

Mercer County Fire Academy

Fall 2018 COURSE CATALOG



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MERCER COUNTY FIRE ACADEMY
FALL 2018 COURSE CATALOG

MISSION STATEMENT.....	3
COURSE LISTINGS.....	4
COURSE DESCRIPTIONS.....	5
EMT COURSES.....	15
DISPATCHER CLASSES.....	16
GENERAL INFORMATION.....	17
POLICIES & PROCEDURES.....	19
FIELD DELIVERY PROGRAM.....	23
MCCC FIRE SCIENCE PROGRAM	24
ADMINISTRATIVE STAFF	25
MCFA INSTRUCTORS.....	26
COURSE APPLICATION FORM	27

Mission Statement

The mission of the Mercer County Fire Academy (MCFA) is to prepare Mercer County Fire & Emergency Services personnel with the knowledge and skills necessary to successfully, safely and competently contribute to fulfilling their personal and organizational duties.

Vision Statement

The Mercer County Fire Academy is committed to providing exceptional and realistic training opportunities through cost-effective innovation; by providing a staff built upon excellence, experience and professionalism; and through dedication to a high standard of customer service.

Core Values and Principles

The Mercer County Fire Academy is committed to:

Doing the Right Thing

Integrity, Trust, Respect, and Commitment

The Ideal that Everyone Must Make a Difference

Individual and organizational responsibility, accountability,
team work and collaboration

Anticipating and Meeting the Mercer County Fire Service Needs

Proactive planning, innovation, creativity, responsiveness,
and excellent customer service

COURSE	DATE(S)	INSTRUCTOR	HOURS	Page
Appliance Fire Investigation	09/12	Ken Kandrak	3	5
Arson Awareness for Firefighters and Fire Officers	11/07	Ken Kandrak	3	5
Back to the Basics 1st Alarm Assignment	11/14	Robert Tharp	4	6
CO Emergencies	12/5	William Chyzik	4	6
Confined Space Awareness	09/26	Keith Greene	4	7
Fall Training- Preparing for the Busy Season <i>(Hands-On & Live Fire)</i>	10/19 & 10/20	Staff	12	8
Fire Instructor 1	10/15, 10/17, 10/20, 10/22, 10/24, 10/27 and 11/03	William Chyzik	32	9
Firefighter 1	08/06 thru 11/14	MCFA Staff	180	9
First 5 Minutes	10/10	Scott W. Loh	4	10
Gang Awareness Seminar	Date to be Announced	Det. Bob Gioscio	4	10
Garage Fires - <i>(Live Burn Evolutions)</i>	11/19 & 11/26	Scott W. Loh	8	11
Hazmat Awareness	08/27	G. Michael Loh III	4	11
Hazmat Operations	10/6, 10/8 & 10/10	G. Michael Loh III	12	12
ICS 100	08/11	Scott W. Loh	4	12
NIMS 700	08/11	Scott W. Loh	4	12
Residential Fires – Strategies for Success <i>(Live Burn Evolutions)</i>	11/06	David Burns	4	13
Rope Rescue Operations <i>(Hands-On Evolutions)</i>	10/24, 10/26, 10/27, 10/28 and 11/03	Keith Greene	32	13
Strategy & Tactics for Townhouse Fires	10/17	Ken Kandrak	3	14
Truck Company Operations: Power Saw & Cutting Techniques <i>(Hands-On Evolutions)</i>	11/27	Jeff Batt	4	14

APPLIANCE FIRE INVESTIGATION

Per the USFA, on average there are 24, 300 residential appliance fires resulting in 100 deaths and 925 injuries per year. The proper investigation of such incidents is critical. This course will outline what the investigator should look for at the scene to determine which appliance is at the origin of the fire and finding the nature of the failure that cause the fire.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: Ken Kandrak, Batt. Chief (retired), North Hudson Regional Fire Rescue, Union City, NJ

Date(s): September 12, 2018

Time: 1830-2200 hours

Cost: In County - FREE

Out of County - FREE

Registration Deadline: September 7, 2018

ARSON AWARENESS FOR THE FIREFIGHTER & FIRE OFFICER

This course is designed to give the Firefighter and the Fire Officer basic awareness level skills based on NFPA 1033 and NFPA 921. The class will cover scene examination, interpreting burn patterns, reconstructing the area of the fire origin and investigation methodology.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: Ken Kandrak, Batt. Chief (retired), North Hudson Regional Fire Rescue, Union City, NJ

Date(s): November 7, 2018

Time: 1830-2200 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: November 2, 2018

BACK TO THE BASICS THE 1ST ALARM ASSIGNMENT

Does your first alarm assignment have the necessary knowledge, skills and abilities to meet the organization goals of Firefighter/Civilian Safety, Incident Stabilization and Property Conservation? Are the objectives of RECEO VS completely understood by responding companies? Are the firefighters buying into an Aggressive Interior Attack? The class will review the necessary Back to Basics approach for a department's first alarm assignment.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: Robert Tharp, (ret.) Deputy Chief, Trenton Fire & Emergency Services

