

Mercer County Fire Academy

Fall 2025 COURSE CATALOG



350 Lawrence Station Road, Lawrenceville NJ, 08648

Telephone: 609-799-3245 / Fax: 609-799-1549

www.dftc.org

Find us on Facebook



A campus of the.....



MERCER COUNTY FIRE ACADEMY
FALL 2025 COURSE CATALOG

MISSION STATEMENT.....	3
COURSE LISTINGS.....	4
COURSE DESCRIPTIONS.....	5-14
EMT HYBRID AND REFRESHER COURSES.....	15-16
GENERAL INFORMATION.....	17
POLICIES & PROCEDURES.....	18
FIELD DELIVERY PROGRAM.....	22
MCCC FIRE SCIENCE PROGRAM	23
ADMINISTRATIVE STAFF	24
MCFA INSTRUCTORS.....	25
COURSE APPLICATION FORM	26

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

FIRE COURSE	DATE(S)	INSTRUCTOR	HOURS	PAGE
Art of Reading Smoke	11/13	Robert Tharp	4	5
Carbon Monoxide Emergencies	12/02	Bill Chyzik	3	5
CEVO IV – Fire	09/13	Michael Filandro	8	6
Challenges of Lithium-Ion Batteries	09/09	Ken Kandrak	3	6
Confined Space Awareness	10/09	Peter Mancini	4	7
Elevator Ops for Firefighters	11/15	Dan Quigley	4	7
Firefighter 1	08/04 thru 11/24	Staff	200+	8
Firefighter 2 – Hybrid	08/28 thru 10/14	Peter Mancini	90	8
Fire Instructor – Level 2	12/01, 12/03, 12/04, 12/08 and 12/10	Bill Chyzik / Keith Greene	40	9
Fire Police Basic – (Lec. & Practical)	10/16 and 10/18	Wayne D’Artagnan	12	9
Hazmat Awareness	08/10 and 08/20	Michael Filandro	12	10
Hazmat Operations	11/19, 11/20, 11/22 and 11/24	Michael Filandro	16	10
Hazmat On-Scene Incident Commander	12/01, 12/03, 12/06, 12/08 and 12/10	Michael Filandro	24	11
ICS 200	08/23 and 08/26	Bill Hopson	12	11
School Bus MVA’s	11/04	Ken Kandrak	3	12
Strategy & Tactics for Commercial Buildings	10/21	Bill Hopson	4	12
Strategy & Tactics for Multi-Family Dwellings	10/23	Ken Kandrak	3	13
Suppressing Fires in Solar Power Technology	10/07	Bill Hopson	4	13
Traffic Incident Management	08/14	John Schafer	4	14
Truck Co Ops: Power Saws & Cutting Techniques - (<i>Hands-On</i>)	09/22	Adam Dalton	4	14
EMS COURSES				PAGE
EMT Hybrid & Refresher Courses	See attached	Staff		15-16

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 (Ret.), Trenton Fire Department

Date: November 13, 2025

Time: 1830-2230 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: November 7, 2025

CARBON MONOXIDE EMERGENCIES

Fire departments in the United States respond to over 150,000 carbon monoxide calls per year where CO is found either present or not present. According to the Centers for Disease Control and Prevention (CDC), an estimated 400-500 people die from unintentional carbon monoxide poisoning in the United States each year. 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, Manager- Training & Operations, Mercer County Fire Academy

Date(s): December 2, 2025

Time(s): 1830 – 2130 hours

Cost: In-County - \$30.00

Out of County - \$40.00

Registration Deadline: November 26, 2025

CEVO IV - FIRE

A course for operators of all types of emergency vehicles. The course will deal with understanding the basic workings of the vehicles and attaining proper driving skills for both emergency and non-emergency operations. Students attending this class **MUST BRING** the appropriate emergency vehicle, small pumper, brush truck, utility vehicle or F350 or comparable or larger. Pick-up trucks and automobiles are not to be considered appropriate for this course and will not be allowed!!

