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Minutes of MFTC Certification Sub-Committee Meeting
April 5, 2017

The MFTC Certification Sub-Committee met on Wednesday, April 5, 2017 at 10:00. Members in attendance were Robert Craig, Vice Chairman Paul Medeiros, and Captain Rick Tustin. Also present were: Bob Rand, MFA Certification Coordinator, Captain Andrew Connerty, MFTC member, MFA Deputy Director Joseph Klucznik, Paul Betti, Special Hazards Training Coordinator, Margaret Crisham, Curriculum/Certification Coordinator, James Hagerty, Recruit Assistant Coordinator, and Christopher Norris, Call/Vol Coordinator.

A request for a certification policy change was brought to the Sub-Committee for consideration. Currently, the student has several options and is required to contact the MFA to cancel out of an examination. In the new Learning Management System, a student can cancel themselves out. The certification division has requested the current cancellation/refund policy be changed to reflect the agency's policy change effective when the Learning Management System goes live.

Captain Tustin made a motion, seconded by Robert Craig, to support the request for the policy change. The vote was unanimous in favor of the motion.