Date(s): November 14, 2018

Time: 1830-2230 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: November 8, 2018

CO EMERGENCIES

Each year people die from accidental CO poisoning and thousands more are injured. Are you prepared to respond to this type of incident? Can you recognize the signs and symptoms of a CO emergency? Can you identify potential sources of CO, understand its characteristics and take appropriate actions to safely mitigate the situation. This lecture will provide the necessary information to help keep you and your crew safe when operating at these incidents.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: William Chyzik, Emergency Planning Training Coordinator PPPL

Date(s): December 5, 2018

Time: 1830 – 2200 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: November 29, 2018

CONFINED SPACE AWARENESS

This course is a complete awareness level training program for the discipline of Confined Space Rescue as outlined in the 2017 Edition of NFPA 1006, Standard for Technical Rescue Personnel Professional Qualifications. It is designed for all first responders who may find themselves first due at a Confined Space Rescue incident. This course is also a prerequisite for all those who wish to go on and become certified to NFPA 1006 in the discipline of Confined Space Rescue. Upon completion of this 4-hour course, students will be able to properly identify the difference between permit and non-permit required confined spaces and summons the proper resources to safely mitigate an incident in these spaces. Students will also be able to identify hazards associated with confined space rescues and learn how to operate at such incidents without jeopardizing their own safety or that of their personnel. This course will review the incident command system as it applies to confined space rescue incidents so that students can effectively control the scene and manage a confined space rescue incident. Students will be introduced to both the OSHA and NFPA standard that govern their response to confined space rescue incidents. Finally, student will become familiar with the equipment used by specialized confined space rescue teams.

(NJDOH OEMS CEU'S)

Pre-Requisites: NJ State Firefighter 1 certification or NJ EMT

Instructor: Keith Greene, Lieutenant, Hamilton Township Fire District # 3

Date(s): September 26, 2018

Time: 1830 – 2230 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: September 20, 2018

FALL TRAINING- Prepare for the Busy Season

(Live Fire & Hands-On)

The MLB has Spring Training, which is a combination of practices and exhibition games to prepare players for the season. According to the NFPA, the Red Cross, and the U.S. Fire Administration, there is a spike in fires during the fall and winter months, aka a firefighter's busy season. This program is a HANDS ON and LIVE FIRE class designed to mimic MLB Spring Training and prepare firefighters for their busy season. The course will begin with a review of basic operations and progress towards more advanced techniques. Student's will rotate company assignments and respond to a variety of incidents as Engine, Ladder or Rescue personnel in "Rolling responses" to size up, mitigate and place under control. This class is aimed at polishing and expanding existing skill sets, best practices and fire ground operations.

Pre-Requisites: NJ State Firefighter 1 certification and Current Fit-Test

PPE Requirements: Full PPE and SCBA with two spare cylinders

Instructor: Mercer County Fire Academy Instructors

Date(s): October 19 and October 20, 2018

Time: 1830 – 2230 hours (Friday) and 0830 – 16:30 hours (Saturday)

Cost: In County - \$200.00

Out of County - \$210.00

Minimum Enrollment: 10 students

Maximum Enrollment: 16 students

Registration Deadline: October 12, 2018

FIRE INSTRUCTOR 1

Approved by the NJDFS for NJ Fire Instructor 1 curriculum, this program utilizes the IFSTA Fire and Emergency Services Instructor as the primary textbook. This program is designed to prepare Fire and Emergency Services Instructors, as defined in NFPA 1041, Standard for the Fire Service Instructor Professional Qualifications, 2002 edition. Successful completion of the program grants the student the eligibility to take the NJDFS Fire Instructor 1 certification exam to be given at the Mercer County Fire Academy. **The text book is PROVIDED by the Academy for each student.**

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: Bill Chyzik, Emergency Planning Training Coordinator, PPPL

Date(s): October 15, 17, 20, 22, 24, 27 and November 3, 2018

Time(s): 1830-2230 hours (Monday & Wednesday) / Saturday classes will start at 0830 hours

Cost: In County - \$225.00

Out of County - \$235.00

Maximum Enrollment: 10 students

Registration Deadline: October 9, 2018

FIREFIGHTER 1

The basic firefighter course is designed to meet the requirements of NFPA 1001, Professional Qualifications for Fire Fighters and N.J.A.C. 5:73-4.3. Those who successfully complete and pass the course will be eligible to apply for a New Jersey Division of Fire Safety Fire Fighter 1 certification.

