

APRIL 3, 2025 CURRICULUM & TESTING COMMITTEE MEETING

At 9:03a.m. on April 3, 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*
Jacob Smith

*Excused
absence

Liaison: Daniel DeYear

Staff: Holden Wenger Charai Fernandez Dan Reed Tim Gardner

1. Roll call and excuse absence of committee members. The meeting was called to order at 9:03am on April 3, 2025. The roll was called and a quorum was present. A motion was made by Louie Havens to excuse the absence Desha Turner. The motion was seconded by Chuck French. The motion carried.
2. Approval of Committee meeting minutes from the January 29, 2025 meeting. Louie Havens made a motion to accept the minutes from the January 29th, 2025 meeting as submitted. The motion was seconded by Buddy Rice. The motion carried.
3. Discussion and possible action on TEEEX courses. Discussion was had regarding what kind of timeline should be implemented to show courses on the website that no longer exist. Buddy Rice made a motion, which was seconded by Sam Baucom, to add the new, amended courses provided and leave the old courses in place. The motion carried.
4. Discussion and possible action on Hazardous Materials Ad Hoc applications. Item four was decided to be addressed after discussion could be held in Executive Session. After the Executive Session, Louie Havens made a motion, which was seconded by Chuck French, to reopen item four. The motion carried. Sam Baucom made a motion to accept the applications from the five previous HazMat committee members as well as six new applicants. The motion was seconded by Jacob Smith. The motion carried.

5. Discussion and possible action on Structure Ad Hoc applications. Item five was decided to be addressed after discussion could be held in Executive Session. After the Executive Session, Louie Havens made a motion to reopen item five. Sam Baucom second the motion. The motion carried. Louie Havens made a motion to accept 13 applicants for the Structure Ad Hoc committee. It was seconded by Chuck French. The motion carried.
6. Discussion and possible action on chair and liaison for the Marine Ad Hoc committee. Louie Havens gave an update on what is going on with the newly established Marine Ad Hoc committee. Louie Havens and Doug Matthijetz will attend the Marine Ad Hoc's first meeting on April 17th to provide initial support and Doug will provide continuing support moving forward. A motion was made by Louie Havens to appoint Robin McGill as chair of the Marine Ad Hoc Committee and it was seconded by Doug Matthijetz. The motion carried.
7. Discussion and possible action on Texas Administrative Code, RULE §421.3 Minimum Standards Set by the Commission. A motion was made by Sam Baucom to accept the drafted amendments to Rule 421.3 for Rope Rescue Awareness/Operations and Rope Rescue Technician that were refined during workshop the day before. The motion was seconded by Chris Watson. The motion carried.
8. Discussion and possible action on curriculum development guide. A request was made of staff to provide C&T Committee members with documents from staff and documents from previous committee members to be analyzed and merged for future discussion. A motion was made by Louie Havens, and seconded by Chuck French, to table item eight until next meeting. The motion carried.
9. Discussion and possible action on committee expectations guide. Discussion was had regarding the two internal Committee Expectations documents created for the C&T Committee and the Ad Hoc committees. A motion was made by Buddy Rice to adopt these Expectations documents, and it was seconded by Jacob Smith. The motion carried.
10. Discussion and possible action related to Fire Investigator 921 updates. Charai Fernandez gave an update on the Curriculum and Skills manuals that were revised by the Investigator committee. Louie Havens made a motion to approve the Curriculum and Skills manual updates made by the Investigator committee. The motion was seconded by Chuck French. The motion carried.

11. Discussion and possible action related to Incident Safety Officer 1550 updates.

Discussion was had about whether National Fire Protection Association (NFPA) 1550 updates will require opening an ad hoc committee to address them. Buddy Rice made a motion to table item 11 until books have been acquired by the publisher. The motion was seconded by Chris Watson. The motion carried.

12. 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

Discussion was had and updates were given regarding each listed certification and where their Ad Hoc committee is currently regarding required updates. Sam Baucom gave an update on the next steps for the Aircraft Rescue Fire Fighter (ARFF) Ad Hoc Committee. Buddy Rice gave an update on the Inspector, Plan Examiner, and Fire and Life Safety Educator, and Fire Marshal Ad Hoc committees which are making great progress. Chris Watson spoke on the updates being made currently to the Driver/Operator curriculum and addressed Instructor, Fire Officer, and Incident Safety Officer also. It was discussed that the Water Rescue Ad Hoc committee has their initial meeting scheduled for May 6, 2025 and Sam Baucom will be acting as liaison for them. Louie Havens gave an update on the Emergency Manager Ad Hoc committee and the progress that is already being made in establishing that curriculum. Updates were given on the small test question sub-committee that was created by C&T to review test questions and make necessary updates to the test banks.

Department
n. Fire and Life
Safety Educator
o. Incident
Commander
p. Fire Marshal
q. Technical
Rescue
r. Emergency
Manager
s. Test Question
Ad Hoc

13. Subjects for future Curriculum and Testing Committee meeting agendas. Daniel DeYear spoke that the Fire Fighter Advisory Committee (FFAC) has been reviewing rule 423, regarding the requirement to be a Basic Structure firefighter and how many Emergency Medical Service (EMS) hours are required. He made a request that the committee review the needed hours. Louie Havens recommended putting this on next C&T Committee agenda.
14. Matters regarding test results, development, IFSAC issues, personnel matters, and review of test questions. (Executive session) At 10:34am on April 3, 2025, The C&T Committee went into Executive Session. The Executive Session ended at 10:58am on April 3, 2025. During the executive session, the Committee discussed Ad Hoc applications as well as test questions. No action was taken.
15. Adjourn meeting. A motion was made by Buddy Rice, which was seconded by Chuck French, to adjourn the meeting. The motion carried.

Pat McAuliff, Presiding Officer