

**Fire and Rescue Commission  
Pinecroft-Sedgefield FD, Greensboro  
July 8, 2014**

Attendees: Harley Cook, Chairman  
Josh Smith  
Bill Rogers  
Kevin Gordon  
Ronnie Griffin  
Walter Gardner

Ken Briscoe, Vice Chairman  
Freddy Johnson  
Matt Davis  
Fannie Greene  
Rick McIntyre

**Welcome, Call to Order, Invocation**

Chairman Harley Cook called the meeting to order at 10:00 AM, and asked Carnie Hedgepeth to give the Invocation.

**Ethics Statement**

Chairman Harley Cook presented the Ethics Awareness and Conflict of Interest reminder as required by the North Carolina State Ethics Commission. There were no conflicts reported at this time.

**Approval of Agenda as Presented**

Motion was made by Bill Rogers, seconded by Kevin Gordon to approve the agenda as presented. Motion carried.

**Approval of Minutes of April Meeting**

Motion was made by Freddy Johnson, seconded by Walter Gardner to approve the minutes of the April 2014 meeting. Motion carried.

**Board Reports**

**Certification Board Update** – Kevin Gordon, Chair, Certification Board - See Attached

Several Items require the Fire and Rescue Commission's Approval.

Motion was made by Freddy Johnson to start the Fire Officer IV program on October 1, 2014, seconded by Bill Rogers. Motion carried.

Freddy Johnson requested that the Fire Officer IV Pilot certifications be presented by Harley at the October Commission Meeting.

Ken Briscoe made a motion that the Haz Mat Technician, Fire Officer 3 and 4 certification program be conducted through OSFM, seconded by Bill Rogers. Motion Passed.

#### **Volunteer Safety Worker's Compensation Board Update – Mike Hill**

Funding for the Fund has been stabilized. The VSWCF meeting scheduled is being revised so that their meetings will be before the Commission meetings. This will allow action items to be heard and acted on quicker than in the past.

#### **Arson Review Board Update – Kevin Gordon**

The Certification Board was asked by the Commission to manage the NFPA 1033 standard Fire Arson Investigator Certification program. After much discussion, it has been decided to develop a course to the NFPA 1033 standard. This course will be a requirement in addition to the application/workbook process. Rick McIntyre stated that Henry Sermons asked that the Arson Review Board meet before a decision is made.

Jerry Webster presented his letter on behalf of the IAAI. Jerry stated their concerns were about expert testimony. Just the course to NFPA 1033 wouldn't be enough to justify qualification to provided expert testimony. They are requesting that a training course be developed to NFPA 1033 and not a standalone certification. The training course should be a prerequisite for the Fire Arson Investigator certification.

Kevin Gordon stated that the Fire Rescue Commission Ad Hoc Committee is working on a Policies and Procedures Manual which will outline things more clearly including the structures and procedures of all boards. Certification Board Members have discussed recertification and the NFPA 1033 process. He feels the Arson Review Board should review the certification and recertification process and report back to the Commission in October.

Bill Rogers suggested the SOGs be created and a Commission Member should be appointed to the Arson Review Board.

Ken Briscoe requested the Arson Review Board meet before the next Commission Meeting and provide a report at the October Commission Meeting.

#### **Line of Duty Deaths – Mike Edwards**

No LODD's to report

#### **Incident Reporting – Kim Williams**

1105 reporting department out of 1253 total departments in the state. USFA moved their NFIRS program to another server. This resulted in a planned downtime of a week. Unfortunately this also caused another unplanned week of downtime. All is up and running now. NASFM is developing an on line training program to target the need for accurate data. We find that there are a lot of unknowns listed in the NFIRS data. Most personnel choose unknown for the cause without realizing the need for finding the appropriate code. The online program will outline the need for accurate data including how they can use the data once we have it. NASFM asked that we coordinate a focus group to review what they have already created and provide feedback and suggestions. The North Carolina State Firemen's Association and the Tim Bradley, Executive Director provided a location and lunch for the group. The focus group consisted of volunteer, paid and combined personnel. The turnout was great and provided NASFM with a lot of positive feedback to strengthen their online training program. The meeting was held June 27, 2014

