



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Jennifer Haygood
Acting President

February 15, 2018

Public Safety Training Memo PS18-02

TO: Senior Continuing Education Coordinators
Fire/Rescue School Directors

FROM: Tracy McPherson, Director, Public Safety Training Programs

RE: **2017 Annual Summary – Certification Data-Transfer to the Office of State Fire Marshal**

Attached you will find a NC Fire Commission (NCFC) data-transfer summary report related to fire and rescue training provided by your college for calendar year 2017. *We have also included the 2016 and 2015 reports for your reference.* This report details the number of student records sent electronically from your college to the Office of State Fire Marshal (OSFM) that were tied directly to the issuance of state certifications for North Carolina’s volunteer and career firefighters.

Thank you for your ongoing attention to this process, as any delay in data transfer could negatively impact a firefighter’s employment and/or promotional opportunities. Additional Information on this report and the data-transfer process follows:

- We recommend that at least two college staff be trained to execute the **XFCU Fire Certification Update** process to ensure continuity of operations related to this data transfer.
- Colleges may run this process at any time; however, the data will transfer from the System Office to OSFM on the **6th and 20th of each month** as shown on the attached summary.
- Your staff may receive routine, auto-generated emails documenting the number of records successfully transferred to OSFM each month by signing up for the System’s **North Carolina Fire Commission (NCFC) list serv** (see second memo attachment for details).
- The transferred data allows the Office of State Fire Marshal to issue appropriate state certifications and to populate a firefighter’s official state training profile; therefore, your continued attention to this process and to your college’s associated work flows is greatly appreciated.
- If you have additional questions, or experience any data-transfer issues that can’t be resolved at the college level, feel free to contact Chris Raynor at raynorc@nccommunitycolleges.edu or 919-536-7240 Ext. 4424. If your questions are Colleague-specific, you may contact the CIS Helpdesk directly at cishelpdesk@nccommunitycolleges.edu.

Please share this information as appropriate on your campus. Thank you for all that you do to ensure that your fire and rescue students are **Ready to Work and Ready to Respond**. You are making a real difference in responder safety and in public safety in the state and in your community.

Attachments (4)

C:	Dr. Lisa Chapman	Mr. Chris Raynor	Fire/Rescue Data Transfer Contacts
	Ms. Margaret Roberton	CE and Fire/Rescue Email Lists	(PS18_02 Email)

NC Community College System: Fire and Rescue Training Update 2017

Report of NCFC Certification-Related Training Records Transferred Twice a Month to the Office of State Fire Marshal (OSFM) Calendar Year 2017 Total: 64,332 Student Course-Completion Records Transferred

Note: A blank space means the XFCU transfer process was not executed; 0 means it was executed but there was no new data. The table represents certification-related training activity only. (Reference: Memo PS18-02 02/05/18)

