



**Fire School Advisory Board Meeting Minutes**  
**Quarterly Meeting: November 12, 2020 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.

In accordance with the Governor’s directives regarding social distancing, the meeting was held via video and teleconference.

**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 Chair Billy Dillon.

**Roll call of members:**

SC Fire School Advisory Board															
Billy Dillon	X	Mark Davis	X	Scott McClain	X	Douglas Cline	X	Brad Stio	X	Brian Horton	A	Joel Rogers	X	Tommy McDowell	A
William Brocious	X	Andrew Morris	X	Shaun Gadsen	X	Justin McLellan	X	Terry Sherriff	X	Joshua Jordan	X				

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

**VISITORS PRESENT:** Jonathan Jones, Dennis Ray, Ashley Boltin, Kristie Watson, George Stapleton, Andrela McCoy, Erick Adams, Julie McCabe, Nathan Ellis, Bonita Watters, Karen Rivera, Charlie King and Sherri Bush.

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

**II. Review of Agenda**

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

**Approval of Minutes**

Terry Sherriff made a motion to approve the August 12, 2020, minutes. Justin McClellan seconded. The motion carried with a request to remove Chief Billy Dillon’s name as he was absent.

**III. Committee Chair Comments**

Chair Dillon discussed the success of the Superintendent’s minutes of keeping everyone informed of State Fire events.

**IV. Employee Updates**

Chief Ray, presented the following updates:

- Chief Terrell Brown was promoted to Deputy Superintendent and Training manager. He has returned on limited duty after recovering from a medical event.

- There are two Program Coordinator I positions still available in resident training. Recruiting for these positions has been difficult due to the pay cap for retired employees and the compensation compared to shift work.
- The regional offices have been restructured to increase the availability of the regional coordinators. There are now 2 additional regional offices in the state - one in Myrtle Beach and the other in Anderson. Three regional coordinator positions were posted. Two of the three have been filled. The third has been reposted. Eric Bolen has been hired for Region 5 and Wayne Craft for Region 7. Both begin Nov. 17, 2020.
- Kristie Watson received a United States Congressional Recognition for Outstanding Customer Service.

#### **V. Superintendent's Remarks**

Chief Ray presented the following updates:

- Briefly discussed the challenges of continuing to deliver training during the pandemic.
- SCFA held its first virtual graduation and first hybrid recruit school. Also hosted the first webinar, national webinar, and virtual course delivery using Zoom. All of these were a success.
- The Superintendent's Minute video is available for viewing.

#### **VI. State Fire Marshal's Remarks**

Chief Jonathan Jones presented the following updates:

- Briefly discussed the expansion of services in an effort to get back to normal and praised the team for their adaptability.
- Approximately 120 members were deployed for three separate storms as part of the Incident Support team and the Urban Search and Rescue team.
- Continue to meet with OSHA to maintain a safe training environment.
- Cafeteria returns to indoor dining with limited seating capacity.
- Exposure and positive COVID cases have been minimal due to safety precautions

#### **Finance Related**

A. Chief Jones presented the following updates:

- State Fire's income has been impacted due to the restrictions related to the COVID pandemic, however, we do not anticipate a significant hit to our primary funding - which is the One Percent and .35% funding source for the foreseeable future.
- Currently down approximately 40 percent of generated revenue. Predict ending the fiscal year approximately \$500,000 less than last year. This shortage will not impact operations, but could potentially impact the time frame of the ongoing CPIP projects.
- Currently at 38 percent of our total budget for the first quarter.
- Ended the first quarter with \$11,632,040.72 cash on hand. This is approximately \$350,000 less than where we started the fiscal year.

