

**South Carolina Fire Academy
Advisory Committee Quarterly Meeting
Meeting Minutes – April 11, 2012**

Members Present: Jim Still, Bruce Burding, Phillip Delk, Phil Elliott, Skip Hannon, Rick Krob, Scott Loftis, Mike Norket, Karl Ristow, Joel Rogers, Wesley Williams, Les Woods

Members Absent: Bryan Beason, Jonathan Ryan

Alternates Present: Brian Horton, Alan Sistare

Non-Voting Members Present: Adolf Zubia, Shane Ray

Visitors Present: Brad Maness, Russ Friar, Phillip Russell, Susan Duncan, Clarence Bennett, Tammy Rowe, Tina Robinette, Cindy Brazell, Ed Roper, Amelinda Matthews, Ted Martin, John Farmer, Dee Marett, Bruce Kritz, Cecil Anderson, Keith Rucker, Caren Canup, Bernard Smalley, Carol Baker, David Blackwell, Karen Rivera, Greg Gerber, Tim Wojcik, Debra Lebar, Tony Ferreira, Jason Pope, Chris Growley, Danny McKinney, John Robinson, Dan McManus, Rick Dunn, Duane Cassidy, Terrell Brown, April Briggs, Fred Brandt,

Chairman Still called the meeting to order. Chairman Still was advised that a quorum was present.

Chairman Still asked Jason Pope to open the meeting with a prayer and then everyone stood and recited the Pledge of Allegiance.

Chairman Still asked for a motion to approve the minutes from the January 11, 2012 meeting.

1st – Wesley Williams

2nd – Joel Rogers

Discussion: None.

All were in favor of accepting the minutes. None opposed. The motion passed.

Chairman Still stated that today's meeting will be conducted a little differently than normal, due to the fact that the Fire Academy will be presenting a variety of ongoing projects for the committees review.

Chairman Still asked for the organization reports to be presented to the committee.

1. Fire Academy – Shane Ray

Ray stated that as the Academy staff go thru their projects the intent is to take what the academy has worked on during strategic planning process to cause strategic thinking and cause transition.

Adolf Zubia – stated that different = better. His concern is that some of the timelines may have to be modified and may not meet the intended July 1 deadlines.

Project topics that were discussed:

- a. Regional restructuring project
The core of this project is looking at realigning the regional offices and the counties they support.
- b. Regional Instructor issues project

This project is reviewing/rewrite Appendix A of the curriculum catalog. This project will also review and submit recommended changes to the instructor certification policy.

- c. Training students
This project is reviewing the options for various training in the regional areas.
- d. Base Camp
This is a project management/development program
- e. Delivery of course in an online format
- f. Fire Academy Database
This project is the rewriting of the current database program (FoxPro application) into a web-based program. The LLR OIS group is doing the programming.
- g. On-line registration system
This will be a multi-phased project that is also being written by the LLR OIS group. Phase one of this project will allow students to register for Fire Academy classes online. This project is scheduled to be available to the public July 2012.
- h. Resident Training reorganization
The goals of this project are personal development, increase manpower, allow supervisor to be more than a one minute manager, distribute the work load and save money.

Standing Committees:

Facilities Committee – no representative

Shane Ray stated that the Academy is in the process of fixing the ARFF truck.

Curriculum Committee – Karl Ristow

No report. Russ Friar stated that the Academy is looking for representatives from this committee to help out with the following TDC's:

1160, 1205, 3213, 4172, 2135, and Haz Mat Ops

Finance Committee – Joel Rogers

No report.

Old Business

1151 recruit class schedule – Chairman Still stated that he has not gotten much input back from around the state and that we need more input from the volunteer side.

New Business

None.

Adjourn

The next quarterly committee meeting is scheduled for July 11, 2012 at 10am.



With no other business the meeting was adjourned.

Respectively submitted,

Shane Ray
Recording Secretary

