

**South Carolina Fire Academy
Advisory Committee Quarterly Meeting
Meeting Minutes – January 9, 2013**

Members Present: Jim Still, Scott Loftis, Bruce Burding, Skip Hannon, Rick Krob, Mike Norket, Joel Rogers

Members Absent: Bryan Beason, Phillip Delk, Phil Elliott, Jonathan Ryan, Wesley Williams, Les Wood

Alternates Present: Brian Moon, John Robinson

Non-Voting Members Present: Shane Ray

Visitors Present: Russ Friar, Phillip Russell, Cindy Brazell, Tammy Rowe, Lenny Busby, Tim Wojcik, Jason Pope, Ashley Boltin, Terrell Brown, Rick Dunn, Bill Pesature

Chairman Still called the meeting to order. Chairman Still was advised that a quorum was present.

Chairman Still reported that Chief Ristow has moved out of state.

Chairman Still asked Scott Loftis to open the meeting with a prayer and then everyone stood and recited the Pledge of Allegiance.

Chairman Still asked if the members could not attend to have alternate attend. Letters will be sent out.

Chairman Still congratulated Chief Friar on his appointment as Superintendent for the Fire Academy.

Chairman Still asked for motion to approve the July minutes. Motion made by Skip Hannon and Bruce Burding seconded. Minutes approved.

Chairman Still asked for motion to approve the October minutes. Motion made by Rick Krob and Mike Norket seconded. Minutes approved.

Chairman Still reported that a meeting was scheduled in October to discuss and finances and meeting had to be cancelled. The meeting was rescheduled in the future by Chief Ray.

Chairman Still reported the Standing Committee will be made inactive on Facilities and Finance. Will discuss items and issues as arrive. Joel Rogers reported the By Laws states that these committees will be in place. Chairman Still stated he had been informed differently. Chief Ray stated the By Laws does state the activeness of these committees and the changes can be made by the committee without going through legislative. The By Laws were put in an "Inactive" status until By Laws can be changed. Superintendent Friar stated that the 2000 By Laws does not spell out how By Laws are changed. Joel will redraft the Standing Committee part of the By Laws and present at next meeting.

Chairman Still asked for the organization reports to be presented to the committee.

1. State Fire Marshal's Office – Shane Ray
 - a. Ray reported 2 positions open for Assistant State Fire Marshals. There have been 30 applicants each received and in the process of submitting notice outside of state
 - b. A.J. Esposito's position is open.
 - c. Still needs to schedule another meeting to discuss finances.
 - d. Requested that Joint Council does not meet on the same day as Advisory Board.
 - e. Spartanburg burns will be held the week of January 22. Phillip Russell is the lead of this project. Burning 8 hours this year and writing grant to burn 8 more next year.
 - f. Kill The Flash Over will be held at the Academy the week of February 18. Lenny Busby is the head of this project.
 - g. Director Pisarik is very supportive of the Fire Service.
 - h. Training and Finances are doing well.
2. Superintendent – Russ Friar
 - a. Thanked everyone who has supported him over the years.
 - b. All employees are empowered to make decisions for their areas.
 - c. Rick Dunn has been hired full-time has the Instructional Design Manager. Curriculum has been renamed as the Instructional Design Department.
 - d. Phillip Russell has been reassigned over Region 2 (Rock Hill) and as the Regional Manager over the 7 regions.
 - e. Lenny Busby, Terrell Brown and Perry Bailey make up the Resident Training Team.
 - f. More organizational changes will be made in the future.
 - g. Special Challenge process has been extended to February 28. FFI has had 625 registered students with 425 successful completions. FFII has had 639 registered students with 432 successful completions. FOI has had 110 registered students with 65 successful completions.
 - h. Reaccreditation visit will be in November. Goal is to move to Proboard after ISFAC reaccreditation.
 - i. Fred Brandt is now over the In House Print Shop. We will be decreasing the shelf stock and printing on demand. Will not have to deal with SCDC with printing.
 - j. Reported we are not the same Academy we used to be. Have been a making a name on the National level.
3. Regional Report – Phillip Russell
 - a. Russell reviewed a handout of regional training report.
 - b. Region 5 (Charleston) Office has moved to 6390 Dorchester Rd.
 - c. Region 6 (Midlands) office has half been relocated to Aiken and the other half will remain at the Academy.
 - d. On January 5 Region 1 (Greenville) will be moving to the Greenville Tech Brazier Campus.

- e. Discussion was held on the cancellation hotline being changed to cancel within 14 days instead of last minute. Question was asked if cancellations were being tracked and the reply was not being tracked at this time but new database may be able to help with this.
- 4. Resident Training – Lenny Busby
 - a. Busby reviewed a handout of resident training report.
 - b. Kill the Flash Over starts on February 18. This project has been advertised on Joe Starnes website and Chief Brunacini will be in attendance for a roundtable discussion on Thursday, 2/21. All fire service groups will be invited to send 9 participants.
 - c. Honeywell test burns will be held the week of February 25.
 - d. Southeastern Fire School scheduled for March 9 – 10. Brochure will be printed and mailed to every fire department and posted on website. Attendance goal will be 500.
- 5. Instructional Design - Rick Dunn
 - a. Dunn distributed and discussed an Instructional/Design handout.
 - b. 2,000 students signed up for online courses October – December with 70% completion rate.
 - c. NO updates on the EMR.
 - d. Was asked by Chairman Still to send out handout of 2013 Stakeholders meeting committee.
- 6. Database Report – Cindy Brazell
 - a. Tentative looking at rollover by the end of month.
 - b. Average 25 students a day for registering online for non-prerequisite classes.

Standing Committees:

Facilities Committee – no representative
On going. Coming up with a plan for upgrades.

Curriculum Committee – Vacant
Chief Ray reported that Chief Ristow's position will be appointed by LLR Director.
Chairman Still reported that Chief Officer development needs to be out by June to cover in the next catalog.

Finance Committee – Joel Rogers
Will come up with a draft of By Laws.

Old Business

New Business

Scott Loftis reported he met with Thomas Alexander and proposed partnership with DMV with EVDT Training. Chief Friar will contact DMV.

Scott Loftis reported that Oconee County has issues with students not wanting IFSAC certification because they think since they were trained under the old standards they should meet FFI and FFII. However, they do not. Superintendent Friar states that once the 1700 series in Orangeburg is completed and reviewed the old 1121 and 1131 students can be certified by transcript courses taken.

Superintendent Friar reported 1121 and 3330 students can take module 5 and be FFI.

Superintendent Friar stated Class E Drivers License has nothing to do with emergency vehicles but applies to weight classification to 26,000 lbs.

Bruce Burding stated a report should be given to the Legislative and Municipalities to give them the information on what the fire officer's job details.

Chairman Still asked Superintendent Friar if Lexington County has approached the Academy to host program. Friar report yes and can be done. Chief Ray also reported offer has been to the LLR Executive Committee.

Superintendent Friar reported Health and Safety Conference would be in held January 18 – 20. Instructor Improvement Conference will be held February 8 – 10. Dr. Harry Reeder will be in Fairfield County April 12 – 13 and will follow up in October. Fire Association conference will be held in June at Myrtle Beach.

Chief Ray stated a special meeting will be held Monday, March 25 @ 9am and Tammy or Cindy should be contacted if dorm is needed on the night of the 24th.

Adjourn

The next regular quarterly committee meeting is scheduled for April 10, 2013 at 10am.

With no other business the meeting was adjourned.

Respectively submitted,

Russ Friar
Recording Secretary