



## Fire School Advisory Board Meeting Minutes Quarterly Meeting: August 10, 2022 at 10 a.m.

Public notice of this meeting was properly posted at the South Carolina Fire Academy, 141 Monticello Trail, Columbia, SC 29203 and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

The meeting was held in person in the SC Fire Academy conference room. To allow for social distancing, Board members also utilized video and teleconferencing.

### 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 10:00 a.m. by Chair Terry Sherriff.

#### Roll call of members:

SC Fire School Advisory Board															
Terry Sheriff	X	Mark Davis	X	Joey Suttles substituting for Scott McClain	P	Douglas Cline	X	Brad Stio	X	Brian Horton	Z	Joel Rogers	X	Tommy McDowell	A
William Brocious	X	Phillip Moore	P	Harold Nichols	A	Justin McLellan	X	Thomas Tardo	X	Joshua Jordan	Z	Peter Dontje	Z		

P: Via Phone X: Present A: Absent Z: Via Zoom

**VISITORS PRESENT:** Erick Adams, Rick Dunn, Amy Williamson, Bonita Watters, George Stapleton, Greg Bass, Julie McCabe, Mike Dunlap, Wayne Craft, Eric Bolen, Dennis Ray, Jonathan Jones and Sherri Bush

- A. After roll call, a quorum was established.
- B. Superintendent Dennis Ray led the Pledge of Allegiance and Invocation.
- C. Justin McClellan made a motion to approve the agenda. Joshua Jordan seconded. The motion carried unanimously without discussion.

### II. Approval of Minutes

Justin McClellan made a motion to approve the Nov. 10, 2021 minutes. Doug Cline seconded. The motion carried unanimously without discussion.

### III. Committee Chair Comments

Terry Sherriff's Remarks

- Asked that the city of Florence be kept in prayer after a paramedic was killed in a collision.

### IV. Superintendent's Remarks

Chief Ray presented the following updates:

- Increased relationship with NFA that has allowed us to bring even more NFA classes to South Carolina.

- The EMT classes at the SC Fire Academy are now free.
- Accreditation is in preparation for the ProBoard recertification.
- Several facility upgrades were made using leftover funds from last year's budget.
- Participation in the new Webinars remains high. In person attendance is increasing but not has returned to pre-pandemic numbers. Webinars are available on Blackboard.
- Held out first AARF case study. We were pleased with the attendance.
- There has been an increase in participation from Telecommuting operators.
- Student fire training numbers have increased. Still working to return industry training to pre-pandemic numbers.
- Graduated 85 recruits on site and 324 in the regions.

## V. State Fire Marshal's Remarks

Jonathan Jones presented the following updates:

### Financial Update

Chief Jones stated:

- Discussed the number of courses being cancelled due to staffing issues.
- We are gradually recovering from COVID in terms of revenue. We are currently 9% below where we were pre-COVID. Industry training is still down 63%.
- Some of our industrial customers have requested 180 days to pay which required us to carry over accounts receivable while we await payment.
- The July budget is not available yet.
- We came in 19% under budget due to some encumbered money not be spent because of supply chain issues. We carried over \$600,000 in trucks that were ordered in October 2021. However, we were 40 % overbudget in fuel.
- The 1% and .35% funding that we receive every year increased by 5%. We begin FY21 with just over 13 million cash on hand. We ended the fiscal year with 15.6 million cash on hand. We had a net gain in cash of just under 2.4 million.
- A three-year review was done of the compensation study done in 2017 for part time instructors. The next implementation of the comp study is January 2023.

### CPIP Project Updates

George Stapleton presented the following updates:

- We received initial pricing for the tower project which came in at \$267,228.00 over what was budgeted for the project. We anticipate that it will increase further due to increased costs in materials. If it does increase, we will have to go back to the JBRC and ask for more funding which would take several months.
- The parking lot project took longer than anticipated due to weather and needed unforeseen repairs and an increase in cost of \$61,000. So far, the vendor has been paid \$250,000. The remaining money owed will be paid once approval has been received from the JBRC on August 23, 2022.
- We are in process of replacing multiple 20-25-year-old HVAC units onsite. There is a balance of \$75,000 remaining of the allotted \$100,000 budgeted for this project. This project is close to an end with an estimated \$6000.00 remaining. This remaining money will be used to either purchase P-tak units for the dormitory or transferred to another project.
- We received Phase II approval for \$496,764 for the bathroom renovation project. Once the construction documents have been prepared to go out for bid, we can move forward with this project.
- The next three projects on CIPI are to repair one and replace four emergency generators, renovation of the USAR building, and 3 million for a new building.
  - **(Chief Jones)** The General Assembly awarded State Fire a onetime non-recurring amount of 1 million dollars for each of the five regional rescue teams. USAR training will now be funded from this money instead of the Fire Academy. We also received \$3 million for a new USAR building and \$2.75 million to renovate the existing USAR building. This is not enough to do

both projects. We have asked for permission to combine the \$3 million and the \$2.75 million to add on to the current USAR building as new construction and renovate the existing building.

