

Certification Board Meeting

Kernersville Fire Department
Kernersville, NC

September 4, 2025

Members in Attendance: Terry Foxx, Chair
Derrick Clouston, Vice Chair
Jim Hanline
Ken Houe
Josh Smith
Jennifer Smith
Mac Smith
Chris Wells
Doug Bissette
Josh Crisp

Members absent/excused: Walter Gardner, Jason Edwards, Joel Faircloth

Staff in Attendance: Brian Wade
Chris Decker
Kim Williams
Katherine Burton
Kevin Gordon
Kyle Heuser
Michele Thomas
David Morris

Welcome and Call to Order – Meeting called to order by Chair Terry Foxx at 10:00am.

Invocation – Jim Hanline

Approval of Agenda – Mac Smith made a motion to approve the agenda. Chris Wells seconded the motion. Motion approved.

Approval of Minutes – Mack Smith made a motion to approve the June 12, 2025, minutes. Josh Smith seconded the motion. Motion approved.

Standing Committee Reports

OSFM – Brian Wade

David Morris has been transferred to the NCETC.

Brian submitted the NCETC Delivery Agency addition of Airport/ARFF for approval. Ken Hogue made a motion to approve. Jim Hanline seconded the motion. Motion passed.

Ad Hoc Committees

Standards Cycle Review - Kevin Gordon

Kevin provided a spreadsheet for our Certification Programs. Kevin reviewed the NFPA cycles, accreditation compliance dates and OSFM projected release dates.

Haz Mat Operations will go live on January 1, 2026.

TR –Task book for Structural Collapse has been developed.

Combined exams have been created for the TR Specialties and will be posted.

TR Committee will need to meet to discuss futures programs and rewrites for MAG, Wilderness, Boat and Floodwater.

Firefighter rewrite is expected to be released by July 2027.

We will be requesting a rewrite committee for the Instructor and Fire Officer programs.

Staff is requesting that Phase 1 for Live Fire be stopped to allow all who are currently in the program to finish the two-year track. This will prevent anyone from getting caught in the rewrite.

FLSE will be released in July 2026. We do have a one-year extension but do not anticipate needing the whole year.

FIT needs to have a Requalification done online.

Ken Hogue made a motion to accept staff's report and their recommendations. Jennifer Smith seconded the motion.

Ken Hogue made a motion to place a moratorium on the Live Fire program effective September 4, 2025. The moratorium will remain in effect until the rewrite is released. Jennifer Smith seconded the motion. Motion approved.

The Health and Wellness Course FIP number will expire 12/31/2025. We need to create a new FRC number by January 1, 2026. The course description and content will be the same. Mac Smith made a motion to approve creating a new FRC number for Health and Wellness. Ken Hogue seconded the motion. Motion passed.

The Structural Collapse program will need to have an online requalification course created to cover the addition of the task book. Mac Smith made motion to approve the development of an online Structural Collapse requalification course. Jim Janline seconded the motion. Motion passed.

Chief 101 Requalification and updates are complete. The annual one-year online course is up and available through the OSFM website. All updates will be online and there will be no in-person courses. We currently have 41 qualified instructors. Updates will be available each year on October 1st.

FLSE Update – Jim Hanline

The IFSTA books and instructor materials have been provided to the rewrite committee. Their next meeting will be September 10th at Pineroft Sedgefield Fire Department. They are working towards a January 1, 2026 completion date.

TR Update – Ken Hogue

Committee is working on developing one course for the Boat and Flood Water program. They will offer three pilot courses.

Driver Operator – Ken Hogue

Committee is working on three pilots for the Tiller program.

Mac Smith made a motion to approve 3 Tiller pilot programs to be delivered July 2026 through October 2026. Derrick Clouston seconded the motion. Motion passed.

Mac Smith made a motion to approve 3 Boat and Flood Water pilot programs to be delivered January 2026 through June 2026. Derrick Clouston seconded the motion. Motion passed.

Qualification School – Kevin Gordon

Staff recommend dropping the Haz Mat Operations Skill from the qualification process. Staff recommend that an online course for RIC requalification and all future RIC Qualifications be an in the field course delivered by OSFM.

Certification Specialist will schedule and offer regional exams on a quarterly basis; all five regions will see a quarterly exam offering. Each session will have 25 available seats and provide an opportunity for the CFI exams.

Training will schedule five annual Q-school offerings across the state: holding one in each region annually. These will be for FF skills only.

Staff will explore how to set a deadline for written exams, to complete the Q-school portion.

The update to the Q-school format will also allow us the opportunity to be better prepared for any future need related to C-school.

We will start the regional exams in the fourth quarter of 2025 (October-December).

The Q-school changes will begin in 2026.

Cape Fear CC	Jan 26-30
Rowan Cabarrus CC	Apr 13-17 May 11 - 15
Haywood CC	July 20-24
Martin CC	Sep 21-25
Johnson CC	Dec 14-18

Mac Smtih made a motion to approve the report and drop the Haz Mat Operations skill. Josh Crisp seconded. Motion passed.

Doug Bisette asked staff to look into the Cape Fear RIC school to be used as a possible qualification for RIC Instructors. Derrick Clouston seconded. Motion passed.

Jim Hanline announced he will not seek another term on the Certification Board.

Next meeting will be December 4, 2025

Mac Smith made a motion to adjourn. Jim Hanline seconded.
Meeting adjourned at 10:51 a.m.

Respectfully Submitted,
Kim Williams