

**Advisory Committee Fall 2021 Minutes
Fire Fighter Academy
4:00pm – October 4, 2021 – Century City Center, Joe Chat Sumner Conference Room**

Members present:

Bryan K. Tressler- WFFD
Rodney Ryalls- Sheppard AFB, FD
Rusty Sheppard as proxy for Shane Wright-
BISD Fire Academy
Stephen Birkenfeld- Iowa Park FD
Nicholas Long- Cameron Gardens
Donald Hughes- WFFD
Aaron Crumbley- VFD

Harrold Watkins- Burkburnett FD
David Mounsey- Sheppard AFB, FD
Shane Wright- Archer County FD

Vernon College staff/faculty:

Rusty Downs
Rusty Sheppard
Nina Feldman
Delilah Fowler
Shana Drury
Harli Adams

Members not present:

Jeremy Jennings- Jacksboro FD

Shana Drury began the meeting by reviewing the purpose of the meeting and asking for volunteers or nominations for vice-chair and recorder.

Chair: Keith Tressler
Vice-Chair: Steven Birkenfield
Recorder: Donald Hughes

Old Business/Continuing Business..... *Keith Tressler*

Since there is no old business, Keith Tressler will begin the meeting with new business.

New Business *Keith Tressler*

❖ **Review program outcomes, assessment methods/results, and workplace competency**

Keith Tressler asked the committee to please briefly review the program outcomes.

Program outcomes

1. Identify and understand the safety and orientation of the fire service.
2. Utilization, care, and maintenance of self-contained breathing apparatus.
3. Donning, doffing, and use of personal protective equipment.
4. Proficiency in fire behavior recognition.
5. Proficiency in use of water supplies.
6. Proficiency in use of ropes, knots, and hitches.
7. Proficiency in use of ladders and hoses.
8. Proficiency in use of portable extinguishers.
9. Application of proper rescue technique.
10. Demonstrate efficiency in and identify the use of Fire Streams.
11. Demonstrate knowledge and use of Fire Protection Systems.
12. Recognize and demonstrate Hazardous Materials mitigation skills.

13. Perform skills for successful interview processes, resume writing, and communication skills to self-market for employment.

❖ **Approve program outcomes**

After review and discussion of the program outcomes, Keith Tressler asked the committee for a motion to approve the program outcomes as presented.

Rodney Ryalls made a motion to approve the program outcomes as presented.

Donald Hughes seconded the motion.

The motion passed and the committee approved the program outcomes as presented.

❖ **Approve assessment methods and results**

Keith Tressler asked the faculty member to explain in more detail the assessment methods and results.

- 24 Exams
- 1 midterm
- 1 Final Exam
- 12 Skills Labs
- Texas Commission on Fire Protection Basic Fire Suppression state exam

Rusty Downs discussed the assessment methods with the committee. Keith Tressler asked the committee for a motion to approve the assessment methods and results as presented.

Nick Long made a motion to approve the assessment methods and results as presented.

Rodney Ryalls seconded.

The motion passed and the committee approved the assessment methods and results as presented.

❖ **Approval of workplace competency (course or exam)**

Keith Tressler asked the faculty member to please tell the committee about the competency and how the students have performed on the competency.

Rusty Downs reviewed the information below.

2020-2021 = 91% pass rate for first time takers. 10 of the 11 that tested passed.

Verification of workplace competency:

Texas Commission on Fire Protection Certification Licensure Exam

Keith Tressler asked the committee for a motion to approve the workplace competency as presented.

Rodney Ryalls made a motion to approve the workplace competency as presented.

Donald Hughes seconded the motion.

The motion passed and the committee approved the workplace competency as presented.

❖ **Review program curriculum/courses/degree plans**

Keith Tressler asked the faculty to please discuss with the committee on the program's curriculum and degree plans for 2022-2023.

Basic Firefighter Academy, Certificate of Achievement

Continuing Education

CIP 43.0203

Instructional Location - Century City Center

Probable Completion Time - 5 months

Requirements

FIRS 1001	Firefighter Certification I	64 Class Hours
FIRS 1007	Firefighter Certification II	64 Class Hours
FIRS 1013	Firefighter Certification III	64 Class Hours
FIRS 1019	Firefighter Certification IV	64 Class Hours
FIRS 1023	Firefighter Certification V	96 Class Hours
FIRS 1029	Firefighter Certification VI	64 Class Hours
FIRS 1033	Firefighter Certification VII	64 Class Hours
LEAD 1000	Workforce Development with Critical Thinking	32 Class Hours
	Total Credit Hours:	512

Course descriptions and learning outcomes provided as a separate document.