Course Coordinator: Dave Gayley, Deputy Director – Mercer County Fire Academy

Date(s): August 6, 2018 – November 14, 2018

Time(s): Monday, Wednesday and Thursday (1830-2230 hours) and Saturdays (0830-1630 hours)

Cost: Mercer County Chief's Assoc. Depts. - \$225.00 - All others \$325.00

Maximum Enrollment: 25 students

Registration Deadline: July 23, 2018

FIRST 5 MINUTES DETERMINES THE NEXT 5 HOURS: CRITICAL FACTORS FOR 1ST ARRIVING UNITS

This program will define the key components of an effective incident size-up that should be performed by first arriving units in the critical early stages of any incident. Basic responsibilities of the first-due officer will be identified; lack of performing these responsibilities will be directly correlated to the firefighter line of duty deaths. Participants will be coached to utilize the ICS tool and to form an effective Incident Action Plan to manage an incident or event for a safe and successful outcome.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: Scott W. Loh, Princeton University Fire Marshal

Date(s): October 10, 2018

Time: 1830 – 2200 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: October 4, 2018

GANG AWARENESS SEMINAR

Can you identify when you are walking into a dangerous situation? No community is immune to gang violence. Emergency workers may be placed in vulnerable situations when dealing with gang members and their associates. Understanding how to recognize potential offenders' cues, knowing when to notify law enforcement and taking the appropriate precautions may be the most effective ways to maintain a safe environment for you and your crew.

Instructor: Detective Robert Gioscio, Mercer County Sheriff's Office

Date(s): Date To Be Announced

Time: 1830 – 2200 hours

Cost: In County - FREE

Out of County - FREE

GARAGE FIRES

(Lecture & Live Burn Evolutions)

Articles and training programs have been presented over the years about various methods to initially attack garage fires, particularly those attached to dwellings. Because there are so many variations in building construction or structure modifications, it is critical that the initial attack be tailored to the results of residential garage fires. However, information will be provided on detached and commercial considerations as well. This course will combine lecture and live burn evolutions in our burn building residential garage that may challenge the “traditional” way you have learned to combat such incidents.

Pre-Requisites: NJ State Firefighter 1 certification and Current Fit-Test

PPE Requirements: Full structural ensemble including SCBA with a spare bottle

Instructor: Scott W. Loh, Princeton University Fire Marshal

Date(s): November 19 and November 26, 2018

Time: 1830 – 2230 hours

Cost: In County - \$100.00

Out of County - \$110.00

Maximum Enrollment: 16 students

Registration Deadline: November 12, 2018

HAZARDOUS MATERIALS AWARENESS

This course will explain what hazardous material incidents are, as well as giving the students skills to detect the presence of hazardous materials. The instruction includes an overview of how incidents are classified into levels and on introductions to the Incident Command System. Also covered are the roles and notification requirements of municipal, county and state organizations. This level will serve as a prerequisite to all other levels offered in the series. There will be Skill Testing along with a State Hazmat Awareness Exam.

(NJDSS OEMS CEU'S)

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: G. Michael Loh, Deputy Chief, Bristol Myers Squibb Fire

Date(s): August 27, 2018

Time(s): 1830-2230 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: August 20, 2018

HAZARDOUS MATERIALS OPERATIONS

This course will be presented as a classroom lecture with the addition of hands-on skills practice. The course provides training for those personnel who have some protective equipment and other resources that would enable them to take further defensive actions at a Hazardous Materials scene. There will be Skill Testing along with a State Hazmat Operations Exam.

(NJDSS OEMS CEU'S)

Pre-Requisites: NJ DFS Hazmat Awareness Cert and NJ State Firefighter 1 Certification

Instructor: Michael Loh, Deputy Chief, Bristol Myers Squibb Fire

Date(s): October 6, 8 and 10, 2018

Time(s): 0830-1630 hours (Saturday) / 1830-2230 hours (Monday & Wednesday)

Cost: In-County - \$60.00

Out of County - \$85.00

Registration Deadline: September 28, 2018

ICS-100 / NIMS-700

The ICS -100 course is required for all federal, state, territorial, tribal, private sector and non-governmental personnel at the following levels of responsibility in emergency management operations – first line supervisor, mid-level management, command and general staff. This course focuses on the following topics and objectives: Purpose of ICS, Basic Features of ICS, Incident Commander and Command Staff Functions, General Staff Functions, Facilities and Common Responsibilities.

The NIMS-700 course is an introduction to the National Incident Management System, this awareness level course that explains NIMS components, concepts and principles. All personnel with a direct role in emergency preparedness, incident management or response must complete NIMS-700.

(NJDSS OEMS CEU'S)

Instructor: Scott Loh, Princeton University Fire Marshal

Date(s): August 11, 2018

Time(s): ICS 100 (0830-1230 hours) and NIMS 700 (1300-1630 hours)

Cost: In County - \$30.00 for ICS 100 / \$30.00 for NIMS-700

Out of County - \$40.00 for ICS 100 / \$40.00 for NIMS-700

Registration Deadline: August 9, 2018

RESIDENTIAL FIRES – STRATEGIES FOR SUCCESS

(Live Fire & Hands-On)

This class is designed to have firefighters old and new reinforce their skills involving Class A Residential fires, above and below the first floor. They will develop team strategies using hose lines, ladders, hand tools and the incident command system to complete the scenarios their team leader selected. Students will then discuss with the Mercer County Fire Instructors ways to fix “old habits” and implement “new ideas” within their stations ultimately reducing firefighter injuries and fatalities nationwide.

