

# Mercer County Fire Academy

## Fall 2023 COURSE CATALOG



350 Lawrence Station Road, Lawrenceville NJ, 08648  
Telephone: 609-799-3245 / Fax: 609-799-1549  
[www.dftc.org](http://www.dftc.org)

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**MERCER COUNTY FIRE ACADEMY**  
**FALL 2023 COURSE CATALOG**

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## **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

<b>FIRE COURSE</b>	<b>DATE(S)</b>	<b>INSTRUCTOR</b>	<b>HOURS</b>	<b>PAGE</b>
Art of Reading Smoke	10/30	Robert Tharp	4	5
CEVO 3: Fire	9/20	Richard Sanders	4	5
Electrical & Gas Appliance Fire: Cause and Origin	10/18	Ken Kandrac	3	6
Firefighter 1	08/07 – 11/20	Staff	180	6
Firefighter 2 – Exam Review and Written Equivalency Exam	11/06 and 11/13	William Chyzik	3	7
First Due House Fires, Offensive Engine & Truck Company Operations <i>(Hands-On Evolutions)</i>	11/04	TJ Hargraves	6	8
Hazardous Fueled Fires – Open Burn Night <i>(Hands-On Evolutions)</i>	10/19	Richard Dziminski	4	9
Hazmat Awareness	08/19 and 08/21	G. Michael Loh III	4	9
Hazmat: Incident Commander	09/05, 09/07, 09/12, 09/14, 09/19, 09/21	G. Michael Loh III	24	10
Hazmat Operations	10/26, 10/30, 11/01 and 11/02	G. Michael Loh III	12	10
Pump Operations	10/03, 10/05, 10/10, 10/12 and 10/14	William Chyzik	18	11
Residential Fires – Open Burn Night <i>(Hands-On Evolutions)</i>	09/28	Richard Dziminski	4	11
School Bus MVA's	11/15	Kenneth Kandrac	3	12
Strategy & Tactics for Fast Food Restaurants	09/27	Kenneth Kandrac	3	12
Strategy & Tactics for Strip Mall Firefighting	10/04	Aaron Heller	4	13
Traffic Incident Management	08/17	Nicholas Migliacci	4	13
Truck Company Ops: Power Saws & Cutting Techniques <i>(Hands-On Evolutions)</i>	11/14	Jeffrey Batt	4	14
<b>EMS COURSES</b>	<b>DATE(S)</b>	<b>INSTRUCTOR</b>		<b>PAGE</b>
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EMT Refresher Courses	See Pg. 16	EMT Staff		16

## **ART OF READING SMOKE**

This course will give first arriving officers and firefighters the ability to predict fire behavior and understand the stages of a fire. The effect it has on a building begins on scene by “Reading Smoke”. In this class we will assist the student in improving their understanding of conditions on arrival and develop the “Art of Reading Smoke”.

**Pre-Requisites: NJ State Firefighter 1 Certification**

**Instructor:** Robert Tharp, Battalion Chief (retired), Trenton Fire Department

**Date:** October 30, 2023

**Time:** 1830-2230 hours

**Cost:** In County - \$30.00

Out of County - \$40.00

**Registration Deadline:** October 25, 2023

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## **COACHING THE EMERGENCY VEHICLE OPERATOR (CEVO) 3: FIRE**

The National Safety Council course promotes critical thinking during high-pressure driving situations and offers defensive driving strategies to avoid collisions. The course trains fire apparatus operators, volunteer and municipal fire personnel how to navigate through traffic safely in both emergency and non-emergency situations and features videos with real-life driver simulations followed by group discussions. Participants will learn defensive driving techniques to maneuver safely through traffic under severe time constraints and stress. Topics include navigating through intersections, cushion of safety, passing and changing lanes, handling blind spots, backing up safely, proper positioning the fire apparatus, operating on different road surfaces, weather conditions and more.

**Pre-Requisites: NJ State Firefighter 1 Certification**

**Instructor:** Richard Sanders, Robert Wood Johnson EMS

**Date:** September 20, 2023

**Time:** 1830 – 2200 hours

**Cost:** In-County - \$30.00

Out of County - \$40.00

**Registration Deadline:** September 13, 2023

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## **ELECTRICAL & GAS APPLIANCE FIRE: CAUSE and ORIGIN**

What caused the fire in this case? Could the fire be the result of a manufacturer's defect or improper service/repair work? What was the condition of the appliance prior to the fire: Is there a likelihood of arson? Can subrogation be successfully pursued in this case? Can you answer these questions? We will discuss the cues and indicators that could help you get these answers.