### **NEW BUSINESS**

Ed Hampton has resigned from the Certification Board. Ed represented the North Carolina Association of Rescue and EMS, Inc. The NC Association of Rescue and EMS submitted Ken Hogue and Gordon Joyner for consideration of the position. Kevin Gordon nominated Ken Hogue. Motion was made by Ronnie Griffin, seconded by Ken Briscoe. Motion carried.

Rick McIntyre presented a request from Fred G. Mills, United Property Management. He is asking for the support from the Fire and Rescue to promote changes in legislation to increase the penalties to individuals who damage, tamper and steal fire extinguishers in North Carolina. Rick suggested that we respond back with our support and that we will make contact with the Fire Marshal's Association and ask for their support as well.

### **Elections – Mike Edwards**

Kevin Gordon nominates Harley Cook for Chairman.  
With no opposition Harley won by acclamation.

Kevin Gordon nominates Ken Briscoe for Vice Chairman.  
With no opposition ken Briscoe won by acclamation.

### **AGENCY REPORTS – See Attachments**

With no other business to be addressed today, the meeting was adjourned at 12:00.

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Respectfully submitted,

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*Fire and Rescue Commission Meeting, July 2014*

## Certification Board Report – June 10, 2014

### Standing Committee Reports –

**Discipline Committee** – Committee met April 08. There was a recommendation on one case, involving a live burn incident. This incident was addressed at the June meeting of the CB. This Committee meets again July 08 (following the FRC).

**Rules Committee** – Committee met prior to the Certification Board (CB) meeting of March 04, 2014. Items on the agenda were:

- 1) Changes to the Fire Fighter Program -
  - a. Issuing of certificates – **we will continue to issue certificates for both Level 1 and Level 2.**
  - b. Eliminate testing for CU courses – **Schools will no longer be allowed to give certification exams for CU classes. Examples are building construction, water supply, and sprinklers.**
  - c. Emergency Medical Care (EMC) – **to receive credit EMC the student must complete EMC or have an accredited certification from NC OEMS.**
- 2) Fire Marshal Certification – The CB is working through what the course requirements will be for the certification before the pilot offerings can begin.
- 3) Fire Investigator Certification – Awaiting a future meeting with the Arson Review Board to continue work on any potential changes to our NFPA 1033 program. President of the IAAI, Jerry Webster, did attend the meeting and presented a letter detailing some concerns of the IAAI.
- 4) N.C.G.S. 93B-1 – There was a question raised about this by a member of OSFM Staff after the reciprocity discuss, and approval, at the last FRC meeting. The OSFM attorney reviewed this statute and ruled it was not applicable because the FRC is not an **Occupational Licensing Board.**
- 5) Course delivery via VTC - **Course or courses where the primary delivery of instruction is via tele-course or tele-conference is not considered “on-line” delivery.**
- 6) Hybrid Course Delivery – more detail to follow later in the report
- 7) Pro-Board Testing – more detail to follow later in the report
- 8) D/O Mobile Water Supply – more detail to follow later in the report
- 9) Chief 101 – **work to ramp up with the passage of H.B. 1034** -
  - a. Chief 101 Committee - Kevin Gordon, AC Rich, Mark Melvin, Phil Welch, and Derrick Clouston
- 10) Validation Committee Reports –

### Validation Committee Reports –

**Dive Rescue** – Projected timeframes for this program are: LP development in June/July 2014, LP rough drafts to Committee in October 2014, Practical skills rough drafts to Committee in January 2015, and Question bank to Committee in March 2015.

**Instructor III** – Committee and Staff are developing a proposal; expected to be present at the CB meeting in September.

