

**Certified Fire Investigator Board Meeting**  
**OSFM Raleigh**  
**November 10, 2020**  
**10AM**

**Attendees:** Freddy Johnson                      Matt Davis                      Barry Overman  
Ken Hair    Kim Williams                      Donald Banks Wallace  
Jeffrey Key (MS Teams)                      Kevin Oliver (MS Teams)

**Staff:** Brian Wade                                      Monna Gillespie                      Joanne Kurtz

**Guests:** Derrick Clouston, Adam Stanley

**Welcome of new Members/Guests, Call to Order, Invocation**

**New Members:** Donald Banks Wallace and OSFM Staff Member Joanne Kurtz

Chairman Freddy Johnson called the meeting to order at 10:01 am.

**Approval of Minutes**

Matt Davis made a motion to approve the minutes of May 20, 2020 meeting. Barry Overman seconded. Motion approved.

**Committee Reports**

- a) CFI – Re-Certification (Working)  
(See Old Business)

Derrick Clouston presents streamlined CFI recertification process proposal and opens for discussion. See Attached proposal.

Matt Davis motioned to put proposal into motion and have training committee work on specifics of classes. Ken Hair seconded. Ken Oliver abstained. Motion approved.

- b) Update - Training Committee Update & Discussion - and on-going & including re-cert training committee.)

Derrick Clouston: What does a submission look like (document). Brian Wade to put together a sample to send to the Training Committee (Jeff Key Chairman of Training Committee) for review. Brian will have this completed within the week and send to chairman Freddy Johnson and then share

c)

**CFI Application Committee – Matt Davis**

No updates to report.

**Old Business**

**IFSAC and Pro Board Accreditation**

Kim Williams reported due to Covid North Carolina’s IFSAC Site Visit has been postponed until May 2021. The CFI will be submitted for review during our Site Visit in May of 2021.

**New Business**

**Approval of Initial CFI and Recertification Packets**

**Certifications**

**Approved:** 11

**Denied:** 2

**Pending:** 1

**Approved Re-Cert:** 2 (prior to August 2020)

8 Recertification will be emailed the moratorium.

Barry Overman made a motion to list Kim Boling’s application as pending. Will be reviewed at the April 2021 meeting pending submission of time of services. Seconded by Ken Hair. Motion approved.

With nothing more to discuss, Donald Wallace motioned to adjourn. Ken Hair seconded. Meeting adjourned at 11:36 am.

Respectfully Submitted,

Joanne Kurtz

## CFI Recertification Process Proposal

Step 1- Course for consideration is submitted to the CFI Board that must include the Course title, syllabus, description, and a list of the NFPA 1033 topics covered in the class.

Step 2- CFI Board answers two questions based on the submitted material:

1. Is the course beneficial to a CFI? If yes go to question 2.
2. What topic area does a majority of the course fit in as it relates to the 16 topics listed on the spreadsheet.

Once these two questions are answered the class goes onto the sheet and has a life span of five years or until the next edition of NFPA 1033 is rewritten at which time all the courses have to be resubmitted for considered for recertification process.

It should be noted that there are not any tiers, tested vs non tested, hours, etc. It is topical based. This allows for greater flexibility for the CFI as they should know the gaps they have and then be allowed to take classes that fit their own needs not an arbitrary requirement. It is also important to note that we need to avoid the complications of the previous system, which was just as, if not more convoluted than the tier system. For example, tested vs non tested has always been arbitrary. We are only doing written testing. As we all know there are many types of assessments and each has their strengths and weaknesses. If we are going to go down that road then we are going to have significant issues to consider and some of these are related to question bias, testing bias, and a host of others because this is a state certification. It is a lengthy process to undergo on our test banks.