### **Pre-Requisites: NJ State Firefighter 1 Certification**

**Instructor:** Kenneth Kandrac, Battalion Chief (ret), North Hudson Regional Fire Rescue, Union, NJ

**Date:** October 18, 2023

**Time:** 1830 – 2200 hours

**Cost:** In-County - \$30.00

Out of County - \$40.00

**Registration Deadline:** October 13, 2023

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## **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:** William Chyzik, Manager, Fire Academy Training & Operations

**Date(s):** August 7, 2023

**Time(s):** Monday, Wednesday & Thursday (1830-2230 hrs) / Saturdays (0830-1630 hrs)

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

**Maximum Enrollment:** 25 students

**Registration Deadline:** July 26, 2023

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## **FIREFIGHTER 2 - WRITTEN EQUIVALENCY EXAM and REVIEW**

This is for NJ State Certification only and **does not** provide Pro-Board or IFSAC accreditations. The exam content comes from the Jones & Bartlett Fundamentals of Firefighting Skills and Hazardous Materials Response, 4<sup>th</sup> Edition (NFPA 1001-2019 edition). There will be a review of the Firefighter 2 curriculum on November 6, 2023, at the fire academy at 18:30 hours, anyone wishing to take the equivalency exam is **encouraged** to attend.

### **Pre-Requisites/EXAM requirements:**

**NJ State Firefighter 1 Certification,**

**Firefighter 2 Course of Instruction Certificate from a Fire Academy (prior to Jan. 1, 2008)**

**OR**

**Minimum 5 years' experience as a Firefighter prior to January 1, 2008**

**(MUST SUBMIT CERTIFICATION(S) ALONG WITH THE COURSE REGISTRATION FORM)**

When you register for the exam, the NJ Division of Fire Safety will review the list of applicants and provide a list of approved applicants that can sit for the exam. The Mercer County Fire Academy staff will then contact the applicants to inform them if they have been approved or disapproved to sit for the exam, this **is not** decided at the academy level. Each applicant will have one chance to pass the exam. Those that are unsuccessful will be required to take and pass the full Firefighter 2 course.

**Instructor:** William Chyzik, MCFA Manager, Training & Operations

**Date:** **November 6, 2023 (Review) and November 13, 2023 (Written Equivalency Exam)**

**Time:** 1830-2230 hours

**Cost:** In County - FREE

Out of County - \$40.00

**Registration Deadline: October 12, 2023**

**NO registrations will be accepted after the deadline.**

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# **FIRST DUE HOUSE FIRES, OFFENSIVE ENGINE & TRUCK COMPANY OPERATIONS**

*(Hands-On / Live Fire Evolutions)*

Being First due comes with many responsibilities, from the newest firefighter to the company officers. This course will focus on the first due engine and Truck Company at residential fires. The evolutions will have a place for everyone and review stretching, line placement, forcible entry, the primary search, horizontal ventilation, and communication. The goal of this course is to provide a realistic environment that helps prepare the students for their next fire. This will be physically demanding, hands-on training with live fire in our residential burn building. Do not miss this opportunity to review our most important skills.

**Pre-Requisites: NJ State Firefighter 1 Certification**

**PPE Requirements: Full Structural Firefighting Ensemble including SCBA with spare bottles**

**Instructor:** TJ Hargraves, Firefighter, Montclair Fire Department

**Date:** November 4, 2023

**Time:** 0830 – 1430 hours

**Cost:** In-County - \$150.00

**Out of County - \$175.00**

**Maximum Enrollment:** 16 students

**Registration Deadline:** October 27, 2023

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## **HAZARDOUS FUELED FIRES - OPEN BURN NIGHT**

*(Hands-On / Live Fire Evolutions)*

This class will be a series of evolutions involving our propane props and will serve to work on firefighting skills associated with various hazardous fueled equipment and appliance fires. Crews will operate with realistic staffing to suppress and mitigate hazards. Come train alongside firefighters and officers from across the county on these no so everyday scenarios.

