October 15 and 16, 2026 CURRICULUM & TESTING COMMITTEE MEETING MINUTES

At 9:04 a.m. on October 15, 2026, 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	Megan Schuth	Jonathan Tunnel	Douglas Matthijetz*	Chris Watson
	Samuel Baucom	Chuck French*	Dustin Brown	Harold (Buddy) Rice	Jacob Smith
	Robert (Louie) Havens				
Liaison:	Daniel DeYear*				
	*Excused absence				
Staff:	Holden Wenger	Charai Fernandez	Dan Reed	Victoria Olivas	Tim Gardner*
	Kenneth (Ashley) Barnett				

1. Roll call and excuse absence of Committee members.	The meeting of the C&T Committee was called to order at 9:04 AM on October 15, 2026. The roll was called and a quorum was present. It was noted that Douglas Matthijetz, Daniel DeYear, and Chuck French were not in attendance. A motion was made by Louie Havens to excuse the noted absences. The motion was seconded by Chris Watson. The motion carried.
2. Approval of Committee meeting minutes from the July 30, 2026 meeting.	Louie Havens made a motion to accept the minutes from the July 30, 2026 meeting as written. The motion was seconded by Megan Schuth. The motion carried.
3. Discussion and possible action on chair, vice chair, and secretary for the C&T Committee.	A motion was made by Louie Havens to nominate Pat McAuliff as chair of the C&T Committee. The motion was seconded by Megan Schuth. The motion carried. A motion was made by Chris Watson to nominate Louie Havens as vice chair of the C&T Committee. The motion was seconded by Sam Baucom. The motion carried. A motion was made by Sam Baucom to nominate Buddy Rice as secretary for the C&T Committee. The motion was seconded by Dustin Brown. The motion carried.

4. 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, skill sheets, and creation and modification of ad-hoc committees 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
p. Fire Marshal
q. Rope Rescue
r. Emergency Manager
s. Water Rescue
t. Test Question Ad Hoc
u. Any other related disciplines

a. Sam Baucom gave an overview of what had been reviewed and updated for Structure skills manual. The Committee reviewed the updated instructional and performance skills manuals and discussed any changes that needed to be made. Sam made a motion to remove "simulation" from instructional skill Live Fire FFII-2 so that it better aligns with the corresponding performance skill and to add that the skill "must be conducted with live fire and cannot be simulated". The motion was seconded by Buddy Rice. After some discussion, the motion was withdrawn by Sam with a request that it be put on a future agenda for later discussion. Buddy also withdrew his second. Louie Havens made a motion to take no action to address agenda item 4(r). The motion was seconded by Sam. The motion carried. Later, a motion was made by Jacob Smith to open agenda item (a) back up. The motion was seconded by Louie. The motion carried. The review of Firefighter II performance skills continued. Louie made a motion to approve both NFPA 1010 updates to the instructional and performance Structure skills. The motion was seconded by Sam. The motion carried.

b. The Committee reviewed updates made to the Basic Airport Firefighter skills manual. A motion was made by Louie Havens to accept the changes made to the skills. The motion was seconded by Dustin Brown. The motion carried.

c. Charai Fernandez reports that the Marine ad hoc committee is actively working on the NFPA 1010 updates. The committee has completed curriculum updates and are working on reviewing test questions and revising the skills manual.

d. No updates on Inspector to report at this time.

e. No updates on Fire Plans Examiner to report at this time.

The C&T meeting was recessed at 5:00pm on October 15, 2026.

The C&T meeting resumed at 9:00am on October 16, 2026.

f. Charai Fernandez stated the need to establish a new Fire Investigator Ad Hoc Committee. Applications were reviewed, and fifteen were chosen out of several applicants. A motion was made by Buddy Rice to accept those named to serve on the ad hoc committee. The motion was seconded by Dustin Brown. The motion carried.

g. Louie Havens and Charai Fernandez report that the HazMat Ad Hoc Committee has completed curriculum manual revisions and

are working on updating the skills and reviewing test questions.

h. Chris Watson stated that the Driver/Operator curriculum was recently approved with an effective date of January 1, 2027. The ad hoc committee is close to being done with review of test questions.

i. Chris Watson reports that the Instructor Ad Hoc Committee is also the working committee for Incident Safety Officer. They have completed updates for Incident Safety Officer and are beginning Instructor curriculum manual updates.

j. Chris Watson reports that the ad hoc is almost done with updating Fire Officer skills, which will require a written project and include individual skills for all four levels.

k. Chris Watson stated that the Incident Safety Officer curriculum and skills were approved last meeting with an effective date of January 1, 2027. Additionally, the ad hoc committee has completed their review of test questions.