❖ **Approve program revisions (if applicable)**

❖ **2022-2023**

After discussion among committee members, Keith Tressler asked the committee for a motion to approve the program revisions as presented.

Nick Long made a motion to approve the program revisions as presented.

Donald Hughes seconded the motion.

The motion passed and the committee approved the program revisions as presented.

❖ **Approve 2022-2023 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices.**

Keith Tressler asked the faculty member to please discuss the matrices with the committee.

Rusty Downs reviewed the information in the matrices below with the committee.

SCANS Matrix: The SCANS (Secretary’s Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Fire Science/Firefighting									Credential: Certificate of Completion			
Award: Fire Science/Firefighting												
CIP: 43.0203												
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES												
SCANS COMPETENCIES								Course Number	Course Title			
1	2	3	4	5	6	7	8					
x	x		x	x	x	x	x	FIRS1001	Firefighter Certification I			
x	x	x	x	x	x	x	x	FIRS 1007	Firefighter Certification II			
x	x	x	x	x	x	x	x	FIRS 1013	Firefighter Certification III			
x	x	x	x	x	x	x	x	FIRS 1019	Firefighter Certification IV			
x	x	x	x	x	x	x	x	FIRS 1023	Firefighter Certification V			
x	x	x	x	x	x	x	x	FIRS 1029	Firefighter Certification VI			
x	x	x	x	x	x	x	x	FIRS 1033	Firefighter Certification VII			
X	X		X	X	X	X		LEAD 1100	Workforce Development with Critical Thinking			
								8. BASIC USE OF COMPUTERS				
								7. WORKPLACE COMPETENCIES				
								6. PERSONAL QUALITIES				
								5. THINKING SKILLS				
								4. SPEAKING AND LISTENING				
								3. ARITHMETIC OR MATHEMATICS				
								2. WRITING				
								1. READING				

General Education Matrix: The General Education Matrix is state mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

Program: Fire Science/Firefighting						Credential: Certificate of Completion	
Award: Fire Science/Firefighting							
CIP: 42.0203							
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES							
GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
X	X		X	X	X	FIRS 1001	Firefighter Certification I
X	X		X	X	X	FIRS 1007	Firefighter Certification II
X	X	X	X	X	X	FIRS 1013	Firefighter Certification III
X	X	X	X	X	X	FIRS 1019	Firefighter Certification IV
X	X	X	X	X	X	FIRS 1023	Firefighter Certification V
X	X	X	X	X	X	FIRS 1029	Firefighter Certification VI
X	X	X	X	X	X	FIRS 1033	Firefighter Certification VII
X	X		X	X	X	LEAD 1100	Workforce Development with Critical Thinking
						6. Personal Responsibility	
						5. Social Responsibility	
						4. Teamwork	
						3. Empirical and Quantitative Skills	
						2. Communication Skills	
						1. Critical Thinking Skills	

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

Program: Fire Science/Firefighting													Credential: Certificate of Completion	
Award: Basic Fire Suppression Certification														
CIP: 43.0203														
LIST OF ALL COURSES REQUIRED AND OUTCOMES														
OUTCOMES													Course Title	
1	2	3	4	5	6	7	8	9	10	11	12	13		
X	X	X											FIRS 1001	Firefighter Certification I
	X	X	X	X							X		FIRS 1007	Firefighter Certification II
	X	X	X	X		X		X					FIRS 1013	Firefighter Certification III
	X	X	X	X	X	X	X	X					FIRS 1019	Firefighter Certification IV
	X	X	X	X	X	X	X	X	X	X			FIRS 1023	Firefighter Certification V
	X	X	X	X	X	X	X	X	X	X	X		FIRS 1029	Firefighter Certification VI
	X	X	X	X	X	X	X	X	X	X	X		FIRS 1033	Firefighter Certification VII
											X		LEAD 1100	Workforce Development with Critical Thinking
													13. Perform skills for successful interview processes, resume writing, and communication skills to self-market for employment.	
													12. Recognize and demonstrate Hazardous Materials mitigation skills.	
													11. Demonstrate knowledge and use of Fire Protection Systems.	
													10. Demonstrate efficiency in and identify the use of Fire Streams.	
													9. Application of proper rescue technique.	
													8. Proficiency in use of portable extinguishers.	
													7. Proficiency in use of ladders and hoses.	
													6. Proficiency in use of ropes, knots, and hitches.	
													5. Proficiency in use of water supplies.	
													4. Proficiency in fire behavior recognition.	
													3. Donning, doffing, and use of personal protective equipment.	

