

**Fire and Rescue Commission Meeting  
Greensboro, NC  
October 9, 2012**

**Attendees:** Chairman Harley Cook  
Vice-Chairman Ken Briscoe  
Gary Whitman  
Matt Davis  
Ed Duffield  
Phil Welch  
Robert Poe  
Walter Gardner  
Bill Rogers  
Cloyce Anders  
David Wray  
Ronnie Griffin  
Kevin Gordon

**Welcome and Call to Order , Invocation**

Chairman Cook called the meeting to order at 10:00 AM, and asked Mike Edwards to give the invocation.

**Ethics Statement**

Chairman Cook presented the Ethics Awareness and Conflict of Interest reminder as required by the North Carolina State Ethics Commission. There were no conflicts reported at this time.

**Approval of Agenda as Presented**

Motion was made by Phil Welch, seconded by Walter Gardner to approve the agenda as presented. Motion carried.

**Approval of Minutes of January Meeting**

Motion was made by Ed Duffield, seconded by Bill Rogers to approve the minutes of the April meeting as presented. Motion carried.

**OLD BUSINESS**

**Certification Update** – Kevin Gordon

Kevin Gordon, Chairman of the Certification Board presented the update and provided the minutes of the September meeting (See attached)

### **Incident Reporting Update** – Scott Hackler

The numbers have increased due to more departments reporting as a result of 9S requirements. Currently 95% of the departments are reporting.

The USFA moved the NFIRS application to a new data center.

### **LODD Update** -- Mike Edwards

- Staff are assisting Edgecombe County Rescue, Summerville Fire and Rescue and Brunswick county with possible Line of Duty Deaths

### **NEW BUSINESS**

#### **Certification Board Appointment** -- Chair

Nominations to serve a 3-year term on the Certification Board representing the NC Association of Rescue and EMS, Inc. were presented. Resumes for Ed Hampton and Gordon Joyner were reviewed by the Commission. Motion was made by Robert Poe, seconded by Cloyce Anders to appoint Ed Hampton to serve as a member of the Certification Board. Motion carried.

#### **Certification Board Policies and Procedures Update** –

The Policy and Procedures for the Certification Board were revised. Motion was made by Robert Poe, seconded by Matt Davis to approve the revisions.

#### **Tower Rescue**

Presented the Tower Rescue Program for final approval, stating the pilot is complete and question bank is ready.

A discussion concerning where to draw the line between training and certification ensued, due to the increasing popularity in some training programs and the increasing requests to establish a certification for those programs, clarification is needed for training and certification. Tim Bradley discussed the need to re-establish certification programs: professional qualifications standards, measured by national standards and those standards developed by NC prior to the development of some national standards, (rescue tech) NFPA has since developed national standards for the program. Tim Bradley suggested that the Commission direct the Certification Board to establish a demarcation line and provide documentation to the Commission, to eliminate certifying specifics of jobs, which is actually training. He added that if certification is not limited, it will become unmanageable. Gary Whitman asked if the Certification Board has the authority to deny a program. They do not. Certification programs must be approved by the Commission first, establishing an implementation date. At that time it is given to the Certification Board to manage. Gary Whitman made a motion, seconded by Ken Briscoe to approve Tim Bradley's recommendation and provide documentation to the Commission at the January, 2013, meeting.

Ed Duffield asked how many programs are currently in that “gray area”. (They are RIT, Trailer-towing, EVD and Ag Rescue)

Motion was made by Ed Duffield, seconded by David Wray to table Tower Rescue at this time.

## **AGENCY REPORTS**

### **Department of Insurance -- Tim Bradley**

- Kelly Ransdell, Deputy Director of Fire and Rescue, Prevention, Programs and Grants, and Director of Safe Kids North Carolina, has received two injury impact awards from the University of North Carolina Injury Prevention Research Center. Kelly received the center’s Injury Impact Award for her service to North Carolina through Safe Kids and the North Carolina Office of State Fire Marshal. She also received the Program of the Year award for her work with Operation Medicine Drop.
- Steve Sloan, Deputy Director of the Fire and Rescue Commission is retiring January 1, 2013. A reception will be held in his honor at 322 Chapanoke Road, December 7<sup>th</sup> beginning at 1:00 pm.

