

# Mercer County Fire Academy

## Spring 2024 COURSE CATALOG



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

Find us on Facebook 

*A campus of the.....*



**MERCER COUNTY FIRE ACADEMY**  
**SPRING 2024 COURSE CATALOG**

<b>MISSION STATEMENT.....</b>	<b>3</b>
<b>COURSE LISTINGS.....</b>	<b>4</b>
<b>COURSE DESCRIPTIONS.....</b>	<b>5-14</b>
<b>EMT HYBRID AND REFRESHER COURSES.....</b>	<b>15</b>
<b>GENERAL INFORMATION.....</b>	<b>16</b>
<b>POLICIES &amp; PROCEDURES.....</b>	<b>17</b>
<b>FIELD DELIVERY PROGRAM.....</b>	<b>21</b>
<b>MCCC FIRE SCIENCE PROGRAM .....</b>	<b>22</b>
<b>ADMINISTRATIVE STAFF .....</b>	<b>23</b>
<b>MCFA INSTRUCTORS.....</b>	<b>24</b>
<b>COURSE APPLICATION FORM .....</b>	<b>25</b>

## **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>
<b>Back to the Basics the 1<sup>st</sup> Alarm Fire</b>	<b>04/18</b>	<b>Robert Tharp</b>	<b>3</b>	<b>5</b>
<b>Confined Space Awareness</b>	<b>02/26</b>	<b>Keith Greene</b>	<b>4</b>	<b>5</b>
<b>Engine Company Operations: Short Staffing</b>	<b>04/03</b>	<b>Rich Kraemer</b>	<b>3</b>	<b>6</b>
<b>Engine Company Operations: Vehicle Fires (Hands-On Evolutions)</b>	<b>04/22</b>	<b>John Schafer</b>	<b>3</b>	<b>6</b>
<b>Firefighter 1</b>	<b>01/16 – 06/18</b>	<b>Staff</b>	<b>200</b>	<b>7</b>
<b>Firehouse Kitchen Table</b>	<b>01/29</b>	<b>Troyano, Greene and Glover</b>	<b>3</b>	<b>7</b>
<b>Fire Officer's Kitchen Table – Everyday Drama</b>	<b>2/12</b>	<b>Troyano, Greene and Glover</b>	<b>3</b>	<b>8</b>
<b>Fire Police Basic (Lecture/Practical)</b>	<b>05/04</b>	<b>D'Artagnan, Burns and Filandro</b>	<b>8</b>	<b>8</b>
<b>Hazmat Awareness</b>	<b>02/06 and 02/08</b>	<b>G. Michael Loh III</b>	<b>12</b>	<b>9</b>
<b>Hazmat Operations</b>	<b>05/25, 05/28, 05/30 and 06/04</b>	<b>G. Michael Loh III</b>	<b>16</b>	<b>9</b>
<b>ICS 200</b>	<b>02/08 and 02/10</b>	<b>Michael Filandro</b>	<b>12</b>	<b>10</b>
<b>ICS 300</b>	<b>03/02, 03/03, 03/05 and 03/07</b>	<b>Michael Filandro</b>	<b>24</b>	<b>10</b>
<b>ICS 400</b>	<b>05/02, 05/04 and 05/07</b>	<b>Bill Hopson</b>	<b>16</b>	<b>11</b>
<b>Mass Area Search (Lecture/Practical)</b>	<b>04/27</b>	<b>Dan Quigley</b>	<b>4</b>	<b>11</b>
<b>Open Mic-Fire Ground Tactics</b>	<b>02/24</b>	<b>Troyano, Greene and Glover</b>	<b>5</b>	<b>12</b>
<b>Strategy &amp; Tactics for Commercial Buildings</b>	<b>06/04</b>	<b>Bill Hopson</b>	<b>3</b>	<b>12</b>
<b>Suppressing Fires in Solar Panel Technology</b>	<b>03/19</b>	<b>Bill Hopson</b>	<b>3</b>	<b>13</b>
<b>Traffic Incident Management</b>	<b>02/01</b>	<b>Mark Antozzeski</b>	<b>4</b>	<b>13</b>
<b>Utilizing Rope for Safety and Efficiency (Hands-On)</b>	<b>05/11</b>	<b>Dan Quigley</b>	<b>8</b>	<b>14</b>
<b>Water on the Fire (Hands-On Evolutions)</b>	<b>05/18</b>	<b>TJ Hargraves</b>	<b>8</b>	<b>14</b>
<b>EMS COURSES</b>				<b>PAGE</b>
<b>EMT Hybrid &amp; Refresher Courses</b>				<b>15</b>