Pre-Requisites: NJ State Firefighter 1 certification and Current Fit-Test

PPE Requirements: Full PPE and SCBA with two spare bottles

Instructor: David Burns, Assistant Chief, Lawrenceville Fire Co.

Date(s): November 6, 2018

Time: 1830 – 2230 hours

Cost: In County - \$80.00

Out of County - \$90.00

Maximum Enrollment: 16 students

Registration Deadline: October 30, 2018

ROPE RESCUE OPERATIONS – (Meets the intent of NPFA 1006)

(Lecture and Hands-On)

This is a 32 hour technical rescue course designed to prepare students to participate in high angle rope rescue operations. It covers the general job performance requirements for rope rescue found in the 2017 Edition of NFPA 1006, Standard for Technical Rescuer Professional Qualifications. This is primarily a hands-on class that requires students to be comfortable working at heights. Students must also have a working knowledge of fire service ropes and knots before attending this class.

Pre-Requisites: NJ State Firefighter 1 certification

PPE Requirements: Helmet, work gloves, work boots & eye protection (bunker pants and boots are not acceptable)

Instructor: Keith Greene, Lieutenant, Hamilton Twp. Fire District # 3

Date(s): October 24, 26, 27, 28 and November 3, 2018

Time: 1830 – 2200 hours (Wednesday & Friday) / Saturday classes begin 0830 hours

Cost: In County - \$350.00

Out of County - \$360.00

Maximum Enrollment: 16 students

Registration Deadline: October 17, 2018

STRATEGY & TACTICS FOR TOWNHOUSE FIRES

Townhouses: Considerations for Operational Success – Firefighters are constantly being challenged by different fire ground hazards due to today’s more open floor plans and the use of synthetic materials in furniture and lightweight building components. This program will begin by describing common construction features associated with townhouses. Discussion will focus on hazards anticipated to be encountered during emergency operations with these structures. Attention will also be given to the use of traditional tactics versus modern fire attack tactics with regard to effectiveness and making a safer fire ground.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor: Ken Kandrac, Batt. Chief (retired), North Hudson Regional Fire Rescue, Union City, NJ

Date(s): October 17, 2018

Time: 1830-2200 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: October 12, 2018

TRUCK COMPANY OPS: POWER SAWS & CUTTING TECHNIQUES

(Hands on Evoluituons)

The purpose of this class is to improve the student’s knowledge and understanding of the chain saw and rotary (K12) saws used in the fire service. This course will cover general operating and maintenance procedures, as well as provide plenty of hands-on time cutting wood and metal.

Pre-Requisites: NJ State Firefighter 1 certification

PPE Requirements: Full Structural Ensemble and Safety Glasses

Instructor: Jeffrey Batt, Captain, Jersey City Fire Department

Date(s): November 27, 2018

Time(s): 1830-2230 hours

Cost: In County - \$75.00

Out of County - \$100.00

Maximum Enrollment: 16 students

Registration Deadline: November 20, 2018

EMT Hybrid Course- Fall 2018

(EMT courses MUST register at www.mccc.edu or call 609-570-3311)

Emergency Medical Technician (EMT)

Prerequisite: All students must obtain a Health Care Provider Level CPR card prior to the start of the class. Students will need to obtain a Stethoscope, B/P cuff and penlight for use both in lab and for independent practice.

During the 220-hour Emergency Medical Technician (EMT) course, you will learn about human anatomy and physiology, pathophysiology, patient assessment techniques, management of common medical complaints, management of the trauma patient, administration of limited medications, and concerns for special patient populations. Course material will be presented through lectures, simulation labs, and clinical rotations where students will interact with patients. Successful course completion requires obtaining the minimal level of competency as outlined in the National EMS Educational Standards. After successfully completing this course, students will be eligible to sit for either the NJ EMT Certification Exam or the National Registry EMT Certification Exam to obtain certification.

There is a 4 hour weekly lab session on Monday nights in addition to three Saturday lab exams. In addition to the weekly lab sessions students should anticipate spending a minimum of 10 hours a week completing the online learning component and reading assignments.

Attendance at all sessions and keeping up with the online content is mandatory. Textbook is required and is available in the college bookstore.

Tuition: \$1,495.00

September 4th – December 18th every Tuesday night*

18 sessions: Tuesday - 6:30pm - 10:30pm; Three Saturdays 10/10, 11/17 and 12/15 - 8:30am-4:30pm

10 hours per week of online work.