**Fire Officer IV** – The pilot process is complete and ready for state-wide delivery beginning October 01, 2014. **(FRC action required)**

**Rescue Officer** – Development process is continuing and at the begin stages of the pilot offerings.

**Technical Rescuer I (General, VMR, Water, and Wilderness)** – Committees are reviewing course material and have been given a due date of September 30, 2014. This will give Staff the fourth quarter of 2014 to complete their work and upgrades will be schedule and delivered in the first-half of 2015.

**Technical Rescuer II (Collapse, Trench, Confined Space, and Ropes)** – Committees are reviewing course material and have been given a due date of September 30, 2014. This will give Staff the fourth quarter of 2014 to complete their work and upgrades will be schedule and delivered in the first-half of 2015.

**Firefighter** – Review process is continuing. The recommended hours new course descriptions have been turned into the Community College System for new course numbers.

### Commission Meeting Report –

**Fire Investigator Certification (NFPA 1033)** – Nothing new to report at the time of the CB meeting; CB Chair did meet with Arson Review Board and the IAAI Officers.

### Old Business –

**Instructor Qualification Process** – CB approved a change to the qualification process of Fire/Rescue Instructors (see attachment; option 2). The process includes five steps -

1. Obtain Instructor II certification.
2. Two waiting period as originally approved by the FRC. During this waiting period, the instructor is encouraged to help teach in area of desired qualification(s).
3. Candidate must meet all qualification pre-requisites. Must be certified in the subject for five years and certified two years as a Level 2 instructor.
4. Register for a practical skills test for the desired qualification. Successfully complete a 100 questions qualification exam with a passing grade of 80% or greater.
5. Attend an instructor indoctrination course of the qualified area.

## New Business –

**Hybrid Course Offerings** – After the Training Summit, the CB has begun the process of defining how non-traditional deliveries of fire/rescue training might occur in once again in NC. Several options are being researched and a popular one is to start a pilot opportunity with FIP 224/3808 (Fire Instructor) and FIP 226/FIP 3712 (Fire Officer). **Any future hybrid course offering will likely be required to meet at least 50% of the courses total hours in a conventional classroom setting.**

**D/O Mobile Water Supply** – CB requested Staff to begin development of a NFPA 1002 compliant course for Mobile Water Supply apparatus. This course will be ready no later than the next revision of the other NFPA 1002 subjects (Pumping and Aerial apparatus).

**Pro-Board (PB) Testing** – CB embarked on a solution to solve the question of PB testing. An option being researched is how to allow the Schools to administer the Pro-Board test by utilizing a second instructor for the testing portion of these PB classes.

**Delivery Agency Request** – CB placed a moratorium on the approval of Fire Department Delivery Agencies. After a concern for the Community College System, the CB decided to look at the process.

## Action Required by Commission –

**Fire Officer IV** – needs approval

**Direct Delivery Certification Programs** – reiterate the process. Recently there was a question about the process for Haz-Mat Technician. It has always been the understanding that, Haz-Mat Technician, Fire Officer III, and Fire Officer IV are approved for Direct Delivery only and “art not” hand-off courses to the Community College System. These three courses shall be administered by or coordinated through OSFM’s Training Section.

## **NC Fire & Rescue Commission Staff Summary**

April - June 2014

### **Regional Exams**

Exams		Participants
April	4	238
May	2	140
June	3	216
Total	9	594

### **5 Year Site Visits**

April	3
May	1
June	1
Total	5

### **Annual Site Visits**

April	6
May	9
June	8
Total	23

### **Audits**

April	8
May	7
June	10
Total	25

### **Firefighter Requals**

April	0
May	6
June	2
Total	8

### **Certification Numbers**

Pervious QTR numbers	3 ,308
April	1 ,771
May	1 ,196
June	1 ,969
YTD	8 ,244

### **LODD**

April	Meeting with Ernul FD
Meet with New Hanover FD	
June	Meet with New Hanover FD
Meet with Cary/Swift Creek FD	

### **Significant Accomplishments**

April	Staff coordinated High School Firefighter Competition
May	Staff attended the Spartanburg Burns
June	Staff performed a site visit on behalf of IFSAC for Pennsylvania

## **Commission Report April-June 2014**

Western Region IPS continues to work on the Smoke Alarm Canvassing project. Two additional fire departments are now participating in the smoke alarm canvassing project. They include North River Laurel VFD and Western Carteret Fire and EMS. The current number of participating fire departments is now up to 94. To date 10,006 alarms have been installed.