#### **CPIP Project Updates**

B. George Stapleton, on behalf of Chief Jones, presented the following updates:

- Fire station is in the final change orders phase. Two changes have been requested - repair the louvers that run the ventilation system and resurfacing the floor. Once these items have been completed, the fire station project is complete.
- The Drill tower project is a State Fire project since it is less than \$1 million. It will go out-to-bid after the contract with the engineer has been signed. Approximated \$726,000 has been budgeted for this project. The tower has been inspected twice. It is showing more deterioration in the brick.
- Front entrance parking lot will be re-asphalted. A new parking lot will be installed next to Building 22 (next to USAR building) at a budgeted cost of \$171,000.

- Phase II of replacement of existing HVAC units continues with the USAR building, cafeteria, and fire station. \$100,000 has been budgeted.
- The asphalt project will include a new parking lot near building 22, and resurfacing of the entire parking lot at the front of the campus. This will begin when the weather improves.
- Renovation of bathrooms in Building 4, instructor building, cafeteria, student processing, and rear restrooms near the FLAG area are at a budgeted cost of \$145,000 for the renovations and \$10,000 for the plans. Currently have approval for Phase I. Consultation with an architect is required to create the plans for the renovation.

#### **Grants Update**

- Awarded an AFG supplemental grant for COVID response in the amount of \$129,800. This was used to purchase protective masks for students and instructors. We have issued 20,000 masks. Also purchased surgical and N95 masks. Currently awaiting the final 1,600 masks which will close the grant.
- The 2018 AFG grant allowed the purchase of 100 sets of new turnout gear, a new washer extractor and dryer and \$40,000 went to purchase new medical simulation equipment and five defibrillators.
- Awarded the AFG grant for 2019 for \$427,340. Of that, \$177,000 is for a new records management system. We were also able to replace 30 mobile trailers and will use \$61,000 to purchase confined space rescue equipment for the trailers.
- Currently waiting for AFG 2020 to open.
- Awarded a SAFER Grant for \$300,000. This is a four-year grant that will pay for a Retention and Recruitment Coordinator to work directly with the Fire Academy on the CTC program.

## **VII. SCFA Section Reports**

### Facilities

Dennis Ray provided a facilities update on behalf of Greg Bass.

- There are no vacancies.
- No site support from SC Dept. of Corrections (inmate labor) since the pandemic began. There are two contract temps that handle the janitorial duties for the site.
- One contract temp in the cafeteria.
- Maintenance staff continues to do COVID-19 related work onsite as well as at LLR.
- There has been approximately 75 percent increase in costs in the cafeteria due to the imposed restrictions related to the pandemic. Plans are being made to allow re-entry into the cafeteria to combat these increased costs.

### Curriculum

Bonita Watters provided additional curriculum updates:

- The I-300 and I-400 classes in Blackboard were accomplished with the collaboration of production and development.
- There are several classes in developmental process for Rescue, Haz-Mat and Engine Ops. Instructor I & II will begin the pilot in 2021 to the new NFPA 1041 standard. NFPA 1001 Firefighter series will be updating instructors to E7 during summer 2021.
- Production was heavily involved in the Hybrid Recruit school.

### Training

Kristie Watson provided an onsite training section update on behalf of Terrell Brown:

- Recruit class is ongoing with 25 students.
- Next recruit class begins Jan. 4, 2021.
- There is a need for full-time and part-time instructors.
- There is an ongoing AARF class and one more will be held before the end of December.

- Adhering to COVID-19 regulations by having informed consent, screenings, providing masks, disinfecting classrooms after lunch and at the end of each day.

### Regional Training

Erick Adams provided a regional training section update on behalf of Chief Terrell Brown:

- Five recruit schools graduated 102 new firefighters.
- Currently providing SME for development.
- Hired an equipment operator for deliveries and operations on site.
- Held a virtual New Instructor Orientation class three times. With one class hosting almost 100 students. There are two more being held this year.
- Providing masks to all students and instructors.
- Hiring two new regional coordinators has allowed Erick Adams to do more supervisory duties including training of regional staff, evaluating instructors, and dealing with personnel issues.
- Approximately 254 new instructors have been trained. Next year's IOW event will be advertised in January 2021.