*Meets at Dempster Fire Training Center,
350 Lawrence Station Rd., Lawrenceville, NJ 08648

Ian Malik, EMS Coordinator, Mercer County Fire Academy - maliki@mccc.edu

(EMT courses MUST register at www.mccc.edu or call 609-570-3311)

Dispatcher Courses – Fall 2018

(MUST register at www.mccc.edu or call 609-570-3311)

NECI 9-1-1 Basic Dispatcher

(9-1-1 Officer National Certification Course) (3.5 CEU)

This NECI 9-1-1 Officer basic dispatcher national certification course will provide students with basic skills in public safety communications. Students must successfully pass a written exam and practical exam in order to receive certification. **This course is approved by the State of New Jersey Office of Telecommunications Services. Attendance at all sessions is MANDATORY.**

Tuition: \$350.00 - (Register at www.mccc.edu or call 609-570-3311)

Textbook required and is available at the MCCC college bookstore.

Dates: September 18, 21, 23, 25, 28, 30 and October 2, 2018 *

Tuesday and Fridays at 6:00PM – 10:30PM / Sundays at 08:00AM – 5:00PM

***Meets at Dempster Fire Training Center,
350 Lawrence Station Rd., Lawrenceville, NJ 08648**

Emergency Medical Dispatcher (2.8 CEU)

Prerequisite: All students must obtain a Health Care Provider Level CPR card prior to the start of the class and must maintain same throughout the course and certification process. This course is the National Highway Traffic Safety Administration Emergency Medical Dispatch National Standard Curriculum. Students will gain knowledge and skills to be an Emergency Medical Dispatcher. Students must successfully pass a written exam and practical exam in order to receive certification.

This course is approved by the State of New Jersey Office of Telecommunications Services. Attendance at all sessions is MANDATORY.

Tuition: \$300.00 - (Register at www.mccc.edu or call 609-570-3311)

Dates: October 14, 16, 19, 21 and 23, 2018 *

Tuesday and Fridays at 6:00PM – 10:30PM / Sundays at 08:00AM – 5:00PM

***Meets at Dempster Fire Training Center,
350 Lawrence Station Rd., Lawrenceville, NJ 08648**

GENERAL INFORMATION

“The Dempster Center”

The Captain John T. Dempster Fire Service Training Center is located in central Mercer County in close proximity to the Quakerbridge Road and U.S. Route 1 area. Set in a semi-suburban area, the original mission was to provide a central training focus for the fire service community in and around Mercer County. Today, the Dempster Center has an ever-expanding role in providing training to other Emergency Services Personnel, some of whom include Emergency Medical Professionals, Law Enforcement Professionals, Hazmat Professionals and Emergency Management Professionals.

The facility is also home to Emergency Service agencies such as the Mercer County Office of Emergency Management and the Mercer County Central Communications Center. Various other groups and functions use the facility. For example: the Mercer County Improvement Authority, and the New Jersey Division of Fire Safety.

The facility consists of three (3) classrooms, one (1) central auditorium, a small library, a seminar room (small group classroom), and lunchroom area, a three (3) bay apparatus room and 450,000 square foot Training Ground. The Training Grounds are equipped with pre-staged propane simulation props, a high-rise tower with burn room, a residential building with first floor burn room and second floor Bedroom Fire Simulator, a Motor Vehicle Simulator, a drafting pond, and a special operations pad.

Directions:

From NJ Turnpike (above exit 9): Take exit 9 to Route 18 North to Route 1 South. Proceed approximately 18 miles to Quaker Bridge Road. Take Quaker Bridge Road exit. After mall, proceed 1/2 mile and turn right onto Lawrence Station Road. Training Center is on the right after approximately 3/4 mile.

From NJ Turnpike (below exit 8): Take exit 7A to Route 195 West. Follow 195 West to 295 North. Take exit for Route 1 North. Follow Route 1 North to Quaker Bridge Road. Take Quaker Bridge Road exit. After mall, proceed 1/2 mile and turn right onto Lawrence Station Road. Training Center is on the right after approximately 3/4 mile.

How to Contact Us:

Mailing Address: Mercer County Fire Academy
Captain John T. Dempster Fire Service Training Center
350 Lawrence Station Road
Lawrenceville, New Jersey 08648

Office Phone: (609) 799-3245
Facsimile: (609) 799-1549
Web Address: www.dftc.org

Class Suspensions / Weather Closings

Announcements regarding all suspensions, weather or emergency related, will be made by Mercer County Central Communications over Mercer County F-1 (154.430) during the morning and afternoon "Out of Service" reports. Every effort will be made to reschedule suspended classes as soon as reasonably possible. Students will be informed of the reschedule date.

Holiday Schedules

As a campus of the Mercer County Community College, the Academy's Administrative Offices are subject to the holiday schedule adopted by the college. Normal business hours are 8:00 AM to 4:00 PM.

Facility Rental

The Fire Academy will rent classrooms or the auditorium to organizations for the purpose of meetings and training sessions. All inquiries and requests for rental should be directed to the Administrative Offices. All uses will be subject to the approval of the Director without exception.