Pre-Requisites: NJ State Firefighter 1 certification or NJ State Fire Police certification

Instructor(s): Michael Filandro, Past Chief, Lawrenceville Fire Co.
Richard Sanders, (Ret.) Robert Wood Johnson EMS
Wayne D'Artagnan, Past Chief, Hamilton Twp. Fire Dist. # 8

Date(s): September 13, 2025

Time(s): 0830 – 1630 hours

Cost: In County - \$100.00

Out of County - \$110.00

Registration Deadline: September 8, 2025

CHALLENGES OF LITHIUM-ION BATTERIES

(Updates with new information from fire investigations)

Lithium-Ion batteries have been the cause of numerous fires across the country. In this course, students will understand the construction, design and utilization in common products of lithium-ion batteries. This course can assist Firefighters, Command Officers, Fire Investigators and Hazmat Teams to better understand as assess the potential of the millions of cells in use.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor(s): Ken Kandrak, Battalion Chief (Ret.), North Hudson Reg. Fire Rescue

Date(s): September 9, 2025

Time(s): 1830 – 2130 hours

Cost: In County - FREE

Out of County - FREE

Registration Deadline: September 4, 2025

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 FF 1 certification or NJ EMT

Instructor: Peter Mancini, Firefighter, Trenton Fire Department

Date: October 9, 2025

Time: 1830 – 2230 hours

Cost: In-County - \$30.00

Out of County - \$40.00

Registration Deadline: October 1, 2025

ELEVATOR OPERATIONS for FIREFIGHTERS

This course is designed for first responders with elevators within their jurisdiction. This course will discuss the use of elevators by responders during an incident and basic occupant removal during entrapments. Students will familiarize with various types of elevators, components, rescue techniques, rescue equipment and hazard mitigation techniques.

Pre-Requisites: NJ State Firefighter 1 certification

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

Date(s): November 15, 2025

Time(s): 0830 – 1230 hours

Cost: In-County - \$30.00

Out of County - \$40.00

Registration Deadline: November 10, 2025

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 4, 2025 – November 24, 2025

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 24, 2025

FIREFIGHTER II - HYBRID

The Firefighter II program takes the student through the rest of the required NFPA 1001 knowledge and skills to attain the MINIMUM basic requirements to perform safely as an entry level firefighter under direct supervision. This program is designed to meet the requirements of the NJ Division of Fire Safety for voluntary Firefighter II testing and certification. This course comprises SESSIONS for DFS testing, ALL ARE MANDATORY. This course will be utilizing the Jones & Bartlett "Firefighter Skills" Enhanced 4th edition handbook along with Navigate 2 online. This program requires students to complete classroom portions of this class online. Dark pants and a dark shirt are mandatory and to be worn for each session. (**Applicants of Mercer County Fire Departments will receive a seat in the course prior to the Out of County fire departments for applications received by the deadline, providing all the proper paperwork is received. Out of County applicants will receive a seat based on availability and the order in which it was received)

Pre-Requisites:

(1) NJ State Firefighter 1 certification (attach copy to registration)

(2) NJ State ICS 200 certificate (attach copy to registration).

If you do not have a certificate, then you must complete a Course Application and attend the mandatory ICS-200 class on August 23 & 28, 2025

(3) SCBA Fit-Test (attached a copy to registration)

Course Coordinator: Peter Mancini, Firefighter, Trenton Fire Department

Date(s): August 28 – October 14, 2025

Time(s): Tues. & Thurs (1830-2230 hours) and Saturday (October 4th) - (0830-1630 hours)

Cost: In-County - \$225.00

Out of County - \$325.00

Maximum Enrollment: 16 students

Registration Deadline: August 13, 2025

FIRE INSTRUCTOR LEVEL 2

This program will provide the student with knowledge and skills needed to develop organized and effective training programs. The student will develop lesson plans, presentations, and evaluation and assessment tools for a high-hazard training course, as part of this program. This program addresses methodology of teaching and learning, risk management principles and evaluation and testing strategies. This course is tested to NFPA 1041 Standard, to the Fire Service Instructor 2 Level. Successful completion of the program requires proficiency demonstration in written/delivery practical skills and a multiple-choice examination.

