



**Fire School Advisory Board Meeting Minutes
Quarterly Meeting: Feb. 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 a.m. by Chair Terry Sherriff.

Roll call of members:

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

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

VISITORS PRESENT: Erick Adams, Nathan Ellis, Jonathan Jones, Richard Naugler, Rick Dunn, Greg Bass, Bob Simpson, Mary Allison, Chris Cooper, Erick Bolen (Zoom), George Stapleton (Zoom), Andrela Riley, Emily Joyce (Zoom), Wayne Craft (Zoom), Miranda Turner (Zoom), Amy Williamson, and Sherri Bush

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

II. Approval of Minutes

Phillip Moore made a motion to approve the Nov. 9, 2023, minutes. Joshua Jordan seconded. The motion carried unanimously without discussion.

III. Committee Chair Comments

Terry Sherriff's Remarks

- Successfully completed the Instructor Improvement Conference. Thanked State Fire for its support as well as support for the upcoming Company Officer in March 2023.

IV. Superintendent's Remarks

State Fire Marshal Jonathan Jones presented the following employee updates:

- Chris Cooper was hired as Blackboard Administrator in Production.
- Richard Naugler was hired as EMS Training Manager and Emergency Manager.
- Mary Allison was hired as EMS Training Supervisor.
- Mike Wysowski was hired as the Municipal Coordinator.
- The Superintendent position closed Jan. 29, 2023 with 17 eligible candidates. Interviews will be held this month. The goal is to have a new superintendent by the next quarterly Advisory committee meeting.

V. State Fire Marshal's Remarks

Jonathan Jones presented the following updates:

Financial Update

Chief Jones stated:

- Revenue compared to last fiscal year; year to date is up 29 percent. Compared to FY 19, the last full year pre-COVID, revenue is down 16 percent. Industrial revenue is still down 46 percent compared to pre-COVID. Municipal is up 17 percent compared to pre-COVID.
- Discussed potential reasons why industry training is down - manpower, and money set aside for training.
- Overall budget for the first six months is 42 percent, which is on target with the exception of fuel and some facilities line items.

CPIP Project Updates

George Stapleton presented the following updates:

- The Asphalt Project is complete, but is over budget. However, with the outside inspection, it is under budget. The bathroom-remodeling project received the \$4,301 leftover funding.
- The bathroom-remodeling project is over budget by almost \$6,000 - compared to the JBRC allowed amount. Staff spoke with the contractor about value engineering to narrow the project's scope. This project contains no backup plans. Value engineering will provide a cushion in case unanticipated problems occur. The goal is to have the project completed by the end of the fiscal year.
- The HVAC replacement project is 97 percent complete. Two spare PTAC units were purchased for the dorms with the remaining funds.
- Phase I of the USAR remodeling project includes gathering costs and design ideas to send to an architect to help determine the project's scope. The plan is to move the \$1.5 million of the Fire Academy budget, slotted for a Command Training Center, to this project, which will allow more training space in the current fire station.

Grants Update

George Stapleton presented the following updates:

- The 2019 AFG grant is closed. FEMA reimbursement has been received.
- The 2020 AFG was used to purchase a new fire engine. State Fire employees will inspect the engine Feb. 22, 2023 and we will soon take possession.
- The 2021 AFG grant for a mobile ARRF helicopter prop and mobile imaging cameras is still in progress.
- The 2022 AFG grant for fire hose replacement, two tow vehicles and two sets of extrication tools is due and is under review. The cost is nearly \$300,000.

SCFA Section Reports

Facilities

Greg Bass provided a Facilities update.

- Repaired sewer line that was struck for \$6,000.
- A lightning strike caused \$13,000 worth of damage.

- Started oil and tire changes onsite for state vehicles.
- Added new items to the Fire Academy store that are selling well. Items include quarter zip jackets and vests. Store sales have increased. The hospitality department is fully staffed.
- One of the sewer-lift station pumps is inoperable. Waiting to have one rebuilt.

Curriculum

Bob Simpson provided a Curriculum update.

- Jeremy Johnson now manages the print shop.
- The 2103 Fire Officer III was piloted on campus in January.
- CTC-Jai Davis continues to build great relationships with the high school programs and volunteer departments.
- Education specialists are creating a syllabus for all courses.

Production

- Production has moved from self-hosted Blackboard content to the Cloud.
- There is an uptick in online activity - specifically the live-virtual training.

Training

Terrell Brown provided an onsite training section update.

- Working with Accreditation to update the HazMat Operations and Rescue to the new NFPA standard.
- Industry classes have been canceling last-minute due to lack of manpower at the industrial facilities. By lowering the minimum enrollment requirement for classes and consolidating them, staff has attempted to address this issue.

EMS

Richard Naugler provided an EMS update.

- Reminded attendees of the issued Advisory report.
- Appreciates the warm reception since joining the team.

Accreditation

Andrela Riley provided an Accreditation update.

- Launching online testing for Fire Investigation
- Appointed to the board for ProBoard Committee on Accreditation

Administration

Sherri Bush, Administrative Supervisor, provided an update.

- Back up to full-staff
- Staff supported the recent CRR Annual Summit
- Working with staff to create a dorm reservation system

Marketing

Amy Williamson presented Marketing and Special Projects updates:

- Provided a handout with upcoming events
- Working with DOTS on the Finance Project. Testing will begin this week.
- The next step is a fully integrated dorm reservation system.
- “No-show” rates exceeded 30 percent for virtual workshops in the last six months. Adding a fee of \$10 or less has helped reduce the “no-show” rate to less than 10 percent.
- The number of attendees for virtual delivery and in-person special event workshops remains high.
- The SOCON conference is in March 2023.
- Working with USAR to assist with recruitment efforts and with Chief Nathan Ellis on his programs.
- Autism Workshop is in May 2023.

VI. OLD BUSINESS

- None

VII. NEW BUSINESS

- The ECO conference was cancelled due to low enrollment.
- Discussed the reasons for class cancelations in FY22. The Academy had 240 classes cancelled due to low enrollment, 51 classes canceled due to instructor conflicts or instructor availability, and 60 classes canceled at the request of the fire department. Advised fire departments to work together and combine classes to mitigate high cancellation numbers.
- The CRR Summit is March 3, 2023. Enrollment exceeds the Denny auditorium and is offsite.
- Charleston area fire departments are researching to find a program for salvage marine firefighting. Staff will meet with them to determine if the SCFA can meet their training requirements. Currently, there are not any subject matter experts in SC in this field. The cost of the program and other related concerns are being discussed.
- Staff is working with an electric car entity that is building a facility.

VIII: ANNOUNCEMENTS

- The 3rd Annual Company officer Academy is in October 2023. Registration is open in May 2023.
- The Fire Rescue Conference is June 14-17, 2023 in Myrtle Beach SC.
- The DEI Seminar is March 31, 2023.
- The Firefighter Memorial is Feb. 11, 2023.
- Legislative day is April 5, 2023.
- The Fire Chief's Association Spring Training weekend is Mar. 3-5, 2023, in Anderson, SC.
- The Fire Chief's Association yearly conference is Oct 2-4, 2023.

IX. ADJOURNMENT

Joel Rogers made a motion to adjourn. Justin McLellan seconded. Motion passed unanimously without discussion. Meeting adjourned at 11:17 a.m.

The next meeting is scheduled for Wednesday, May 3, 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.