Deputy Director attended and presented at the NC Youth Advocacy and Involvement office internship orientation. In addition, SKNC has an intern, Divya Tangella for 10 weeks during the summer to assist with SKNC initiatives.

Smoke Alarm canvassing grants are continuing to be awarded. Staff has had three additional departments apply and receive the grant for alarms. Wendell, Hudson and Junaluska are now installing alarms in areas within their community that are most at risk of fires. Staff continues to coordinate delivery of alarms and provide them to the 94 fire department that install alarms and submit surveys for each home visited. Staff also provided five Safe Awake alarms (deaf and hard of hearing alarms) to fire departments that have recognized the need for this special device in homes with deaf children or adults. The Safe Awake alarms have a bed-shaker and strobe that activates when the smoke alarm sounds, alerting the deaf or hard of hearing occupant.

FPS organized and assisted with logistics for the Camp Celebrate fire truck parade event at Triangle Town Center mall. More than 60 kids showed up for camp and the fire truck ride is still one of most popular activities during this weekend event. NC DOI-OSFM provided the trailer for transporting all the campers' luggage and personal belongings to camp. SK NC provided 4 tents and the use of coolers for drinks and water. The bicycle trailer was also a big hit for youth age children and 12 helmets were fitted and given to kids going to camp who needed them. FPS also returned to Camp Celebrate on Saturday and assisted with preparation of food for Saturday night taco meal for more than 100 campers and counselors.

All Injury Prevention Staff and Deputy Director coordinated the Consumer Product Safety Commission State meeting on June 3<sup>rd</sup> in Raleigh. Over 80 people attended from across the state. This was the pilot workshop for CPSC for future states. The workshop included presentations from all our staff and the national representatives from CPSC.

FPS coordinated a "Residential Fire Sprinkler Coalition Kick Off" meeting and worked with Raleigh Fire Dept. to construct the side by side live burn demo. This event and lunch were supported by NFPA.

### **Safe Kids:**

Data for Operation Medicine Drop events held during National Poison Prevention Week in March, has been reviewed and compiled. Medication collected by SK's NC totaled over 11.8 million dosages and 15,000 pounds.



Central Region IPS, SK Director, and Injury Prevention Coordinator planned and conducted the SK's NC Annual Meeting. The meeting was held May 19-22 at the Great Wolf Lodge on Concord. This was the 20<sup>th</sup> anniversary of SKNC and was attended by over 100 SK Coalitions members, special guests and speakers. 13 awards were given out this year to SK's Coalitions with Paul Jones receiving the Chairman's award. Attendees were able to participate in sessions on water safety, bike safety, the new FBI child ID app, and updates from SK Worldwide.

**Volunteer Fire Department Fund:**

The 2014 Fire Grant was awarded to 716 departments in the amount of \$10,297,771.44. Departments are now in the process of purchasing equipment. We have been processing many requests for changes to the original equipment requested due to funding constraints, awards from other grants, and personnel changes.

**Fire Safe Cigarette:**

14 brands submitted and approved for a total of \$3,500.00. (FSC maintenance window is coming up in the next quarter and staff will be working on updates to the internal and online systems in order to enhance efficiency and access for manufacturers)

14 brands submitted and approved for a total of \$7,000.00. 3 packets were submitted and 2 processed. One agency has not submitted their payment.

1 packet submitted for initial certification, 7 brands submitted and 7 brands approved for a total of \$1,750.00. Staff is preparing for FSC system maintenance which will enhance and provide updates to the current FSC system. This will hopefully include an on-line payment option.



