

**Fire and Rescue Commission
Pinecroft-Sedgefield FD, Greensboro
January 14, 2014**

Attendees: Harley Cook, Chairman
Robert Poe
Cloyce Anders
Matt Davis
Josh Smith
Phil Welch
Walter Gardner
David Wray
Kevin Gordon
Freddy Johnson
Robert Poe

Welcome, Call to Order, Invocation

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

Ethics Statement

Chairman Harley 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 Kevin Gordon, seconded by Bill Rogers to approve the agenda as presented. Motion carried.

Approval of Minutes of January Meeting

Motion was made by Phil Welch, seconded by Bill Rogers to approve the minutes of the October 2013 meeting as presented. Motion carried.

OLD BUSINESS

Certification Update – Kevin Gordon, Chair, Certification Board - See Attached

Line of Duty Deaths – Mike Edwards

Tony Barker Mountain View V.F.D., (Wilkes County) 6/13/2013

Dennis Lamm Elm City, EMS (Wilson County) 5/09/2013

Joseph Wesley Autrey, Burke County EMS and Lovelady Fire and Rescue 4/26/2013

NEW BUSINESS

Chairman Cook thanked Tim Bradley and Ellen Sullivan for their years of service to the Fire and Rescue Commission and gave each a gift from the Commission Members.

NFPA 1033 – Kevin Gordon

Questions have been raised about the Fire Arson Investigator Certification. Specifically, why is a certification written in accordance to a Professional Qualification Standard not under the Certification Board? Should it be placed under the guidance of the Certification Board as with all other certification programs? Matt Davis suggested that all certification programs should fall under the Certification Board. Kevin Gordon made a motion that the Certification Board establishes the new arson certification program, in accordance to the NFPA 1033 standard, including the requirements, etc. After this has been completed the Certification Board will come with a review process.

Executive Director - Chairman Harley Cook

Members were emailed documents to be reviewed prior to today's meeting. Phil Welch made a motion to appoint Rick McIntyre as the Executive Director to the Fire and Rescue Commission, seconded by Cloyce Anders. Motion Passed.

AGENCY REPORTS – See Attachments

2014 Meeting Dates

January 14

April 8

July 8

October 14

All meetings will be conducted at the Pinecroft Sedgefield Fire Department.

With no other business to be addressed today, the meeting was adjourned at 11:25.

Respectfully submitted,
Kim Williams

Certification Board Report – December 10, 2013

Standing Committee Reports –

Rules Committee – Everything will be covered in detail with the Validation Committee Reports.

Discipline Committee – Committee did not meet.

Validation Committee Reports –

Rescue Officer (p. 4) – Committee has met several times and work continues on the course content.

Pilot offerings to be schedule during the first quarter of 2014.

Fire Officer IV (p. 5-6) – Committee has met several times and work continues on the course content. Pilot offerings to be schedule during the first quarter of 2014.

Dive Rescue – Committee has not met. Textbook has been selected and work has begun on the course content.

Instructor III – Committee has not met. Textbook has been selected and additional research is being conducted to determine the actual need for this level of certification in North Carolina.

Fire Marshal (p. 7) – Committee has met several times and work continues on the course content. Pilot offerings to be schedule during the first quarter of 2014.

Technical Rescuer – Both Committees have been established and work will soon begin on the rewrites of all TR subjects.

1. Technical Rescuer I Validation Committee will be handling General, VMR, Ropes, and Wilderness. This Committee will be chaired by Terry Foxx.

2. Technical Rescuer II Validation Committee will be handling Collapse, Trench, Confined Space, and Water. This Committee will be chaired by Kevin Gordon.

Old Business –

Policy and Procedure Manual – Document was finalized and has been distributed to the Delivery Agencies. .

New Business –

Pilot Program and Train-the-Trainers (p. 8-9) – Purpose is to provide a standard methodology

and structure for running Pilot and Train the Trainer programs.

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NFPA 1400 Series Programs (p. 10) – Staff will develop courses as Train-the-Trainers for certain

NFPA 1400 standards. We already have NFPA 1403, NFPA 1407 will be RIT, and a future class for NFPA 1404.

Previously qualified Instructors who miss a re-qualification course (p. 11) – We research the

possibility of offering a mechanism for any Instructor who may miss a mandated re-qualification to requalify

without repeating entire qualification process.

