ORGANIZATION & ADMINISTRATION

Board of Directors

M. H. Jim Estepp, Chair
(IAFC)
Anthony R. O’Neill, Secretary/Treasurer
(At-Large)
Roger Krupp
(IAAI)
Elizabeth Del Re
(IAFF)
Brian Brauer
(Ex-officio, COA Chair)

James A. Burns, Vice Chair
(NASFM)
John Cunningham
(NAFTD)
Robert Fash
(NFPA)
Christina Foley
(Advisory Committee Chair)
Robert W. Rand
(Ex-officio, Accreditation Manager)

The National Board on Fire Service Professional Qualifications (Pro Board) was founded solely to enhance the job performance and credibility of those individuals within the fire service and allied professions. The Pro Board is incorporated as a non-profit organization and all funds received through the National Registry and certificate distribution are reinvested back into the program. A Board of Directors administers the system and consists of one member from the International Association of Arson Investigators, Inc. (IAAI), the International Association of Fire Chiefs (IAFC), the National Association of State Fire Marshals (NASFM), the National Fire Protection Association (NFPA), the North American Fire Training Directors (NAFTD), the International Association of Fire Fighters, one member At-Large and the Chair of the Pro Board Advisory Committee. The Accreditation Manager serves as a non-voting, ex-officio, member on the Board. The Chair of the Committee on Accreditation serves as a non-voting, ex-officio, member on the Board. The Board of Director’s primary responsibility is to set policy for the system and ensure fiscal stability for continued operation.
The Committee on Accreditation (COA) is responsible for the day-to-day operations of the National Professional Qualifications System. The COA reviews applications for accreditation and accreditation self-study documents; conducts initial and 5-year site visit evaluations; approves or denies requests for accreditation; and ensure compliance with the operating procedures of the National Board on Fire Service Professional Qualifications. The Advisory Committee elects seven members and one alternate to the COA, and the Board of Directors appoints the remaining members. Members representing the Advisory Committee are elected in alternating years for three-year terms and they may be elected to successive terms. Members serving at the pleasure of the Board of Directors are appointed annually. The Chair of the Advisory Committee, a member of the Board of Directors, shall also serve on the COA in an ex-officio advisory capacity. The newly elected Chair could also stand for election as a full member of the COA. Except for the Accreditation Manager and COA Chair, persons serving on the COA do not receive compensation for their participation but are reimbursed for their expenses. The COA shall meet at least quarterly and have two-thirds members present for a quorum.

Effective 08-31-2021
Advisory Committee

Advisory Committee Chair - Christina Foley *(Term expires at the 2023 Advisory Committee Meeting)*

The committee will consist of representatives of the following agencies:

*United States Agencies*

Alabama Fire College and Personnel Standards Commission  
Alaska Fire Standards Council  
Arkansas Fire Training Academy  
Bucks County Public Safety Training Center (PA)  
California Department of Forestry – Office of the Fire Marshal  
California Specialized Training Institute  
Central Pierce Fire District (WA State)  
Colorado Division of Fire Prevention and Control  
Colorado Metropolitan Certification Board (CMCB)  
Connecticut Department of Emergency Services and Public Protection, Commission on Fire Prevention and Control  
Delaware State Fire School  
Fire Department Safety Officers Association (FDSOA)  
Florida Bureau of Fire Standards and Training  
Georgia Firefighter Standards and Training Council  
Great Oaks Career Campuses – Public Safety Services (OH)  
Illinois Fire Service Institute  
International Association of Arson Investigators  
International Association of Fire Fighters  
Lake Area Technical Institute (SD)  
Louisiana State University Fire and Emergency Services Training Institute  
Maine Fire Service Institute  
Maryland Fire Services Personnel Qualifications Board  
Mason County Fire District #6, Washington State  
Massachusetts Fire Training Council  
Michigan State Police, Fire Marshal Division  
Minnesota Fire Service Certification Board  
Mississippi State Fire Academy  
Missouri Division of Fire Safety  
Montana State University Fire Service Training School  
National Aeronautics and Space Administration  
National Fire Protection Association  
National Park Service  
Nebraska State Fire Marshal  
New Hampshire Department of Public Safety – Division of Fire Standards and Training  
New Jersey Division of Fire Safety  
New Mexico Fire Academy  
New York State Office of Fire Prevention and Control  
North Carolina Fire Rescue Commission

Effective 08-31-2021
North Dakota Firefighters Association
Ohio Department of Public Safety – Division of EMS
Oklahoma State University Fire Service Training
Pennsylvania Office of the State Fire Commissioner
Regional Alliance for Firefighter Training RAFT (MI)
Rhode Island Fire Academy
Sinclair Community College (OH)
South Carolina Fire Academy
State of Hawaii Department of Transportation – Airports Division
Tennessee Commission on Firefighting Personnel Standards and Education
Texas A&M Emergency Services Training Institute
United States Department of Defense Firefighter Certification System
University of Kansas Fire Service Training
Utah Fire and Rescue Academy
Vermont Fire Service Training Council
Virginia Department of Fire Programs
Western Dakota Tech (SD)
West Virginia University Fire Service Extension
Wisconsin Regional Emergency All-Climate Training Center
Wyoming Department of Fire Prevention and Electrical Safety

