Fire and Rescue Commission Meeting

Charlotte Fire Department – Training Center
1770 Shopton Road
Charlotte, NC
July 14, 2026

Members in Attendance

Harley Cook, Chair	Freddy Johnson, Vice Chair		
Tim Henshaw	Walter Gardner	Andy Thomas	Scott Mullins
Cloyce Anders	Gary Whitman	Brent Gordon	
Steven Roberson	Robert Poe	Brian Wade	

Staff in Attendance

Kevin Gordon	Michael Caviness	Kim Williams	Joe Ramsey
Devin Creech	Jason Edwards	Tom Simmons	Ben Smith
Chris Decker	Michele Thomas	David Morris	Monna Gillespie

Legal Counsel in Attendance

Nick Sorensen, DOJ

Kyle Heuser, OSFM

Welcome and Call to Order - Harley Cook, 9:58 a.m.

Ethics Statement – Harley Cook

Agenda – Motion to approve the agenda as presented by Walter Gardner. Second by Freddy Johnson. Motion passed.

Minutes – Motion to approve the minutes from the April 14 meeting as presented by Robert Poe. Second by Cloyce Anders. Motion passed.

Elections Kevin Gordon

Vice Chair Freddy Johnson nominates Harley Cook for Chair.

Motion by Cloyce Anders to elect Harley Cook to Chair. Second by Walter Gardner. Motion passed by acclamation.

Ryan Cole nominates Freddy Johnson for Vice Chair.

Motion by Cloyce Anders to elect Freddy Johnson to Vice Chair. Second by Scott Mullins. Motion passed by acclamation.

Certification Board Report - Kevin Gordon

Certification Board Report – June 04, 2026

Standing Committee Reports

OSFM Report – Update on staff changes and introduced new staff members. Pro Board site visit was successful, and North Carolina will be recredited, by Pro Board, for those certifications submitted. New staff members were introduced:

- Devin Creech – Test Bank Administrator
- Michael Caviness – Supervisor Commission and RDP
- Jason Edwards – Supervisor Training
- Anthony Killough – transferred to ETC as the Water Rescue Program Coordinator

The IFSAC site visit will occur the week of October 26, 2026 and the application is due by June 28, 2026. Internal, OSFM deadline was the week of May 29, 2026.

Ad Hoc Committee Reports

Technical Rescue – Structural Collapse has been finalized; no task book. This program will be delivered the same as all other TR programs. Machinery and Wilderness have been completed as well and have been submitted, to IFSAC, for accreditation. Pilots for Watercraft and Floodwater have been, or will be, scheduled soon. These two programs have also been submitted for accreditation through IFSAC.

Fire Officer – Staff has completed the 2025 version of the skills sheets, and we will utilize the Jones and Bartlett manuals**.** Instructor upgrades will be scheduled for later this year. OSFM Staff members are working on a plan to bring back Fire Officer IV to be delivered in 2027.

Fire Instructor – Staff has completed the 2025 version of the skills sheets, and we will utilize the Jones and Bartlett manuals**.** Instructor upgrades will be scheduled for later this year.

Fire Fighter – Staff will soon begin the skills development for the new layout for Fire Fighter that will utilize single classes; and the utilization of the Jones and Bartlett manual. The plan was approved by the Certification Board. The CB will evaluate the continued use of the 580G program and whether or not this program is still needed moving forward.

New Business

Delivery Agencies – additional levels approved for the following:

- Midway FD – Instructor 1 and 2, Officer 1 and 2
- Burgaw FD – Officer 1 and 2

No action items were presented for vote.

VSWCF Board Report

Cloyce Anders reviewed the financials.

STATE OF NORTH CAROLINA
VOLUNTEER SAFETY WORKERS' COMPENSATION FUND
BALANCE SHEET
March 31, 2026 and 2025
(Unaudited)

	Mar-26	Mar-25
Assets		
Cash	$ 30,205,687	$ 39,535,859
Investments	14,111,001	13,963,002
Accrued investment income	-	-
Other assets	262,096	287,555
Total Assets	$ 44,578,784	$ 53,786,416
Liabilities and Retained Earnings		
Liabilities:		
Reserve for unpaid claims and claim adjustment expenses	$ 18,236,126	$ 17,970,292
Accrued audit and actuarial expenses	-	-
Other accrued expenses and other liabilities	-	-
Total Liabilities	$ 18,236,126	$ 17,970,292
Retained Earnings	26,745,678	35,245,973
Total Liabilities and Retained Earnings	$ 44,981,804	$ 53,216,265