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Changes to the FF I and II certification program

1. Cease offering Level I classes by 12/31/2013

2. Cease offering Level II classes by 12/31/2014

3. Beginning 01/01/2015, offer combined courses only (FIP 3300)
 4. Continue to issue both Level I and Level II certificates
 5. Effective 01/01/2015 the FF certification program will include:
 - a. *Health and Wellness class (not to exceed 9-hours)
 - b. *FF Safety / Survival (16-hours)
 - c. *Mayday (8-hours)
 6. All course hours will be validated...program not to exceed 350 contact hours
- Note: Open FIP 3300 numbers (3301, 3302, 3320, and 3324-3350)*
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Certification requirements for Rescue Officer

1. 21 years of age
2. Technical Rescuer certified for 3 years
3. INST1 or INST2 or INST3 certified (must be a minimum of INST1 certified)
4. High School Education or GED

Qualification requirements for Rescue Officer

1. Candidate must be certified as a Rescue Officer
- 2. Candidate must be certified a minimum of two (2) years as an Instructor II.**
3. Successfully complete either pilot offering or train-the-trainer offering

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.

· *Exception: To become qualified in new programs, the candidate will be required to obtain certification in the subject with no time requirement for holding certification for the first **2 3** years of the inception of the new program. After the first three **two years** of a new program release the candidate will be required to be certified in the subject for five years. **Effective December 10, 2013.***

*The five year rule will not come into play until 2-years after the program going live for delivery.

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Certification requirements for Fire Officer IV

1. 21 years of age
2. Fire Fighter II certified for 9 years
3. Fire Officer III certified
4. High School Education or GED

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FIRE OFFICER IV

1. Final Review of FO IV and the NFPA 1021 Objectives.
2. Fire Officer IV will target Senior Fire Officers (Chief, Deputy, Assistants). The process will consist of four (4) phases:

Phase I: Attend Fire Officer IV Orientation Course (1 Day)

Phase II: Complete Application Packet within one year of attending the Fire Officer IV Orientation Course.

Phase III: Attend the two-day Practical Examination process.

Phase IV: Take and successfully pass written certification test with a

minimum score of 80%.

I. Roundtable

From the discussion and review of documents presented at the meeting and discussion, the following recommendations are made in a form of a recommendation to the North Carolina Fire Rescue Commission (NCFRC) Certification Board for approval and implementation.

Recommendations are as follows:

1. Approval from the certification board to offer three (3) Fire Officer IV pilot courses on or about the end of January 2014 (**TBD**). Pilot courses will be run in each of the three respective regions (Eastern, Piedmont and Western) across the state, five students (5) from each region (total of 15 candidates). Candidates will be selected from the current Fire Officer III list of certified candidates, selection will be based on points accumulated from the Fire Officer process to date.
2. Final approval of the Fire Officer IV Certification Process Guide and Application.
3. Approval for committee to select potential Fire Officer IV pilot course candidates as students in concordance with the guidance document (items 1 and 2).
4. Grant final approval of Fire Officer IV candidates from list generated from original points process (*pending verification of same*). Programming and formats will be presented to the NCFRC certification board at the June 2014 certification board meeting for final approval and vote (*once the pilot process has been completed and verified*).
5. Seek final certification process approval at the July 2014 NCFRC meeting.
6. Roll out program 4th quarter of 2014.

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Fire Marshal Certification Requirements

Certification requirements for Fire Marshal (NFPA 1037)

1. 21 years of age
2. Certified at any level of Fire Inspector for 3 years
3. Certified at any level of Fire and Life Safety Educator for 3 years
4. Certified as a Fire Investigator for 3 years
5. High School Education or GED

Qualification requirements for Fire Marshal (NFPA 1037)

1. Candidate must be certified as a Fire Marshal
2. Candidate must be certified a minimum of two (2) years as an Instructor II.
3. Successfully complete either pilot offering or train-the-trainer offering

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.

• *Exception: To become qualified in new programs, the candidate will be required to obtain certification in the subject with no time requirement for holding certification for the first **2** 3 years of the inception of the new program. After the first three **two years** of a new program release the candidate will be required to be certified in the subject for five years. **Effective December 10, 2013.***

*The five year rule will not come into play until 2-years after the program going live for delivery.

The committee recommends that OSFM keep the class as they are currently doing

with Fire Officer III to maintain the integrity of the instruction.
They have recommended the following pilot locations:

Greensboro

Fire Prevention School in Wilmington

Asheville

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Pilot Program Methodology

SCOPE

This guideline shall apply to all pilot programs offered by NC DOI OSFM.

PURPOSE

To provide a standard methodology and structure for running Pilot and Train the Trainer programs.

