

# MEETING MINUTES

## INTERNATIONAL FIRE SERVICE ACCREDITATION CONGRESS GENERAL ASSEMBLY

Wednesday October 29, 2025  
Hyatt Regency, Lexington, Kentucky USA

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### Call to Order and Establishment of Quorum

John Cunningham called to order the regular scheduled Fall Meeting of the Congress at 1:32 p.m. local time Wednesday, October 29, 2025. A quorum was established.

### Minutes of the 2025 Spring Meeting

**Motion:** Motion by Bill Slosson to approve the minutes of the 2025 Spring Meeting. Motion seconded. Motion carried.

### Review of Agenda – Additions/Changes

John Cunningham reviewed the agenda. No additions were made.

**Motion:** Motion by Ken Fowler to accept the agenda. Motion seconded. Motion carried.

### Administration Updates

Eldonna Sadler provided an update on administrative and organizational activities since the 2025 Spring Meeting. Activities were reported for both the Certificate and Degree Assemblies.

#### *Certificate Assembly:*

- Membership:
  - Total Members: 81 (74 voting, 6 non-voting, 1 corresponding)
  - New Member Applications: 2
- Accredited Entities: 70
- Site Visits:
  - Total since April 2025: 7
  - Scheduled/Potential before next fall meeting: 10
- Administrative Reviews:
  - Completed since April 2025: 50
  - In Progress: 31
- International Participation: 18 countries
- IFSAC Seal Registry:
  - Total Records: 2,774,607
  - Entries since last report: 36,651

#### *Degree Assembly:*

- Membership:
  - Total Members: 42 (36 voting, 6 corresponding)
- Accredited Entities: 28
- Site Visits:
  - Total since April 2025: 3
  - Scheduled/Potential before next fall meeting: 8
- International Participation: 3 countries
- IFSAC Seal Registry:

- Total Records: 639

Eldonna reported that nine applicants applied for the Administrative Support position. Interviews will be conducted within the next two weeks, with an anticipated hire by mid-November.

She noted ongoing efforts to clean up the seal registry and reported that Administration is working with NetExam to develop the new seal look-up system.

A new email address—membersupport@ifsac.org—has been created to help prioritize member-related requests amid the high volume of general inquiries.

Training videos are also being developed for the website, including an “IFSAC 101” course intended for prospective members and others seeking introductory information about IFSAC. This resource is not intended to replace in-person training.

Eldonna concluded by recognizing John Cunningham for his 20 years of service to IFSAC, including his roles as COG Chair, CABOG Chair, IFSAC site team leader, and participant on 30 site visits.

She then presented a certificate of appreciation to the Kentucky Fire Commission and KCTCS in recognition of their support in hosting the meeting.

### **Certificate Assembly Update and Accreditation Presentations**

John Cunningham reported that the Certificate Assembly has been actively updating its Policies and Procedures as well as its definitions. He then recognized the Certificate Assembly member entities that have been approved for accreditation or reaccreditation by the CABOG since the 2025 Spring Meeting and during the current meeting. Certificates were presented to representatives in attendance.

Recognized entities included:

- Kuwait National Petroleum
- Kansas Fire and Rescue Training Institute
- Utah Fire & Rescue Academy
- Fire Science Academy – Kingdom of Saudi Arabia
- Taiwan National Fire Agency – Ministry of the Interior – For Fire Instructor I

### **Degree Assembly Update and Accreditation Presentations**

Marc Rudder reminded the members that eight site visits are upcoming and encouraged participation and support when assistance is requested. He also recognized the Degree Assembly member programs approved for accreditation during the DABOG meeting earlier that day. Certificates were presented to representatives in attendance. Approved programs included:

- Purdue Global University
  - Associate of Applied Science in Fire Science
  - Bachelor of Science in Fire Science
  - Bachelor of Science in Fire and Emergency Management
  - Master of Science in Homeland Security and Emergency Management
- Blinn College
  - Fire Science Technology Certificate
  - Fire Science Technology, AAS
  - Fire Safety and Health, AAS

- Utah Valley University
  - Associate of Science - Emergency Services
  - Associate of Applied Science - Emergency Services Operations
  - Associate of Applied Science - Wildland Fire Management
  - Bachelor of Science - Emergency Services Administration
  - Firefighter Recruit Candidate, Certificate of Completion
  - Paramedic, Certificate of Completion
  - Emergency Management, Certificate of Proficiency
  - Homeland Security, Minor
  - Emergency Management and Homeland Security Administration, Graduate Certificate

### **Proposed Bylaw Amendments (AM-D)**

John Cunningham reviewed Agenda Memos D-1 through D-6 with the Assembly, noting that the proposed bylaw amendments would change the meeting schedule from semi-annual to annual.

