

**Certification Board Meeting
Rowan Cabarrus Community College
Salisbury, NC**

March 13, 2018

Members Present

Kevin Gordon, Chairman
Ken Hogue
Alex Collazzo
Wes Hutchins
Tim Pennell

Terry Foxx, Vice-Chairman
Jim Hanline
Joel Faircloth
Jimmy Hensley

Staff Present

Kim Williams
Wayne Bailey
Matt Thorpe
Tony Robinson
Scott Hackler

Rich Hall
Jessica Lashbrook
Michael Caviness
Derrick Clouston

Chairman Kevin Gordon called the meeting to order at 10:00 a.m.

Terry Foxx gave the Invocation.

Walter Gardner and Ben Smith were absent and excused.

New Business

Terry Foxx motioned to approve the agenda. Agenda unanimously approved.

Jim Hanline discussed new Leadership courses.

Kevin Gordon discussed Term expiration dates – briefing TBA.

Kim Williams presented the OSFM report:

New Staff: Charlie Johnson, engineering, Jerry Coble, Fire & Rescue Special Audits for Grants, Jason Edwards, Training, Jonathan Sowers returning from retirement part time.

Retiring Staff:

Angie Gregg retiring after 17 years.

Detailed the Instructor Upgrades courses (spreadsheet provided).
Reported on Image Trend Regional Training Classes; emails to out 3/13/18
to all qualified instructors and delivery agencies.

Ken Hogue: February 9, 2018 – Meeting discussing online testing.

February 19, 2018 – Chair of House IT Committee. Member Budget Committee
Meeting with SAS to create a platform to tie into Portal. Estimated 18-month time but
hopefully less than a year.

Old Business

Matt Thorpe discussed new skills packets with a focus on critical skills required by the standard,
test questions and 100% testing.

Standard requirement 100% skills testing will go into effect in January 1, 2019.

Kevin Gordon called for a motion to be presented to teach all applicable skills and test on the
critical skills. Ken Hogue moved for a motion. Jim Hanline seconded. Motion approved.

Wes Hutchins asked for clarification as to whom could become a delivery agency. Policy was
reviewed. Only Fire & Rescue agencies, Colleges, or High Schools can become a delivery
agency; clarified by Kevin Gordon.

Jacob Flint with Elon Fire Department requested for the EVD certification to be added to the list
of classes their delivery agency offers. Wes Hutchins moved to approve. Approved
unanimously.

Scott Hackler presented a complaint letter by Christopher Bailey regarding Q School (copy of
complaint letter provided to board members). Tony Robinson explained the circumstances at Q
School that prompted the letter. Kevin Gordon questioned whether scoring is communicated
adequately. Scott Hackler, Bruce Hodges and others reviewed and deemed it explanatory. Wes
Hutchins requested a letter be sent. Ken Hogue motioned. Tim Pennell seconded. Motion
passed.

Jim Hanline discussed the NFA ruling that current Leadership courses must be completed by
March. Kim Williams clarified that this was an NFA decision, not a Board or OSFM decision.

Kevin Gordon proposed changes to board member expiration dates and moved that the
expiration date be December 31st of the year their term was to expire in. If someone vacates a
seat, the person filling in would finish out the vacating person's term. Kevin will be discussing
with the Commission in April of 2018. Board seats will be opening in May of 2019, April of 2020
and April of 2021.

Clarifications about Hybrid policy standards requested by Community College administrators.
Hybrid classes were understood to mean 50/50 seat time and online time.

Next meeting June 12, 2018 at Rowan Cabarrus Community College, Salisbury, NC

With all business discussed, meeting commenced.

Meeting adjourned at 10:40 a.m.

Respectfully Submitted,
Jessica Lashbrook