



**Fire School Advisory Board Meeting Minutes**  
**Quarterly Meeting: November 12, 2025 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.

**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 10:00 a.m. by Chair Terry Sheriff.

**Roll call of members:**

SC Fire School Advisory Board															
Terry Sheriff	X	Mark Davis	X	James Jackson	A	Douglas Cline	Z			Brian Lovin	Z	Joel Rogers	Z	Tommy McDowell	Z
Michael Dozier	Z	Harold Nichols	Z	Justin McLellan	Z	Thomas Tardo	A	Joshua Jordan	X	Peter Dontje	X				

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

**VISITORS PRESENT:** Jason Pope, Jamie Helms, Rick Dunn, Richard Naugler, Erick Adams, Andrela Riley, Bonita Watters, Terrell Brown, Eric Bolen, Alex Kimball, Mike Sturzenbecker, Cindy Brazell, Jeremy Johnson, Tyson Houston, Chris Cooper, Emily Joyce and Sherri Bush.

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

**II. Approval of Minutes**

Peter Dontje made a motion to approve the August 13, 2025 minutes. Joshua Jordan seconded. The motion carried unanimously without discussion.

**III. Committee Chair Comments**

Committee Chair Terry Sherriff

- Pleased with the videos and showcases of the State Fire employees.

**IV. State Fire Marshal’s Remarks**

**Financial Update**

Superintendent Pope on behalf of State Fire Marshal Jonathan Jones:

- Discussed the budget and provided an update for the last quarter.

**CPIP Project Updates**

Jason Pope:

- Discussed the ongoing CPIP project
- State Fire has received Phase 1 approval for the back-up generator project.

## V. SCFA Section Reports

### Administration

Sherri Bush

- Announced Gloria Evans retirement.
- Advised members that admin would be temporarily short staff at the start of 2026.

### Curriculum & Production

Bonita Watters

- Discussed curriculum vacancies ongoing curriculum projects and updates.
- NFPA 1020 updates are in progress.

### EMS

Richard Naugler:

- Discussed the upcoming EMS recruit school on Jan. 5, 2026 and pass rate at national registry.

### Accreditation

Andrela Riley:

- ARFF Firefighter and ARFF Driver Operator have been submitted to ProBoard and IFSAC and tests have been created.

### Facilities

Superintendent Pope on behalf of Charlie Belk:

- Discussed AARF truck repairs.

### Marketing

Superintendent Pope on behalf of Amy Williamson:

- Electronic dorm reservation system has been implemented.
- Upcoming projects include the ability for students to print their own certificates and automatic prerequisites checks.

### Training

Terrell Brown

- In 2026 i we will be focused on developing additional confined space instructors.

### Superintendent's Remarks

Superintendent Jason Pope

- Gave employee updates.
- Introduced Mike Sturzenbecker and he gave a presentation from IFSTA
- Discussed the implementation of digital resources and eBooks at State Fire.

## VI. OLD BUSINESS

- None

## VIII. NEW BUSINESS

- None

**IX. Announcements**

- Mid-Winter Academy: NFA State Weekend at Home, Feb. 20-22, 2026
- SC Firefighters' Association: Fire Service Improvement Conference, Jan. 22-25, 2026
- Advisory Committee group picture, Feb. 11, 2026.

**X. Adjournment**

Joshua Jordan made a motion to adjourn. Peter Dontje seconded. Motion passed unanimously without discussion. Meeting adjourned at 11:51 a.m.

The next meeting is scheduled for Feb. 11, 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.*