College	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sept		Oct		Nov		Dec		Yrly Totals
	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	
Alamance	87	0	46	7	0	37	43	96	4	9	15	21	7	1	0	11	32	52							504
Asheville-Buncombe	12	26	26	48	27	42	23	15	45	22	116	57	39	23	46	114	29	23	75	7					900
Beaufort	0		119	3	123	5	63	53							0										366
Bladen		40		59		93	92		21		47	41			0	38	35	0	16	45					527
Blue Ridge	61	78	110	15	11	23	23	101	120	22	36	11	176	123	91	64	195	38	59	69	34	34	69	34	1680
Brunswick		174				201	32			154	38	45				65	45	4	55						813
Caldwell	10	74	53	28	78	108	60			113	31	35	33	33	40	15	62	35	34	28	38	28	38	748	
Cape Fear	69	11		414		164	128	160	211	74	1	0	37	49	117	40	181								1878
Carteret	38	151	55	124	44	4	27	44	29	36		28		5	1	35	5	1	26	19	38	28	38	748	
Catawba Valley	161	238		346		575	448		653		481	197			514	331									4516
Central Carolina		52	24	55	37	46	248	29	115	164	88	99	37	61	59	37	51	67	75	59	13	32	32	1471	
Central Piedmont		17		9		38	22		40		27	27			35	23									296
Cleveland	138	15	15	93	80	82	46	1	239	74	112	59	19	141	86	24	45	138	174	171					2339
Coastal Carolina		35	21	71	45	139	85	33		97	149	15	25	106	47	61	17	28	58	29	13	28	28	1112	
College of Albemarle			238	318			97				146	43			42										971
Craven		66	13	15	12	19	12	1	2	15	35	2	1	8	8	45	20								382
Davidson	110	90		3	198	113	103	101	39	100		93	182	38	59	48	91	44	102	28	116	116	2158		
Durham		70	39	20	19	46	82		39		39	67			62	73	59	35							686
Edgecombe	12	2	38	10	5	134	0	1	30	21	0	16	0	0	4	8	10	0	0	23	334			334	
Fayetteville	47	169	152	89	141	200	87	35	16	81	68	67	95	106	175	58	104	187	93						2128
Forsyth	8	32	111	71	137	46	55	65	87	102	55	82	422	70	132	3	14	40	14	12	67	14	14	1773	
Gaston		24	194		159		167	112	93	107	90	304	172	99	55	143	37		95	56	21	2127			2127
Guilford			45		138	71	61	102			27	25		141	73	86			41	54	16	16	16	913	
Halifax	55			57	11	23		113		36	6			56	49	3			39	48					496
Haywood		43		60	23	74	86		94		59	27			120				58	7					696
Isothermal	171		57	9		111	54		105		43		78		67	28			53	9					785

College	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sept		Oct		Nov		Dec		Yrly Totals
	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	
James Sprunt	0	25	77	92	64	88	21	40	22	33	40	19	4	0	17	25	78	20	8	0	14	14	14	726	
Johnston	51	132	132	101	73	135	151	164	105	181	22	22	127	30	100	72	136	9	82	68	160	1899	704		
Lenoir	11	56	50	146	75	151	15	54	50	27	24	24	10	10	0	22	7	7	12	409	409	321	824		
Martin	82	80	80	111	29	29	25	25	9	7	14	14	15	15	55	55	10	31	0	27	1	824	761		
Mayland	6	39	39	14	36	36	79	79	19	1	1	29	38	42	0	215	28	33	1	40	761	21	524		
McDowell	155	0	0	0	594	18	14	14	15	15	5	15	108	108	215	28	33	1	40	761	21	524	21		
Montgomery		2	2			10	4	4			5	5												21	
Nash	3	35	24	81	17	25	52	17	27	27			53	17	26	26	38	38	3	8	34	524	524		
Pamlico		10	21	22	26	15	9	28	14	9	9	9	0	0	5	19	17	17	8	9	23	261	261		
Piedmont	36	29	14	50	5	44	2	13	2	19									8	22	44	296	296		
Pitt			43	115	18	28	65		36	26	26	26			133	56								735	
Randolph	23	109	109	86	19	224	152		68	47	58	58	58	58	71	20	39		44	36	83	1137	1137		
Richmond	0		31	29	22	9	1	11	22	8	61	61				0	57	17		64	10	400	400		
Roanoke Chowan			57				213					214												651	
Robeson	2	19	0	298	185	101	353	37	70	72	78	90	103	95	46	34	109	89	178	47	77	56	2348	2348	
Rockingham	46	17	67	146	93	40	5	60	18	62	12	52	19	26	27	12	42	40	36	58	109	1049	1049		
Rowan-Cabarrus	24	273	143	259	198		253	287	36	142	84	133	146	94	192	175	308	86	237	320	165	160	3851	3851	
Sampson	40	38	20	84	87	1	135	22	39	39	38	38	26	2	38		89	12	28		68	26	812	812	
Sandhills	62	354	108	178	81	57	46	90	33	40	19	68	30	102	36	54	40	6	117	0	105	106	1732	1732	
South Piedmont																									
Southeastern	5	22	17	0	24	15	156	11	6	54	9	9	17	17	12	12	29	9	8	29	29	22	517	517	
Southwestern			93	136	7	101	39		104		161		99		38	37		29		61		91	835	835	
Stanly	21	4	4	27	23	40	34		10	75	53	6	98	7	8	7	35	40	20	19	74		731	731	
Surry	0	22	36	29	12	73	62	0	32	12	18	13	8	16		97	13	0	32	12	47	0	637	637	
Tri-County		15	2	123	8		41	44	100	51	12	52	78	49	110	9	42	8	21	14	20	6	805	805	
Vance-Granville	0	38	38	254	55	75	85		192	24	24	68		177	110	123	14		97	80	5	53	1520	1520	
Wake		492	122	113	44				1391					673	72		333							3240	3240
Wayne		35	0	23	163		74				296	7		0			204		6					808	808
Western Piedmont	0	12	40	0	32	0	24	8	67	38	77	62	35	43	16	47	49	48	161	20	15	35	829	829	
Wilkes				230	304		297		152				214				229	125		280				1831	1831
Wilson		18	18	48	54	85	37	67	66	66	16	15	15	21	39	14	15		65	6	54	6	635	635	
Totals:	1514	997	3586	1967	5020	2216	4167	2584	4110	2335	2736	1984	3160	2606	2514	2089	2576	2181	2652	2021	2447	2163	64332	64332	