### **Fire and Rescue Commission Report – Steve Sloan**

- Staff attended the annual conference of the NC Society of Fire Rescue Instructors participating in the 25-year Certification Celebration. Members of the original Certification Board attended and were recognized. Additionally, staff provided class instruction and AV support for the conference.
- Staff conducted annual site visits at Mayland Community College, Wilkes Community College
- Staff met with the Department of Public Instruction and the Cherokee County School System to see if we could start the high school FF I / II in the schools.
- Staff met with Department of Public Instruction and the Henderson County School System to see if we could start the high school FF I / II in the schools.
- Staff coordinated 3 regional Assistance to Firefighters Grant (AFG) classes for NC during the week of May 14 through May 17, 2012.
- Staff participated in conference calls with the Training Resources and Data Exchange (TRADE) for the purpose of planning the 2013 National Conference.
- Staff participated in the annual Fire and Emergency Services Higher Education (FESHE) Conference. Participating in the conference were representatives from fire-related degrees programs, State and local fire service training agencies, national fire service organizations.

- North Carolina hosted the Region IV - Training Resources and Data Exchange meeting in Asheville. Representatives from North Carolina, South Carolina, Virginia, Kentucky, Tennessee, Georgia, Alabama and Mississippi attended the meeting.
- Staff is assisting fire departments in Edgecombe and Sampson County with two possible Line of Duty Deaths.
- Staff participated in the quarterly meeting of the Commission's Certification Board.
- Staff participated in the quarterly meeting of the Arson Review Board. Staff assisted with application reviews and preparations for compliance to NFPA 1033.
- Staff participated in the Fire Officer III pilot course conducted in King.
- Staff met with the NC Department of Education committee regarding the High School Firefighter Certification Program
- Staff attended NC Society of Fire/Rescue Instructors Board meeting.
- Staff is reviewing and revamping the Standards review process.
- Staff was involved with Kent Hood's funeral services.
- Staff participated as instructors and AV Coordinators for the South Atlantic Fire Rescue Expo held in Raleigh.
- Staff assisted with a possible Line of Duty Death of a member of Brunswick County EMS
- Staff participated in the bridge dedication for Captain Bowen. The Smoky Park Bridge was renamed in honor of fallen Asheville firefighter, Capt. Jeff Bowen. He died in the Line of Duty in July, 2011.
- Staff was chosen by the International Fire Service Accreditation Congress (IFSAC) to assist the State of West Virginia as a mentor to prepare for their IFSAC Site Visit.
- Staff participated in the Fall Board and Committee meetings of the IFSAC. IFSAC is a peer driven, self-governing system that accredits both public fire service certification programs and higher education fire related degree programs. The Congress is comprised of two assemblies, the Certificate Assembly and the Degree Assembly. The Certificate Assembly provides accreditation to entities that certify the competency of and issue certificates to individuals who pass examinations based on the National Fire Protection Association (NFPA) fire service professional qualifications and other standards approved by the Assembly. Staff members serve in the following capacities: (Tim Bradley-Parliamentarian; Steve Sloan- Committee on Rules; Mike Edwards - Finance Committee

Wayne Bailey serves as a Board member of the Certificate Assembly Board of Governors and serves on the Committee on Promotion

- Staff assisted Brunswick County EMS with a possible Line of Duty Death.