GUIDELINES

1. The Certification Board will deem whether or not a pilot process is warranted.
2. R&PD staff will coordinate all aspects of the pilot process.
3. R&PD staff will work with the validation committee to identify course location, and make necessary contacts with appropriate delivering agencies for all logistics associated with the delivery of the pilots and the train the trainer courses.

Pilot Programs

1. Conduct one pilot in each region of the state (Western, Piedmont, and Eastern).
2. Those seeking certification shall meet the minimum course requirements as follows:
 - a. They must pass a written test with a minimum score of 70% at the end of the classroom portion of the certification course. Students who pass with a score of 80% or higher will be invited back to the Train-the-Trainer course.
 - b. They must pass the practical skills portion of the certification course.
 - c. R&PD staff will track the test scores from the Pilot courses to assure that students attending the Train-the-Trainer courses have successfully passed the written exam with a minimum score of 80%.
3. Those seeking qualification shall:
 - a. Submit documentation in conjunction with pre-requisites.
 - b. Must pass a written pre-test with a minimum score of 80%.
 - c. Instructors in the first two pilot classes will be required to attend an upgrade to assure that they have received and understand the finalized program.

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4. Number of Qualification candidates is limited to five (5) or to the number of LPs in that specialty. There will be one assigned LP (lecture) per candidate. The candidate is responsible for the classroom certification portion of the specialty.
5. Practical skill scenarios will be assigned for the candidates to oversee. All candidates for qualification shall be present (100% attendance) during the classroom portion and the practical skills portion of the certification.

Train-the- Trainer

1. Conduct one train-the-trainer in each region of the state (Western, Piedmont, and Eastern)
2. The train-the-trainer course's will be offered to the students that attended the

pilot courses (maximum 20 per class).

3. The attendees would be required to meet the same pre-requisites for qualification that were assigned to the pilot process.

4. The course content will be divided up by R&PD staff based on the number of registered attendees. The content will be assigned a minimum of two weeks prior to the start of the course to allow ample preparation time.

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1. NFPA 1401 - NFPA 1401: Recommended Practice for Fire Service Training Reports and Records, 2012 Edition

2. NFPA 1402 - NFPA 1402: Guide to Building Fire Service Training Centers, 2012 Edition

3. NFPA 1403 - NFPA 1403: Standard on Live Fire Training Evolutions, 2012 Edition

4. NFPA 1404 - NFPA 1404: Standard for Fire Service Respiratory Protection Training, 2013 Edition

5. NFPA 1405 - NFPA 1405: Guide for Land-Based Fire Departments That Respond to Marine Vessel Fires, 2011 Edition

6. NFPA 1407 - NFPA 1407, Standard for Training Fire Service Rapid Intervention Crews, 2010 Edition

7. NFPA 1410 - NFPA 1410: Standard on Training for Initial Emergency Scene Operations, 2010 Edition

8. NFPA 1451 - NFPA 1451: Standard for a Fire and Emergency Service Vehicle Operations Training Program, 2013 Edition

9. NFPA 1452 - NFPA 1452: Guide for Training Fire Service Personnel to Conduct Dwelling Fire Safety Surveys, 2010 Edition

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A previously qualified instructor, who misses the most recent requalification course, has the following options to become reinstated:

1. Regional Test Subjects –

a. Meet all current qualification requirements for the subject

b. Take qualification exam at a Regional Test

c. Score 80% or higher

d. Regional Test Subjects are:

i. Fire Instructor, Fire Officer, Firefighter, EVD, D/O Pumps, D/O Aerial, Fire and Life Safety Educator, TR General, TR VMR, TR Wilderness, TR Agricultural, HM Operations, HM Mission Specific, and Marine Shipboard FF.

2. Field Tested Subjects –

a. Meet all current qualification requirements for the subject

b. Take qualification exam from the Field Training Staff

c. Score 80% or higher

d. Field Tested Subjects:

i. Live Fire, LP Gas, RIC, TR Trench, TR Ropes, TR Confined Space Rescue, TR Structural Collapse, and TR Water.

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FIRE AND RESCUE COMMISSION AND REGIONAL ASSOCIATION REPORT, 1ST QUARTER 2014

Pension and Membership Rosters

Provide update. January 15th, February 15th.

