

**Certification Board Meeting Minutes**  
**Saturday, January 27, 2018**  
**8:30 am – 12:00 pm**  
**Sheraton Arlington Hotel - Stanley Cup Room**  
**1500 Convention Center Dr.**  
**Arlington, TX 76011**

I. Call to order 08:30

II. Roll Call

Chairman/Zone 06      Gary Williams  
Vice Chairman/Zone 03 Frankie Marcinkiewicz  
Secretary/Zone 04      R. J. Thomas  
Zone 01              Brian Scheffer  
Zone 02              Edwin Baker  
Zone 05              Ubaldo Perez  
Zone 07              Will Rains  
Zone 08              Patrick Dooley  
Zone 09              Brad Hargrove  
Zone 10              Nate Mara  
Zone 11              Clay Deatherage  
Zone 13              Jeromy Dawson  
Zone 14              Brent Allen  
Zone 18/EMS Cmte Liaison Andy Dexter  
TEEX Representative      Cary Roccaforte  
Exec Bd Representative Mike Richardson  
Exec Bd Representative Richard Van Winkle  
Non-Voting Staff Liaison      Kevin Creamer

III. Acceptance of Minutes from June Meeting

Motion by Andy Dexter Second by Frankie Marcinkiewicz. Passed on voice vote no negatives.

IV. Communications

A. Executive Director/Board

Richard Van Winkle expressed appreciation for hard work the board does for the Association.

B. SFFMA Staff

Kevin Creamer reminded the board that he is a one person show now. December has been busy for applications. He has added a list of pending training in the spooler to the website to allow tracking.

Chairman Williams noted that 3.1 may not be user friendly but is an operational system.

C. TEEX Staff

Chief Moore – TEEX trained over 104,000 people last year worldwide. Extension group will attend association meetings. HAZMAT awareness and operation classes are

available through Preparing Texas. org to sign up for a class. Give us a call we are here to help.

TISP will have their next meeting in April. Charter and program are in place. Next step purchase test bank.

## V. Old Business

### A. Review Committees

1. Volunteer Fire Chief – Scott Garris, R.J. Thomas, Ubaldo Perez, Patrick Dooley, Brent Allen, and Billy Tidwell  
Chief Academy is master level course.
2. Testing – Board Chair and Executive Board Liaison
3. NFPA/Skills Updates – Brian Scheffer, Mark Wobus, Edwin Baker, and Cary Roccaforte  
Brian Scheffler provide committee report. Written report was provided and attached. There are six certifications under NFPA 1002 the committee is working toward adding them.
4. TEEEX Course Breakdowns – Cary Roccaforte, RJ Thomas, and Brent Allen  
May need to be just Course Breakdowns. Added to the Committee was RJ Thomas for military courses. Courses breakdown question should be brought to your certification coordinator, then zone coordinator, then to Kevin Creamer. NFPA 1001 was reviewed by Cary Roccaforte. Specifically, 5.1.1. This document should clear many questions received by the committee. It all starts with the certification coordinator sitting down and asking the training participant and reviewing objectives and skills covered in a course.
5. Continuing Education – Clay Deatherage and Brent Allen  
No Action
6. Fire Department Audit –Clay Deatherage, R.J. Thomas, Brad Hargrove  
No Activity.
7. Approved Training Providers – Frankie Marcinkiewicz, Edwin Baker, and Scott Garris  
Two training providers to present
8. Skill Examiner Credentials – Andy Dexter, RJ Thomas, and Brad Hargrove  
Curriculum approved at last meeting. Next is to create an online training platform. Frame work for course completed.

### B. SFFMA Online 3.1 – Status Update

See attached update.

New platform being tested by a super users group. This group includes a cross cut of the varied sizes of departments we serve. 90 to 100 days to implement. WEBINAR is under development. Super users group to put the program through its paces and try to break it. Once we launch the program we need to find ways to get the word out in a personal way.

