mentioned we could offer driver operator courses, work with local city and county to do EVOC training for public works. The lot is currently sitting vacant and it would be a great investment financially & we would be supporting our local government in their needs.</p> <p>J. Pike is in support of collaborating on the effort. They would be able to use the EVOC for driver's training for tiller apparatus trucks. There is less risk with an EVOC than being out at a live environment.</p> <p>K. Gurrola supports an EVOC.</p> <p>M. Jewett stated we should explore the idea. Our department could use it, VC would benefit, as well as local cities in the county</p> <p>C. Rosa believes he has private providers that may be interested in using the EVOC</p> <p>J. Higgins stated his agency would benefit from this as well as they have looked at sending people outside the county for training</p> <p>C. Renbarger stated if the EVOC makes financial sense and it supports the academic programs, he supports it as well</p> <p>K. Guthrie stated motorcycle DMV training would also be interested in EVOC; would be a great financial resource</p>		
XII.	OC Foundation – Connie Owens	I	<p>A total of \$50,000 has been given to cadets in Battalion 54. \$500 is being given to each student who applied for scholarships. These funds will go towards their PPE. 19 of the cadets were given the Bernard Osher grant totaling \$23,000. The Foundation has started an ADHOC committee called Racial and Social Equity. The committee will do outreach for women and disadvantaged students in junior high to come out to the Fire Academy to do a summer camp or an open house. This will allow many young students be exposed to the pathway to become a firefighter.</p>		

XIII.	Apparatus Bay Update – AD Jewett/Mike Ketaily	I	<p>Phase 1 of the Apparatus Bay construction is complete. Phase 1 is directly to the West of our building. Phase 2 has just began. Phase 2 includes paving and striping. Phase 2 should be completed by December 2020 and Phase 3 will begin right after. Phase 3 will be the actual building going down on the property.</p>		
XIV.	Oxnard FD Intern Program – Chief Karsten Guthrie	I	<p>Currently have non-sworn positions for OC Students interested in the fire service. Position focuses on administrative skills within the fire service. They work under the Training Bureau.</p> <p>Minimum qualifications are 18 years of age, C class driver's license, must be enrolled in the college academy or a student in the fire tech. program with a B average, and must be a graduate of a Ventura County High School.</p> <p>Work schedule is a one 10-hour day a week for 40 weeks.</p> <p>Duties include clerical tasks, public events, run supplies to stations, 4 ride along per sessions, and other non-emergency tasks.</p> <p>There is a recruitment sheet packet with the application and checklist of what is needed. Will be using existing interns to help with the interview process. There are currently two students interning; they have been great.</p>		
XV.	ISA – Oxnard FD – AD Jewett/BC Karsten Guthrie	I	<p>FTR074 – Professional Training and Continued Education for Fire Service Personnel – course geared towards providing hours of training for in-service firefighters. There are many unfunded mandates that must be trained on an annual basis. FTR074 is a course for in-service training and updates, improves, assesses, knowledge, skills and abilities of fire crews to meet mandates for continuing education requirements for our local agencies.</p> <p>For every hour that a firefighter trains in this course, at their agency received a percentage of FTES to help fund their training. The FTES MUST go to their training, nothing else.</p>		

		<p>Curriculum has been set; now we will work with Chief Guthrie to put together an agreement, identify instructors, make sure they are following Ed Code. Other agencies have ISA agreements similar to ours with their local community college. This will help our local agencies support their in-service training. This will help us financially and will help firefighters prepare for emergencies.</p> <p>K. Guthrie thanked Matt for his efforts. Having this ISA will double/or triple his training budget which will help them with Professional Development. Target start date will be next fall and we can begin to see revenue the following year.</p> <p>P. Trujillo course is currently waiting board approval on November 10th.</p>		
XVI.	FTR171 Certification Courses – AD Jewett	I	FTR071 – Standalone certification exam good for training officer or fire chief interested. It is a unit bearing, standalone certification course. This course would allow new hires to get Firefighter one and two certified. It is two week long course, first week focuses on practicing skills and the second is the actual certification.	
XVII.	Pearson VUE Testing – AD Jewett		J. Findlay suggested the idea of using our computer lab as a Pearson VUE testing center. We began the process back in March and are just getting ready to have the Welcome Call. We will then reach out to the NREMT through Pearson VUE to become NREMT testing center. We will also offer testing for Dental Hygiene and Nursing	

		<p>Program. Will possibly also test paramedics. This will allow our students to take the test through us instead of going to another county to take the test.</p> <p>J. Findlay, B. Rodriguez, and M. Jewett are all authorized users to be able to conduct the tests.</p>		
VIII.	Budget – AD Jewett	<p>Midterm Budget from the Governor’s office should be ready by December-January. We are expecting 10-15% budget decrease for the district. Not entirely sure how it will affect our program. College is looking at courses that are not filling up, courses that are not essential to degrees, certificates, or transfer, licensures, and evaluating them. Our program is doing well but we may not be able to add more courses for now. All our classes are maxed out and the waitlists are full too. There is a demand for our classes but because of the budget decrease, we cannot add more sections.</p>		
XIX.	Bellwether Award – AD Jewett	<p>President Sanchez had Fire Academy and Dental Hygiene apply for the national Bellwether Award. We were nominated for this award because of our ability to pivot mid-COVID shutdown. We shut down the academy for 2 weeks but the students were able to come back, complete the academy and pass the state certification exam with no exposures.</p>		
XX.	Roundtable Agency Reps	<p>K. Guthrie will be getting their academy up and running in January. They are running short in the agency. They have some ballot initiatives out right now and the election will have an impact on the city.</p> <p>J. Ceceña stated this year long relationship with the college and their department has been great and is key</p> <p>K. Gurrola thanked everyone for the support. The department takes advantage of the instruction and training provided for their full time firefighters</p>		

		<p>J. Pike stated it has been great to continue to develop and grow the relationship with the college. The forward thinking of the college and expansion of the program collaboration has been a pleasure. Chief Lorenzen approved them moving forward with facilitating and running a state certified Fire Academy. The 58th Academy is scheduled to start January 11, 2021. They have been working on developing their 23 acres. They will be building a multi-purpose building for Class B Burn Building and a Class A Building.</p>		
XXI.	Next Meeting Date	Thursday, February 4, 2020 at noon.		
XXII.	Adjournment	The meeting adjourned at 2:02pm		

DRAFT