

**Certification Board Meeting
South Salisbury Fire Department
Salisbury, NC**

March 19, 2019

Members Present:

Kevin Gordon, Chairman
Terry Foxx
David Bullins
Ben Smith
Joel Faircloth

Ken Hogue
Jim Hanline
Josh Smith
Tim Pennell
Wes Hutchins

Staff Present:

Kim Williams
Caitlin Rollins
Derrick Clouston
Matt Thorpe

Jessica Lashbrook
Michael Caviness
Greg Palmer

Chairman Kevin Gordon called the meeting to order at 1:00pm

Jimmy Hensley is excused from today's meeting.

Wes Hutchins gave the invocation.

Jim Hanline moved to approve the agenda with an addition to 12/11/18 minutes. Wes Hutchins seconded.

Standing Committee Reports:

Brian Taylor and Mike Williams from OSFM send their regrets.
Operation Medicine Drop is underway.

Wes Hutchins moved for Youth Fire Setter courses to be known as Juvenile Fire Setter. Alex Collazo seconded.

New NFA Leadership course is now taught as a 6-day course. Jim Hanline reports that feedback on the new Leadership course has been very positive with comments such as "Real good class" and "Vast improvement".

The IFSAC 5-year review and the Pro Board review will both be in 2020.

Rowan Cabarrus CC Hybrid Pilots Report submitted by Michael Caviness.

Roger McDaniel reported that the online portion of the class was run first, followed by the seated portion. Passing rates were great and participants stated they would like more hybrid courses.

Motion by Ken Hogue to approve Rowan Cabarrus to run hybrid courses for Fire & Life Safety Educator and Fire Officer 1 & II. Jim Hanline seconded. Motion approved.

Kevin Gordon suggested updating the application to reflect hybrid course.

Old Business:

College Testing Centers were proposed. David Bullins moved to table this topic to clear up the proposal and make a well-informed decision.

Two additional Proctor positions are available for each delivery agency to designate.

Tom Felling (not present) has been working on adding to HB220 to give the Fire & Rescue Commission authority to write policies. The Commission can have By-Laws and by the July meeting the By-Laws should be approved. It is the hope that the statute will change by July 1st and the Rules will be completed by the second quarter of 2020.

Ben Smith motioned for PFT 300.01 Test Policies to be reaffirmed based on the decision made on December 11, 2017. Wes Hutchins seconded. Approved.

Jim Hanline motioned to approve policy 400.01. Tim Pennell seconded. Approved.

Ken Hogue motioned to approve policy 500.01. Terry Foxx seconded. Approved.

Ken Hogue motioned to approve policy 600.01. Josh Smith seconded. Approved.

200.14 Live Fire Training Evolutions review: Definitions should meet intent. No one under 18 years of age may participate in Live Burns. Prerequisites should be from the standard. Ken Hogue motioned to accept policy 200.14 AS IS. Josh Smith seconded. Approved.

New Business:

Requalification option for those who missed the Instructor Upgrade 2018 edition (04B0094) Status: If a qualified instructor missed the 2018 upgrade class, they make take an Indoctrination class through the end of 2019 and re-activate their qualified instructor status. The Indoctrination class will be the only available option to replace a missed 2018 Upgrade class. Upon completion of the Indoctrination class the student must contact OSFM. Motion to approve by Ben Smith. Terry Foxx seconded. Approved. A mass email will be sent to all qualified instructors apprising them of this option.

Kernersville Fire Department applied for Delivery Agency status. Ben Smith motioned to approve. Tim Pennell seconded. Kernersville FD approved as a delivery agency.

Changes to the Hazmat Tech Program include moving parts of the course and the Chemistry prerequisite to an online format. Chemistry would be available in traditional and online formats. Online format would not be mandatory if the student prefers traditional. The IFSTA curriculum has been adopted for the Hazmat Tech program.

Derrick Clouston will change the OSFM website verbiage to clarify online is not mandatory.

Motion to allow Computer Based Testing for NCFRC Certification Programs. David Bullins noted for clarification that Computer Based Testing as presented to the board was Electronic Testing using iPads and similar electronic devices. Ken Hogue motioned to deny requests for computer-based testing and forward such requests to the Computer Based Testing Committee to review. Josh Smith seconded. Approved.

Next Meeting:

The next Certification Board meeting will be June 11, 2019.

Motion to adjourn by Jim Hanline. Josh Smith seconded.

Meeting adjourned at 3:00 p.m.

Respectfully Submitted,
Jessica Lashbrook