Canadian Agencies

BC – College of the Rockies
BC – Justice Institute
BC – Vancouver Island Emergency Response Academy
Manitoba Emergency Services College
New Brunswick Office of the Fire Marshal
Nova Scotia Fire Service Professional Qualifications Board
Office of the Fire Commissioner – Alberta Municipal Affairs
Ontario – Office of the Fire Marshal
Quebec National Fire Academy

Overseas Agencies

Fire Service Academy – Kingdom of Saudi Arabia
The Fire College of the United Kingdom
SABIC Emergency Response Academy
Saipan – Commonwealth Ports Authority
International Company for Security Services and Training
Saudi Aramco Fire Protection Department
Arab Fire Safety and Security Academy
United Arab Emirates- Civil Defense Academy
JAHEZIYA (UAE)
The Advisory Committee is a standing committee consisting of one representative from each accredited entity as established by the Board of Directors in accordance with the By-Laws of the National Board on Fire Service Professional Qualifications. The purpose of the Advisory Committee is to advise the Board of Directors on procedural and policy issues as well as improvements to the system. Persons selected to serve on the Advisory Committee are appointed by their Accredited Agency.

The Advisory Committee elects one member from the Committee to serve as its Chairperson; and that person also serves as a member on the Board of Directors and a member of the Committee on Accreditation. The Chairperson is elected for a three-year term and may be re-elected to consecutive terms.

The Advisory Committee elects seven members (and one alternate) from the Committee to serve on the Committee on Accreditation (COA). Each elected member serves a three-year term and may be re-elected to consecutive terms.

The Advisory Committee meets annually at a time and place designated by the Board of Directors. The Board of Directors may also call special meetings of the Advisory Committee.

Advisory Committee Eligibility Policy

For the purposes of this policy, a “designated individual” is defined as (in order of succession):

1) the Agency Director as indicated on the accredited agency’s COA-1, Application for Accreditation, or as amended;
2) the COA-1 specified “Contact Person”; or,
3) in their absence, a person designated in writing by the Agency Director.

The designated individual:

1) shall be the official spokesperson for the agency during the Advisory Committee meeting;
2) shall be entitled to vote on behalf of the agency; and
3) shall be eligible for NBFSQP stipends and/or reimbursements when such stipends and/or reimbursements are approved by the NBFSQP Board of Directors.

All designated individuals shall be identifiable during the Advisory Committee meeting.

Attendance at Advisory Committee meetings shall be opened to any interested parties. Participation in Advisory Committee meetings is restricted to designated individuals and to other persons that the Advisory Committee Chair recognizes.

For a person to be eligible to be elected as an Advisory Committee representative to the Committee on Accreditation (COA), the person must be the Agency Director of an Accredited Agency, the Contact Person of an Accredited Agency or be proposed as a candidate, in writing, by the Director of an Accredited Agency to the Chairman of the Advisory Committee before the elections are held or at the time nominations for the position are requested.

Effective 08-31-2021
The following procedure shall apply when any person elected by the Advisory Committee after March 28, 2007 to any position loses the eligibility which allowed their initial election. It shall be incumbent upon the individual to notify the Advisory Committee Chair upon any change in their eligibility status:

The individual shall be allowed to serve out the remainder of his/her term with appropriate documentation from both the new and past organization. Specifically, to be eligible to continue to serve in the elected position, the individual shall be required to produce, within 45 days of losing their eligibility, written documentation from their original organization that the organization is agreeable to the individual continuing to serve in the capacity and written documentation from their new organization (if applicable) that the individual will have full support to fulfill the duties and obligations of the elected position.

**Awards Selection Committee**

This Committee shall make the selection for the recipients of the following awards:

- The Johnny G. Wilson Memorial Award
- The Chief V. Kenneth Elmore Memorial Award

- A member of the NBFSPQ Board of Directors serving as Chair of the Committee.
- Three of the elected members of the Committee on Accreditation, appointed by the Board of Directors, serving staggered 3-year terms.

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracie Young-Brungard</td>
<td>(Term expires- 2022- To be replaced by appointment whose term will expire in 2025)</td>
</tr>
<tr>
<td>Larissa Burback</td>
<td>(Term expires- 2022- To be replaced by appointment whose term will expire in 2026)</td>
</tr>
<tr>
<td>Eugenia Tucker</td>
<td>(Term expires- 2023- To be replaced by appointment whose term will expire in 2027)</td>
</tr>
<tr>
<td>TBA (Alternate)</td>
<td>(Term expires 2025)</td>
</tr>
</tbody>
</table>

- The Committee on Accreditation Chair
- The Accreditation Manager (Non-voting)