## **BACK TO THE BASICS THE 1<sup>ST</sup> 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 DFS Firefighter 1 certificate**

**Instructor:** Robert Tharp, Deputy Chief (retired), Trenton Fire & Emergency Services

**Dates(s):** April 18, 2024

**Time(s):** 1830 – 2230 hours

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

**Out of County - \$40.00**

**Registration Deadline:** April 11, 2024

---

## **CONFINED SPACE AWARENESS**

This course is a complete awareness level training program for the discipline of Confined Space Rescue as outlined in the 2021 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.

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

**Instructor(s):** Keith Greene, Battalion Chief, Hamilton Fire Department

**Date(s):** February 26, 2024

**Time(s):** 1830 – 2230 hours

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

**Out of County - \$40.00**

**Registration Deadline:** February 21, 2024

---

## **ENGINE COMPANY OPERATIONS: SHORT STAFFING**

This course is designed to provide insight into performing TASK assignments as a short staffed engine. The course will provide a review of member responsibilities both in and out of the station. The course will also provide a review of size-up factors and how they relate to our tactical decision making. Finally, we will break down into TASK assignments, equipment and how they can help or hurt an engine company. As an example; we will provide and explain techniques on how to advance hand lines more quickly and efficiently.

**Pre-Requisites:** NJ DFS Firefighter 1 certificate

**Instructor:** Richard Kraemer, Chief (Retired), Hamilton Fire Department

**Dates(s):** April 3, 2024

**Time(s):** 1830 – 2230 hours

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

**Out of County - \$40.00**

**Registration Deadline:** March 29, 2024

---

## **ENGINE COMPANY OPERATIONS: VEHICLE FIRES**

This is a course designed for firefighters of all experience levels. A brief lecture on operational procedures and vehicle fire tactics will be presented at the start of the class. The emphasis of this course will be a hands-on experience using offensive strategies for roadway vehicles. Students will discuss considerations for fires involving alternative/energized fuel vehicles. The class will then practice extinguishing live fires using the MCFA's Vehicle Fire Simulator.

**Pre-Requisites:** NJ DFS Firefighter 1 certificate

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

**Instructor:** John Schafer, Firefighter, Hopewell Valley Emergency Services

**Dates(s):** April 22, 2024

**Time(s):** 1830 – 2230 hours

**Cost:** In County - \$50.00

**Out of County - \$75.00**

**Maximum Enrollment:** 16 students

**Registration Deadline:** April 16, 2024

---

## **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):** January 16 – June 18, 2024

**Time(s):** Tuesday 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:** January 4, 2024

---

## **FIREHOUSE KITCHEN TABLE**

The kitchen table is the hub of a firehouse. Far greater than the meals consumed are the discussions, lectures, debates, and lessons shared. The session will have no power points, no charts, and no formal lecture. The instructors will have a series of topics current to the fire service to discuss and dissect. Instructors will guide the learning discussion based upon student input. Student participation, opinion, and debate are encouraged.

**Instructor(s):** Joseph Troyano, Battalion Chief (Ret), Hamilton Fire Department  
Keith Greene, Battalion Chief, Hamilton Fire Department  
Ed Glover, Captain, Hamilton Fire Department

**Dates(s):** January 29, 2024

**Time(s):** 1900 – 2200 hours

**Cost:** In County - FREE

**Out of County – FREE**

**Maximum Enrollment:** 12 students

**Registration Deadline:** January 24, 2024

---

## **FIRE OFFICER'S KITCHEN TABLE - EVERYDAY DRAMA**

This course is designed to be a dynamic panel discussion around common dilemmas faced by officers outside the fire ground. Discussions will be focused on a range of topics both within the firehouse and out in the community. The everyday drama of a firehouse is full of opportunities to sink or swim as an officer. Public interaction and personnel management is both an art and science. Scenarios will include personal experience, current events, and case histories.

