



Fire School Advisory Board Meeting Minutes
Quarterly Meeting: November 10, 2021 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. To allow for social distancing, Board members also utilized video and teleconferencing.

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 10:09 a.m. by Chair Terry Sherriff.

Roll call of members:

SC Fire School Advisory Board															
Terry Sherriff	X	Mark Davis	P	Ben Bunting substituting for Scott McClain	P	Douglas Cline	P	Brad Stio	A	Brian Horton	P	Joel Rogers	P	Tommy McDowell	A
William Brocious	X	Andrew Morris	A	Shaun Gadsen	P	Justin McLellan	P	Thomas Tardo	A	Joshua Jordan	A	Keith Drabrick	A		

P: Via Phone X: Present A: Absent

VISITORS PRESENT: Erick Adams, Kathleen Brantner, Bonita Watters, Greg Bass, Terrell Brown, Julie McCabe, Ashley Boltin, George Stapleton, Dennis Ray, and Ken Kerber.

- A. After roll call, a quorum was established.
- B. Superintendent Dennis Ray led the Pledge of Allegiance and Invocation.
- C. William Brocious made a motion to approve the agenda. Ben Bunting seconded. The motion carried unanimously without discussion.

II. Approval of Minutes

Joel Rogers made a motion to approve the August, 2021 minutes. William Brocious seconded. The motion carried unanimously without discussion.

III. Committee Chair Comments

- Thankful for being able to meet in person for the first time since the COVID-19 pandemic started.
- Thanked SCFA staff for continuing to provide service and training during the pandemic

IV. Superintendent's Remarks

Chief Ray presented the following updates:

- Instructor Development training continues
- Richland County COVID restrictions are in effect.

- Staff attended several conferences throughout the State.
- Basic Arson Investigation course split into three course dates to maintain a 50/50 percent ratio of fire and police.
- E7 update has been completed. Final instructor updates have been posted. Having instructors log in and view the recorded update ensures consistency across the board. It is available through January 2022 and is mandatory for SCFA instructors.
- All SCFA upcoming events are posted on website.
- SCFA will partner with SC FFA in January 2022 as support for Instructor Improvement Conference.
- SCFA staff continue with site visits and attends chief meetings throughout the state.

V. State Fire Marshal's Remarks

On behalf of Chief Jonathan Jones, George Stapleton presented the following updates:

Financial Update

Chief Stapleton stated:

- State Fire's revenue is up \$51,440 compared to last year, which is attributed to the \$39,000 in additional industrial training. The overall revenue is down - compared to pre-pandemic years, but there are signs of recovery.
- State Fire is on track with spending.
- There is an 8-12 month waitlist for vehicles. Some expenses may have to be carried over into next fiscal year.

CPIP Project Updates

On behalf of Chief Jonathan Jones, George Stapleton presented the following updates:

- Drill tower project is a slow process. A cost estimate is needed before moving forward to ensure there is enough money to complete the project. If not, more funding has to be requested, which would extend this project. Currently, the drill tower is in a holding phase.
- Fire station project is complete. SC Department of Administration will soon close out the project.
- USAR building and front parking lot project was approved at \$285,400. Awaiting final cost estimate.
- Phase II HVAC project is ongoing. Of the allotted \$100,000 only \$25,000 has been used.
- Bathroom renovations will be submitted for Phase II approval - once the architect submits the drawings. Estimate for this project is \$477,750.

Grants Update

On behalf of Chief Jonathan Jones, George Stapleton presented the following updates:

- Received an AFG grant in 2019 to replace 29 trailers and to purchase a new records management system and equipment for the confined space trailers. A purchase order has been issued to Pro-Pak. Delivery is expected in May 2022. An additional AFG grant for \$575,000 has been approved to purchase a new fire engine. This will replace Engine One.
- This year's AFG grant is open. We are currently compiling a list of needed items.
- CTC Coordinator's position remains vacant. This position requires a Bachelor's degree or equivalent.

VI. SCFA Section Reports

Facilities

Greg Bass provided a Facilities update.

- A 1947 Mac Engine on display in the Denny Auditorium. An additional stage extension was added.
- Cafeteria has added a new line of women's polo shirts.
- Meal sales in the cafeteria have increased approximately 18 percent.
- Store sales have increased five percent.

Curriculum

Bonita Watters provided additional curriculum updates.