Source: Workforce CE Public Safety Training Team, NC Community College System Office, Raleigh, NC. Primary Contact: Chris Raynor at raynor@nccommunitycolleges.edu.

NC Community College System: Fire and Rescue Training Update 2016

Report of NCFC Certification-Related Training Records Transferred Twice a Month to the Office of State Fire Marshal (OSFM) Calendar Year 2016 Total: 71,285 Student Course-Completion Records Transferred

Note: A blank space means the XFCU transfer process was not executed; 0 means it was executed but there was no new data. The table represents certification-related training activity only. (Reference: Memo PS17-03.03/06/17)

College	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sept		Oct		Nov		Dec		Yrly Totals
	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	
Alamance	2	83	6	64			30	5	58	45	70	50	23	42	6	5	4	0	30	1	26	31	36	11	628
Asheville-Buncombe		14		22	46	105	78	117	127		150		33	45	34	34	7	75		93	30	63	13	24	1076
Beaufort		18		2			28	34	61	61	52	80	17	0	164	164	15		10		23			73	577
Bladen			32		231		149		30	30	48	44	44		37	37	41		24		25		34	33	728
Blue Ridge	7	19	29	34	37	82	106	56	82	75	198	73	38	43	218	115	176	30	58		164	35	45	145	1865
Brunswick		19	0		35		117			205	41		0		167	68			96	33	182		43		1006
Caldwell	35	28	53	53	92	6	128	6	40	40	143	215	11	32	95	52		159	33	67	25	10	86	36	1439
Cape Fear	198		324		193	103	57	6	116		347		47		10		200		237		307		41		2186
Carteret			297	20	36	8	144		145		73	60	60	70	19	56	54		21		40		65		1108
Catawba Valley		174		159	428			368			374	408	408		279		380		191		261		232		3254
Central Carolina		85	81	126	59	111		247	172	165	80	136	126	131	6	74	43	32	17	89	64	18	5	92	1959
Central Piedmont	14		13		52		31		24		23		9		16		49		28		17		19	9	304
Cleveland	273	180		37	10	57		82	62	179		277			175			169		212	575		418	34	2740
Coastal Carolina			41	35		74	41	87		124			79	0	10	37	19		20	40		45	24	17	693
College of Albemarle	46		183		299	68	45		109	336	85		77		109				114		132		56		1659
Craven		0	9	23	68	39	42	15	0	13	0	21	6	0	7	5		8	55		6	12	7		336
Davidson	96	77		60	231		169	68	58	38		171	144	36	39	46	44	49	47	73	24	78	78	116	1742
Durham	15				138		34	3	71		69		89	0	146			57	40		44		44		750
Edgecombe	0	2	0	0	22	41	19	0	25		9	45	0	22	6	0	52	1	4	15	22	13	19	0	317
Fayetteville	50	22	338	338	118	239	165	245	114	105	61	82	150	43	74	121	109	99	211	67	42	39	82	209	2785
Forsyth		127	101	58	98	38	111	33	99	89		100	68	15	42	47		53	148	0	91	35	26	32	1411
Gaston		51	54	22	88	15	89	48	52	36	57	72	181	134	157	179	101		24	66	33	206	51	71	1787
Guilford		62		132	122	73	65		187		82	82		91		117	28	46	16		44	50		55	1170
Halifax	24		39		144		53		114		40		34		52		64		62		40		12		678
Haywood			23		78		32	14	59		79		185		48		94	93		122	36	8		78	949
Isothermal	3		1		37		7		34	19	41		105	15	188		61				92		83		686

