

**Certification Board Meeting
Rowan Cabarrus Community College
Salisbury, NC**

October 1, 2018

Members Present

Kevin Gordon, Chairman
Ken Hogue
Alex Collazzo
Josh Smith
Tim Pennell

Terry Foxx, Vice-Chairman
Jim Hanline
Joel Faircloth
David Bullins

Staff Present

Kim Williams
Wayne Bailey
Matt Thorpe
Tony Robinson
Scott Hackler

Rich Hall
Jessica Lashbrook
Michael Caviness
Derrick Clouston

Chairman Kevin Gordon called the meeting to order at 1:03 p.m.

Terry Foxx gave the Invocation.

Wes Hutchins, Walter Gardner, Jimmy Hensley, and Ben Smith were excused from the meeting.

Terry Foxx motioned to approve the agenda. Agenda unanimously approved.

Standing Committee Reports

Kim Williams Reported on OSFM and discussed the following items:

Fire Prevention Week (October 7-13).

NC State Fair

Heidi Barrier has resigned as Certification Specialist and her position is available.

Fire Act Grant for FIT Program

The Fire Act Grant awarded over \$150,000.00 to supplement the FIT Program and will provide shipping containers to deliver FIT courses in five locations in North Carolina. There will be a proposed 10-20 shipping containers in each location in place of burn houses. The grant will also provide hand tools, equipment and other necessities to administer FIT courses.

Ad Hoc Committee Reports

Non-Traditional Committee

Coastal Community College has requested approval to deliver the Fire and Life Safety 1, 2 and 3 and Fire Officer 1 and 2 programs in the hybrid format. Ken Hogue made a motion to approve, seconded by Terry Foxx. Motion passed.

Gaston Community College has requested approval to deliver the Fire Officer 1 & 2 programs in the hybrid format. Jim Hanline made a motion to approve, seconded by Ken Hogue. Motion passed.

New Business

David Bullins presented the NC Community Colleges System Fire Rescue Advisory Committee's request for changes to the Proctor Process for Fire & Rescue Certification Exams.

Terry Fox made a motion to approve the request for two Testing Administrators at the delivery agencies. The Testing Administrators must be specified and can't be random. Testing Administrators must take the Proctor Course. Motion Approved.

Chairman, Kevin Gordon requested Josh Smith to chair an Ad Hoc committee to discuss College Testing Centers. The committee members will be Ken Hogue, David Bullins, Josh Smith and Michael Caviness.

Delivery Agency Applications – Scott Hackler

Town of Selma Fire Department. Jim Hanline made a motion to approve. Seconded by Tim Pennell. Motion Approved.

Roxboro Fire and Rescue. Terry Foxx made a motion to approve. Seconded by Joel Faircloth. Motion Approved.

Matt Thorpe proposed moving to IFSTA – newest edition for Driver Operator Pumps & Aerials. Matt also requested that Driver Operator Pumps and Aerials each have a combo FIP number. Kenny Weatherington will work on getting an FIP numbers for Pumps/Aerials combo courses.

Alex Collazzo motioned to approve. Jim Hanline seconded. Motion approved.

Michael Caviness presented an overview of Policy & Procedures manuals 400.01 & 500.01. Policy & Procedures moved to December meeting. This was tabled to allow the Board to review the policies prior to the next meeting.

Felony Convictions: Kevin Gordon suggested that the Fire & Rescue Commission should review. Felony convictions will be forwarded to the Commission.

Next Commission Meeting: January 8, 2019.

Nominations:

Chair: Joel Faircloth nominated Kevin Gordon. Kevin Gordon was selected as the Chair by acclamation.

Vice Chair: Tim Pennell nominated Terry Foxx. Terry Foxx was selected as the Vice Chair by acclamation.

Next Certification Board Meeting: December 11, 2018 at Rowan Cabarrus Community College.

With all business discussed, meeting commenced.

Meeting adjourned @ 1:46 p.m.

Respectfully Submitted,
Jessica Lashbrook