### EMS

Julie McCabe provided a training update:

- National Registry EMT Exam is Dec.16, 2020 for the shoreline class. The on-campus EMT class will finish Dec. 16, 2020. Those students will assist with the exam in December and test in January 2021.
- Current NREMT first time pass rate is 81 percent - above the national average of 70 percent.
- There is a BLS open enrollment class Dec. 7, 2020 on site.
- TECC will be on campus Feb. 22-23, 2021.
- There are currently EMT classes in Williston, Aiken, and Charleston. The Charleston class is part of a recruit program.
- New EMT classes in Shoreline starting in December.
- Next onsite EMT class starts in January and is available for open enrollment.
- EMT class in Bluffton is part of a recruit program
- Two EMT refreshers – one in May 2021 with Columbia Fire and one in Jan. 2021 in Beaufort-Port Royal.
- Greenwood is finishing up EMR refresher. Batesburg-Leesville will begin in January.
- Part-time instructors are needed with the expanded classes.

### Accreditation

Julie McCabe provided an update:

- Hired Andrela Riley as the new Accreditation Manager.
- Driver Operator exams are complete and ready for pick up by regions
- Assessment Solutions Corporation will be replacing LXR for the next two years. Currently transitioning the test banks over to new system.
- IFSAC Site visit scheduled for February 2021 was rescheduled for May 2021. There is a possibility this date may also change due to the COVID-19 pandemic. ProBoard recently issued a blanket extension on all of accreditation.
- Accreditation is working with curriculum on the NFPA updates and test bank updates.

### Administration

Sherri Bush, Administrative Supervisor, provided an update:

- Provided update on the numbers contained in the report.

### Marketing

Chief Dennis Ray provided Marketing and Special Projects updates on behalf of Amy Williamson:

- Hosted a Virtual Leadership Training Nov. 5, 2020. The topic was The Next Generation of Leaders.
- Hosted Nov. 7, 2020 the Society of Fire Service Instructors event. The Society of Fire Service Instructors is offering free membership.

- Virtual Leadership Series - next topic is Compassionate Leadership (Dec. 10, 2020).
- Chief's Leadership Conference is Jan. 7-9, 2021. SCFA will have a booth and provide A/V support.
- Forged in Fire is the third topic in the Virtual Leadership Series and scheduled for Jan. 14, 2021.
- Virtual Instructor Development Workshop is Jan. 30, 2021. Rick George is the speaker.
- Virtual ECO conference is Feb. 26-27, 2021.
- Special Operations conference is onsite March 19-21, 2021.

#### **VIII. OLD BUSINESS**

- None

#### **X. NEW BUSINESS**

##### A. Presented by Chief Ray

- Regarding the 1152 program and 1700 series-in an effort to make delivery easier, considering converting 1152 from a standard delivery to a modular delivery. There would be three primary modules. Module A would be Orientation to the Fire Service (self-study). Module B exterior level firefighter. NFPA group is working to define exterior level firefighter. Module level C current 1152 level firefighter.
- There would be no cumulative test.
- There would be a challenge option for Accredited level.
- Students would be able to progress from 1152C into the 1153 Fire fighter I course or have the choice to complete Module D, which is a state level FFI course.
- This would eliminate the 1700 series.
- These modules can be taught by SCFA staff or internally by fire department staff. All evaluations will be performed by SCFA approved evaluators.
- This will not impact other course options.

#### **XI: ANNOUNCEMENTS**

- Fire Service Improvement Conference will be held Jan. 22-24, 2021.
- Next grant cycle for V-SAFE opens Monday, Nov. 16, 2020. Chief Jones is conducting several evening Zoom tutorials (Q&A) for writing a V-SAFE grant.

#### **ADJOURNMENT**

Terry Sheriff made a motion to adjourn. Justin McClellan seconded. Motion passed with no discussion. Meeting adjourned at 11:30 a.m.

The next meeting is scheduled for Wednesday, Feb. 10, 2021, 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.*