- Firefighter series has been updated and classes are currently available. Requesting any feedback while classes are still in pilot.
- 1152 Alpha module is now available online twice a month on the 1st and 15th.
- Fire Officer I, II, and III NFPA 1021 will update on July 1, 2022. Staff will transition from the Jones & Bartlett textbook back to the IFSTA textbook for this updated course. More Officer courses may be added before the deadline in an effort to give those still using the Jones & Bartlett textbook an opportunity to complete the training.
- Fire Officer IV is in development and has been submitted for accreditation. It will be a two-week project-based assessment class offered only on campus. Estimated time of completion is early 2022.
- The second Haz-Mat Tech course that will lead to accreditation is based on the old edition of NFPA 1072. The new edition of NFPA 1072 will be released next year. We are not currently accredited to HMT.
- A pilot for the 3331 Auto Extrication Operations was held last month. It will be finalized soon and will be offered at the Fire Instructor Improvement Conference in January 2022.
- Curriculum is partnering with EMS on developing new curriculum for emergency medical services. The release date is scheduled for 2022.
- Applications are being accepted for the Basic Fire Investigation Course. There will be a class in March, May, and September 2022.
- PICO, STICO, DIMCO and the ISO have been added to the live-instructor led virtual series. There were also 16 additional pre-recorded webinars added to Blackboard.

Training

Terrell Brown provided an onsite training section update.

- Interviews have been completed for the municipal and industrial programs coordinator positions. Offers were made and applicants accepted.
- Municipal Approach to AARF is being updated. It will be piloted at the Instructor Improvement Conference.
- Rescue and HazMat updates were put on hold due to staffing issues. With the addition of new instructors, this should free up staff to continue working on these updates.
- Repurposed two trailers:
 - Provided Region 7 office with a HazMat Operations trailer, and
 - Region 2 with an additional 3310 trailer.
- Conducted IOW and New Instructor Orientation for 319 instructors.
- Hired an administrative assistant for Region 1 office.
- Added several payroll instructors throughout the regions.

EMS

Julie McCabe provided a training update.

- 61-7 will not go to the DHEC board meeting today as originally planned. This means it will not be moving forward. The process will begin again next year.
- Funding has been granted to in state tech schools for free EMS classes. This funding is not afforded to State Fire. We are seeking State funding for State Fire.
- Julie McCabe has assumed additional ESF4-9 positions. This opens up a new FTE EMS instructor coordinator position. This position should be ready for advertisement by the end of year.
- Finalizing clinical MOU's with City Greenville EMS and Hilton Head.
- The "Let's Talk Under Pressure" and "The Learning Brain" workshops were submitted and approved for instructor DHEC CEU's.

Accreditation

Julie McCabe provided an update.

- Submitted Fire Officer IV to IFSAC Nov. 4, 2021. It is required to undergo an administrative review. Completion date has not been given.

- In October 2021, State Fire received its certificate for re-accreditation from IFSAC. It will be on display in the front entrance.
- Karen Rivera and Andrela Riley will attend the Pro-Board conference in Orlando, Florida in January 2022. Pro-Board reaccreditation occurs in 2022. We will apply for a site visit in the winter of 2022.

Administration

Sherri Bush, Administrative Supervisor, provided an update.

- Administrative numbers and statistics are provided in the report.

Marketing

On behalf of Amy Williamson, Superintendent Dennis Ray presented the Marketing and Special Projects updates:

- Advised everyone to login the website for upcoming events
- “Shaping Your Volunteer Fire Department” virtual workshop had more than 100 in attendance last night.
- There is a virtual workshop for Truck Company Ops Nov. 17, 2021.
- Next installment of the Instructor Development series is Nov. 30, 2021 and attendees enroll via the Fire Portal.
- Secret Service will hold its second round of terrorism updates Dec. 7, 2021. Attendees must have a .gov email address. It will also be broadcast simultaneously in the Denny Auditorium.
- An ISO Prep course begins Jan. 7, 2022.
- Executive Chief Officer is Feb. 18-20, 2022. Enrollment is available.
- Weather Spotter sponsored by NOAA Skywarn will be held Apr. 5, 2021 in the Denny Auditorium.
- SOCON Special Operations Conference will held onsite Mar. 25-27, 2022.

VII. OLD BUSINESS

- Instructions on how to access the SC Fire Academy Learning Management System - Blackboard were distributed.
- Reciprocity and Equivalency update: The Academy will no longer issue seal numbers for out-of-state student certificates. Students must have a seal if they want transcript credit for an accredited course.

VIII. NEW BUSINESS

- State Fire was awarded an AFG Grant to purchase a new records management system. It is currently in the bidding phase.

IX: ANNOUNCEMENTS

- Fire Service Instructor Improvement Conference is Jan. 20-23, 2022. Registration is open.
- Applications are being accepted for the SC Firefighters’ Association awards.
- Fire Rescue Conference will in Myrtle Beach SC June 6-11, 2022. The Memorial Service will be held separately. The Memorial Service will be held in Columbia Feb. 5, 2022.
- Legislative Day is Mar. 16, 2022.
- Officer Boot Camp is May 16-20, 2022.

X. ADJOURNMENT

Joel Rogers made a motion to adjourn. William Brocius seconded. Motion passed unanimously without discussion. Meeting adjourned at 11:08 a.m.

The next meeting is scheduled for Wednesday, Feb. 9, 2022, in the SC Fire Academy Conference Room or via teleconference.