Facility Use Requests

Agencies wishing to apply for the utilization of any facility at the Academy will submit a written request by utilizing the provided forms. Requests for classroom, auditorium, or interior facilities will submit a Facility Use Request Form. Requests for the outside training ground areas, training props or exterior facilities will submit a Training Ground Use Request Form. **(All facility requests will be made at least one (1) week in advance of the desired date of activity)**. Forms without complete information will be rejected. The completed forms must come with a Certificate of Liability Insurance. All facility requests are subject to the approval of the Director or the Director's designee. Agencies utilizing any facility or resource of the Dempster Fire Training Center are expected to abide by all applicable regulations without exception. The forms can be found on the web at www.dftc.org.

POLICIES & PROCEDURES

Course Registration

Students wishing to enroll in any course offered by the Dempster Center shall submit a properly completed Course Registration Form. This form can be found on the web at www.dftc.org or at the end of this catalog. Registration forms must **be clearly and completely filled out**. Submission must be prior to the start of the class. **No walk-ins will be permitted!** Payment may accompany registration, please submit payment in the form of a check, money order or Department Purchase Order (Made out to the “Mercer County Community College”). If payment is not made with registration, Departments/Agencies or individuals will be billed upon completion of the class, at which time an invoice will be generated and sent out. ****Unless otherwise stated, the enrollment deadline is one week prior to the class start date**.**

Course Enrollment Confirmations

Course enrollment confirmations will be faxed back to the sponsoring agency as soon as they are received and approved.

Course Cancellations

If you have to cancel for some reason, you must do so at least one (1) week prior to the starting date of the class or program. All cancellations must be made through the Academy’s Administrative Office during normal business hours. **(If you do not cancel as stipulated above, you will be responsible for the full registration fee).**

Dress Code

Students are reminded that they are a representative of their organization and are expected to dress accordingly.

Lecture (Classroom) Courses or Programs:

Casual but neat clothing is permitted. Hats are not to be worn while in the classroom. Students are reminded that they represent not only themselves, but also their organization.

Practical (Hands On) Courses, Programs or Evolutions:

Comfortable clothing is suggested. All loose jewelry shall be removed prior to arriving at the Dempster Center. No earrings, necklaces or bracelets shall be permitted during live fire training. Note: Medic Alert bracelets and necklaces are acceptable if properly covered. **(The Dempster Center is not responsible for personal articles that become damaged, lost or stolen)**

Pre-Requisites

Some courses may require pre-requisites. The specific requirements can be found in the course description for each course. Please make sure that you have completed the necessary pre-requisites prior to enrolling in any course. Documentation of required pre-requisites must accompany the Course Registration forms. Any student not meeting pre-requisite requirements **will not** be permitted to register for the course.

Academic Requirements

Successful completion of any course will require the student to meet minimally established competencies. If applicable, students may have to obtain a minimum passing grade (usually 70%) on a written test, successfully complete practical evaluations, or satisfy stated criteria. Students will not be given credit for any unit of instruction in which they did not actively and satisfactorily participate or attend.

Attendance and Make-ups

Attendance at **ALL** classes or course sessions is **MANDATORY** to successfully complete any course. Departure before conclusion of the class will be considered an absence.

Facility Hours of Operation / Class Hours

The Dempster Center Administrative Office is open normal business days from 8:00AM to 4:00PM. Hours of operation for classroom facilities and the training grounds are by appointment only; unscheduled use of the classroom facilities or training grounds is strictly prohibited. Scheduled times for courses and training classes will be specified in the individual course description.

Protective Clothing, Protective Equipment and SCBA

The use of protective clothing and equipment is strictly enforced at the Dempster Center. All equipment and clothing shall meet all applicable OSHA and PEOSHA standards and regulations. Students are expected to provide their own equipment based upon the requirements of the course or class. Protective equipment, when necessary for class, shall be stored in the apparatus bay when not in use. No boots or turnout gear is permitted in carpeted areas of the Training Center.

Personal Grooming and Live Fire and/or SCBA Evolutions

Students with a beard or excessive facial hair shall not be permitted to participate in any courses that require the use of Self Contained Breathing Apparatus (SCBA). This includes any flammable gas or liquid evolutions. This is according to OSHA 29 CFR 1910.134, NFPA 1500 and Sec. 5-3.10 PEOSHA. Any student participating in live fire training, who has hair that extends below his or her collar, must arrange their hair so that it does not fall below the collar. Hair enclosed in an OSHA approved hood is acceptable.

Physical Qualification of Students

Due to the physical requirements of Emergency Services training and the demanding nature of Emergency Services training evolutions, any student who would pose a direct threat to the health or safety to themselves and/or to others shall not be permitted to participate in such evolutions. The aforesaid rules shall conform to the requirements of the A.D.A. Also a Doctor's approval may be required for certain courses requiring strenuous physical activity.

Liability

It is the responsibility of each organization that uses the Fire Academy to provide a Certificate of Liability Insurance from their insurance company prior to any class or training evolution. The Certificate of Liability Insurance must provide the following: Liability Insurance amount; The

County of Mercer and the Mercer County Community College shall be named as an additional insured; The Certificate of Insurance holder shall be the Mercer County Fire Academy.