- The final CPIP project is the repair of the AAFP prop.

### **Grants Update**

George Stapleton presented the following updates:

- The 2019 AFG grant will close out at the end of this month. We have received 8 of the 29 trailers purchased using this grant.
- Purchased \$57,000 worth of portable equipment for Rope Rescue and the Confined Space trailers.
- The 2020 AFG grant was approved for a fire engine. We were awarded \$575,000. A purchase order for \$597,823.00 has been submitted to Spartan. We are awaiting delivery of that engine.
- For the 2021 grant, we submitted for 20 thermal imaging cameras, a direct capture exhaust system for the fire station and a mobile AARF prop. We are awaiting approval.

### **SCFA Section Reports**

#### Facilities

Greg Bass provided a Facilities update.

- We spent \$167,000 on contract work and orders.
- The fire alarm panel has been updated
- The chairs in the Denny and classrooms have been replaced.
- Meals prices in the cafeteria were increased by \$1.00 and dorm room prices were increased 50%.
- Supported the Fire Rescue Conference with merchandise.
- Phillip Wilson was hired in maintenance.

#### Curriculum

Bonita Watters provided a curriculum update.

- The Chainsaw class is will be released before the end of this year.
- The pilot for the 2155 SIMS class should be ready soon.
- We have started updating HMA and HMO to the new NFPA standard. This should be released next year.
- After being out for 1 year in pilots, the firefighter series is being finalized after feedback and revisions.
- The 3331 Auto Extrication Ops class materials have been completed. Currently working on logistics.
- Assisted the EMS section with curriculum development.
- The new Fire and Emergency Services Administration will have a pilot in January. There are no pre-requisites for this class. This class can be used as a refresher for Fire Officer I & II.
- Jai-An Davidson is the liaison for the CTC program as well as recruitment and retention.
- Hosted first Fire Office IV. It was a success. It will only be held on site.

#### Production

- Blackboard will have moved to the Cloud by the end of the year.
- The issues with Blackboard have been resolved.

#### Training

On behalf of Terrell Brown, Erick Adams provided an onsite training section update.

- Held 19 recruit schools throughout the state training over 200 firefighters.
- Last quarter there were 40 IOW's.
- Training is utilizing the virtual platform for instructor recertification, instructor updates and new instructor orientation.

#### EMS

Julie McCabe provided an EMS update.

- Worked with curriculum to create the 12<sup>th</sup> Edition EMS materials.
- Even though the EMT courses are free, we had to cancel the onsite offering due to low enrollment.

- Four EMT classes will be held in the regions at various host fire departments.
- Currently stocking the ambulance to DHEC standards.
- Planning to move the resident class to October 2022.
- There will be an onsite EMR in Sept. 2022
- Several life support classes will be done over the summer throughout the summer.
- The next EMS working group meeting is October 27, 2022.
- We will be hosting our first EMS workshop on August 20, 2022. So far 50 people have enrolled. Each participant will receive DHEC CEU's toward their certification.

#### Accreditation

Julie McCabe provided an accreditation update.

- Working closely with curriculum to finalize the fire series and fire officer for re-accreditation.
- Andrela has been working with Fire Investigation, Haz-Mat and Technical Rescue to validate test banks.
- In process of replacing our assessment systems.

#### Administration

Sherri Bush, Administrative Supervisor, provided an update.

- Numbers are in the report.

#### Marketing

Amy Williamson presented Marketing and Special Projects updates:

- Heavily focused on assisting and supporting other groups and associations.
- Just went live with NFA data sharing project.
- Working with Chief Ellis on the uploaded documents function on the FA database.
- Working closely with George to create a new finance system in the FA database
- Sherri and admin are next on the list to create a FA database dorm room reservation system.

#### **VI. OLD BUSINESS**

- Julie summarized the status of the upcoming ProBoard certification process. Site visit will be scheduled in the fall.

#### **VIII. NEW BUSINESS**

- Mike Dunlap discussed the partnership with the NFA and the receipt of some extra funding for courses. Also discussed the high rate of cancellations and no shows.

#### **IX: ANNOUNCEMENTS**

- The Camden Fire Fest will be held Sept. 24, 2022.
- The SC Firefighter's Association Quarterly meeting will be held on Oct.12, 2022 in the Denny Auditorium at the SC Fire Academy.
- The State Chief's Association conference is scheduled for Oct. 6-8, 2022 at Kingston Plantation in Myrtle Beach SC.

#### **X. ADJOURNMENT**

Justin McClellan made a motion to adjourn. Thomas Tardo seconded. Motion passed unanimously without discussion. Meeting adjourned at 11:23 a.m.

The next meeting is scheduled for Wednesday, Nov. 9, 2022, in the SC Fire Academy Conference Room or via teleconference.

*Disclaimer: The attached minutes are DRAFT minutes. Whilst every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.*