Pre-Requisites: NJDFS - Fire Instructor Level 1 certification
(Must provide copy with registration)

Instructor: William Chyzik, Manager- Training & Operations, Mercer County Fire Academy
Keith Greene, Battalion Chief, Hamilton Township Division of Fire

Date(s): December 1, 3, 4, 8, 10, 2025

Time(s): 0800 – 1600 hours

Cost: In County \$225.00

Out of County \$250.00

Registration Deadline: November 24, 2025

FIRE POLICE BASIC

(Lecture and Practical)

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. There is also a written NJDFS exam & practical drill ground skills.

Pre-Requisites: NJDFS ID Card with your six-digit DFS ID number or NJ State Firefighter 1 certification (**MUST PROVIDE COPY OF ONE**) with application.

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
Douglas Moore, Fire Police Captain, Union Fire Company

Date(s): October 16 & 18, 2025

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

Cost: In-County - \$75.00

Out of County - \$100.00

Maximum Enrollment: 16 students

Registration Deadline: October 10, 2025

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: Michael Filandro, Past Chief, Lawrenceville Fire Company

Date(s): August 18 and August 20, 2025

Time: 1830 – 2230 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: August 4, 2025

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: Michael Filandro, Past Chief, Lawrenceville Fire Company

Date(s): November 19, 20, 22 and 24, 2025

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

Cost: In-County - \$100.00

Out of County - \$125.00

Registration Deadline: November 5, 2025

HAZMAT 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, IMS Level 1, Hazmat Awareness, Hazmat Operations - (***Must provide copies of each with registration**)

Instructor(s): Michael Filandro, Past Chief, Lawrenceville Fire Company

Date(s): December 1, 3, 6, 8, 10, 2025

Time(s): 1830-2230 hours (Mondays and Wednesdays), 0830-1630 hours (Saturday)

Cost: In-County - \$125.00

Out of County - \$150.00

Maximum enrollment: 18 students

Registration Deadline: November 25, 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: Bill Hopson, Asst. Fire Marshal (Ret), Ocean County Fire Marshal's Office

Date(s): August 23 and August 26, 2025

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

Cost: In-County - \$50.00

Out of County - \$60.00

Registration Deadline: August 18, 2025

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 Kandrac, Battalion, Chief (Ret), North Hudson Reg. Fire Rescue

Date: November 4, 2025

Time: 1830-2130 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: October 30, 2025

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): October 21, 2025

Time(s): 1830 – 2230 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: October 16, 2025

STRATEGY & TACTICS FOR MULTI-FAMILY DWELLINGS

Multi-Family Dwellings are in all towns and pose unique challenges for firefighters. This course will review Strategy & Tactics for fires in multi-family dwellings such as townhouses, condos, apartments and attached homes. Students will gain an understanding of considerations for fire suppression, rescue, exposure protection and types of construction and their features.

Pre-Requisites: NJ State Firefighter 1 certification

Instructor(s): Ken Kandrach, Battalion Chief (Ret.) North Hudson Reg. Fire Rescue

Date(s): October 23, 2025

Time(s): 1830 – 2130 hours

Cost: In County - \$30.00

Out of County - \$40.00

Registration Deadline: October 17, 2025

SUPPRESSING FIRES IN SOLAR POWER TECHNOLOGY

This presentation would examine tactics for buildings (residential/Commercial/Utility) where Photovoltaic and Powerwall's 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): October 7, 2025

Time(s): 1830-2200 hours

Cost: In-County - \$30.00

Out of County - \$40.00

Registration Deadline: October 4, 2025

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): John Schafer, Emergency Svcs Specialist, Hopewell Valley Emerg. Svcs.