**Pre-Requisites: Current or Acting Fire Officer**

**Instructor(s):** Joseph Troyano, Battalion Chief (Ret), Hamilton Fire Department  
Keith Greene, Battalion Chief, Hamilton Fire Department  
Ed Glover, Captain, Hamilton Fire Department

**Dates(s): February 12, 2024**

**Time(s):** 1900 – 2200 hours

**Cost: In County - FREE**

**Out of County – FREE**

**Maximum Enrollment: 16 students**

**Registration Deadline: February 7, 2024**

---

## **FIRE POLICE BASIC**

The course prepares students to function as fire police officers with a focus on safety. The student will understand how to perform the basic duties of the position as well as gaining and understanding of the laws and regulations affecting the performance of such duties. The course is presented in lecture, PowerPoint and video formats utilizing the NJ Division of Fire Safety Fire Police Basic course manual. There is also a practical exam that students must participate in.

**Instructor(s):** Wayne D'Artagnan, Past Chief, Hamilton Twp. Fire Dist. # 8  
David Burns, Battalion Chief, Lawrenceville Fire Company  
Mike Filandro, Past Chief, Lawrenceville Fire Company

**Date(s): May 4, 2024**

**Time(s):** 0830 – 1630 hours (Saturday)

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

**Out of County - \$100.00**

**Maximum Enrollment: 16 students**

**Registration Deadline: April 29, 2024**

---

## **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.

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

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

**Date(s):** February 6 and February 8, 2024

**Time(s):** 1830 – 2230 hours

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

**Out of County - \$40.00**

**Registration Deadline:** January 23, 2024

---

## **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.

**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):** May 25, 28, 30 and June 4, 2024

**Time(s):** 0830-1630 hours (Saturday) / 1830-2230 hours (Tuesday & Thursday)

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

**Out of County - \$85.00**

**Registration Deadline:** May 10, 2024

---

## **ICS 200**

All federal, state, territorial, tribal, private sector and non-governmental personnel at the first like supervisor, middle management and command and general staff levels of Emergency Management Operations must complete ICS-200 level training. The course focuses on the following topics and objectives: Leadership and Management, Delegation of Authority and Management by Objectives, Functional Areas and Positions, Briefings, Organizational Flexibility and Transfer of Command. After completing this course students can apply for an Incident Management Level 1 Certification obtained from the NJ Division of Fire Safety.

**Pre-Requisites: NJ State Firefighter 1 certification  
(Copy must be attached with registration form)**

**Instructor:** Michael Filandro, Past Chief, Lawrenceville Fire Company

**Date(s):** February 8 and 10, 2024

**Time(s):** 1830-2230 hours (Thursday), 0830-1630 hours (Saturday)

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

**Out of County - \$150.00**

**Registration Deadline: February 2, 2024**

---

## **ICS 300**

Required for all mid-level management, federal, state, local, tribal, private sector and non-governmental personnel to include; persons serving as command staff, section chiefs, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors and multi-agency coordination system/emergency operations center staff. Training will include ICS Staffing and Organization, Transfer of Command, Unified Command functions in a multi-jurisdictional or multi-agency incident, ICS forms, Resource Management and Interagency mission planning and procurement. After completing this course students can apply for an Incident Management Level 2 Certification obtained from the NJ Division of Fire Safety.

**Pre-Requisites: NJ State Firefighter 1 certification and ICS 100 & 200 certification -  
(Copies must be attached with registration form)**

**Instructor:** Michael Filandro, Past Chief, Lawrenceville Fire Company

**Date(s):** March 2, 3, 5 and 7, 2024

**Time(s):** 1830-2230 (Tuesday/Thursday) and 0830-1630 hours (Saturday/Sunday)

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

**Out of County - \$160.00**

**Registration Deadline: February 23, 2024**

---

## **ICS 400**

This course is intended to serve as a vehicle to share proven incident management strategies and practices as well as to enhance teamwork and coordination among all response agency officers directly responsible for emergency response to a WMD/terrorism incident or other “Incident of National Significance”. The course is specifically intended for those emergency response personnel who have duties that require that they be directly involved in incident management or command at either a “Field” Incident Command Post (ICP) or in a city, county or regional emergency operations center (EOC).

