

JANUARY 29, 2025 CURRICULUM & TESTING COMMITTEE MEETING

At 9:07 a.m. on January 29, 2025, Presiding Officer, Pat McAuliff called the meeting of the Curriculum & Testing (C&T) Committee to order at 4800 N. Lamar, Austin, Texas 78756.

Attending:	Pat McAuliff	Robert (Louie) Havens	Richard Giusti	Douglas Matthijetz*	Chris Watson
	Samuel Baucom	Chuck French	Dustin Brown	Harold (Buddy) Rice	Desha Turner*

*Excused absences

Liaison: Daniel DeYear

Staff:	Holden Wenger	Charai Fernandez	Dan Reed	Tim Gardner
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| 1. Roll call and excuse absences of Committee members. | The meeting was called to order at 9:07am on January 29, 2025. The roll was called and a quorum was present. A motion was made by Louie Havens, and seconded by Sam Baucom, to excuse Doug Matthijetz and Desha Turner for their absences. The motion carried. A moment of silence was held in remembrance of former Committee member Richard Bahena. |
| 2. Approval of Committee Meeting minutes from the November 14, 2024, meeting. | Chuck French made a motion to accept the minutes from the November 14, 2024 meeting. The motion was seconded by Louie Havens. The motion carried. |
| 3. Discussion and possible action on Chair, Vice-Chair, and Secretary for the C&T Committee. | Louie Havens made a motion to nominate Pat McAuliff to continue serving as Chair of the C&T Committee. Buddy Rice made a motion to close nominations, which was seconded by Chuck French. The motion carried. A motion was made by Chuck French to nominate Louie Havens as Vice-Chair. It was seconded by Sam Baucom and the motion carried. A motion was made by Chuck French, and seconded by Louie Havens, for Buddy Rice to serve as Secretary. The motion carried. |
| 4. Discussion and possible action on TEEX courses. | Discussion was had regarding accepting new A and B courses from Texas A&M Engineering Extension Service (TEEX). A request was made for the A and B course list to be approved at a later meeting after getting specific requests sent to Committee members for review. Chuck French made a motion to table the discussion, which was seconded by Sam Baucom. The motion carried. |
| 5. Discussion and possible action on Hazardous Materials Ad Hoc Committee. | Discussion was had regarding opening an Ad Hoc Committee for Hazmat to address 1070 updates. Louie Havens made a motion to open the Committee. The motion was seconded by Chuck French. The motion carried. |

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| 6. Discussion and possible action on Technical Rescue Ad Hoc Committee. | Discussion was had regarding those who wished to remain on the Tech Rescue Committee for Water Rescue and those who wished to replace standing members. It was discussed whether or not the Committee would need to reopen the application process to allow the person who wishes to replace an existing member the chance to apply. It was decided to accept Jimmy Cox as Chair of the Committee and retain the option to use the recommended person as a subject matter expert but not to appoint him to the Committee without prior application. A motion was made by Chris Watson to accept the 10 existing members who wish to remain on the Water Committee. The motion was seconded by Louie Havens. The motion carried. |
| 7. Discussion and possible action on Marine Ad Hoc Committee applications. | The names of each qualified applicant for the Marine Ad Hoc Committee were read. Louie Havens made a motion to accept the applications of the ten named applicants. The motion was seconded by Sam Baucom. The motion carried. |
| 8. Discussion and possible action related to Incident Commander 1026 updates. | Discussion was had regarding the updated manuals for Incident Commander. An update was given by Chris Watson about what changes were made. A motion was made by Sam Baucom, and seconded by Chris Watson, to accept the updates. The motion carried. |
| 9. Discussion and possible action related to Rope Rescue 1006 updates. | Louie Havens gave an update on the Ropes Skills Manual regarding what was reviewed during the workshop the day before. A motion was made by Sam Baucom to accept Ropes Awareness, Operations, and Technician Skills with an effective date set October 1, 2025 but to be posted as soon as possible. The motion was seconded by Chuck French. The motion carried. |
| 10. Discussion and possible action related to Driver Operator 1010 updates. | Discussion was had regarding what changes were needed to the Driver Operator curriculum. It was decided that the minor changes needed could be made by Louie Havens and Chris Watson without having to open a new Ad Hoc Committee. |
| 11. Discussion and possible action related to Incident Safety Officer 1550 updates. | Discussion was had regarding what is needed to initiate updates for Incident Safety Officer. Since correlation sheets have not yet been obtained from the International Fire Service Accreditation Congress (IFSAC), more time and information is needed for these updates before action can be taken. |
| 12. Discussion and possible action related to Basic Structure 1010 updates. | Discussion was had regarding what books are currently being used for the Basic Structure Fire Fighter curriculum and whether or not the Job Performance Requirements (JPRs) are being fully covered. A motion was made by Louie Havens to open applications for an Ad Hoc Committee for Structure updates. The motion was seconded by Chris Watson. The motion carried. |