Dates: August 14, 2025

Time: 1830 – 2230 hours

Cost: In County - FREE

Out of County - FREE

Registration Deadline: August 8, 2025

TRUCK COMPANY OPERATIONS: 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: Adam Dalton, Captain, Jersey City Fire Department

Date(s): September 22, 2025

Time(s): 1830 – 2230 hours

Cost: In-County - \$75.00

Out of County - \$85.00

Registration Deadline: September 17, 2025

EMT Hybrid Course - Fall 2025

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 Tuesday & Thursday's from 6pm-9:30pm and several Saturday's from 8am-4pm. 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 2nd from 6:00pm-9:30pm. There are 3 chapters due before the first day of in-person class.

(There will be a dress code that will be discussed the first ay of class or before. You will receive a welcome email with instructions including dress code and arrival times)

Class dates are 09/02/25 thru 12/16/25

Tuesday's & Thursday's - 6:00pm-9:30pm (Classroom, In-person)

Saturday's - 8:00am-4:00pm (Classroom, In-person) 09/06, 09/20, 10/04, 10/18, 11/01, 11/15, 11/22, 12/06 and 12/13

There is a minimum of 20 hours per week of online work.

10 hours of clinical requirement for hospital emergency room time.

***Meets at Dempster Fire Training Center, 350 Lawrence Station Rd., Lawrenceville, NJ 08648
Barbara Vaning, EMS Coordinator, barbara.vaning@PennMedicine.Upenn.edu**

Register at mccc.edu under Continuing Studies tab or call (609) 570-3300

EMT REFRESHER COURSES:

Register for courses at www.mccc.edu (Non-Credit Classes) or call 609-570-3311

***EMT Refresher – Section A:**

EMT Refresher Class: Section A: Airway Assessment and Management

Class Day/Time: December 7, 2025 (Sunday), 8:00am - 5:00pm - (Tuition: \$90.00)

***EMT Refresher – Section B:**

EMT Refresher Class: Section B- Medical Assessment and Management

Class Day/Time: December 14, 2025, (Sunday), 8:00am - 5:00pm - (Tuition: \$90.00)

***EMT Refresher – Section C:**

EMT Refresher Class: Section C- Trauma Assessment and Management

Class Day/Time: December 21, 2025, (Sunday), 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, 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

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 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 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 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 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 or by calling (609) 799-3245

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

MERCER COUNTY FIRE ACADEMY
ADMINISTRATIVE STAFF

James J. McCann Director

William ChyzikManager, Fire Academy Training & Operations

Helen M. TaylorSr. Administrative Specialist

MERCER COUNTY FIRE ACADEMY INSTRUCTORS

Antozzeski, Mark
Batt, Jeffrey
Bergen, Marissa
Borden, Mark
Burns, David
Colon, Mark
Dalton, Adam
D'Artagnan, Wayne
DeVita, Eric
Dziminski, Richard
Field, Christopher
Filandro, Michael
Frank, Ryan
Gossard, GERALYNNE
Greene, Keith
Haviland, Douglas
Heller, Aaron
Hicks, Lamar
Ho, David
Hopson, William
Jackson, Richard
Kandrac, Kenneth
Kiernan, Michael
Kraemer, Richard
Kraemer, Steven
Krowicki, Thomas
Laird, Christopher

LeBrun, Robert
Loh, G. Michael III
Low-Beer, Alfred
Low-Beer, Nicole
Mancini, Peter
Manlio, Robert
Migliacci, Nicholas
Moran, Anthony
Mull, Charles
Newborn, Paul
Padulchick, Jay
Pierson, Jarred
Pszczolkowski, Douglas
Quigley, Daniel
Sanders, Richard
Schafer, John
Seaboldt, Glen
Sferra, Scott
Smisloff, John
Taylor, Frederick
Tharp, Robert
Tomalin, Dan
Vaning, Barbara
Wadsworth, Keith
Woestemeyer, Phyllis
Zera-Krunshinski, Dylan
Moore, Doug



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