

## MEETING MINUTES

**Certification Board Meeting – September 15, 2022**

**Location: Kernersville Fire Department**

### **Members Present:**

Kevin Gordon, Chair	Jim Hanline	Alex Collazo
Terry Foxx, Vice Chair	Derrick Clouston	Chris Davis
Josh Smith	David Bullins	Joel Faircloth
Wes Hutchinson	Brian Wade	

### **Members Excused:**

Ken Hogue	Tim Pennell	Walter Gardner, Jr.
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### **Staff Present:**

Greg Palmer	Paul Ward	Mike Williams
Bruce Hodges	Shawn Haynes	Katherine Burton

Meeting called to order at 10:00 AM by Chair Kevin Gordon.

Invocation by Wes Hutchinson.

Chair Kevin Gordon reviewed the Meeting Agenda and opened the floor for any additions to New Business.

Chris Davis request to add discussion of Individual classes for FF Certification.

Derrick Clouston request to add discussion of Delivery Agency Moratorium Status.

Joel Faircloth made motion to approve agenda with additions. Motion seconded by Terry Foxx. Motion passed.

Joel/Josh Review of meeting minutes from March 2022 Certification Board meeting. Joel Faircloth made motion to approve minutes as submitted. Motion seconded by Josh Smith. Motion passed.

### **Standing Committees/Reports**

#### **OSFM Update- Brian Wade**

Kim Williams retired from OSFM as of July 2022. Brian Wade has taken over for Kim and is now Deputy Director over Commission and Training Staff. Other organizational changes have occurred including splitting out Inspections/Ratings and Grants.

Promotions resulting from reorganization of divisions: Alan Buchanan promoted to Division Chief - Community Risk Reduction & Safe Kids NC and Claudia Summers has been promoted to Community Risk Reduction Supervisor.

There is currently a vacancy for an administrative position in Commission. Plan is to have the position filled soon.

#### **No Ad Hoc committee updates**

#### **Old Business- Kevin Gordon**

**Felony Applicant-** The NC Fire Rescue Commission is looking at how to deal with felony applicants. More direction to come from their review.

**Chief 101 Requirements** – Questions have been raised as to why certification as Fire Officer III is necessary as a prerequisite for Chief 101 Instructor and how individuals would know that openings were available of the twenty allotted instructors per region. Also discussion on whether Chief 101 updates could potentially be made available online.

Terry Foxx made motion to reconvene Chief 101 Committee to review these areas. Motion seconded by Derrick Clouston. Motion passed.

## **New Business**

### **Live Fire Qualification Process- Brian Wade**

Proposal submitted to update the current Live Fire Phase program by switching Phase II and Phase III. Phase II would allow for completion of a Task Book. Phase II would become the required in-person classroom session.

Jim Hanline made motion to accept proposed update to Live Fire Qualification Phases based on staff recommendation. Motion seconded by Chris Davis. Motion Passed.

### **Age Requirement – Derrick Clouston**

Proposal presented that firefighters under the age of eighteen be allowed to take Fire Ground Ops 9 once they have successfully completed all other FF/Haz Mat modules.

Board support for postponing decision to collect additional information on establishing whether there is an employer/employee relationship, specifically in relation to stipends or pay per call and other potential liability issues. Derrick Clouston asked for opportunity to secure additional information on concerns mentioned with plan to bring back before the Board.

### **TR Committee Re-write**

The 2021 document has to be implemented by January 2024. Matt Thorpe has begun pulling information together and reviewing textbooks.

Chair Kevin Gordon solicited general direction from the board. He would like to see a plan in December for how programs may transition with overlay of current program and new standard requirements. The updated standard also provides new opportunities for additional classes; Boat Operator etc.,

Terry Foxx, Wes Hutchinson mentioned interest in being on the TR committee. Anyone with input should direct comments to Chair Kevin Gordon.

### **Fire Instructor Hybrid-David Bullins**

Pitt Community College would like to run pilot Instructor I hybrid course. Review of pilot and feedback would result in determination of whether this should be added to the approved hybrid course list.

Terry Foxx made motion for pilot at Pitt Community College, with additional pilots allowed as needed. Motion second by Wes Hutchinson. Motion passed.

### **Committee to Review OSFM Portal/Reporting Errors-Kevin Gordon**

If you are interested in serving contact Chair Kevin Gordon.

### **Individual FF courses- Chris Davis**

County Associations are pushing to go back to single classes and would like to explore options for single classes. There is also feedback that Firefighter tests do not reflect information found in Blocks.

No action taken on this issue.

### **DA Moratorium- Derrick Clouston**

Questions regarding status of moratorium on Delivery Agencies. Chair Kevin Gordon said that no committee meetings or

discussions have taken place. It has not been a high priority and may be unnecessary if we morph into electronic testing. No action taken on this issue.

**Terms Expiring- Kevin Gordon**

Chair Kevin Gordon confirmed with members on their knowledge that their terms were expiring this year. He indicated that OSFM will send letters to represented associations.

Wes Hutchins	12/31/2022	Terry Foxx	12/31/2022
Derrick Clouston	12/31/2022	Jim Hanline	12/31/2022
Chris Davis	12/31/2022		

**Next Commission Meeting** is scheduled for October 11<sup>th</sup>, 2022. It will be held at the new training center at Fayetteville Tech.

**Next Certification Board Meeting** is scheduled for December 1<sup>st</sup>, 2022 at Kernersville.

With no other business, Joel Faircloth made motion to adjourn. Seconded by Jim Hanline. Motion passed.

Meeting Adjourned at 12:15 PM.

Respectfully Submitted,  
Katherine M. Burton