

**South Carolina Fire Academy  
Advisory Committee Quarterly Meeting  
Meeting Minutes – July 10, 2013**

**Members Present:** Jim Still, Scott Loftis, Barry Davis, Phillip Delk, Skip Hannon, Brian Horton, Mike Norket, Joel Rogers, Laurie Rose

**Members Absent:** Bruce Burding, Shannon Tanner, Wesley Williams, Les Woods

**Alternates Present:** Brian Moon, Bill Pesature, John Robinson, Alan Sistare, Diane Woods

**Non-Voting Members Present:** Russ Friar, Shane Ray

**Visitors Present:** Brent Turner, Amy Williamson, Lenny Busby, Tony Ferreira, Rick Dunn, Phillip Russell, Shawn Pratt, Jonathan Jones, Tammy Rowe, Ashley Boltin

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

Chairman Still asked everyone to recite the Pledge of Allegiance and Jonathan Jones gave an invocation.

Chairman Still welcomed new members Lori Rose from North Charleston.

Chairman Still asked everyone to see Tammy Rowe if there has been a change in email addresses.

Chairman Still asked for motion to approve the March minutes. Motion made by Alan Sistare and Phillip Delk seconded. Minutes approved.

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

1. State Fire Marshal – Shane Ray
  - a. New Fire Codes in effect July 1. Information to put out this week. Fire Marshal's office working to train individuals on new codes.
  - b. Funding is up about 4%.
  - c. Need to work on training committee to get vision of new site from Stake Holder meeting.
  - d. Have an intern working on collecting data from counties to see what their training needs are. Would like to work on "What Are Our Training Needs".
  - e. Working with Firefighters Association to come up with one identification # for an individual to associate with all groups.
  - f. Fire Academy will get to apply for AFG Grant for training needs. This is the first time that Fire Academy's has gotten to apply for grant.
2. Superintendent – Russ Friar
  - a. Welcomed new members. Appreciates everything that the Fire Academy Advisory Board does for the Academy.

- b. Annual report will be presented in October for FY13.
- c. Met our revenue in house goal of 1.6 million.
- d. Industrial revenue was down for FY13. Looking at revamping the Industrial Curriculum to see if that will help with revenue.
- e. Student and Course reports will be represented in October.
- f. 1,834 was training during the FF Association in Myrtle Beach and 345 trained during the Southeastern Fire Chiefs conference in North Charleston.
- g. Accreditation and Certification Supervisor position will be reposted. Encourage anyone you know to apply.
- h. During FY14 will focus on having limited number of adjunct instructors. Will push instructors to teach in their local fire departments.
- i. New database came online per goal date. Testing is in process for Chiefs to access their personnel's transcripts.

#### Regional Training – Phillip Russell

- j. Introduction was made of Brent Turner, Regional Coordinator of the Charleston office and Amy Williams, Administrative Asst for the Charleston office.
- k. Presented regional training report for May.
- l. Working on scheduling meetings for Everyone Goes Home. Meetings will be held at the Academy on a Friday and Saturday.
- m. ISO will be delivering classes on the Updated Standards. Working with them to establish meeting places and dates.
- n. Chairman Still asked if the Amount Supplemented for Training included travel. Phillip report yes.
- o. Chairman Still stated he had received complaints about out of town instructors coming in to teach rescue training and local instructors were not being utilized (ie: hi-angle training in region 5 (Charleston with region 1 (Greenville) instructors. Phillip stated he would look into. Phillip also stated instructors for rescue programs are limited new to instructors not taking IOW's to get the speciality codes.

#### Resident Training – Lenny Busby

- p. Went out training report from April – June.
- q. Basic Arson class will be held in August.
- r. Graduation was held on June 27 with 24 graduation from Bluffton. Next recruit school will be on August 5 with 25 students.
- s. Next industrial class will be held August 9.

#### Instructional Design - Rick Dunn

- t. April – June report was discussed to include Chief Officer update.
- u. Finished last slide from the Spartanburg burns and will submit for approval. Target date to go live is August 1.
- v. Chief Ray reported that FROG (Fire Rescue Organization Guidenace) course will be held in Charleston on July 26 – 28 at Embassy Suites and seating is limited to 30.

- w. Encourage To Be Safe Program will be built into every new program.
- x. Essentials 6 update meeting will be at the academy on July 25.

### **Standing Committees:**

- a.** Facilities Committee – no representative
- b.** Finance – Already discussed.
- c.** Instructional Design – Already discussed. Send email to Rick or Russ if interested in being on committee.

### **Old Business**

Chairman Still asked Superintendent Friar if student ID had been added to course rosters. Superintendent Friar reported that we are looking into a way of getting new student id #'s out to all students. Still using the last 5 of the social security # and the last 3 initials of the last name.

Chairman Still asked about online curriculum. Rick Dunn stated Chris Growley is working on as his time allows.

Discussed draft of By-Law changes. Several changes were made and Skip Hannon made motion with Barry Davis seconded to approve By-Laws with corrections made.

Chairman Still asked about the appointment of Phillip Hill as Higher Education member. Chief Ray needs to have LLR's director to sign letter of approval.

### **New Business**

Dianne Woods reported FALSE meeting at the Academy on September 7. Registration is \$75.

Chairman Still thanked FALSE and everyone who assisted with the conference.

Chief Sistare announced October conference in North Carolina.

Brian Horton announced the Arson Training being held at the Academy July 24 – 26.

### **Adjourn**

The next regular quarterly committee meeting is scheduled for November 13 at 10am.

With no other business the meeting was adjourned with motion made by Joel Rogers and seconded by Skip Hannon.

Respectively submitted,

Russ Friar  
Recording Secretary