13. Discussion and possible action on filling current Committee vacancies.

Discussion was had regarding keeping an eligibility list for Ad Hoc Committees to replace those who decided to tender their resignation. It was decided not to do that since the Ad Hoc Committees are short-term committees that are disbanded once their mission has been completed.

14. Discussion and possible action related to curriculum matters including but not limited to: reference materials, outlines, instructor information, equipment lists, modifications, NFPA Standards correlation, objectives, and skill sheets for:

- a. Basic Fire Suppression
- b. Basic Aircraft Rescue Fire Suppression
- c. Basic Marine Fire Suppression
- d. Inspector
- e. Plan Examiner
- f. Fire Investigator
- g. Hazardous Materials
- h. Driver/Operator
- i. Fire Instructor
- j. Fire Officer
- k. Incident Safety Officer
- l. Wildland Firefighter
- m. Head of Department
- n. Fire and Life Safety Educator
- o. Incident Commander

Discussion was had regarding each discipline and updates were given on those that had not previously been covered in the agenda. Sam Baucom gave updates on the Aircraft Rescue Fire Fighter (ARFF) Ad Hoc Committee. Buddy Rice gave updates on the Inspector, Plans Examiner, and Fire and Life Safety Educator Ad Hoc Committees. Discussion was had regarding creating a Sub-Committee comprised of a few C&T Committee members specifically to review test questions. Sam Baucom, Louie Havens, and Richard Giusti agreed to start this Committee. Louie Havens made a motion to establish a C&T Ad Hoc Committee to review questions. The motion was seconded by Richard Giusti. The motion carried.

p. Fire Marshal
q. Technical
Rescue

15. Discussion
and possible
action on
Committee
Expectations
Guide.

Pat McAuliff gave the update that he has started working on this but it is not yet completed. It was decided to table the issue until a future meeting.

16. Subjects for
future C&T
Committee
Meeting agendas.

The Committee requested a repeat of item 14 in meetings moving forward. ARFF manuals should be ready for review during the next meeting. The Committee Expectations Guide should be ready for review during the next meeting. Staff to gather information needed regarding TEEX courses to be approved during the next meeting. Committee applications for the Hazmat and Structure Ad Hoc Committees to be reviewed during the next meeting.

17. Matters regarding test results, development, IFSAC issues, personnel matters, and review of test questions.
(Executive session)

At 1:22 pm on January 29, 2025, the C&T committee went into Executive Session. The Executive Session ended at 3:30pm on January 29th, 2025. During the Executive Session, the Committee identified and voted to recommend to the Texas Commission on Fire Protection Commissioners for replacement of a C&T Committee member due to excessive absences.

18. Discussion regarding future meeting dates for 2025.

The next C&T Committee meetings are scheduled for April 2-3, 2025, July 15-16, 2025, and October 21-22, 2025 with a Workshop to occur on day one and the Meeting to occur on day two.

19. Adjourn meeting.

A motion was made by Louie Havens, and seconded by Richard Giusti, to adjourn the meeting. The motion carried.

Pat McAuliff, Presiding Officer