2. Utilization, care, and maintenance of self-contained breathing apparatus.

1. Identify and understand the safety and orientation of the fire service.

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Program: Fire Science/Firefighting													Credential: Certificate of Completion
Award: Basic Fire Suppression Certification/Basic EMT Certification													
CIP: 43.0203													
LIST OF ALL COURSES REQUIRED AND OUTCOMES													
OUTCOMES													General Education Outcomes
1	2	3	4	5	6	7	8	9	10	11	12	13	
X	X		X	X	X	X	X	X	X	X	X	X	1. Critical Thinking Skills
X	X	X	X	X	X	X	X	X	X	X	X	X	2. Communication Skills
X	X	X	X	X	X	X	X	X	X	X	X		3. Empirical and Quantitative Skills
X	X	X	X	X	X	X	X	X	X	X	X	X	4. Teamwork
X	X	X	X	X	X	X	X	X	X	X	X	X	5. Social Responsibility
X	X	X	X	X	X	X	X	X	X	X	X	X	6. Personal Responsibility
													13. Perform skills for successful interview processes, resume writing, and communication skills to self-market for employment.
													12. Recognize and demonstrate Hazardous Materials mitigation skills.
													11. Demonstrate knowledge and use of Fire Protection Systems.
													10. Demonstrate efficiency in and identify the use of Fire Streams.
													9. Application of proper rescue technique.
													8. Proficiency in use of portable extinguishers.
													7. Proficiency in use of ladders and hoses.
													6. Proficiency in use of ropes, knots, and hitches.
													5. Proficiency in use of water supplies.
													4. Proficiency in fire behavior recognition.
													3. Donning, doffing, and use of personal protective equipment.
													2. Utilization, care, and maintenance of self-contained breathing apparatus.
													1. Identify and understand the safety and orientation of the fire service.

Christina and Shana explained in more detail of how the matrices help show the outcomes of the courses.

Keith Tressler opened the floor for discussion and recommendations, hearing none Keith asked the committee for a motion to approve the matrices as presented.

Donald Hughes made a motion to approve the matrices as presented.

Stephen Birkenfeld seconded the motion.

The motion passed and the committee approved the matrices as presented.

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**

Rusty Downs reviewed the information listed below with the committee.

- Program Statistics:
 - Graduates 2020-2021: 11
 - Enrollment Summer 2021: 16
 - Majors Fall 2021-2022: N/A
 - Enrollment Fall 2021: N/A completing summer academy
Wichita Falls Fire Department sponsoring 12
4 self-pay
1 transitioned over as an employee

❖ **Local Demand**

Rusty Sheppard started the discussion that the fire profession is always looking, especially for volunteers, but not getting them. Fire fighters are definitely needed and always looked for. Aaron Crumbley got to hire 1 cadet from the academy this year and has been very impressed with his outcome and performance, Donald Hughes was also impressed with this student's performance. It was stated that you can tell the difference from in class and online takers, and even into the volunteering side, as there is a purpose with this Fire Fighters Academy and a benefitting factor. Rusty Sheppard was hired this year at Burk ISD to start teaching fire academy to the juniors and seniors of Burk ISD. If the students start as a junior, they will have a 2-year head start into the academy and by the time they graduate high school they are ready to be fire certified but will have to be sure they are 18 to get that certification through the state. The students will also have to complete an EMR/EMT certification class. In this case once they are nearing graduation in March the student's senior year, Nicholas Long will be taking applications packets for the summer EMT program. When students get done with high school they can enroll in a summer EMT class. Once they complete that class at the end of summer, then in August they are fully certified as a fire fighter because they have now completed their EMT after already having their fire done in high school. By September, right after they graduated in May, they have the chance of going to find a full-time job right off the bat. Rusty D would like to reach out to other schools if they are interested through Delilah. Rodney Ryalls stated he has had a lot come through, mostly veterans, that have never been in fire but have come with reciprocity from other courses and is thinking that some extra type of accreditation/ certification through the college/ through the base might help with them getting fire certified and be set. It helps expand the college but also the base. Donald Hughes stated that as soon as this academy graduates, they will be fully staffed at WFFD for what looks like might be a year. This means they will go hopefully a year without a hire. Discussion followed about starting an academy even though WFFD doesn't need any new hires.

❖ **Evaluation of facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology.**

Keith Tressler reminded the committee that they are allowed to come check out the lab facilities.