STATE OF NORTH CAROLINA
VOLUNTEER SAFETY WORKERS' COMPENSATION FUND

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS

For The Nine Months Ended March 31, 2026 and 2025
(Unaudited)

	Mar-26	Mar-25
Revenues:		
Program revenue:		
State of North Carolina funding	$ -	$ -
Member contributions earned	-	-
Net program revenues	$ -	$ -
Interest income	1,266,563	2,020,288
Change in unrealized loss on investments	1,370,936	359,464
Total revenues	$ 2,637,499	$ 2,379,752
Expenses:		
Claims and claim adjustment expenses		
Claims and claim adjustment expenses paid, net	$ 8,328,433	$ 5,806,581
Change in reserve for unpaid claims and claim adjustment expenses	-	(56,194)
	$ 8,328,433	$ 5,750,387
Operating expenses:		
Administrator's fees	$ 456,000	$ 653,825
Agent commissions	394,362	145,767
Audit and actuarial expenses	-	16,500
Other	60,415	58
	$ 910,777	$ 816,150
Total expenses	$ 9,239,210	$ 6,566,537
Excess of revenues over expenses	$ (6,601,711)	$ (4,186,785)
Retained earnings at beginning of period	33,347,389	39,432,758
Retained earnings at end of period	$ 26,745,678	$ 35,245,973

North Carolina Volunteer Safety Workers' Compensation Fund Board Meeting
June 22, 2026

Financial Statement Highlights

Assets

- Cash is down due to the suspension of funding for the program beginning July 1, 2022. As of March 31, 2026, total cash is $9.3M lower than twelve months prior. Investments are $0.1M higher than at this point last year.
- Other assets are slightly lower than December of 2024, as we are currently not funding a separate loss control account.
- Total assets are down $9.2M from twelve months prior, due to the aforementioned changes in cash, investments and prepaids.

Liabilities

- Reserves are $.3M from last year, primarily due to an increase in case reserves and IBNR.

Revenues and Expenses

- Total revenues are up $300k compared to last year, due to an increase in unrealized gains from investments.
- Incurred claims expenses are $2.5M from last year due to an increase in claim activity.
- Operating expenses are $100K higher in Q3 2026 than Q3 2025 due to timing of commission payments.
- Retained Earnings decreased by $8.5M over the past twelve months to a balance of
- $26.7M.

Kyle Heuser – Ja'nae Flood is now the OSFM Program Manager for the VSWCF.

OSFM will extend Third Party Administrator agreement for 15 months. The agreement will end Sept 30, 2027. OSFM will hire a loss control position. This position will be a field-based employee. The position will be required to visit departments and loss control training and include cancer benefits information.

CFI Board-Freddy Johnson

Certified Fire Investigator Board Meeting
OSFM Offices
June 17, 2026
In-person and TEAMS Meeting
10:00 AM

Attendees:	Freddy Johnson	Lee Newcomb	Andy Thomas	
	Taylor Marsh	Kevin Waldrup (Teams)	Jason Davis (Teams)	
	Derrick Clouston (Teams)		Buddy Thompson (Teams)	
Excused:	D.R. Burkett	Barry Overman		
Staff:	Brian Wade	Monna Gillespie	Michele Thomas	Kevin Gordon
	Michael Caviness	Kyle Heuser	Nick Sorensen	
Guests:	None			

Chairman Freddy Johnson called the meeting to order at 10:00 am.

Brian Wade gave the invocation.

Lee Newcomb moved to approve the agenda. Taylor Marsh seconded the motion. Approved.

Buddy Thompson moved to approve the March 25, 2026, minutes. Andy Thomas seconded the motion. Approved.

Committee Reports:

Application Committee – CFI Application was approved at the F&R Commission Board on 4-14-2026.

Training Committee – Classes submitted.

Test bank – No Change
Brian Wade said that F&R Commission staff was full and moving forward with the reaccreditation with IFSAC.

Barry Overman voiced concerns about the number of Legal Updates classes offered. Kevin Gordon informed the board that there will be Acadis training in the middle of July. Devin Creech will be the testing administrator and will be assisting with moving all tests banks for IFSAC and then 5 rewrites for certifications programs will be created. CFI Legal update and Chief 101 will be next for putting updates/classes online. Lisa Coltrain will give us her presentation and then do a voice over. This will help with the mandatory legal update.

Appeals - None

Old Business

New Business

Kevin Gordon spoke concerning CFI Reaccreditation – Application and correlation sheets with a few edits is going through audit control and then will be submitted to IFSAC.