**Pre-Requisites: NJ State Firefighter 1 Certification**

**PPE Requirements: Full Structural Firefighting Ensemble including SCBA with spare bottles**

**Instructor:** Richard Dziminski, Asst. Chief, Prospect Heights Vol Fire Co.

**Date:** October 19, 2023

**Time:** 1830 – 2200 hours

**Cost:** In-County - \$90.00

**Out of County - \$100.00**

**Maximum Enrollment:** 16 students

**Registration Deadline:** October 13, 2023

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## **HAZMAT 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.

**Pre-Requisites: NJ State Firefighter 1 certification**

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

**Date(s):** August 19 and August 21, 2023

**Time(s):** 1830 – 2230 hours

**Cost:** In County - \$30.00

**Out of County - \$40.00**

**Registration Deadline:** August 10, 2023

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## **HAZMAT LEVEL 5 - ON SCENE INCIDENT COMMANDER**

This 24 hour course is designed to train personnel who may assume control of a Hazardous Materials Incident beyond the First Responder Awareness Level. The program will include controlling site operations, identifying hazards, ensuring personal protective clothing and personal protective equipment be made available to or worn by responders, knowledge of hazards and risks associated with chemical protective clothing and understanding the importance of decontamination.

**Pre-Requisites:** NJ State Firefighter 1 certification, Hazmat Awareness, Hazmat Operations, ICS 100, NIMS 700, ICS 200 and ICS 300 (**\*Must provide copies of each**)

**Instructor(s):** G. Michael Loh III, Deputy Chief, Bristol Myers Squibb Fire

**Date(s):** September 5, 7, 12, 14, 19 and 21, 2023

**Time(s):** 1830-2230 hours (Tuesdays and Thursdays)

**Cost:** In-County - \$125.00

Out of County - \$150.00

**Maximum enrollment:** 18 students

**Registration Deadline:** August 31, 2023

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## **HAZMAT 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.

**Pre-Requisites:** Hazmat Awareness Certification and NJ State Firefighter 1 certification

**Instructor(s):** G. Michael Loh III, Deputy Chief, Bristol Myers Squibb Fire

**Date(s):** October 26, October 30, November 1 and November 2, 2023

**Time(s):** 1830-2230 hours (Monday, Wednesday and Thursday)

**Cost:** In-County - \$60.00

Out of County - \$85.00

**Registration Deadline:** October 17, 2023

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## **PUMP OPERATIONS**

This 18 hour course will provide the basic knowledge and skills necessary for the novice pump operator when performing at an emergency incident. The curriculum is based on objectives from the International Fire Service Training Association (IFSTA). This course provides an Introduction into pump operations covering basic responsibilities, types of fire pump apparatus, maintenance/testing, operating emergency vehicles, positioning, fire pump, nozzle & water theory, operating fire pumps, drafting, hydraulic calculations, water supply & foam operations. A written exam and practical evolution will be conducted as part of the certification issued by the Fire Academy. Text book is included.

**Pre-Requisites:** NJ State Firefighter 1 Certification

**PPE Requirements:** These will be reviewed by the Instructor on the first night.

**Instructor(s):** William Chyzik, MCFA Manager, Training & Operations

**Date(s):** October 3, 5, 10, 12 and 14, 2023

**Time(s):** 1830 – 2130 hours (Monday & Thursday) / Saturday (10/14), 0830 – 1430 hours

**Cost:** In-County - \$250.00

Out of County - \$275.00

**Maximum Enrollment:** 16 students

**Registration Deadline:** September 27, 2023

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## **RESIDENTIAL FIRES – OPEN BURN NIGHT**

*(Hands-On / Live Fire Evolutions)*

This class will be a night of residential fire scenarios with realistic staffing under live fire conditions. Participants will rotate thru Engine, Truck, Rescue and IC duties while the academy staff facilitates. Here's a chance to hone your skills and work alongside firefighters and officers from across the county.

**Pre-Requisites:** NJ State Firefighter 1 Certification

**PPE Requirements:** Full Structural Firefighting Ensemble including SCBA with spare bottles

**Instructor:** Richard Dziminski, Asst. Chief, Prospect Heights Vol Fire Co.

**Date:** September 28, 2023

**Time:** 1830 – 2230 hours

**Cost:** In-County - \$90.00

Out of County - \$100.00

**Maximum Enrollment:** 16 students

**Registration Deadline:** September 22, 2023

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## **SCHOOL BUS MVA'S**

This course lecture will review School Bus MVA's and incident considerations for firefighters. The course will look at several areas of School Bus MVA's which includes scene assessment, school bus layout & design, safety precautions, cribbing and firefighter responsibilities.

