



SOUTH CAROLINA STATE FIRE

a Division of South Carolina Department of Labor, Licensing and Regulation

South Carolina Fire Academy

141 Monticello Trail • Columbia, SC 29203

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www.statefire.llr.sc.gov

Fire School Advisory Board Meeting Minutes Quarterly Meeting: May 13, 2026 at 10:00 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.

Roll call of members:

SC Fire School Advisory Board Members															
Chair: Terry Sheriff														X	
Voting Members:		Mark Davis	A	James Jackson	Z	Douglas Cline	Z	Ken Norton	A	Brian Lovin	Z	Joel Rogers	Z	Tommy McDowell	A
Michael Dozier	A	Harold Nichols	X	Justin McLellan	Z	Thomas Tardo	A	Joshua Jordan	X	Peter Dontje	X				
Non-Voting Members:		Jason Pope				X	Jonathan Jones				X	Jamie Helms			X

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

VISITORS PRESENT: Eric Bolen, Haley Kearnes, Caleb Jackson, Rick Dunn, Amy Williamson, Bonita Watters, Charlie Belk, Richard Naugler, Erick Adams, Emily Joyce(z), Blake Filyaw and Sherri Bush

- I. Call to Order:** The meeting was posted and advertised pursuant to South Carolina laws, rules, and regulations. The meeting was called to order at 9:59 a.m. by Chair Terry Sheriff.

- **Quorum:** Following a roll call, a quorum was established.
- **Opening:** Superintendent Pope led the Pledge of Allegiance and Invocation.
- **Approval of Agenda:** Joshua Jordan moved to approve the agenda; seconded by Peter Dontje. Motion carried unanimously without discussion.

II. Approval of Minutes

- Joshua Jordan moved to approve the November 13, 2025 minutes; seconded by Harold Nichols. The motion carried unanimously.

III. Committee Chair Comments

Chair Terry Sherriff

- Rick Dunn was nominated for the 2026 NFPA Special Achievement award.
- Expressed gratitude to State Fire for their continued support, specifically for the Fire Service Improvement Conference and the upcoming Fire Rescue Conference in June.

IV. Finance Report

Jonathan Jones on behalf of Cindy Brazell provided the financial update:

- Thanked the State Fire IST staff that deployed to Hawaii for the EMAC mission.
- Presented the quarterly financial update.

CPIP Project and Grant Update

Jonathan Jones on behalf of Cindy Brazell:

- Phase 1 of the ARFF prop repairs and renovations have been completed and currently awaiting approval of Phase 2 approval for the campus-wide backup generator project.
- He announced the retirement of Cindy Brazell and recognized her for over 30 years of service to State Fire.

V. Communications Update:

Amy Williamson:

- SOCON conference in April was a success with over 125 students in attendance.
- Referenced several upcoming conferences around the state where SCFA will have a presence.
- Discussed ongoing and upcoming internal database improvement projects.

VI. SCFA Section Reports

Administration

Sherri Bush:

- Discussed changes to the ARFF and Recruit school registration documents and ongoing work on internal database enhancements.

Curriculum & Production

Bonita Watters:

- NFPA 1010 updates are ongoing with pilots being held over the summer for FFI, FFII, the Driver Operation series and Basis ARFF.
- Held instructor previews for Live Fire Instructor and Live Fire Instructor in Charge.
- The classes that were canceled due to the NFA shutdown are currently being rescheduled.

EMS

Richard Naugler:

- Onsite Recruit class started on May 12, 2026 with 8 students.
- Instructor preview for Advanced EMT was held in May. Revisions still in progress.
- Currently negotiating MOU with local hospitals.
- Started process to move from the 12th edition to 13th edition text book (J&B Learning).
- Maintained an 82% first time pass rate from National Registry.

Accreditation

Chief Pope on behalf of Andrela Riley:

- Discussed accreditation testing and the FO III development.

Facilities

Charlie Belk:

- Successfully filled one of two vacancies.
- Confirmed phase II of the ARFF renovation project is scheduled for June 1, 2026.
- LED parking lot lights have been installed, grease trap replacement in cafeteria has been completed, additional towel racks were installed in dorm rooms and currently working with Spectrum to have cable reinstalled on campus.

Training

Superintendent Pope on behalf of Terrell Brown:

- Chief Pope discussed training numbers, digital resources and instructor development.

VII. Superintendent's Remarks

Superintendent Jason Pope:

- **Personnel:** Reported regional admin vacancies, one vacancy in maintenance, two vacancies in resident training.
- Asked the committee to consider any new initiatives, programs and/or projects they think the Fire Academy should consider and be prepared to present them at the next meeting.

VIII. OLD BUSINESS

- None

XI. NEW BUSINESS

- Brian Lovin discussed SCIAAI's new required review policy for the Basic Fire Investigation class.

X. Announcements

- June 10-13, 2026 SCSFA Fire-Rescue Conference, Myrtle Beach SC.

XI. Adjournment

- Peter Dontje made a motion to adjourn. Joshua Jordan seconded. Motion passed unanimously without discussion. Meeting adjourned at 11:23 a.m.

The next meeting is scheduled for August 12, 2026, 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.