- The association is no longer accepting paper submissions for the annual member certification, the Annual Certification of Firefighters report, roster renewals, and roster additions and deletions.
- All of these functional areas can be accessed through our website and our records management system.
- The electronic Certification of Firefighters period opens December 1 and closes at mid-night on January 15th.
 - Additions can be made to the roster during this period; however, we ask that department's do not make deletions during this period.
- Departments must submit their electronic certified roster and Certification of Firefighters report to the association by midnight on January 15th for their department members to receive service credit in the Fire and Rescue Squad Workers Pension Fund for 2013.
- From January 17th through February 17th departments can go on line to make additions and deletions to their roster and make membership dues payments on line.

- Departments that do not use procurement or credit cards can submit a check to the association for their dues payment.

Update on PED reports, and what's coming

Provided Update on RF, Grants, WC, and Pension. The NCSFA and the NCAFC has been meeting with the PED subcommittee and it appears the initiative in to tweak the current administrative structure rather than combine all relief funds into one account as the original draft of the committee proposed.

Legislative Agenda

Combined NCSFA and NCAFC meeting at mid-winter.

Legislative Day Scheduled for May 28th.

Federal Legislation

On December 10, legislation was introduced in the House by Representative Lou Barletta (R-PA) and the Senate by Senator Mark Warner (D-VA) clarifying that 'qualified emergency services volunteers' will not be counted as employees under the Patient Protection and Affordable Care Act (PPACA). If enacted, the Protecting Volunteer Firefighters and Emergency Responders Act (H.R. 3685/S. 1798) would make clear that fire and EMS agencies will not be required to offer volunteer personnel health insurance, even if they receive other nominal benefits.

The Internal Revenue Service (IRS) considers volunteers who receive nominal benefits to be common law employees of the agencies that they serve. The PPACA requires large employers to

provide full-time employees with health insurance coverage. Because it falls to the IRS to enforce the PPACA mandate that employers provide health insurance, many fire and EMS departments **could end up facing penalties** starting in 2015 if they do not offer health insurance benefits to their volunteers.

In September, **the NVFC sent the IRS a letter** requesting clarification in the final implementing regulations for the PPACA that volunteers will not be treated as employees under the law. Since then, Representatives Peter King (R-NY), Patrick Meehan (R-PA), Rob Wittman (R-VA), Chris Collins (R-NY), Bill Pascrell (D-NJ), Lou Barletta (R-PA), and Frank LoBiondo (R-NJ) have followed up with similar formal letters to the IRS asking for clarification on behalf of the volunteer emergency services. As of now the IRS has not indicated how it will proceed, which prompted the introduction of H.R. 3685 and S. 1798.

The Affordable Care Act requires that an employer with 50 or more full-time employees offer affordable and adequate health care coverage to its employees. For this purpose, full time means 30 hours or more per week on average, with the hours of employees working less than that aggregated into full-time equivalents. Employers that do not fulfill this obligation may be

required to make a payment in lieu of meeting their responsibilities, which are described in what are called the employer shared responsibility provisions. An important question arises about how the hours of volunteer firefighters and other volunteer emergency responders should be taken into account in determining whether they are full-time employees and for counting toward the 50-employee threshold. Treasury is acting to ensure that emergency volunteer service is accorded appropriate treatment under the Affordable Care Act.

Treasury and the IRS issued proposed regulations on the employer shared responsibility provisions (Section 4980H of the Tax Code) in December 2012 and invited public comments. Numerous comments were received from individuals and local fire and Emergency Medical Service departments that rely on volunteers. The comments generally suggested that the employer responsibility rules should not count volunteer hours of nominally compensated volunteer firefighters and emergency medical personnel in determining full-time employees (or full-time equivalents). In addition, Treasury heard from numerous members of Congress who expressed these same concerns on behalf of the volunteer emergency responders in their states and districts.

Treasury and the IRS carefully reviewed these comments and spoke with representatives of volunteer firefighters and volunteer emergency personnel to gain a better understanding of their specific situations. Treasury and the IRS also reviewed various rules that apply to such volunteer personnel under other laws. These include the statutory provisions that apply to bona fide volunteers under Section 457(e)(11) of the Tax Code (relating to deferred compensation plans of state and local governments and tax-exempt organizations) and rules governing the treatment of volunteers for purposes of the Federal wage and hour laws. As a result of that review and analysis, the forthcoming final regulations relating to employer shared responsibility generally will not require volunteer hours of bona fide volunteer firefighters and volunteer emergency medical personnel at governmental or tax-exempt organizations to be counted when determining full-time employees (or full-time equivalents).

These final regulations, which we expect to issue shortly, are intended to provide timely guidance for the volunteer emergency responder community. We think this guidance strikes the appropriate balance in the treatment provided to traditional full-time emergency responder employees, bona fide volunteers, and

to our Nation's first responder units, many of which rely heavily on volunteers.