Student Conduct

Students shall be courteous and disciplined. Proper decorum shall be observed at all times toward fellow students, Fire Academy staff, MCCC staff, and Instructors from other agencies. Students will be responsible for maintaining all books, equipment, apparatus and buildings made available for their use. The following is **prohibited**: abusive, profane or obscene language or behavior; horseplay or any disturbance during class; any form of gambling; sexual harassment; possession or introduction of any intoxicants; or reporting to class under the influence of intoxicants, fighting, stealing, cheating on quizzes or exams. Students are also expected to refrain from disturbing all other training sessions or evolutions. Anyone who exhibits the aforementioned will be expelled from the Fire Academy and its property. Books, papers, equipment or other materials on the instructor's desk, podium or chalkboard are for the use of the Academy Staff ONLY.

Snack Bar

The Dempster Center does provide a small snack area with snack food and beverage vending machines and fixed seating for such items. All such items **are not** permitted in the classrooms.

Smoking

Smoking or the use of chewing tobacco is not permitted anywhere within the buildings or on the actual training grounds. Smoking is only permitted in outside areas where appropriate smoking material refuse containers are provided. All discarded smoking materials will be placed in the provided containers (not on the ground) without exception.

Trash/Recyclables

Students are expected to place all trash in the provided receptacles. The Dempster Center does participate in a recycling program. All cans and bottles are to be placed in the yellow recycling containers.

Restrooms

Men and women's restrooms are located in the Administration Building, adjacent from "Classroom B" and the "Snack Room". Restrooms are also located on the first floor of the Control Building on the training grounds (which are to be used during training ground evolutions).

Pagers / Cellular Phones / Radios / Personal Organizers / Personal Computers, Etc.

All pagers and cellular phones will have silent features enabled or be shut off during training sessions. Radios will not be permitted to remain on during training sessions. Personal organizers and personal computers will not be used unless in conjunction with the training session. The student will not utilize any item that causes the disruption of any training session or evolution. Students who become a nuisance to the Instructor and other students will be asked to leave the session or evolution.

Exception: Crews with apparatus and Chief Officers that are “in-service” for an immediate emergency response from the Training Center are permitted to leave radio and paging equipment on provided that the volume is kept as low as reasonably possible and the Instructor is notified at the beginning of the class of the possibility of departure.

Facility Parking

Facility parking is located in front of the main entrance to the Dempster Fire Training Center. Additionally, the posted designation of parking areas for Fire Academy Staff, OEM Staff and Communications Staff will be observed at all times. Any vehicle not properly parked may be towed at the owner’s expense.

****NO PERSONAL VEHICLES ARE PERMITTED ON
THE TRAINING GROUNDS AT ANY TIME,
THERE ARE NO EXCEPTIONS****

Mercer County Fire Academy

Field Delivery Program

Overview

The Field Delivery Program (previously Drill Maintenance Program) was originally developed to assist area Fire Departments meet their training needs but at the same time not put additional burdens on the department officers. Drills involving lectures only will be given at the department's fire station. All live burn training will be conducted at the Fire Academy. Other hands on training not involving live burns may be given at the Fire Academy or a site in the department's fire district, which ever meets the course regulatory and safety requirements. *(Courses in this catalog **WILL NOT** be part of the Field Delivery Program).*

Procedures

Departments wishing to participate in the Field Delivery program should notify David Gayley, Deputy Director at (609) 799-3245 or gayleyd@mccc.edu of their intent to participate by submitting a "Field Delivery Course Application".

The Academy will then contact the participating department to discuss needs and delivery options and scheduling. Remember, departments may schedule as few or as many drill modules as they desire. The scheduling of modules is usually flexible enough that program could be offered daytime, evening or weekends. The Fire Academy requests two weeks' notice to be able to properly prepare all classes and paperwork.

Record keeping

Records of the program, both content and attendees will be kept by the Academy.

Cost

The cost of this program will vary depending on the drill modules selected by the participating company/department.

MCCC FIRE SCIENCE TECHNOLOGY PROGRAM

Fire Science Technology
Associate in Applied Science Degree

Fire Science Technology - Fire Code Enforcement
Certificate of Proficiency

Fire Science Technology - Fire Officer/Administrator
Certificate of Proficiency

The associate degree program in Fire Science Technology is designed to meet the needs of individuals entering the fields of fire fighting and fire prevention and to provide opportunities for professional and volunteer fire service personnel to advance their knowledge and skills.

Students pursuing programs in fire science should be aware that various municipal and industrial fire service agencies establish physical, mental, and character requirements. Persons interested in this option are advised to gain an awareness of the specific requirements for their desired work setting.

Since the degree program is designed to meet the needs of the part-time student, the program will normally take a minimum of three years to complete. All fire science courses are offered during the day and evening.

Mercer graduates are employed by city, state, and federal departments dedicated to the fire services field.