### **NC State Firemen's Association** -- Ed Brinson

- Note that we have just finished our annual meeting and the South Atlantic Fire Expo. It was a great success with an estimated 4,100 in attendance. We thank everyone that assisted with making this annual event a success.
- Relief Fund Financial Statements due October 31.
- Roster renewal packets will be mailed in mid-November. Due back by January 1.
- Announce changes to scholarship program.
  - Changed the scholarship categories to high school students, volunteer firefighters, and career firefighters. The Board added three Masters Degrees scholarships and increased the associate's degree scholarship funding. This resulted in an annual scholarship funding increase of \$33,500.
  - Each Region will receive the following scholarships
    - One Master Degree for a volunteer or career firefighter (\$6,000)
    - Two High School Seniors, two Volunteer Firefighters, and two Career Firefighters will receive a Bachelor's Degree Scholarship of \$6,000.
    - Two High School Seniors, two Volunteer Firefighters, and two Career Firefighters will receive an Associate's Degree Scholarship of \$1,750. (Increased from \$1,500)
    - This change eliminated the transfer and 2+2 scholarships and the educational grants.
    - These changes apply to the 2013 scholarship awards
- Fraternal Insurance Program.
  - We have partnered with MetLife to assist us with the Fraternal Insurance Program.
  - One goal of the new partnership was to increase the offering of supplemental life insurance to our membership.
  - The new program begins December 1, 2012.
  - Each department and existing members will be contacted by MetLife regarding the new program.
  - Highlights of the new program are:
    - Increases in life insurance coverage through age 50
    - Face to face, will preparation through the Hyatt Legal Plans.
    - Estate Resolution coverage
    - Assistance with managing insurance settlement for those that have a settlement of \$5,000 or more
    - An accelerated benefit for those with \$20,000 or more in insurance

- The insurance is transferable.
- The great news is that the fraternal insurance still costs \$40.00 per year and our members who participate in the program will continue to submit your payments to our office.
- The association is launching a new NCSFA/LGFCU debit card sign up and usage campaign that includes two cruises for each region.
  - The campaign start date is December 1, 2012 and the contest will run through midnight on July 31, 2013.
  - We will award the cruises at next year's conference.
  - Each member, spouse, or family member of our association, in each of the three regions who signs up for a debit card during the campaign period, are entered in a drawing for one of the region cruises.
  - The second cruise will be awarded to existing or new member debit cardholders, and spouses, or family members of our association who swipe their card during the same period. The more times a person swipes their card during the campaign the more times they are entered to win the second cruise.
  - Income from the merchant fees helps us provide member benefits.
- North Carolina Firefighter's Fund
  - This 501.C.3 corporation started in 2010 and operates under the auspices of your association. This corporation was set up so we can receive corporate, private, and philanthropic foundation donations for the purposes of member scholarships, and health and wellness programs for our members.
  - The fund's board of directors, which is a separate board of directors from the association board, met last week and they directed staff to launch the donor's program this fall.
  - In approximately 45 days, you will be receiving information in the mail regarding the North Carolina Firefighters Fund and the donors program.
  - You can find additional information about the fund through our website [www.ncsfa.com](http://www.ncsfa.com) and then click on the NC Firefighter's Fund portal.
- Legislative Committee
  - Our association and the North Carolina Association of Fire Chiefs have formed a joint committee to work on legislative items. We are in the process of prioritizing a list of items to work on during the next legislative session.
- Retirement Program
  - At the beginning of the year, we were hopeful that we would have between 10 and 15 departments join the program.

Our estimates are that by the end of the year we will have approximately 45 departments participating in the program.

President Welch announced there would not be a Gateway Conference next year and that if any agency was having issues to have them contact Ken Briscoe, Paul Miller or Ed Brinson.

**NC Department of Labor** – No Report

**NC Community College System** – Winfield Abee

NCCC will host a statewide School Directors meeting on November 28<sup>th</sup> at Forsyth Tech where Kim Williams will join us to give an OSFM Update

NCCC secured grant funds to allow the 19 colleges with curriculum Fire Protection Technology Programs to review the courses that make up the Associate in Applied Science degree program to ensure that they are meeting current employer needs. There will also be discussions about appropriate alignments and partnerships with high school programs, certification programs, and Bachelor's degree programs. These decisions cannot be made by the System Office but must be negotiated and agreed upon by each college based on advisory committee input and local need. A competitive request for proposals was sent to colleges to identify a college willing to coordinate the grant over the next eight months. A decision on the lead college will be announced this month, but all 19 colleges will be involved. If anyone wants more information or wants to be involved as a stakeholder, please contact me, Phil Batts, Chris Raynor, or Tracy McPherson for more information.