Scholarships on Line

Due March 15th

Pay close attention to detail. If information is left off, it may disqualify the applicant

Easier on the Chief, requires a signature on the application rather than a letter

- The Board of Directors has increased our Associates Degrees scholarship funding from \$1,750 to \$2,000 each.
- Changes included the addition of one Associate's and one Bachelor's Degree Merit Based High School Scholarship per region.

- These changes equate to a \$9,500 increase in scholarship funding per regional association area.
- In addition, the board approved \$10,000 for educational grants.
 - The grant program is under development for the 2014 application period.
- The Scholarship and Grant Application Period will open January 1st.

Board Summit at Mid-Winter Conference

- We are **on schedule for** our first annual Board of Directors summit at the mid-winter conference.

- This is a joint meeting with the NCSFA, NCAFC, and the three regional association boards of directors.
- The purpose of the meeting is to determine:
 - How the associations can best serve our members.
 - Be seamless in our services from the regional associations to the state associations.
 - Evaluate the current programs offered to our members.
 - How can we collectively address issues that affect all of us in the fire service?
 - How do we evaluate our legislative challenges and opportunities?
 - Moreover, how to communicate effectively with our members on programs, benefits, and emerging issues.

Be Sure and Attend Mid-Winter

Our Conference Registration Should On-line in March

FIRE & RESCUE COMMISSION REPORT

01-14-2014

Sad News

7 Natural Deaths

17 Were in Brotherhood

2 Possible LODD

26 Total deaths.

Scholarships : There was 150 awarded in the different levels this year. To receive

payment for those that are out now they must submit their grades by February 10th.

Scholarship application on online now and must be submitted by March 31. 44 application have been filed by 1-12-14.

BLS Judges February 15, office in Goldsboro

Fall High Angle Rescue School level 2 & 4, November 1-2-3 Pilot Mountain State

Park. Went very well.

Spring High Angle at Stone Mountain State Park, March 28, 29-30. Unit 1 & 3.

Information is online.

Rope Emergency Medical Specialist March 7-8-9 , Surry Community College,

information online.

Graduate Technical Rescue , Surry Community College , April 26th.

Rosters must be filed with the Association by 1-15-14. Give us enough time to get them

worked before the January 31 St deadline we must file the electronically with the State.

624 must file with us.

About 92 % have been filed.

99% are filed online.

8 mailed

Directors Meeting February, 15h & 16, 2014. Goldsboro NC

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Annual Meeting August 7-8-9 in Greenville

If we can be of assistance please feel free to contact us.

Kenny Weatherington has been named as new Eastern Regional Coordinator. Kenny comes from Pamlico CC and was employed by New Bern FD before Pamlico CC. Kenny has a strong background in the community colleges and fire-rescue training. His official start date is Feb 3.

BES at Gaston held in Oct. Classes for March and Oct 2014 already full

Fall weekend schools successful at Burke,Cleveland,Wilkes,Southwestern Community Colleges.

Fall High Angle school at Surry CC with RSQ association and Spring High Angle upcoming at Wilkes in April. See NC Association of Rescue Squads website for more details. www.ncarems.org.

Rowan Cabarrus Community College Training Center dedication of phase 1 was Dec 16.

Thermal Imaging School was held at Cleveland CC in December.

UPCOMING

BES at Gaston held in Oct. Classes for March and Oct 2014 already full

Rick Lasky will be presenting at Halifax CC on Feb 15.

McDowell school 3rd weekend March (14-16)approximately 1700 students each year.

South Eastern Emergency Services College, Robeson CC, Lumberton Jan. 24-26

Davidson CCC Emergency Services College, Lexington, Feb. 13-16

Randolph Co. Emergency Services Weekend, Ashboro, Mar. 7-9

Wilson CC, Sandhills CC, weekend schools coming up. Information and registration available on the college websites.

Tri County CC will host Fontana Fire-Rescue College Feb 14-16.

Cape Fear CC hosted their Jan school Jan 10-12 which was very successful.

Update on data transfer twice a month: We are continuing to monitor data transfers to OSFM on a regular basis. This new process appears to be working very effective. Let us know if you experience and problems.

Piedmont and West in planning stages for fall fire schools.

We are in the process of scheduling the NC Community Colleges Fire-Rescue and Emergency Management Advisory board meetings.

Scheduling dates and locations for the NCCCS School Directors annual Regional Meetings.