- Max Fire Training Box was acquired and has been utilized this past year for 2020-2021 with a thermal imaging camera.
- Perkins has requested and approved a new MFB Phase II Fuel Load 1st Floor. This would be used for the Max Fire Training Box as new set-ups are needed for each burn.
- Perkins will request future MFB Phase II Fuel Load supplies for 2022-2023.

Keith Tressler asked if there was any discussion or recommendations for new equipment?

Rusty Downs would like to request more thermal cameras for imaging, as the screens are too little for multiple persons to look at.

❖ **External learning experiences, employment, and placement opportunities**

“Vernon College offers a job board on the website. Businesses can contact Chelsey Henry, Coordinator of Career Services, chenry@vernoncollege.edu, to add jobs or you can post yourself. VC also subscribes to a service called GradCast. Within this program, over 600,000 business and industry contacts are available to the graduates to send up to 100 free resumes within a set zip code. If you would like to have your business as part of that database, please contact Judy Ditmore, jditmore@vernoncollege.edu.”

Placement Rate of Program Completers by Reporting Year [1]												
Program	2018-2019			2019-2020			2020-2021			3-Year Average		
	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%
43020000-Fire Protection	8	10	80%	11	12	92%	9	11	82%	28	32	88%

For 20-21 one student not placed is currently in EMT school, therefore only leaving 1 student not working in the field for the 20-21 completers.

Keith Tressler asked if there was any further discussion, hearing none Keith moved on to professional development.

❖ **Professional development of faculty and recommendations**

Keith Tressler asked the committee to please take time to review the professional development opportunities the faculty have taken.

No professional development occurred due to travel restrictions and cancellations of events for COVID.

Keith Tressler asked if there was any other discussion or recommendations, hearing none Keith moved to promotion and publicity.

❖ **Promotion and publicity (recruiting) about the program to the community and to business and industry**

Keith Tressler asked the committee to please take time to review the promotion and publicity. Due to many COVID restrictions, recruiting events were down for in person, and many opportunities were given virtually, however not sure how effective they were.

- Facebook
- Literature, brochures, fliers
- KFDX noon show
- Region IX senior send off
- Region IX GED classes
- Career Expo – Workforce
- Early College Start Coordinator Melissa Moore mentions in high school visits
- Delilah Fowler mentions during recruitment events
- **New video shot in Spring 2020.**
- **Looking to enhance website page for 22-23**

Keith Tressler asked if there was any further discussion or recommendations, hearing none Keith moved to serving students with special populations.

❖ **Serving students from special populations:**

Keith Tressler asked the committee to please note the federal definition of special populations below,

Vernon College is an open enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.

Vernon College has a program titled “New Beginnings” for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, equipment costs.

Peer to Peer mentoring, tutoring (online and in person), resume building, student success series, and counseling are just a few of the other options/services available to students.

- I. Special populations new definitions:
 - a. Individuals with disabilities;
 - b. Individuals from economically disadvantaged families, including low-income youth and adults;
 - c. Individuals preparing for non-traditional fields; **2020-2021 we had 12 Male students enrolled. 0 female students enrolled. 11 completed and 10 passed the state test.**
 - d. Single parents, including single pregnant women;
 - e. Out-of-workforce individuals;
 - f. English learners;

- g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- h. Youth who are in, or have aged out of, the foster care system; and
- i. Youth with a parent who—
 - i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
 - ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

❖ **Comprehensive Local Needs Assessment (Discussion led by Shana Drury):**

-Labor Market Outlook

Occupation	TWC Target Occupation	Share of local jobs (%)	Quality Index (-5 to 5)	Demand Index (-5 to 5)	Quality and demand quadrant	National Median Wage (\$)	Local Median Wage (\$)	Projected national growth 2019-2029 (%)	Projected state-level growth 2018-2028 (%)
Firefighters	Yes	0.216406621	-0.873915656	-0.222843325	Low quality - Low demand	24.45	19.92	6.097927305	6.097927305

-Living Wage

Occupational Code	Occupation	Prevailing Hourly Wage	Prevailing Annual Wage
33-2011	Firefighters	\$ 17.61	\$ 36,620.00

Shana Drury went through a list of questions regarding the CLNA and access to Vernon College for all participants, not just firefighters. Discussion ensued about access, marketing, and new occupations/training needs.

Keith Tressler asked if there is any further discussion.

Shana Drury thanked the committee for their attendance.

Keith Tressler adjourned the meeting at 5:55 pm

Recorder Signature – Donald Hughes 	Date 10-13-2021	Next Meeting: Fall 2022
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