



**Fire School Advisory Board Meeting Minutes
Quarterly Meeting: November 8, 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 10:01 a.m. by Chair Terry Sherriff.

Roll call of members:

SC Fire School Advisory Board															
Terry Sheriff	X	Mark Davis	A	Jody Suttles	Z	Douglas Cline	Z	Brad Stio	A	Brian Lovin	Z	Joel Rogers	A	Tommy McDowell	A
Phillip Moore	A	Harold Nichols	X	Justin McLellan	X	Thomas Tardo	Z	Joshua Jordan	Z	Peter Dontje	Z				

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

VISITORS PRESENT: Terrell Brown, Rick Dunn, Amy Williamson, George Stapleton, Bonita Waters, Greg Bass, Andrela Riley, Shelly Allen, Nathan Ellis (z) and Sherri Bush.

- A. After the 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 August 9, 2023, minutes. Justin McLellan seconded. The motion carried unanimously without discussion.

III. Committee Chair Comments

Terry Sherriff's Remarks

- Thanked State Fire for the partnership and assistance in making the 3rd Annual Fire Officer Academy a success.

IV. State Fire Marshal's Remarks

Financial Update

George Stapleton on behalf of Chief Jonathan Jones:

- Discussed the budget.

- Discussed the upcoming changes related to the updated database finance system.

CPIP Project Updates

- George Stapleton gave a brief overview of the ongoing and future CPIP projects including adding a security gate at the Academy entrance and door automation. In addition, the USAR building is being renovated.

Grants Update

George Stapleton presented the following updates:

- Discussed the 2021, 2022, and 2023 AFG Grants.
- Still waiting on confirmation of the Safer Grant extension.

Superintendent's Remarks

Chief Jason Pope discussed:

- Installation of new site security measures.
- Ways to mitigate the increased workload on regional staff caused by the regional recruit schools.
- How to better utilize the Blackboard platform for training and eBooks.

Employee Updates

- Resident Instructor position in Training remains vacant.
- Introduced the new Logistics Chief Shelly Allen.

V. SCFA Section Reports

Facilities

Greg Bass provided a Facilities update and discussed numerous facilities projects

Curriculum & Production

Bonita Watters provided a summary and overview of the ongoing Curriculum and Production projects.

Training

Terrell Brown provided an onsite training section update and shared the need for more part-time instructors.

EMS

Superintendent Pope on behalf of Richard Naugler provided a summary and overview of the ongoing EMS courses and projects.

Accreditation

Andrela Riley provided an Accreditation update and briefly discussed the results of the pilot online testing in Mt. Pleasant.

Administration

Sherri Bush, Administrative Supervisor, provided an update and shared that Ora Staley's retirement celebration is Dec. 14, 2023. The position has been posted.

Marketing

Amy Williamson presented Marketing and Special Projects updates and also discussed State Fire University, a new program developed by Chief Jones.

VI. OLD BUSINESS

- None

VII. NEW BUSINESS

- None

IX. Announcements

- Fire Service Improvement Conference is Jan. 18-21, 2024, at the SC Fire Academy.
- Legislative day is April 17, 2024.
- The Firefighter Memorial Service is Feb. 3, 2024.
- Fire Rescue Conference is June 12-15, 2024 in Myrtle Beach, SC.

X. Adjournment

Joel McLellan made a motion to adjourn. Harold Nichols seconded. Motion passed unanimously without discussion. Meeting adjourned at 11:28 a.m.

The next meeting is scheduled for Wednesday, February 14, 2024, 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.