



Fire School Advisory Board Minutes
Quarterly Meeting: March 20, 2019 at 10 a.m.

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 a.m. by Chairman Mike Norket.

Roll call of members:

SC Fire School Advisory Board															
Jonathan Jones	X	Mike Benoir	X	Brian Horton	P	Brad Maness	P	Joel Rogers	X	Billy Dillon	X	Bill Stewart	A	Tommy McDowell	X
Mike Norket	X	Bruce Burding	X	David Laird	X	Justin McLellan	X	Terry Sheriff	X	Diane Woods	A			Tim Dickson	X

P: Via Phone X: Present A: Absent

VISITORS PRESENT: Lenny Busby, Bonita Watters, Amy Williamson, Ashley Boltin, Greg Bass, George Stapleton, Erick Adams, Brick Lewis, Tim Wojcik, Doug Spinks, Julie McCabe, Dwayne Duncan, JD McCarley, Duane Cassidy, Miranda Turner, Brick Lewis, Susan Duncan, and Sherri Bush.

- A. Superintendent Chief Dennis Ray led the Pledge of Allegiance and Invocation.
- B. A quorum was present.

II. Review of Agenda

Mike Benoir made a motion to approve the agenda. Justin McClellan seconded. The motion carried with no discussion.

Approval of Minutes

Mike Benoir made a motion to approve the November 14, 2018 minutes. Mike Benoir seconded. The motion carried with no discussion.

III. Employee Updates

Chief Ray presented the following updates:

- Promoted Erick Adams to regional coordinator supervisor.
- Assessing part-time and administrative positions for regional offices.
- A marketing coordinator position offer is forthcoming.
- Clarence Bennett retires in December 2019.
- Filling Accreditation and reciprocity position with a part-time slot.
- Katherine Boyes accepted the testing position.
- A program assistant position will be posted soon (K. Boyes former position).
- Program Coordinator I for Industry and ARFF is still open. The vacancy has been posted three times.
- Posting a special operations full-time position for hazardous materials and rescue.
- Jerry Griggs, Maintenance, will retire June 30, 2019.
- Advertised the HVAC vacancy multiple times with no interest. The position description was changed from HVAC to general maintenance to include HVAC. Larry Anderson was hired for this position and begins April 1, 2019.

- Hired Jennifer Jones to work part-time in the cafeteria.
- Hired Emmanuel Abosi as the new dorm manager.
- A temporary full-time position is open in the cafeteria.
- Two part-time positions are open for grounds maintenance.
- Fred Brandt retires April 25, 2019. Steven Fields is his replacement in the print shop.

IV. Superintendent's Remarks

Chief Ray presented the following updates:

- There is 94 percent attendance for statewide meetings.
- Classrooms will undergo major audio/visual upgrades.
- Upgraded Denny auditorium stage. Each fire department asked to submit a patch for display board.
- Striker truck final inspection is in May 2019.
- Curriculum developers are currently working to capacity.
- Southeastern HazMat conference is the weekend of March 22 with 239 registered students.
- PRND stakeholders meeting is March 22 in the Denny Auditorium.
- Database upgrades are ongoing.
- Issued new uniforms to staff members.
- Started a new recruit school March 18. Recruits are living in the USAR building.

V. State Fire Marshal's Remarks

Finance Related

Jonathan Jones presented the following updates:

- Discussed the Fire Academy budget including status of dorm and fire station renovations, the overage in the dorm and cafeteria budget, overtime due to Hurricane Florence, and the shutdown of the site during the hurricane.
- Renovation of the fire station begins April 1, 2019. It will take 5-7 months.
- Pre-bid meeting will be held next week for dorm renovations. Bids are due April 11, 2019.
- Dorm renovation begins May 1, 2019. It will take five months.
- Tower renovation is postponed until the fire station renovation is complete.
- A delegation of German public safety ministers will visit the first week of April 2019.
- George Stapleton briefly discussed an AFG grant awarded to State Fire for SCBAs and test machines. They should arrive in six weeks.
- The AFG application submitted for this year is to replace 100 sets of turnout gear, acquire a washer extractor, and a variety of EMS related equipment.
- Desks, chairs, and mattresses in the dorms are being offered (free) to any requesting fire department.
- There is discussion about allowing fire departments to sponsor individual rooms after the renovation.

