

**Certification Board Meeting  
NC Department of Insurance OSFM  
Raleigh, NC  
June 30, 2017**

**Members**

Kevin Gordon, Chairman  
Ben Smith  
Wesley Hutchins  
Tracy McPherson  
Joel Faircloth  
Walter Gardner

Terry Foxx, Vice Chairman  
Jim Hanline  
Jimmy Hensley  
Ken Hogue  
Gary Styers

**Staff**

Kim Williams  
Mike Williams  
Scott Hackler  
Heidi Barrier  
Bruce Hodges  
Davie Summey  
Rich Hall

Devin Cockrell  
Michael Caviness  
Matt Thorpe  
Derrick Clouston  
Brian Taylor  
Tony Robinson

Chairman Kevin Gordon called the meeting to order at 10:00 A.M.

Keith Rogers gave the invocation.

Terry Fox made a motion to approve the agenda. Joel Faircloth seconded the motion. Motion passed.

Wesley Hutchins made a motion to approve the March 2017 minutes. Ken Hogue seconded the motion. Motion passed.

**Standing Committee Reports**

OSFM- Brian Taylor announced new staff members Jessica Lashbrook, Shannon Bullock IP Director and Tony Robinson promoted to Training Supervisor. Brian announced OSFM will be hiring inspectors and fire investigators in the future.

**Rules Committee**

Terry Foxx – Rules Committee met on May 22<sup>nd</sup>. Policies updates are still being worked on.

**Ad Hoc Committee Reports**

Ken Hogue – Non- Traditional Delivery

Hybrid course has been finalized and sent to rules committee.

Fire Officer I & II, Instructor I, II, & III, RIC requalification deadline is August 17. Test bank is complete and finalized.

Ken Hogue made a motion to approve. Gary Styers seconded the motion. Motion passed.

## **Old Business**

**Kevin Gordon - Delivery Agency Reporting Instructor qualification** – see attached

Rules committee reviewed policies and recommended QI/QA Ad Hoc Committee Proposal with three phases. The proposal isn't final but they would like for the Portal to be put on the DOI IT group's project plan to be complete by January 1, 2018.

Kevin Gordon motion to approve to move forward and not to move forward with phase II & III. Ben Smith seconded the motion to approve Phase I. Motion passed.

## **FLSE – Kim Williams**

FLSE sunset date proposed December 31, 2016 or July 1, 2018. FLSE will combine three courses in to one class per level. Colleges should have new numbers July 24<sup>th</sup>.

Gary Styers made a motion to approve July 1, 2018 as the sunset date. Wesley Hutchins seconded the motion. Motion passed.

## **New Business**

**Stallings Volunteer Fire Department** – Michael Caviness

The agency met all the requirements and has a repeatable burn structure.

Walter Gardner made a motion to approve delivery agency status. Jim Hanline seconded the motion. Motion passed.

**Sharpsburg Fire Department** – Kim Williams – see attached

Agency requesting delivery of Fire Officer I & II and Fire Instructor I & II certification courses from a third party. Kevin Gordon interjected, requested to refer to the Commission Board due to the hiring third party company.

Ben Smith made a motion to table the request and forward to the Fire and Rescue Commission. Terry Foxx seconded the motion. Motion passed.

**FIT** – Kevin Gordon - see attached

Letter from CFI Chairman Freddy Johnson, requesting that all Certified Fire Arson Investigators, current and 2017 applicants, gain the Fire Investigator Technician (FIT) certification. FIT will be required for all CFI applicants starting January 1, 2018.

Gary Styers made a motion to approve the agenda. Ben Smith seconded the motion. Motion passed.

**Senior Fire Officer Leadership** – Kevin Gordon – see attached

Wilson CC along with the Fire Chiefs Association will run Senior Fire Officer Leadership training. This program meets the Fire Officer IV objectives. The training matches the Fire Officer IV course, it begins with Indoctrination Course and ends with a project. OSFM staff will proctor the exams.

Wesley Hutchins made a motion to approve delivery. Jim Hanline seconded the motion. Motion passed.

### **2017 Certification Board Meetings**

September 12, 2017

December 12, 2017

Meeting adjourned at 10:55 a.m.

Respectfully Submitted,  
Devin Cockrell