**Pre-Requisites:** 3 years as a Firefighter with a NJ State Firefighter 1 certification and ICS 100, 200 and 300 certifications - *(Copies must be attached with registration form)*

**Instructor:** William Hopson, Asst. Fire Marshal (ret.) Ocean County Fire Marshal’s Office

**Date(s):** May 2, 4 and 7, 2024

**Time(s):** 1830-2230 hours (Tuesday & Thursday) and 0830 – 1630 hours (Saturday)

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

**Out of County** - \$150.00

**Registration Deadline:** April 26, 2024

---

## **MASS AREA SEARCH**

*(Lecture and Practical)*

This course is designed for personnel who would assist in a mass area systematic search in a support role. This course discusses the basic search patterns used to cover large areas within a variety of environments while searching for lost or missing people, victims, and evidence that could result from accidents, crime, or natural disasters. Practical exercises will be performed locally outdoors.

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

**PPE Requirements:** Footwear appropriate for outdoor searches. Practical exercises will be performed locally outdoors.

**Instructor(s):** Dan Quigley, Training Officer, NJ Transit Police Emergency Services

**Date(s):** April 27, 2024

**Time(s):** 0830 – 1300 hours

**Cost:** In-County - \$80.00

**Out of County** - \$90.00

**Maximum Enrollment:** 16 students

**Registration Deadline:** April 22, 2024

---

## **OPEN MIC – FIRE GROUND TACTICS**

An interactive session focusing on the first fifteen minutes of fire ground operations. Students will assume the role of the first due engine, first due truck, and/or the incident commander during simulated fire ground scenarios. The intent of this course is to highlight the critical skills needed to establish a successful fire ground operation. Topics to be covered are initial size-up, overall fire ground communication, radio discipline, initial radio reports, initial strategy, tactical options, progress reports and benchmarks.

**Instructor(s):** Joseph Troyano, Battalion Chief (Ret), Hamilton Fire Department  
Keith Greene, Battalion Chief, Hamilton Fire Department  
Ed Glover, Captain, Hamilton Fire Department

**Dates(s):** February 24, 2024

**Time(s):** 0900 – 1400 hours

**Cost:** In County - \$80.00

**Out of County – \$90.00**

**Maximum Enrollment:** 12 students

**Registration Deadline:** February 19, 2024

---

## **STRATEGY & TACTICS FOR COMMERCIAL BUILDINGS**

Are you prepared to handle a commercial building fire? This class will provide information that will help you make decisions based on conditions that you encounter. Topics will include IMS considerations, building construction features, accountability and tactical objectives. Students will also participate in a table-top exercise that will include all of the objectives that have been discussed,

**Pre-Requisites:** NJ DFS Firefighter 1 certificate

**Instructor:** William Hopson, Asst. Fire Marshal (Retired), Ocean County Fire Marshal's Office

**Dates(s):** June 4, 2024

**Time(s):** 1830 – 2230 hours

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

**Out of County - \$40.00**

**Registration Deadline:** May 30, 2024

---

## **SUPPRESSING FIRES IN SOLAR POWER TECHNOLOGY**

This presentation would examine tactics for buildings (residential/Commercial/Utility) where Photovoltaic and Powerwalls are a prominent source of electricity. The presentation would cover building construction considerations, Incident Command considerations and best practices for utilizing available personnel for fire suppression, when PV and Powerwall systems a significant concern. The presentation will also cover the components of a PV system and a Powerwall/Grid system.

