



**Fire School Advisory Board Meeting Minutes
Quarterly Meeting: August 8, 2023 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. Board members also utilized video and teleconferencing.

I. Call to Order and Welcome

The meeting was posted and advertised pursuant to South Carolina laws, rules, and regulations. The meeting was called to order at 10:01 a.m. by Chair Terry Sherriff.

Roll call of members:

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

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

VISITORS PRESENT: George Stapleton, Amy Williamson, Terrell Brown, Rick Dun, Bonita Watters, Andrela Riley, Richard Naugler, Erick Adams, Nathan Ellis, Greg Bass and Sherri Bush

- A. After the roll call, a quorum was established.
- B. Superintendent Pope led the Pledge of Allegiance and Invocation.
- C. Joel Rogers made a motion to approve the agenda. Justin McLellan seconded. The motion carried unanimously without discussion.

II. Approval of Minutes

Justin McLellan made a motion to approve the May 9, 2023, minutes. Joshua Jordan seconded. The motion carried unanimously without discussion.

III. Committee Chair Comments

Terry Sherriff's Remarks

- No changes were made to the T&E committee.
- Thanked State Fire for assistance during the Fire Rescue Conference.
- Congratulated Peter Dontje on the birth of his child.
- Informed attendees the wife of former Hardee Fire Department Fire Chief Elliott DiBiase passed away.
- Informed attendees that a Sheldon Fire Department firefighter was struck by a car. Although his injuries are serious, he is recovering.

IV. State Fire Marshal's Remarks

George Stapleton presented the following updates on behalf of Chief Jonathan Jones:

Financial Update

Chief Stapleton stated:

- Revenue increased 28 percent compared to this time last year - but down 16 percent compared to pre-pandemic numbers. Industry makes up a large percentage of this reduction, as industrial training has not rebounded to pre-pandemic training numbers. However, municipal training increased 16 percent from last year and 52 percent pre-pandemic. EMD grant training increased 88 percent from last year. Chief Jones will present a more in-depth budget during the November 2023 Advisory Committee meeting.

CPIP Project Updates

George Stapleton presented the following updates:

- Tower project is canceled.
- The bathroom renovation project is almost complete.
- Submitted five Capital Improvement projects to the State this year totaling \$9,160,000. They include:
 - Enhanced site security including automatic door locks, a new security gate, and card readers for \$100,000.
 - Installation of frequency drives on the existing pumps that feed the water supply system for \$135,000.
 - Installation of emergency generators on the buildings that do not currently have them costing \$850,000.
 - USAR building upgrade and command center addition is \$7.3 million.
 - AARF training prop to be brought up to standard is \$725,000.

Grants Update

George Stapleton presented the following updates:

- Concerning the 2021 AFG Grant for \$366,956, the helicopter will be installed Oct. 5, 2023. The thermal imaging cameras will be purchased after being placed on State Contract. They will be purchased in September and the grant will be closed.
- The 2022 AFG grant has been approved for \$302,000, which will be used to purchase two tow vehicles, fire hose, and two sets of extrication tools to outfit the new Pierce engine.
- Staff requested the Safer Grant that was awarded in 2020 for the CTC Coordinator position be extended one year until the position is filled. Awaiting approval.

V. Superintendent's Remarks

Chief Pope:

- Introduced new Advisory Committee member Brian Lovin.
- Expressed appreciation to the staff and stakeholders for their help and patience as he acclimates to his role as Superintendent.

Employee Updates

- Miranda Turner promoted to Resident Training Manager.
- Region 6 Coordinator position has been posted.
- Resident Training Full-time Instructor position is vacant.
- Production Supervisor Bob Simpson is retiring.
- Tara Chitwood promoted to Dorm Coordinator.
- Region 1 Greenville office - Mae-Ling Lima hired as the new Administrative Assistant.

VI. SCFA Section Reports

Facilities

Greg Bass provided a Facilities update:

- Bathroom renovations are almost complete.
- Arson pods on the training grounds have been up-fitted with new framing to allow for faster re-set between classes.
- Installed an inline meter to detect how much fuel is being dispersed for safety and cost efficiency.

Chief Pope praised Greg Bass and his staff on the fast turnover of the dorms to accommodate the Chief's Association event.

Curriculum

On behalf of Bonita Watters, Bob Simpson shared:

- The Confined Space class is nearing the instructor preview phase and will be piloted this fall.
- The 2105 Fire & Emergency Services Administration has gone through the instructor preview and will be piloted at the end of 2023 and the beginning of 2024.
- HazMat Awareness and HazMat Ops revisions are ongoing.
- Adjustments are being made to the September Basic Fire Investigation course.
- Chris Cooper is updating Blackboard and was commended for the great work.
- Met with CTC instructors on the Blackboard changes.

Production

- Currently working on a replacement for Bob Simpson. In the interim, Amanda Highland and Holt Black report to Bonita Watters.

Training

Terrell Brown provided an onsite training section update.

- Graduated 231 firefighters across 24 recruit schools (including regions).
- Thanked Chief Adams and staff for continuing to meet demands while short-staffed. Also thanked Sherri Bush and Kathleen Brantner for assisting in the regional offices during this time.
- Chief Pope discussed the pros and cons of catalog versus request classes in the regions. Discussions are ongoing.
- There is no waitlist for the onsite Recruit School.

EMS

Richard Naugler provided an EMS update.

- Staff is taking a class at the national registry to become national representatives.
- Eight Initial EMT classes are ongoing. The Simpsonville class is being used as a model. Staff is monitoring students who already have either DOT or Fire Instructor I and getting them "checked off" as EMT Instructors. This will enable them to become SCFA ACI instructors and teach in-house.
- Ninety people have been certified as an EMT since January.
- 2024 EMT courses are available on the calendar.

Accreditation

Andrela Riley provided an Accreditation update.

- Moving forward, Accreditation will accredit or reaccredit twice a year.
- Fire Life and Safety Educator, Rope Rescue, HazMat Tech, and Confined Space will be reviewed for reaccreditation or new-level accreditation.
- Review of NFPA 1010 standard is ongoing.

Administration

Sherri Bush, Administrative Supervisor, provided an update.

- Staff continues to support the mission.

Marketing

Amy Williamson presented Marketing and Special Projects updates:

- Expanded role includes working with all three areas of State Fire.

- Supported SC Fire Chief's Officer Program and the Fire Officer Company Academy at SCFFA.
- State Fire selected as host organization of the All Hazards Midyear Academy in November 2023.
- Database Finance project is almost complete. The Fire Academy database dorm project is next.

VI. OLD BUSINESS

- None

VII. NEW BUSINESS

- None

IX. Announcements

- 2023 SC Chief's Association Annual Conference is in Myrtle Beach.
- SC Firefighters' Association Company Officer Academy is at the SC Fire Academy.
- SC Firefighters' Association's Quarterly Training Meeting is at the SC Fire Academy.
- Firefighter Memorial Dedication will be at the Fire Academy Oct. 25, 2023.
- Fire Service Improvement Conference is Jan. 18-21, 2024, at the SC Fire Academy.
- Call for Presenters for the 2024 Fire Rescue Conference opens in September.
- SC Fire Marshal's Association's Mid-Year Academy is in Columbia.

X. Adjournment

Joel Rogers made a motion to adjourn. Justin McLellan seconded. Motion passed unanimously without discussion. Meeting adjourned at 10:56 a.m.

The next meeting is scheduled for Wednesday, Nov. 8, 2023, 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.