

**South Carolina Fire Academy  
Advisory Committee Quarterly Meeting  
Meeting Minutes – October 11, 2006**

**Members Present:** Phil Elliott, Jonathan Jones, Lavarn Lucas, Dixon Odom, Karl Ristow, Alan Sistare, Bill Streuber, Eddie Turner

**Alternates Present:** Jeff Allen, Skip Hannon

**Non-Voting Members Present:** John Reich and Ed Roper

**Visitors Present:** Billy Roberts, Tammy Rowe, Phillip Russell, and Russ Friar

Vice Chairman Jones called the meeting to order. Ed Roper advised that a quorum was present.

Vice Chairman Jones asked for a motion to approve the minutes from the July meeting. Karl Ristow made a motion, Skip Hannon second. Discussion: none. All in favor of accepting the minutes. None opposed. The motion passed.

Vice Chairman Jones asked for reports from the different associations:

SC Arson Association – Jeff Allen

Arson Association Conference will be held October 16 – 20 at Myrtle Beach. Jeff, Allen, Rick Steel, John Reich and Ed Roper met and discussed possibilities of expanding programs with the South Carolina Fire Academy.

SC Fire Chiefs Association – Alan Sistare

Conference will be held October 18 – 21 at Litchfield Beach.

SC Fire Marshal Association – Phil Elliott

Conference will be held in Mt Pleasant November 1 – 3.

Public Education Association – no representative

Industrial Representative – no representative

Professional Firefighters – no representative

Higher Education – Karl Ristow

Students can take programs with Greenville Tech and test with AJ to become IFSAC Certified. Ristow made a recommendation to adopt core courses into the program.

Ed Roper reported that Lottery money can be used for firefighting training at Greenville Tech.

Ristow reported that the agreement with Greenville Tech conflicts with SCFA receiving Lottery money.

Ristow reported it is hard to get in touch with State Tech. He will try to contact them today and discuss setting up a career path for students wanting to become Professional Firefighters.

SC Society of Fire Service Instructors – Skip Hannon

Conference will be held in February.

## **Standing committee reports**

### Curriculum – Bill Streuber

Revisit 1-3-5 year plan. Wants to see if the direction should stay the same.

### Facilities – Eddie Turner

Impossible for the facilities to complete a 1-3-5 year plan.

\$60,000 worth of new AV Equipment will be installed in the Denny.

Plans for the new fire station were reviewed. Changes have been made reflect 8 bays, 3 classrooms – 2 of which can double to accommodate 60 students.

New Class A burn building will be designed where the wall and props for the Arson courses can be set-up and left without having to be taken down on a daily basis.

Eddie Turner and John Reich commended Billy Roberts and his staff for their hard work and dedication of maintaining the Academy.

### Finance – Dixon Odom

Roper presented the finance report.

### Superintendent's Report – Ed Roper

Roper distributed a current Organizational Chart.

Roper announced that Jack White has been hired in the cafeteria to replace Bruce Johnson. Reggie Beckham has resigned and his position as a Trade Specialist will be posted. The resident training instructors have been split with Lenny Busby being over Special Ops that include ARFF, Hazmat, Props, Trailers and Instructors. Tom Lowder is over Fire Support for Industrial Clients, Rescue Programs and Burn Building Support. Jeff Perigo has resigned at ARFF Coordinator and his position will be posted.

Roper announced that the Region 6 Coordinator's position should be posted this week and it will be a full time position. This region covers their own administrative duties.

Roper reported that John Reich was instrumental in getting 3% – 15% equity salary increases for some employees of the division.

Roper reported that we are asking for 5 FTE's – 3 for Program Coordinator I under Phillip Russell and 2 for Curriculum (1 for Curriculum Development and 1 for AV Curriculum Coordinator).

Roper distributed and reviewed the Regional First Quarter Report.

Roper reported that we still have \$38,000 out of \$79,500 on the DHS Grant and an extension has been granted through December. We will focus on the I 300 and I 400 courses.

Karl Ristow reported that Texas A&M class is equivalent to I 400.

Roper reported that Chief Stewart with DHS has stated student can have letter from Chief that states they have had training equivalent to 300 and 400.

Roper announced that we have received \$28,000 for NFA Command Grant Courses.

Roper announced \$100,000 has been received from DHS for Type 3 & 4 teams to get up and running – this will be a 7 day course. These teams are broken down in Midlands Region – Aiken Co Sheriff; Pee Dee Region – Florence Co EMD; Upstate Region – Anderson City and Low State Region – Berkeley County.

Roper announced he is President of the North American Fire Training.

#### Curriculum Report – Russ Friar

Friar presented and reviewed the Curriculum Report.

Friar announced the Curriculum section will be working with the Arson Association in revamping the 2 week Basic Arson Course and look at writing an Advanced Arson Program.

Friar reported a change in Study Guide Essentials of Basic Firefighting that are now being given to 1152 students. Study guide is also issued to the 1151 Recruit Students. Book needs to be maintained through the 1153 and 1154 programs.

Friar reported that Chief Bobby Halton will be the keynote speaker for the Company Officer Program on November 3 – 5.

Friar presented the Media Project Kits that will be distributed to all regions. Each region will receive 2 kits. On presentations will be on power point. The goal is to eventually have all presentations on power point.

Friar reported all regions are being furnished a small hand held video camera to be issued for all instructor classes. The classes will be filmed throughout the regions and the tape will be returned to the Academy and the Academy will provide the students with a DVD of their class. A master DVD will be filed at the Academy on each class.

Friar announced that NFPA will not provide copies of NFPA exams. TO maintain Fire Inspector I and II we have to by test banks and validate.

Karl Ristow asked if we were looking at getting away with local tests and going to just National Test. Roper responded that's what NFPA is driving for but it is extremely costly.

#### Resident Training – Phillip Russell

Russell presented and reviewed Resident Training Report.

Russell reported and showed committee a Certificate of Appreciation that the Academy had received from Piedmont Triad Airport for our dedication with their training.

#### Old Business

1 – Jonathan Jones reported that Chief Kline is pursuing something legislatively to make the Jr Firefighter Program happen.

- 2 – Chief Ristow announced that the deadline for 06 Annual Report has passed. He suggest start working on 07 report. The report can be no more than a 250 word document.
- 3 – Karl Ristow made a motion “To allow Public Safety Agencies (Fire, EMS, Police, EMD, Dispatchers, SC Rescue Squads) to take courses at subsidized rates without interfering with attendance from the fire service. A second was made by Eddie Turner. Motion approved.
- 4 – Chief Sistare asked about the status of NIMS Compliance being posted on the Academy website. At this time the information is not advertised.

### New Business

Karl Ristow reported that we need to begin preparing Professional Development for Fire Officer II Program.

Jonathan Jones reported that the Curriculum Subcommittee has included in their 1-3-5 year plan to include an Officer Development Program.

The next quarterly committee meeting is scheduled for January 10, 2007.

With no other business the meeting was adjourned.

Respectively submitted,

Ed Roper  
Recording Secretary

Note: Attachments were given to those who were at the meeting and will be e-mailed to those who were not able to attend.