Motion to suspend progress report until the functioning program is in place made by Andy Dexter and seconded by RJ Thomas. Passed on voice vote with no negative votes.

### C. EMS Instructor Certification Program – Andy Dexter

Final step is getting approval from Texas Department of State Health Services. They recommend a delay based on TDSHS software update. Will try again in about a month.

## VI. New Business

### A. Master Application Approval

1. Zone 1 – Bellmead VFD: Harold Colvin Pfeleiderer (BS, NA, NM)
2. Zone 1 – Brenham FD: Julius Roy Petrash (GW, AD, CD)
3. Zone 1 – TEEX-ESTI FD: Donald Eugene Boggs (BS, CD, CR)
4. Zone 1 – Travis County ESD #5: Chris Chapman Barron (BS, FM, WT)
5. Zone 3 – Bay City FD: Michael Andrew Coppock (FM, CD, AD)
6. Zone 5 – Linn-San Manuel FD: Pilar Rodriquez (UP, FM, BA)
7. Zone 6 – Pasadena FD: Dwight Edward Ottele (FM, AD, CD)
8. Zone 18 – Cy-Fair FD: Alberto Canamar (AD, CD, FM)
9. Zone 18 – Cy-Fair FD: Ernest Wayne Oliver, Jr. (AD, CD, FM)
10. Zone 18 – Harris County ESD #48: Glen Michael Trahan (AD, CD, WT)
11. Zone 18 – Waller FD: Michael Anthony Mathes (AD, CD, WT)

Motion made to approve as listed by Clay Deatherage and seconded by RJ Thomas. Motion passed on a voice vote with no negative votes.

- B. Approval of new for-profit Training Provider (Emergency Solutions) – Keith Tate  
Presentation was made. Motion to approve made by Frankie Marcinkiewicz seconded by Patrick Dooley. Motion passed on a voice vote no negative votes.
- C. Approval of new for-profit Training Provider (MayDay ERI) – Steven Street  
Presentation provided. Motion to approve made by Frankie Marcinkiewicz and seconded by Jeromy Dawson. Motion passed by voice vote no negative votes.
- D. Methods of Teaching Wording – Clay Deatherage  
In a recent event, Clay experienced denial of reimbursement by TFS for course taught by TCLO instructor. Discussion of what is accepted as same criteria, for methods of teaching. Motion made by Clay Deatherage to accept the 40-hour TCLO Methods of Teaching Class second by Patrick Dooley. Passed on voice vote no negative votes.
- E. Master Firefighter Application Review – Gary Williams/Frank Marcinkiewicz  
Motion to require completed form and format provided online for all applications made for Master Firefighter with check off sheet by Frank Marcinkiewicz and seconded by Clay Deatherage. Motion passed by voice vote no negative votes.
- F. Release of Exam Results  
Examples of what testing information is releasable and what cannot be released. What can be released and used to help improve instruction should be. Gary Williams arranged for Cary Roccaforte and Kevin Creamer to provide test data to the Chair.
- G. Enter Executive Session 11:55. End Executive Session 12:16. No board action taken.

## VII. Announcements

### A. Next Meetings:

Friday, June 22, 2018  
3:00pm - 5:00pm

Sheraton Arlington Hotel  
1500 Convention Center Dr.  
Arlington, TX 76011

July 2018  
Sunday, July 22, 2018  
9:00am - Noon  
Reed Arena - 2nd Floor  
730 Olsen Blvd  
College Station, TX 77843

B. Other

Discussion on people with felony charges and their ability to receive a certification. Overall responsibility lies with their department. We reserve the right and have revoked certification base on criminal conviction as it relates to the fire service.

Chair presented draft of duties for Board members to the group. Member are tasked with review and provide feedback before June. All No action requested today.

Will Rains intends to step down from the board in July.

Paul Loffler intends to step down once a replacement is assigned

Chairman Gary Williams announced his intention to retire from the board in July.

Assistant Chief Cory Brinkley will be the Assistant Zone Coordinator for Zone 10.

X. Adjourn 12:23