Agreements have been made to facilitate transfer to fire science programs at John Jay College of Criminal Justice, Holy Family College, New Jersey City University, University of Maryland-University College, City University of New York and Thomas A. Edison State College. Students interested in transferring to these institutions should contact the program advisor early in their course work at Mercer.

Admission requires a high school diploma or equivalent and competency in English and mathematics as demonstrated by placement testing.

The Fire Science courses offered by Mercer County Community College are held at the Dempster Fire Training Academy. In addition to an Associate Degree Program, the College also offers Certificate Programs in various areas. More information may be obtained by contacting James McCann, Fire Academy Director or the Community College.

Email: mccannj@mccc.edu or by calling (609) 799-3245

Visit Mercer County Community College on the web: www.mccc.edu

MERCER COUNTY FIRE ACADEMY
ADMINSTRATIVE STAFF

James J. McCann Director

David Gayley Deputy Director

Helen M. TaylorAdministrative Specialist

Paul Sobke.....Training Ground Assistant

MERCER COUNTY FIRE ACADEMY INSTRUCTORS

Aberger, Julie
Antozzeski, Mark
Batt, Jeffrey
Burns, David II
Burzachiello, Michael
Chyzik, William
Crammer, Bernard III
D'Artagnan, Wayne
DeVita, Eric
DiLapo, Ronald
Donahue, Kevin
Freeman, Alice
Gayley, David
Glover, Edward
Gossard, GERALYNNE
Greene, Keith
Gulotta, Anthony
Heller, Aaron
Hopson, William
Kandrak, Kenneth
Kiernan, Michael
Kraemer, Richard
Kraemer, Steven
Lane, Walter
Loh, G. Michael III
Loh, Scott
Lubertazzi, Michael

Malik, Ian
Manuel, William
McCann, James
Metzger, Timothy
Moore, Douglas
Moran, Anthony
Mull, Charles
Newborn, Paul
Ogle, James Jr.
Orlandi, Cindy
Pante, Michael
Pierson, Jarred
Sanders, Melvin
Sanders, Richard
Smisloff, John
Smith, Christopher
Smolka, David
Sobke, Paul
Summers, Harold Jr.
Taylor, Frederick
Tharp, Robert
Tomalin, Dan
Troyano, Joseph
Vorp, Douglas
Wagner, Matthew
Wasko, Gary
Welling, John
Vetrano, Stephen



Mercer County Fire Academy
 Capt. John T. Dempster Sr. Fire Training Center
 350 Lawrence Station Road
 Lawrenceville, NJ 08648
 Telephone: (609) 799-3245 Fax: (609) 799-1549



COURSE APPLICATION AND REGISTRATION FORM

Course Information

Course Title	Start Date
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Applicant Information (to be completed by the applicant)

Name		Mailing Address	
NJ DFS Firefighter #	NJ OEMS EMT Certification #	Date of Birth	
Home Phone	Cell Phone	E-Mail Address	

Enrollment & Course Requirement Reminders:

Only those applicants meeting and providing course pre-requisites will be accepted. Please ensure all necessary documentation is attached.	No student shall be permitted to attend/participate in any course or evolution which requires the use of an SCBA if they have excessive facial hair.	Casual but neat clothing is permitted, no cutoffs, non-fire department uniform shorts or open toe footwear will not be permitted.
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Certification Section (to be reviewed by the Applicant and completed by the Agency, Department or Organization)

Agency/Department/Organization Name	Mailing Address
Agency/Department/Organization Phone	Agency/Department/Organization Fax

The undersigned certifies that the applicant enrolled in the above course does not have any physical and/or other conditions, which would prevent him or her from actively participating in all portions of this course. The student will be provided with PPE and SCBA by this department/organization which complies with PEOSHA standards NJAC 12:100-10 and has complied with the NJ Department of Labor adopted Respiratory Standard 29 CFR 1910.134 as it applies to medical evaluations and fit testing. The undersigned also certifies that the student enrolled in this course is covered by the department/organization's Workman's Compensation, Liability and medical insurance as indicated by a copy of a current certificate of insurance attached to this application or on file at the Fire Academy.

The above named organization and individual shall hold harmless and indemnify the County of Mercer, the Mercer County Community College and the Mercer County Fire Academy, its officers, agents and employees from any and all injuries, damages and claims for damage to persons and/or property arising from the actions of its attendees at the Mercer County Fire Academy, except as such injuries and damages are caused by the gross negligence of the Academy or its employees or agents.

Authorizing Officer's Name	Authorizing Officer's Rank	Authorizer's Signature	Date
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For Fire Academy Use Only

Your Department's/Organization's course application has been approved. Invoice will be forwarded once class begins.

_____ Date _____ Mercer County Fire Academy

Your Department's/Organization's course application has been returned for the following reasons. Please provide information requested and return.

_____ No current Certificate of Insurance _____ Student does not meet course prerequisite requirements

_____ Course is Full _____ Other _____

_____ Date _____ Mercer County Fire Academy