Freddy Johnson spoke concerning NFPA 1033 Chapter 4 - Discussion pertaining to Continuing Education hours, and whether there was authority to take away certification due to lack of con ed hours and 10-year

requirement for training on the CFI Application. Freddy will assign a committee to work with attorneys (Kyle Heuser and Nick Sorenseen) on recommendations changes for administrative rule changes.

Application Requests – Monna Gillespie

Total CFI Applications submitted 9
Approved – 8
Denied – 1

Lee Newcomb moved to recommend the CFI Applications to the F&R Commission Board for approval as presented by Monna Gillespie. Andy Thomas seconded the motion. Approved.
Monna Gillespie will submit the form to Kim Williams to be placed in the F&R Commission Board packet.

Andy Thomas moved to recommend The Paper Trail class by OSFM FIU and CID staff and Advanced Fire Scene Evidence Collection Technique and Methods class by NCIAAI Instructors to the F&R Commission Board for approval. Lee Newcomb seconded the motion. Approved.

Andy Thomas moved to affirm and recommend the following classes that were approved via email to the F&R Commission Board for approval. Lee Newcomb seconded the motion. Approved.

The Defensible Investigation Report	Wayne Delancey
Writing the Curriculum Vitae for Qualification as an Expert Witness	Wayne Delancey
Small Appliances and working with Private Investigators	Kyle Kohler
Unusual Ignition Sequences: Thinking outside the Box… and Sometimes Outside the Origin	Dennis Zigrang
The Examination of blunt, sharp, and High-Velocity Trauma in Burned Human Remains	Darren Solomon
Understanding the Modern Fire Environment: A Practical Approach for Fire Investigators	Adam St. John
Understanding Principles of Wildland Fire Behavior/Effects and Principles	Dwayne Vigil & NC Forestry Service Staff
LP Gas for Investigators	Michael Forbis/Tom Press

Monna Gillespie will submit the form to Kim Williams to be placed in the F&R Commission Board Packet.

Next CFI Board Meeting Schedule
September 23, 2026

Andy Thomas moved to adjourn at 10:50 am. Lee Newcomb seconded the motion. Approved.

Respectfully submitted,
Monna Gillespie

Freddy Johnson made a motion to accept the applications and course approvals. Ryan Cole second. Morion approved.

Agency Reports

OSFM – Brian Wade

Preliminary reports received by OSFM and local fire investigators identified 27 fireworks-related incidents resulting in:

• 22 residential fires

• 3 commercial property fires

• 2 vehicle fires

• 5 injuries

• 3 fatalities

• More than $4.3 million in estimated property damage

Recently passed budget items

Thirteen OSFM positions are being moved to the Department of Labor. OSFM is trying to retain Fire Code positions.

Four Community Risk Reduction FTEs were removed from OSFM. This appears to be an error and should be corrected once the technical correction items are submitted.

OSFM is to be moved to a state-owned building. Currently there are no state owned properties that meet the needs of OSFM. Staff is working on extending our lease until a state owned property can be located.

OSFM will be holding a 9/11 Ceremony at NC ETC.

The Commission next heard reports from various state agencies and organizations regarding programs and updates on fire and rescue activities and initiatives.

Ryan Cole asked Kevin to discuss the reference in his report suggesting submitting a report instead of the draft minutes. The proposal is to send the ratified minutes and a report from the previous meetings with action items.

Motion by Ryan Cole to accept a report from each board with information and action items. Second by Freddy Johnson. Motion passed

Motion by Freddy Johnson to video record all board meetings and post the video on the OSFM website within a week. The meeting video will remain active until next meeting is posted on the You Tube channel. The meeting minutes will replace the recordings. Second by Ryan Cole. Motion passed.

Kevin Gordon asked to add a public comments option at the end of subsequent commission and board meetings. Each speaker would be allowed 3 minutes. The public comments will only be available for 30 minutes. Motion by Cloyce Anders to add public comments to the Fire and Rescue Commission and their Boards. Second by Steve Roberson. Motion passed.

Interactive meetings not addressed in the By Laws. That should be addressed first. Then address the logistics.

Ryan Cole asked about Rules. Kyle – the bill hasn't been passed to give FRC authority to make rules. It may be added to another bill. Staff want to look over the current draft/items of rules.

Freddy Johnson made a motion to adjourn. Steve Roberson seconded the motion**.** Motion passed.

Meeting adjourned at 10:50 a.m.

Respectfully submitted,

Kim Williams