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

**Instructor:** Bill Hopson, Asst. Fire Marshall (ret.), Ocean County Fire Marshall's Office

**Date(s):** March 19, 2024

**Time(s):** 1830-2200 hours

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

**Out of County - \$40.00**

**Registration Deadline:** March 14, 2024

---

## **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(s):** Mark Antozzeski, Fire Chief (Retired), Hamilton Township Fire District # 9

**Dates(s):** February 1, 2024

**Time(s):** 1830 – 2230 hours

**Cost:** In County - FREE

**Out of County - FREE**

**Registration Deadline:** January 25, 2024

---

## **UTILIZING ROPE FOR SAFETY AND EFFICIENCY**

### *(Hands-On Training)*

This course is designed for first responders who have the responsibility of working in various environments and elevations. This course focuses on basic rope fundamentals and principles used to implement safeties for responders and victims while creating operational efficiency. Topics covered in the course include knots and hitches, basic anchors, patient packaging, basic mechanical advantage, and ladder slides.

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

**PPE Requirements:** PPE ensemble, Helmet, Gloves and Eye Protection

**Instructor(s):** Dan Quigley, Training Officer, NJ Transit Police Emergency Services

**Date(s):** May 11, 2024

**Time(s):** 0830 – 1630 hours

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

**Out of County - \$160.00**

**Maximum Enrollment:** 16 students

**Registration Deadline:** May 6, 2024

---

## **WATER ON THE FIRE**

### *(Hands-On Evolutions, Live Fire)*

This one day review will be a great opportunity for all levels of experience. It's important to maintain optionality during the most routine fires, and the most challenging. With water on the fire, all of our other tasks can be facilitated. This course will primarily focus on the tasks that need to be completed by first due companies. It will be a simple review with some real-world challenges. Like classes we've held in the past. It will be a day for the students if they want to bring something to the table. This is a hands-on course and will be physically demanding.

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

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

**Instructor(s):** TJ Hargraves, Lieutenant, Montclair Fire Department

**Date(s):** May 18, 2024

**Time(s):** 0830 – 1630 hours

**Cost:** In-County - \$175.00

**Out of County - \$185.00**

**Maximum Enrollment:** 16 students

**Registration Deadline:** May 10, 2024

## **EMT HYBRID & EMT REFRESHER COURSES - SPRING 2024**

**For information on the EMT Hybrid Courses and EMT Refresher Courses:**

**Please go to the Mercer County Community College website ([www.mccc.edu](http://www.mccc.edu)) under Continuing Studies to register.**

## **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**

Weather related closings of the Fire Academy will be posted on the Mercer County Fire Academy Facebook page. In addition, if the Mercer County Community College is closed due to bad weather, then the Fire Academy is also closed. Check for weather closings of the college at [www.mccc.edu](http://www.mccc.edu) for information. The Fire Academy will attempt to reschedule cancelled classes and the students will be informed of the new date and time.

### **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 prerequisite 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 Area**

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, 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. 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  
Colon, Mark  
Cove, Benjamin  
D'Atagnan, Wayne  
DeVita, Eric  
Dziminski, Richard  
Donahue, Kevin  
Filandro, Michael  
Glover, Edward  
Gossard, GERALYNNE  
Greene, Keith  
Hargraves, Thomas  
Haviland, Douglas  
Heller, Aaron  
Hicks, Lamar  
Hopson, William  
Jackson, Richard  
Kandrac, Kenneth  
Kiernan, Michael  
Kraemer, Richard  
Kraemer, Steven  
Krowicki, Thomas  
Laird, Chris  
LeBrun, Robert**

**Loh, G. Michael III  
Low-Beer, Alfred  
Low-Beer, Nicole  
Mancini, Pete  
Manlio, Robert  
Migliacci, Nick  
Moran, Anthony  
Mull, Charles  
Newborn, Paul  
O'Mara, Neeta  
Orlandi, Cynthia  
Orlandi, Kristen  
Pierson, Jared  
Pszczolkowski, Douglas  
Quigley, Daniel  
Sanders, Richard  
Schafer, John  
Sferra, Scott  
Smisloff, John  
Smolka, David  
Sobke, Paul  
Summers, Harold Jr.  
Taylor, Frederick  
Tharp, Robert  
Tomalin, Dan  
Troyano, Joseph  
Vaning, Barbara  
Vorp, Douglas  
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
--------------	------------

### 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.
--	--	---

### 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
----------------------------	----------------------------	------------------------	------

### 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