

**HILLSBOROUGH**  
Community College  
**Plant City Campus**

Inter-Agency Basic Prescribed Fire Training and  
Certified Burner's Correspondence Course  
**ANNUAL MEETING AGENDA**

**DATE:** Wednesday June 1, 2005  
**TIME:** 8:30 am to 12:00 pm  
**LOCATION:** HCC Plant City Campus  
Room 130, PEPC Building

1. Registration
2. Welcome and Introductions
3. Review of Courses offered 2005-2006
  - a. Course Logistics
  - b. Curriculum
    - i. Student Evaluations/Concerns
    - ii. Pre-class Problem
    - iii. Course Manual
    - iv. Power Point Presentation
    - v. Classroom Prescribed Burn
  - c. Catering/Facilities
  - d. Course Materials
4. Discussion
  - a. Schedule of dates and locations of upcoming classes
  - b. Safety equipment concerns for each class
  - c. Revision of and Printing Deadline for Manual
  - d. Refund Policies/Deadlines
  - e. New Pre-Work Problem for Students
  - f. Fire Patches for Students
5. Other
6. Adjournment



Inter-Agency Basic Prescribed Fire Training and  
Certified Burner's Correspondence Course  
**ANNUAL MEETING AGENDA**

**DATE:** Thursday July 20, 2006  
**TIME:** 8:30 am to 12:00 pm  
**LOCATION:** HCC Plant City Campus  
Room 130, PEPC Building

1. Registration
2. Welcome and Introductions
3. Review of Courses offered 2006-2007
  - a. Course Logistics
  - b. Curriculum
    - i. Student Evaluations/Concerns
    - ii. Pre-class Problem
    - iii. Course Manual
    - iv. Power Point Presentation
    - v. Classroom Prescribed Burn
  - c. Catering/Facilities
  - d. Course Materials
4. Discussion
  - a. Schedule of dates and locations of upcoming classes
  - b. Addition of a location in Tallahassee area
  - c. How to compile and mail materials
  - d. Refund Policies
  - e. Catering costs
  - f. Fee adjustments
5. Other
6. Adjournment