Source: Workforce CE Public Safety Training Team, NC Community College System Office, Raleigh, NC. Primary Contact: Chris Raynor at raynorc@nccommunitycolleges.edu.

College	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sept		Oct		Nov		Dec		Yrly Totals
	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	
James Sprunt	21	6	15	7	38	159	71	34	65	10	36	4	8	0	22	0	0	5	15	0	26	31	0	612	
Johnston	17	183		20	165		188	309	68	40	71	89	94	53	147	51	129		137			137		2256	
Lenoir		15	8		61		47	124	31	33	15	4	14	5	55	73	46	12				30	8	22	886
Martin	0	79	40	0	0	49	0	34	0	27			10		32		40				60		25	411	
Mayland	37	13	14	26	34	3	131	14	118		44	21					57		55	72		18		657	
McDowell			0		38	11	533	7	26	6	0		24	39	0	23	0	0	10	10	18	9		744	
Mitchell			83		62		72	30	114	29	63						31		222		38		100	980	
Montgomery	25		5	46	20	7		40	13	48	24	2	2	0							6		4	292	
Nash		29	71	34	10	59	47	18	36	81	39	52	7	64	0	39			26	26	25	118	8	789	
Pamlico	18	0	16	5		15		16	24		14	9	0	16	7				14	43		19	10	246	
Piedmont	5	29	38		35	27	13		17	9	34	9	13				55		34		47	7	48	420	
Pitt	121	46			54		74		78	11	23	50		28	110		227					153	76	1051	
Randolph	0		63	88	69				89		45	2	33	57		19	17	68			62		63	884	
Richmond		0	0	0	0	25	21	8	3		25	87	5	1	44	0	84	7	69	0	0		6	385	
Roanoke Chowan					124						473						112				108			817	
Robeson	33	35	0	384	141	106	108	223	174	110	90	27	182	24	47	130	161	0	161		35	145	65	2511	
Rockingham		31	32	46	105	18	70		90	82	157	16		90	28	15	44	1	7	73	10	95	50	1060	
Rowan-Cabarrus	62		141		431		317	363	281	166	123	87			201				318	231	143	125	92	126	3756
Sampson			35		30		167		0		168		31	13	2				75		37		39		597
Sandhills	8		238	34	119	33	64		334	81	120		118	99		54	81		72		53	102	35	99	1744
South Piedmont		183	127			79	28		124		235	134		24	273		104			58	50	77	45		1541
Southeastern		32	54	81	100	47	73	36	73	28	17	61	169	96	123				45		0	25		72	868
Southwestern			137				230		50										45		162	153	77		1242
Stanly													30	16	8	134	7		19	39		25	14	292	
Surry	83	59	38	104	51	13	165	39	76	25	167	66	50	19	39	1	75	48	13	24	80	24	36	0	1295
Tri-County		16	2			162	8	8	13	21	109	25	44	35	67	9	14	25	20	20	20	39	11	648	
Vance-Granville	0	25	3	65	84	178	31	111	131	195	9	126	25	58	7	58	51		107	57	13	106	17	142	1599
Wake		850					429	12	525		702	566			785		148				201		141	4359	
Wayne		337		19				353			241						129	0					89	1168	
Western Piedmont	0		38	14	10	0	48	36	53	24	16	21	20	7	48	29	78	10	31	44	144	35	0	40	746
Wilkes	18	19	60	85	52	58	27		317	102	182	25	58		136		172		240		77		392	89	2109
Wilson				34	18	22	22		73		61	8			24		24		53			71	77	487	
Totals:	1161	2976	2566	2277	4513	2130	5159	3147	4836	3148	3532	3948	3258	1884	2977	3153	2947	1947	3154	1618	4001	1612	3215	2126	71285