The Fire and Emergency Services Higher Education (FESHE) model will be part of the grant discussion. We also continue to work with the Chiefs, Rescue, and Firemen's Association, OSFM and others to host a FESHE Awareness event in 2013. The point of the event would be to inform all stakeholders of the higher education model. Decisions about how, or if, to implement part or all of the model will have to be determined by each college and their advisory committees.

**NC Association of Rescue and EMS, Inc.** – Gordon Joyner

Sad News  
Last fiscal year  
54 Natural Deaths  
54 Brotherhood Deaths  
4 Accidental Deaths  
5 Possible LODD  
3 Suicides (This is becoming a problem with emergency services)  
120 Total deaths.

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Annual meeting was held in High Point September 13-14-15-16.  
It went very well despite the perfect storm for things going wrong.  
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Next annual meeting will be in Greenville NC July 25-26-27, 2013  
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Fall High Angle Rescue School level 2 & 4, November 2 - 3- 4, 2012 at Pilot Mountain

State Park.  
Deadline October 20 the Information online.

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The Association has reorganized and went from 10 areas to 15 areas and we have two Directors in each of the areas. Re-inspection are going very well.  
Our membership continues to increase there are 606 departments and 26,401 paid members. There 31,094 members on rosters some are on multiple rosters only pay dues on one department. If we can be of assistance please feel free to contact us.

**NC Society of Fire Rescue Instructors** – Jimmy Barrow

The annual conference is scheduled for May 8 – 11, 2013, Crowne Plaza, Asheville.

**2013 Meeting Dates**

April 9  
July 9  
October 8

As there was no other business to be addressed by the Commission today, the meeting was adjourned at 12:05 pm.

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Ellen Robbins Sullivan



# Certification Board Report - September 18, 2012

## Committee Reports –

**Rescue Committee** – Committee had no report; did not meet due to lack of business.

**Haz-Mat Committee** – The committee initiated the meeting by reviewing certification packets; ten (10) applications were approved for HMT and twenty-five (25) were returned for additional information. The committee discussed the certification process for HazMat Technician. The goal presented by Ben Smith suggests we evolve the process to a more streamlined system whereas the certification can be awarded without having to depend on the sub-committee's review of the packets. The committee engaged in a dialogue about the pros and cons of such actions. At the conclusion of this dialogue the committee identified the first action step needed to be a review of the technician check-off sheet. The committee will be working and communicating via electronic mail and conference call to continue this work process.

**Instructor Committee** – Committee had no report; did not meet due to lack of business.

**Fire Officer Committee** – Recommends the FOIII classes should be direct delivery managed by the Training Staff of OSFM. The Committee felt consistent oversight of the program was needed to maintain a quality program. The Committee recommends waiting for the completion of the remaining pilots before setting the contact hours for FOIII. Previous pilots were held in Charlotte and Forsyth County. In Charlotte the instructors qualified were: Bo Fitzgerald, Quentin Maver, Ken Hogue, Dale Brown, and John Hartsell. Ryan Cole was the only instructor who qualified in the Forsyth County course. The Apex pilot is October 08-12 and November 05-09; all instructors are already qualified. Another pilot is scheduled at Nash Community College; the dates of this course are October 22-26 and November 26-30. The Committee discussed two requests for variances on established rules of the CB (Mike Stallings and Curt Deaton). The Committee recommended denying these request. The next meeting of the Committee is scheduled for November 13, 2012 at RCCC.

## Commission Meeting Report –

No report due to the July meeting being canceled.

## Old Business –

**Dive Rescue and Recovery** – Ad Hoc was appointed to assist with the development of the NC Program. The Committee is made up of the same fire/rescue personnel that served on the Research Committee along with three members from OSFM Staff (RPD, Training, and the Commission). Members of the committee are: Terry Foxx, Joel Faircloth, Ken Hogue, Tom Billig, Shannon Orndorff, and the positions mentioned above.