**Pre-Requisites: NJ State Firefighter 1 Certification**

**Instructor:** Kenneth Kandrak, Battalion, Chief (ret), North Hudson Regional Fire, Union, NJ

**Date:** November 15, 2023

**Time:** 1830-2130 hours

**Cost:** In County - FREE

Out of County - FREE

**Registration Deadline:** November 10, 2023

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## **STRATEGY & TACTICS FOR FAST FOOD RESTAURANTS**

Go ahead, have it your way ... This program is designed to explore the unique firefighting aspects of the Fast Food Restaurant. Students will discuss construction characteristics and components, appropriate strategy and tactics, and some of the hazards that exist in these occupancies.

**Pre-Requisites: NJ State Firefighter 1 Certification**

**Instructor:** Kenneth Kandrak, Battalion, Chief (ret), North Hudson Regional Fire, Union, NJ

**Date:** September 27, 2023

**Time:** 1830-2130 hours

**Cost:** In County - FREE

Out of County - FREE

**Registration Deadline:** September 22, 2023

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## **STRATEGY & TACTICS FOR STRIP MALL FIREFIGHTING**

This course focuses on building construction, attack strategies and company tactics to employ when fighting the strip mall fires. A review of fire ground hazards that personnel will encounter will be conducted in conjunction with the review of several case studies involving the types of structures. This course is applicable for all incident commanders, company officers and firefighters that could respond to such incidents.

**Pre-Requisites: NJ State Firefighter 1 Certification**

**Instructor:** Aaron Heller, Deputy Chief, (retired), Hamilton Twp Fire Department

**Date:** October 4, 2023

**Time:** 1830-2130 hours

**Cost:** In County - \$30.00

**Out of County - \$40.00**

**Registration Deadline:** September 28, 2023

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## **TRAFFIC INCIDENT MANAGEMENT (TIM)**

Making our roadways safer at incidents for emergency responders, motorists and crash victims is critical to everyone and is the goal of the National Traffic Incident Management Program. Effective TIM reduces the duration and impacts of traffic incidents and improves the safety of motorists, crash victims and emergency responders. The sooner incidents are detected, the sooner personnel can respond to the incident and clear it from the roadway, thereby allowing traffic lanes to re-open.

***(NJDFS CEU'S – 0.25)***

**Instructor:** Nicholas Migliacci, Captain, Trenton Fire & Emergency Services

**Dates:** August 17, 2023

**Time:** 1830 – 2230 hours

**Cost:** In County - FREE

**Out of County - FREE**

**Registration Deadline:** August 10, 2023

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# **TRUCK COMPANY OPS: POWER SAWS & CUTTING TECHNIQUES**

*(Hands-On Evolutions)*

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 Firefighting Ensemble and Safety Glasses**

**Instructor:** Jeffrey Batt, Captain, Jersey City Fire Department

**Date:** November 14, 2023

**Time:** 1830 – 2200 hours

**Cost:** In-County - \$75.00

**Out of County - \$85.00**

**Maximum Enrollment:** 16 students

**Registration Deadline:** November 8, 2023

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## **EMT HYBRID COURSE - FALL 2023:**

### **Emergency Medical Technician (EMT) Prerequisite:**

All students must obtain a Health Care Provider Level CPR card prior to the start of the class and be fully vaccinated for COVID-19 including a booster, or bivalent vaccine. Proof of CPR card and a COVID-19 vaccination card are required at time of registration.

Students will need to obtain a Stethoscope, B/P cuff, watch with second hand or digital and penlight for use in course.

During the 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 the National Registry EMT Certification Exam to obtain certification.

There are weekly in person lab sessions on Tuesdays & Thursdays from 6:00pm – 9:30pm and several Saturday's from 8:00am - 4:00pm. There are also 2 hour online exams during the week as well as 10 chapters of intense studying required. Online assignments will be due weekly. In addition to the weekly lab sessions, students should anticipate spending a minimum of 20 hours a week completing the online learning component and reading assignments. This is a very intense class.

Attendance at all sessions and keeping up with the online content is mandatory.