Source: Workforce CE Public Safety Training Team, NC Community College System Office, Raleigh, NC. Primary Contact: Chris Raynor at raynorc@nccommunitycolleges.edu.

NC Community College System: Fire and Rescue Training Update 2015

Report of NCFRC Certification-Related Training Records Transferred Twice a Month to the Office of State Fire Marshal (OSFM) Calendar Year 2015 Total: 64,685 Student Course-Completion Records Transferred

Note: A blank space means the XFCU transfer process was not executed; 0 means it was executed but there was no new data. The table represents certification-related training activity only. (Reference: Memo PS16-02 02/01/16)

College	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sept		Oct		Nov		Dec		Yrly Totals
	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	
Alamance	25		59	0	0	0	28	0	50	0	124	0	87	37	0	55	9	33	17	6	47	27	604		
Asheville-Buncombe			135		47	59	34	40	76	82			115	94	36	24	122	132	54	107	56	24	1305		
Beaufort		8	42						90	47	73	9	0	4	0	118	6	35	5		80	29	546		
Bladen	38		54		25		83		28		34		38	53		53		18	27		17	15	483		
Blue Ridge	17	10	17	63	73	21	65	52	25	46	14	25	79	161	98	159	11	122	30	26	50	17	1342		
Brunswick	106	11	69	7	33		90	22	165	181	190	52	35	177	57	1	148	93	20	206		130	1793		
Caldwell	20	69	29		21	172	66	57	76		231	47	28	56	25	46	25	23	131	47	87	48	1428		
Cape Fear	81		235		228		195		384		334		90	73		109		121	0	275	107	79	2311		
Carteret			96		19	58		398	61	27	76		34		41	36	21	50	39		105	28	1089		
Catawba Valley		275	217		132					207		199		280	185		248	226		246	176	180	2571		
Central Carolina	39		126		43	109	130	53	20	83	29	86	48	66	15	25	106	12	25	148	66		1410		
Central Piedmont	13		14		9		40		20		0				0	27		0	15		0		138		
Cleveland	14	105	1	0	22	31	37	86	5	85	341	96	98	69	235		63	11	56	113	63	304	2289		
Coastal Carolina		63	16		110	72		85	76	73	69		32	51	90	43	96	40	52	34		75	251	1328	
College of Albemarle			62	141	103				619		23		65	1		67		70	79		75	68	1373		
Craven		68	0	43	30	17	7	0	78	34		89	63	39	61	9	50	9	19	11	16	0	643		
Davidson	0	79	22	0	129	107	167	18	102	79	118	62	12	38	48	74	48	139	46	229	154	199	147	2138	
Durham	14		77		46	0	77		40		49		39	59		44		15	0	45		13		518	
Edgecombe	0	0	0	16	18	7	23	0	0	5	0	0	0		33	0	0	0	4		13	0	0	119	
Fayetteville	23	9	28	82	99	63	92	9	20		253	124	87	154	242	221	18	71	61	87	90	104	76	18	2031
Forsyth	11	0	82	17	61	50	107	170	45	96	120	266	52	31	52	36	97	1	92	78	21	28	29	171	1713
Gaston	20	54	159	91	55	78	77	64	81	23	56	59	86	137	119	171	46	36	94	27	95	56	30	34	1748
Guilford		78	138		156		274		250		67		84	38			100	31			122		46	1384	
Halifax			51		30		112		70		63		54	23			17		12		81		64	577	
Haywood	85	28	19	23	60	61	89	40	33	19	37	57	32		74	25	44	49			44	36	22	877	
Isothermal			33		117		29		183								293		23		107		123	908	