VI. Sub-Committee Reports – None reported as this section was skipped in error

VII. Section Reports

Facilities

Greg Bass provided a facilities update:

- Obtained an annual contract with Trane to service HVAC units on site twice yearly.
- Working with State Surplus to clean up site. Several items listed for sale on govdeals.com.
- AARF truck will be serviced by a technician from Minnesota.
- Sealed up pit in front of Fire Marshal's office to stop flooding in the Guard Shack.

Curriculum and Instructional Design

Bonita Watters provided additional curriculum updates:

- Final pilot for 2103 Fire Officer III is complete.
- Fire Officer III (2103) is available in the July-December 2019 catalog. Fire Officer IV pending.
- The 1123 Introduction to Building Construction is available later this year. This will replace Building Construction Combustible and Non-Combustible.
- The 2133 Building Construction for Company Officers is complete. It will be available after more instructors have been trained.
- The 2155 Incident Command pilot is available in August 2019.
- Basic Fire Investigation is in September 2019. Several changes have been made including pre-requisites and book requirements. The application process opens July 1, 2019.
- The Advanced Vehicle Extrication Operations is pending instructor preview.
- The firefighter series had its first SME meeting regarding NFPA 1001. Invitations for the second meeting have been issued. June 2021 is the goal of project completion.
- Bob Simpson is working to have Blackboard implemented by the summer of 2019

Training

Lenny Busby provided a training section update:

- Regional coordinators continue to attend fire department meetings.
- New recruit school started with 26 students.
- Region 5 provided AV support to the All Hazards Incident Management program.
- Received 38 sets of firefighter gear with 20 extra coats. This gear is in service. Several staff members have completed the NFPA 1851 program which allows us to inspect and repair minor damage to the turnout gear.
- Regional staff continues working with CLEAR team collecting data.
- JD McCarley worked with FAST Team and assisted after an incident in Lancaster County.
- Currently understaffed and instructor onboarding has begun.
- Region 5 had a 2019 IOW Blitz to acquire additional instructors.
- College recruiters and four demonstrations are scheduled for Fire Escape April 6, 2019.

EMS

Tim Wojcik provided a training update:

- An EMT course is upcoming in Hartsville.
- Current emphasis is on ROLL (Reducing opioid Loss of Life) and Stopping the Bleed.
- Working group to include part-time instructors who are also SMEs being established for EMR redevelopment.

Accreditation

Doug Spinks, Accreditation Manager, provided an update:

- Referred attendees to the distributed Advisory Report for specific statistics.
- Pro-Board numbers are low.
- Request for reciprocity and equivalency have increased, but processing is slow due to lack of staff.
- Received approval from IFSAC and Pro-Board for 1072 Hazardous Materials.
- Validated Driver Operator Accredited level test banks. Packets are being prepared to submit for an extension of accreditation through IFSAC and Proboard for Driver Operator series. Approval expected in June 2019.
- Instructor updates for the regions have been released for payroll and non-payroll instructors.

VII. OLD BUSINESS

- None

VIII. NEW BUSINESS

Regional Live Burn Policy

Lenny Busby

- The purpose of these guidelines is to ensure every precaution is taken to protect personnel involved in regional live fire evaluations. This document replaces AG-006, Regional Live Fire Burn Safety Guideline.
- Discussed at length reasons why we do not train in acquired structures for evaluations.
- Facilities must be inspected by SCFA staff prior to initial use for safety and to ensure course objectives can be met.
- A roundtable discussion ensued about 1152 students acting as a RIT team. The committee agreed 1152 students are not qualified to participate as RIT members. Students who are trained to 1153 (Firefighter I) and 1154 (Firefighter II) can be used as RIT team members. The policy will be updated to reflect this rule.
- Chief Jones advised the instructor enrichment program will address this in the NFPA 1403 update.

XII: ANNOUNCEMENTS

- The Fire Rescue Conference is June 24-29, 2019.
- The Life Safety Education section is hosting an event the weekend of March 22 - "Learning From The Past For A Safe Future." It will be held in Camden, SC.
- Greenville City is hosting an Accreditation Quality Improvement Seminar April 29 - May 1, 2019.

ADJOURNMENT

Mike Benoir made a motion to adjourn. Joel Rogers seconded. No discussion.

Meeting adjourned at 11:27 a.m.

The next meeting is Wednesday, May 8, 2019, in the South Carolina Fire Academy Conference Room.

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.