**Motion:** Motion by Bill Slosson to vote as a slate and consider Agenda Memos D-1 through D-6 together. Motion seconded. Motion carried.

Members were advised that a vote *in favor* of the memos supported moving to one meeting per year, while a vote *against* supported maintaining two meetings per year.

**Motion:** Motion by Holden Wenger to approve Agenda Memos D-1 through D-6. Motion seconded. Tara Youngblood requested a ballot vote.

A five-minute recess was taken to prepare paper ballots. Ballots were then distributed to voting members of the General Assembly and collected and counted by Eldonna Sadler, David Jolly, and David Thornburg.

Following the count, the motion did not pass, with 13 votes in favor and 32 votes against.

John added that, procedurally, even though the motion failed in the General Assembly, both the Certificate Assembly and the Degree Assembly are still required to vote on their respective bylaw amendment proposals during their individual assembly meetings.

**Motion:** Motion by Bill Slosson to destroy the ballots. Motion seconded. Motion carried.

### **Old Business**

No old business was presented.

### **New Business**

No new business was presented.

### **Announcements**

David Youngling reported a recent incident in California involving an EV fire in which several firefighters were hospitalized 24 hours later with asphyxiation symptoms. He reminded members to remain mindful of emerging hazards associated with EV incidents when training personnel.

Start times and meeting rooms for each assembly were announced.

### **Adjourn**

Motion by Brandon Erickson to adjourn. Motion seconded. The 2025 Fall Meeting of the Congress general assembly adjourned at 2:30 p.m. local time, Wednesday, October 29, 2025.

**Attendees – IFSAC Congress General Assembly 2025 Fall Meeting****Wednesday, October 29, 2025****Hyatt Regency, Lexington, Kentucky USA***Note: This list only includes individuals who scanned the QR code, confirming attendance.*

<b>Attendee</b>	<b>Entity/Institution</b>
Best, Stephen	Portland Community College
Biggerstaff, Brock	Missouri Division of Fire Safety
Brade, Marc	Virginia Department of Fire Programs
Carroll, Richard	Cleveland Community College
Costin, Laura	Tennessee Firefighting Commission
Cunningham, John	Nova Scotia Fire Service Professional Qualifications Board
Davis, Kim	Alabama Fire College
Duncan, Tammy	Kentucky Fire Commission
Erickson, Brandon	CAL FIRE - OSFM/SFT
Fleming, Shannon	Arkansas Fire Training Academy
Hall, Casey	Kentucky Community and Technical College System
Head, Sarah	Utah Fire Rescue Academy
Howard, Gary	Iowa Fire Service Training Bureau
Landwehr, Greg	Missouri Division of Fire Safety
Lindsey, Jeffrey	University of Florida Fire and Emergency Services
Loyd, Jason	Blinn College
Maxfield, Marianne	Colorado Division of Fire Prevention and Control
McCarthy, Kevin	Utah Valley University
Palmerton, Matthew	District of Columbia Fire and EMS Department
Parris, Michael	Virginia Department of Fire Programs
Renville, Laura	Colorado Division of Fire Prevention and Control
Riley, Andrela	South Carolina Fire Academy
Rodgers, Christy	Kentucky Fire Commission
Rudder, J Marc	Kentucky Community and Technical College System - Kentucky Fire Commission
Russell, Matt	Alabama Fire College
Slosson, Bill	Washington State Fire Marshal's Office
Thompson, William	Gaston College
Trubenstein, Michelle	Blinn College
Villines, Randy	Ozarks Technical Community College
Wilkin, Terri	American Public University System
WILLIAMS, AMANDA	Missouri Division of Fire Safety
van Wyk, Johan	Rural Metro Emergency Management Services
Youngblood, Tara	OSU Fire Service Training