



Fire School Advisory Board Meeting Minutes
Quarterly Meeting: May 3, 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	X	Kevin McClain substituted for Scott McClain	Z	Douglas Cline	Z	Brad Stio	Z	Brian Horton	Z	Joel Rogers	Z	Tommy McDowell	A
William Brocious	Z	Phillip Moore	X	Harold Nichols	X	Justin McLellan	X	Thomas Tardo	Z	Joshua Jordan	Z	Peter Dontje	A	Jody Suttles	A

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

VISITORS PRESENT: Jonathan Jones, Jason Pope, Terrell Brown, George Stapleton, Bob Simpson, Andrela Riley, Amy Williamson, Rick Dunn, Richard Naugler, and Sherri Bush

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

II. Approval of Minutes

Joshua Jordan made a motion to approve the Feb. 9, 2023, minutes. Mark Davis seconded. The motion carried unanimously without discussion.

III. Committee Chair Comments

Terry Sherriff's Remarks

- Thanked State Fire for support with the Company Officer Academy in March 2023.
- The Firefighter Memorial in February was a success.
- The CRR Summit has been moved to a larger facility with 280 attendees.

IV. State Fire Marshal's Remarks

Jonathan Jones presented the following updates:

Employee Updates

- Chief Jones introduced Jason Pope as the new Superintendent.
- Dorm Coordinator, Emmanuel Abosi, has submitted his resignation.
- Greg Bass was promoted to Facility Manager for SC Dept of LLR.
- Roger Moore was promoted to Maintenance Supervisor.
- Miranda Turner was promoted to Resident Training Supervisor. As a result, the regional map has been adjusted.
- Jai-An Davidson submitted her resignation.

Financial Update

Chief Jones stated:

- Revenue overall has increased. Public training (municipal) increased 22 percent from this time last year. However, EMD training decreased 77 percent, but will be corrected once an MOU is signed. Industrial training increased 103 percent, but still not up to pre-pandemic levels. Currently, the Academy is at \$767,135 in revenue three quarters into FY23. This is half a million less than pre-pandemic.
- Overall, the Academy is slightly under budget, but over budget in some areas such as fuel and repair costs, which have increased. Three quarters in, the Fire Academy budget is at 66 percent, the cafeteria is at 72 percent, the dorms are at 74 percent, and the facilities budget is at 52 percent. The Fire Academy store budget is at 104 percent because of shipping delays on last fiscal year's orders.
- The Fire Academy has approximately \$13 million cash on hand.

CPIP Project Updates

George Stapleton presented the following updates:

- There is not enough money approved to repair the tower (\$250,000 short). Since a brick has not fallen off the tower in five years, this project may be closed and postponed.
- Completed HVAC project.
- Bathroom renovation project started Apr. 15, 2023. It should be completed June 15, 2023. The money for this project has been transferred to the project fund.
- USAR building project is scheduled to be inserted into next year's project list.

Grants Update

George Stapleton presented the following updates:

- 2020 AFG Grant was for a new engine. It has been delivered and is being outfitted with equipment.
- 2021 AFG Grant is for a mobile AARF prop and thermal imaging cameras. The Mobile AARF prop is currently out for bid. The award will be out within the next month. It has to be installed by Oct. 5, 2023. Thermal imaging cameras will be out for bid next week.
- Awaiting approval for the 2022 AFG grant, which would purchase two tow vehicles, fire hose and two sets of extrication tools.

V. Superintendent's Remarks

- Jason Pope stated he is excited and humbled for the opportunity to be the Superintendent of the SC Fire Academy.

VI. SCFA Section Reports

Facilities

Greg Bass provided a Facilities update.

- Performed the annual inspection and five-year test for ladder truck.
- Rebuilt one of the two main sewer pumps.
- Preventive maintenance services for fire apparatus.
- Purchased in-line metering devices installed on the tech fuel line.
- Increased maintenance and servicing on state fleet vehicles.
- Continue performing routine maintenance, janitorial, and landscaping around the site.
- Doom Coordinator position posted.

Curriculum

On behalf of Bonita Watters, Bob Simpson provided the following:

- HazMat Awareness and Operations were moved to the new 470 NFPA standard. Instructor updates are scheduled through May 2023 and will go live in July 2023.
- Updating the state policy and guidelines for the CTC program.
- Currently a Fire Officer IV class onsite.

Production

- Chris Cooper is moving online training from the “original” to “Ultra” view, which is more user friendly.
- Continue to support events on site.
- Ordering new print shop equipment.
- Mike Dunlap is finalizing NFA state weekend.

Training

Terrell Brown provided an onsite training section update.

- Special Operations completed 23 multiple-day courses this period.
- Attending a training officers meeting during SC Fire Rescue Conference in June 2023.

EMS

Richard Naugler provided an EMS update.

- Pass rates for the EMT course increased since SCFA starting administering end of course test in person.
- Tracking enrollment numbers starting in January to establish how many students drop out versus how many complete and pass the course.
- EMT classes ongoing throughout the state. Resources are being shared in an effort to get more students through the program and working.
- Attended the SC EMS symposium.
- Added seven new ACI instructors.

Accreditation

Andrela Riley provided an Accreditation update.

- Launched online testing for Fire Investigator with a 100 percent pass rate with a live proctor.
- SME’s will now validate tests online through Assessment Solutions Corp.

Administration

Sherri Bush, Administrative Supervisor, provided an update.

- Kathleen Brantner is assisting in Region 1 until staff is hired.

Marketing

Amy Williamson presented Marketing and Special Projects updates:

- SOCON was a success with good feedback. It has been moved from March 2024 to May 2024.
- Hosting an Autism class in the Denny Auditorium.
- Finance project will be complete by July 1, 2023.
- NIST gave State Fire a VIP slot for the Camp Fire Tour.
- State Fire and Palmetto IST were selected by the All Hazard’s Incident Management Team Association to host their first mid-year Academy.

VI. OLD BUSINESS

- None

VII. NEW BUSINESS

- State Fire is piloting a new Facility Reservation Request process to better support onsite training and stakeholder events.

IX. Announcements

- Fire Rescue Conference is June 14-17, 2023. The Fire Safe SC awards will be presented.
- Company Officer Academy is Oct. 1, 2023.
- Chief Officer Program is June 30 - July 2. and Aug. 4-6, 2023
- The 100th anniversary of the Cleveland School fire is May 16 - 17, 2023, in Kershaw County with a roundtable discussion and site visit.

X. ADJOURNMENT

Joel Rogers made a motion to adjourn. Justin McLellan seconded. Motion passed unanimously without discussion. Meeting adjourned at 10:58 a.m.

The next meeting is scheduled for Wednesday, Aug. 9, 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.