## New Business –

**Instructor Investigation** – A student of Western Piedmont Community College used his Father's information on the College registration documents to obtain credit for these courses for his father (FIP 5206 and 5603). CB suspended all his current certifications for two (2) years and refuses to grant any additional certifications for the same two (2) year period.

**Driver Operator Age Requirements** – CB removed the following from the Driver Operator Certification Program: Service requirements and age requirements. To be certified in EVD, the candidate must be 18 years of age and successfully complete the EVD course. To be certified in DO Pumps/Aerial, the candidate must be 18 years

of age, certified as EVD, certified as FFI, and successfully complete all course in the applicable DO certification programs.

**Certification Programs** – This item was discussed at length by the CB and the CB seeks additional guidance from the Fire and Rescue Commission. Tim Tim Bradley will have more on this item later on the agenda of the F&R Commission.

**Fire Instructor Qualification Process** – This item was removed and will be placed on the December agenda. The Research Committee met in the afternoon of September. They did reach a recommendation and this recommendation will be presented to the CB on December 11, 2012. See the attachment #1.

**Certifications – Out of State Residents/Responders** – CB will research the feasibility of granting certification to fire/rescue personnel from any fire/rescue agency from any state which borders North Carolina.

**Pro Board Testing (Fire Officer, Fire Instructor, Fire and Life Safety Educator)** – All exams for Fire Instructor, Fire Officer, and Fire and Life Safety Educator will be placed in the Regional Testing Centers beginning January 01, 2013. To apply for the exam, the student must meet all pre-requisites and take the certification exam within one-year of the completion of the certification course. See attachment #2.

APPROVED

# Attachment 1

3 of 9

**Educational Methodology Instructor Criteria Sheet – Please provide supporting documentation for the items listed below.**

1. Educational Requirements
2. **Level II Instructor w/ 5 years of qualified teaching time** or an Allied Professional with proof of 5 years of teaching experience, or holds a current teaching certification w/5 years of teaching experience
3. Letter of acceptance from an accredited Educational Institution stating that they would allow applicant to teach an Educational Methodology Course.
4. Resume
5. Application
6. Three Letters of References

## **Qualification Areas for Instructor II –**

To become a qualified instructor, the candidate must be certified a minimum of two (2) years as an Instructor II.  
To become a qualified instructor, the candidate must be certified a minimum of five (5) years in the certification subject.

## **Instructor III Requirements –**

The instructor candidate must be at least 21.  
The instructor candidate must have a high school diploma or GED.  
The instructor candidate must be certified a minimum of two (2) years as an Instructor II.  
The instructor candidate must be certified a minimum of seven (7) years as a FF II, TR, or FLSE.  
Complete the workbook and submit to Educational Methodology Committee.  
Successfully pass

## Attachment 2

Excerpt from National Board on Fire Service Professional Qualifications' Operational Procedures –

### **CRITERIA TA5**

Procedures shall be in place to ensure that skills tests are assessed by qualified persons who are not involved in the training of the candidate in the skill being tested; that qualified persons administer (proctor) cognitive tests; and that qualified persons evaluate projects, portfolio submissions, or other methodologies (if used).

Excerpt from NC Fire and Rescue Commission Policies –

### **Regional Testing - Curriculum courses FIP 224 Instructor I & II and FIP 226 Fire Officer I & II.**

\*\*The above Curriculum Courses must have been completed after 1/1/2012, taught by an OSFM Approved Qualified Instructor and you must have a grade of C or above. You must also meet ALL the certification requirements for Instructor 1 & 2 and/or Fire Officer 1 & 2 prior to registering to test in the subject and must submit required documentation as stated on the below Registration forms to be eligible. Testing must occur within One year of curriculum course completion. (see website under Certification and Training for these certifications prerequisite requirements):

Recommendation –

Place all Fire Officer, Fire Instructor, and Public Fire Educator certification exams in Regional Testing