

**Certification Board Meeting  
Guild Rand Fire Department  
Greensboro, NC**

**December 5, 2017**

**Members Present**

Kevin Gordon, Chairman  
Jim Hanline  
Wes Hutchins  
Joel Faircloth

Ben Smith  
Alex Collazzo  
Walter Gardner

**Staff Present**

Kim Williams  
Wayne Bailey  
Brian Taylor  
Derrick Clouston  
Jessica Lashbrook

Rich Hall  
Heidi Barrier  
Michael Caviness  
Matt Thorpe

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

Ben Smith gave the invocation.

The Board welcomed recently appointed Alex Collazzo.

Kim Williams announced Brian Taylor was appointed as the Executive Director to the Fire and Rescue Commission.

Alex Collazzo made a motion to approve the agenda. Wes Hutchins seconded the motion. Motion passed.

Ken Hogue, Terry Foxx, Jimmy Hensley and Tim Pennell were excused from the meeting.

**Standing Committee Reports**

Kim Williams gave the OSFM report.

**Old Business**

The OSFM Course Portal was tested last week and based on feedback improvements being made.

## **New Business**

Matt Thorpe recommended 100% testing rather than two randomly chosen skills to test.

Ben Smith proposed a motion to discuss Matt's recommendation.

Wes Hutchins seconded the motion.

Matt Thorpe proposed motion to set date to 1/19/18.

Ben Smith approved motion to set date to 1/19/18.

Wes Hutchins seconded the motion. Motion passed.

Michael Caviness suggested that 100% testing certification classes should be audited yearly using the OSFM audit form. Ben Smith motioned to table for future discussion.

Jim Hanline seconded the motion. Motion passed.

NFPA 1403 Upgrades should be conducted in the second half of 2018.

Ben Smith made a motion to approve online testing pilot provisions for community college. Rowan-Cabarrus, Sand Hills, Forsyth and Cleveland will pilot online testing.

Kevin Gordon seconded the motion.

Jim Hanline made a motion to have the current Non-Traditional Delivery Ad Hoc Committee oversee the online testing pilot. Walter Gardner seconded the motion. Motion passed.

Kim Williams made a request for West Buncombe Fire Department to be approved as a delivery agency. Ben Smith made a motion to approve West Buncombe Fire Department for delivery agency status. Joel Faircloth seconded the motion. Motion passed.

Kim Williams made a request for Cherokee Fire and Rescue to be approved as a delivery agency. Ben Smith made a motion to approve Cherokee Fire and Rescue for delivery agency status. Jim Hanline seconded the motion. Motion passed.

The NCCCS Certification Board position on the Certification Board was replaced by a position from the NCCCS Fire and Rescue Advisory Committee by the NC Fire and Rescue Commission.

The NC Firefighters and Paramedics Association was appointed a position on the Certification Board.

The NC Fire and Rescue Commission did receive a letter from the NCCCS to revisit the position that was repurposed. Chairman Cook has asked Chairman Gordon to research the request. Chairman Gordon created a committee to review the request. Members are Wes Hutchins, Ben Smith, Jim Hanline, Ken Hogue and Terry Foxx.

## **Upcoming Meetings**

January 9, 2018 – Fire & Rescue Commission Board

March 13, 2018 – Cert Board

Meeting adjourned at 11:00 a.m.

Respectfully submitted,  
Jessica Lashbrook.