l. Sam Baucom reports that while working on Wildland Firefighter curriculum updates, questions were raised about the need for an ad hoc committee. Sam suggests we reach out to stakeholders to ask them to be a part of the curriculum development. This will be put on a future meeting agenda for discussion. No action was taken.

m. Charai Fernandez presented the Head of Department document she has been working on with Doug Matthijetz. A motion was made by Louie Havens to accept the changes and present the document to the Commission. The motion was seconded by Chris Watson. The motion carried.

n. No updates on Fire and Life Safety Educator to report at this time.

o. No updates on Incident Commander to report at this time.

p. No updates on Fire Marshal to report at this time.

q. Sam Baucom reports that Megan Schuth was previously appointed chair of the new Rope Rescue Ad Hoc Committee. Ad hoc committee members have been chosen and accepted positions. They are waiting to schedule their first meeting which will likely be the beginning of 2027.

r. Ken Bell from the Texas Department of Emergency Managers (TDEM) spoke about some changes to rule language being presented for adoption to the Texas Administrative Code (TAC). Ken also spoke about the projected intention of how training would be issued by TDEM and how certification would be acquired through TCFP for the Emergency Manager (EM) certification. Louie Havens made a motion to approve the proposed language for the minimum standards rule for the basic EM certification. The motion was seconded by Sam Baucom. The motion carried. Louie Havens made a motion to approve the proposed language for the standards exam requirements for the EM certification. The motion was seconded by Sam Baucom. The motion carried. Louie Havens made a motion to approve the proposed language for the minimum standards rule for the intermediate EM certification. The motion was seconded by Sam Baucom. The motion carried. Louie Havens made a motion to approve the proposed language for the minimum standards rule for the advanced EM certification. The motion was seconded by Sam Baucom. The motion carried. Louie Havens made a motion to approve the proposed language for the minimum standards rule for the master EM certification. The motion was seconded by Sam Baucom. The motion carried. Louie Havens made a motion to approve the proposed language for the minimum standards rule for continuing education (CE) for the EM certification. The motion was seconded by Sam Baucom. The motion carried. Louie Havens made a motion to approve the proposed language for rule 441.5. The motion was seconded by Sam Baucom. The motion carried.

s. Sam Baucom reports that due to the significant NFPA standard update, the Water Rescue Ad Hoc Committee has met and laid out a new plan for work going forward. The committee discussed the new Jones and Bartlett book that is being released and decided that they will wait on reviewing test questions due to this. They have revised the curriculum manual and are currently working on salvaging previous work to begin building out skills.

t. Holden Wenger stated that though we had previously discussed creating a new Curriculum and Testing Test Questions group, he does not believe we have the personnel to do so at this time. No action taken today on this matter.

u. No updates on other related disciplines.

5. Matters referred to the Curriculum and Testing Committee by the TCFP Testing Department.	Ashley Barnett gave an update on testing centers across the state and how exams are going. When the best time to make the Emergency Manager exams effective was also discussed. Later in the meeting, Louie Havens made a motion to reopen item five. The motion was seconded by Sam Baucom. The motion carried. Louie requested that dates be identified on TPAs for compliance officers. The item was tabled and will be added to next agenda.
6. Discussion and possible action on Artificial Intelligence Guidelines.	There have been no changes made to the Artificial Intelligence Guidelines document. The decision was made to table this item for a future meeting date. No action was taken.
7. Discussion and possible action on Texas Administrative Code Rule §421.	The Firefighter Advisory Committee and the Commission have reviewed and updated this code. No action was taken.
8. Discussion and possible action on Texas Administrative Code Rule §423.	This item was tabled and no action was taken.
9. Discussion and possible action on Texas Administrative Code Rule §439.	This item was tabled and no action was taken.
10. Discussion and possible action on Texas Administrative Code Rule §441.	This item was tabled and no action was taken.
11. Subjects for future Curriculum and Testing Committee meeting agendas.	It was discussed that the agenda for the January meeting would need to include Wildland Firefighter curriculum updates, the AI Guidelines document developed by the Fire Officer Ad Hoc Committee, adding dates to Training Prior Approvals (TPAs) for compliance officers, what skills can be simulated and what has to be live regarding the Basic Structure Firefighter curriculum, potential notifications for field examiner renewals, and discussion about the current process for reviewing test questions with the C&T committee.
12. Discussion and possible action on the next Committee meeting date.	It was determined that the next Curriculum and Testing meeting would be January 13-15, 2027.
13. (Executive session): Matters regarding test results, development, IFSAC issues, and review of test questions.	No executive session was needed.

14. Adjourn meeting.	Louie Havens motioned to adjourn the meeting. The motion was seconded by Sam Baucom. The motion carried.

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Pat McAuliff, Presiding Officer