

**Meeting Minutes
VSAFE Committee
Friday, November 17, 2017, 1 p.m.
Conference Call
141 Monticello Trail, Building 2
Columbia, SC 29203**

I. Call to Order and Welcome

The meeting was posted and advertised pursuant to all South Carolina laws, rules, and regulations. The meeting was called to order at 1:03 p.m. by Chairman Minick.

II. Roll call of members

V-SAFE Committee Members									
Jonathan Jones	X	Kyle Minick	P	Barry McCroy	P	Trey Atkinson	P	Tommy Keaton	A
Bill Dunlap	P	Steve Arsenault	P	Randy Swinton	P	Glenn Poole	P	Vacant	

P: Via Phone X: Present A: Absent

Susan Duncan, State Fire, was also in attendance.

III. Resignation of Chief Dennis Ray

Chief Jones stated Chief Ray resigned from the committee as of Oct. 31, 2017. He has been hired as the new Academy Superintendent.

IV. Consideration of Deadline Extension

Due to online application issues, Chief Jones asked the committee to consider extending the deadline from Nov. 30, 2017 to Dec. 8, 2017 at 11:59 p.m. A motion was made by Chief McCroy to extend the deadline. Chief Atkinson seconded. There was no discussion. The motion carried unanimously.

The deadline extension will be advertised via social media and Fire Portal email.

V. Update on online scoring sheets

Susan Duncan provided an update regarding the scoring of each application. The online process will require each member to be an active user of the Fire Portal. An account will be created for any panel member who does not have a Fire Portal account.

VI. Next Meeting and Adjournment

The next meeting is at the call of the chair. There was a motion by Chief Atkinson to adjourn the meeting. Chief Swinton seconded. There was no discussion. The motion carried unanimously.

The meeting adjourned at 1:12 p.m.