**Textbook is required and link will be provided by email by Course Coordinator once registered and must be purchased prior to the start of class.**

**Tuition: \$1,975**

**Orientation will take place on Tuesday, September 5th from 6:30pm - 8:30pm. There are 20 chapters due before the first day of in-person class.**

**Class dates are 9/5/23 thru 12/12/23**

**Tuesdays and Thursdays, 6:00pm-9:30pm (Classroom, In-person)**

**Saturdays, 8:00am-4:00pm (Classroom, In-person) 9/09, 09/30, 10/07, 10/14, 10/21, 11/04, 11/18, 12/02, 12/09. (There is a minimum of 20 hours per week of online work)**

**10 hours of clinical requirement for hospital emergency room time.**

There will be a dress code that will be discussed the first day of class or before.

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

Barbara Vaning, EMS Coordinator, Mercer County Fire Academy - [barbara.vaning@PennMedicine.Upenn.edu](mailto:barbara.vaning@PennMedicine.Upenn.edu)

**EMT courses MUST register at [www.mccc.edu](http://www.mccc.edu) or call 609-570-3311**

## **EMT REFRESHER COURSES:**

Register for courses at [www.mccc.edu](http://www.mccc.edu) (Non-credit Classes) or call 609-570-3311

### **EMT Refresher – Section A:**

EMT Refresher Class: Section A:-Airway Assessment and Management (NCEME-CS004)

**Class Day/Time: October 19, 2023, Thursday, 8:00am - 5:00pm - (Tuition: \$90.00)**

### **EMT Refresher – Section B:**

EMT Refresher Class: Section B- Medical Assessment and Management (NCEME-CS005)

**Class Day/Time: November 16, 2023, Thursday, 8:00am - 5:00pm - (Tuition: \$90.00)**

### **EMT Refresher – Section C:**

EMT Refresher Class: Section C- Trauma Assessment and Management (NCEME-CS006)

**Class Day/Time: December 14, 2023, Thursday, 8:00am - 5:00pm - (Tuition: \$90.00)**

**\*\*\*ALL Classes will meet at the Mercer County Fire Academy, 350 Lawrence Station Road, Lawrenceville, NJ 08648**

**Register for EMT courses at:  
www.mccc.edu or call 609-570-3311**



## **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\*\*](http://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](http://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](http://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 William Chyzik, Manager, Fire Academy, Training & Operations at (609) 799-3245 or [chyzikw@mccc.edu](mailto:chyzikw@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***

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, University of Maryland-University College, City University of New York. 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. More information may be obtained by contacting James McCann, Fire Academy Director or the Community College.

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

Visit Mercer County Community College on the web: [www.mccc.edu](http://www.mccc.edu)

**MERCER COUNTY FIRE ACADEMY**  
**ADMINSTRATIVE STAFF**

James J. McCann ..... Director

William Chyzik .....Manager, Fire Academy Training & Operations

Helen M. Taylor .....Sr. Administrative Specialist



## **MERCER COUNTY FIRE ACADEMY INSTRUCTORS**

Antozzeski, Mark  
Batt, Jeffrey  
Burns, David  
Cove, Benjamin  
D'Artagnan, Wayne  
DeVita, Eric  
DiLapo, Ronald  
Dziminski, Richard  
Filandro, Michael  
Glover, Edward  
Gossard, GERALYNNE  
Greene, Keith  
Hargraves, Thomas  
Haviland, Douglas  
Heller, Aaron  
Hopson, William  
Jackson, Richard  
Kandrac, Kenneth  
Kiernan, Michael  
Kraemer, Richard  
Kraemer, Steven  
Laird, Christopher  
LeBrun, Robert  
Loh, G. Michael III  
Low-Beer, Alfred  
Mancini, Peter

Migliacci, Nicholas  
Moran, Anthony  
Mull, Charles  
Newborn, Paul  
O'Mara, Neeta  
Orlandi, Cindy  
Padulchick, Jay  
Pierson, Jarred  
Quigley, Daniel  
Sanders, Richard  
Schafer, John  
Sferra, Scott  
Smisloff, John  
Smolka, David  
Sobke, Paul  
Summers, Harold Jr.  
Taylor, Frederick  
Tharp, Robert  
Tomalin, Dan  
Troyano, Dan  
Vaning, Barbara  
Wadsworth, Keith  
Woestemeyer, Phyllis



**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