College	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sept		Oct		Nov		Dec		Yrly Totals	
	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th	6th	20th		
James Sprunt	51	4	0	32	86	7	25	32	14	39		44		17	0	7	0	0	7	18	37	10	0	29	46	530
Johnston	9		58	59	5		135	201	50	106	54	52	182	20	80	161	69	44	69	100	106	60	55	131	165	1902
Lenoir	4	25	3	19		42	192		41	51	48		26		27		37	47	12			29	46	21	43	713
Martin			3					4	0	0	0				21	14	0	0	0	0	14	21	0	33	110	
Mayland		25			52		89	36	18	25	17	26	21		31		37	6	19	0	23		22	5	452	
McDowell	17	70	36		9			626	39				233	59	14	0	4	8	25		2	9		2	1153	
Mitchell		111	42		102	74	80		15	36			99								180		212	16	967	
Montgomery	0					8		10	5	12	14													191	240	
Nash		12	21	1	16		119	21	52	18	25		45	1	28	9	114	15	30	32	60	29	16	79	743	
Pamlico	7		23			0		38	19	19	31		0		0		2			27	8		11	1	186	
Piedmont		64			40	33	36	29	40	1	43	8	51		15	13	51	13	46	6	5	14		18	513	
Pitt		81			39		86		39		68	21	54		67		65		66		96	5	53		740	
Randolph		57	61			75			244		1	45	48		27		65		54		94		171	65	1007	
Richmond		4	22	38	0	37	10	0	43	7	13	11	13	0	0	0	10	0		40	6	5	3	22	284	
Roanoke Chowan		102			9				69			120					48								52	400
Robeson	45		142		436		253		326		284		234		130	268	192	101	161	50	240	166	126	230	3384	
Rockingham	0		66		122	14		50	108		63				72	12	28			160		64		60	819	
Rowan-Cabarrus		83	144	79		160	596	130	122		261	217	53	42	52	45	103	80	80	115	112	62	109	109	2754	
Sampson					224			57	7	77	121									313	53		79	79	1010	
Sandhills	22	281			34		109		80		101		95	16	33		62		36	82	140		53	120	1264	
South Piedmont	42	54			221					175		130	0	211	130		24		47		87		0	83	1204	
Southeastern	12	27	42	46	17	45	9		193	39		90	8	1	43	46	63	30	96		36	88	48	42	975	
Southwestern	96			46			57		145	66	24						225		181			79		62	981	
Stanly	0		37		22		29		0	16	0	42	0	8	0	0	5	2	0	0	0	0			161	
Surry	0	21	88	57	9	55	97	38	54	75	40	32	17	24	105	82	52	38	126	98	103	1	179	52	1443	
Tri-County			25			97		52	31	22	10	23		15	11		4		6		6	14		29	345	
Vance-Granville	0	0		96	0	187	63	157	0	145	0	58	73	41	49	7	23		34	63	17	54	38	73	1178	
Wake			467			226	498				1157		375	89	267		18		35	124		73			3311	
Wayne			326								207		0						18	0	115	39			705	
Western Piedmont	15		11		54			22	24		29	0	0	0	4	0	11	0	10	10	215	6	33	29	463	
Wilkes	133		107		5	1			121										5		50		419	123	1459	
Wilson		12	31		30		25	7	33		76	107			24	18			36			40		184	623	
Totals:	787	1555	41	952	3198	1966	3832	3102	4547	1955	3850	3279	2136	2240	2670	1783	3160	1585	2654	2759	3329	2086	3775	3504	64685	

Source: Workforce CE Public Safety Training Team, NC Community College System Office, Raleigh, NC. Primary Contact: Chris Raynor at raynorc@nccommunitycolleges.edu.