### **June 8, 2014 NCAFC Report to Fire-Rescue Commission**

1. The NCAFC Board of Directors wants to thank all NC firefighters for their participation and support this legislative year. The NC Fire Service was once again successful in Raleigh. We have to continue to work together on Fire Service issues in Raleigh. We need to stand together to be successful.
2. Please visit the NCAFC booth at the South Atlantic Fire Rescue Expo. We will be in booth 139-140. We will have lots of new wearing apparel. Come by and see us.
3. 2014 NCAFC Membership renewal is online until September 1, 2014. When member renewal closes on September 1, 2014 anyone that has not renewed their member will be purged from the membership roll. Membership renewal for 2015 begins January 1, 2015 online.
4. NCAFC had board members attend the 2014 Fire Caucus in Washington, DC, in May 2014. The NCSFA and NCAFC visited our elected officials on the Capitol Hill. It was a very success visit.
5. NCAFC had board members attend the 2014 SEAFRC Conference in Knoxville, Tennessee, in June. It was a successful conference.
6. 2014 NFA – Weekend- November 21-23, 2014. Registration is online at [ncafc.com](http://ncafc.com) – Pay by credit card or check. The NFA application still has to be completed and sent to Kim Williams. Kim can answer and registration questions.

7. 2015 Mid-Winter Conference-Concord, NC – February 4-8, 2015. Mid-winter Conference registration will once again be online.
8. 2015 Fire Prevention School – March 23-27, 2015 – Ft. Fisher. Registration will be through Cape Fear Community College.
9. 2015 – Chief Officer Executive Development Program – Charlotte Fire Training Center. Class registration will be online.

Week 1 – September 21-25, 2015

Week 2 – October 19-23, 2015

Benny Nichols  
NCAFC Executive Director

## **Fire and Rescue Commission / Regional Association Report**

- New for 2014-2015, NCSFA has increased their A&D Insurance to \$25K
- Legislative Report
  - o HB 1034 Passed, PED Bill affecting Relief Fund, Workers Comp, Pension, and Grants
  - o HB 698 Passed, Background Checks and USAR Team Authorization
  - o HB 677 Section on Consolidating Fire Tax Districts (Chapter 69) pulled
- NVFC – Requesting help reauthorizing FEPP (Fed Excess Property Program) and FPP (Firefighter Property Program) due to Dept. of Defense halting program (emissions)
- NCSFA Audit will not be completed by conference due to moving conference up a month, but a financial update will be provided
- Remember Conference coming up
- Treasurer letters went out to Relief Fund Treasurers and fire chiefs concerning October financial filing deadline
- NASFM Focus group held at NCSFA with assistance of Kim Williams at OSFM
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## *FIRE & RESCUE COMMISSION REPORT*

*07-08-2014*

*Sad News*

*13 Natural Deaths*

*12 Were in Brotherhood*

*1 Possible LODD*

*14 Total deaths.*

*1 LODD Approved and we are paying it now.*

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*Scholarships : 150 were awarded in the different levels this year. All recipients were notified on May 15 Th.. Those that did not receive scholarships were notified too.*

*Those that did not receive scholarships will be on a prioritized list for one year. So if anything happens to the recipient it will go to the next person on the prioritized list for that scholarship.*

*To receive payment for those that are out now they must submit their grades by July 10th.*

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*Fall High Angle at Pilot Mountain State Park, November 7-8-9. 2014, Unit 2 & 4.*

*Information is posted on web pages.*

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*HB 1034 1. Pension Fund. 2 Workers Compensation. 3. Grant programs. 4 Relief*

*Funds. Fire Association, Rescue & EMS Association, DOI and State Treasurer office*

*were all involved. A lot of work and corporation required between all parties involved.*

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*Directors Meeting August 8th, 2014. Greenville, NC*

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*Annual Meeting August 7-8-9 in Greenville. Deadline for competition entries  
and  
awards 7-8-2014.*

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*If we can be of assistance please feel free to contact us.*