**FIP Certification Course Data Transfer from Colleges to
the Office of State Fire Marshal (OSFM)**

Handout – September 24, 2015, NC Community College Adult Educators Assoc. Fall Conference

Primary Contact for Data Transfer Issues: Chris Raynor at raynorc@nccommunitycolleges.edu

Sample email below is sent to college personnel who are added to the CC North Carolina Fire Commission email distribution list by their local college IT Email Administrator. **Please ensure that at least two people at your college are added to this list** (see details on other side of page).

-----Original Message-----

From: donotreply@nccommunitycolleges.edu [mailto:donotreply@nccommunitycolleges.edu]
Sent: Tuesday, April 28, 2015 9:00 AM
To: CC North Carolina Fire Commission
Subject: NCFC 04/28/2015 Data Counts

Please do not reply to this email. Please direct all questions regarding record counts to the CIS Help Desk at 919-807-7048 or cishelpdesk@nccommunitycolleges.edu
The following colleges had NCFC data received on 04/28/2015

College	# Records	Date Run
Brunswick Community College	156	04/27/15
Craven Community College	62	04/23/15
Forsyth Technical Community College	0	04/21/15
Johnston Community College	50	04/27/15
Lenoir Community College	37	04/21/15
McDowell Technical Community College	39	04/23/15
Montgomery Community College	5	04/24/15
Piedmont Community College	26	04/24/15
Randolph Community College	160	04/23/15
Richmond Community College	19	04/22/15
Rockingham Community College	103	04/24/15
Sampson Community College	7	04/21/15
Sandhills Community College	33	04/20/15
Southeastern Community College	193	04/23/15
Southwestern Community College	80	04/23/15
Wilkes Community College	13	04/20/15

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Total Records Submitted: 983

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From November 9, 2012 memo

Public Safety Training Memo #6 (PS12-06)

TO: Senior Continuing Education Administrators and Chief Academic Officers

FROM: Tracy McPherson, Director, Public Safety Training Programs

SUBJECT: **Public Safety Training Email Lists - For System-wide Use**

In an effort to increase communication among all colleges and the System Office related to Public Safety Training and Education, we have created several new email lists. The email group names and details follow. We hope that you will encourage the use of these lists at your college by allowing staff to have their names added through your local college IT email administrator to any/all appropriate groups.

<u>Email Group Name</u>	<u>Email List Address</u>
Criminal Justice Training	LL- cj training@nccommunitycolleges.edu
Basic Law Enforcement Training	LL- blet @nccommunitycolleges.edu
EMS Training	LL- em straining@nccommunitycolleges.edu
Emergency Management Training	LL- em training@nccommunitycolleges.edu
Code Enforcement Training	LL- code training@nccommunitycolleges.edu
Fire Rescue Training	LL- fire training@nccommunitycolleges.edu

Note to staff involved with Data Transfer to the Office of State Fire Marshal: There is a separate Fire and Rescue email list that is used specifically by persons responsible for managing/sending certification-course completion data to the Office of State Fire Marshal (OSFM). This email group is called NC Fire Commission and the local college email address is **LL-ncfc@nccommunitycolleges.edu**. This list is not used for general information but is specific to this data-transfer process. You are encouraged to ensure that at least one person on your campus is on this list to receive data-transfer confirmations.

Email List Details:

- These lists are just like other System-wide email lists created for a targeted group, such as the list for Continuing Education Officers called LL-conedoff.
- At the state level, we call such lists "CC" lists. At the college level, they are identified as "LL" lists and must be activated by your college email administrator. These groups are not restricted, meaning that access is encouraged as deemed appropriate at each college. You must contact your local college email administrator to have names added to/removed from these local college lists. This cannot be done from the System Office.
- Please be aware, as with any general email list, once you are on a list, you will be subject to any emails sent using this list, including any bounce backs caused by people clicking on "reply all."
- The NCCCS Public Safety Training Office intends to send information of interest to public safety training personnel using these groups. Please contact me if you have questions at mcphersont@nccommunitycolleges.edu or 919-807-7117.

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