

**South Carolina Fire Academy
Advisory Committee Quarterly Meeting
Meeting Minutes – July 13, 2011**

Members Present: Jim Still, Phillip Delk, Phil Elliott, Skip Hannon, Scott Loftis, Mike Norket, Chris Nunnery, Karl Ristow, Joel Rogers and Jonathan Ryan

Members Absent: Bill Addis, Bryan Beason, Bruce Burding, Art Sattler and Wesley Williams

Alternates Present: Patrick Bradshaw and Brian Horton

Non-Voting Members Present: Russ Friar and Adolf Zubia

Visitors Present: Frank Maples, Ed Roper, Bob Swarthout, Jonathan Jones, Ken Kerber, Cindy Brazell, Phillip Russell

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

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

Chairman Still asked for a motion to approve the minutes from the April 9, 2011 meeting.

1st – Skip Hannon

2nd – Chris Nunnery

Discussion: There were two items noted for correction. First, Chris Nunnery in chair of the Facilities committee and secondly, Mike Norket was not in attendance for the April meeting.

Chairman Still called for a vote will the noted corrections. The motion was passed unanimously.

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

1. State Firefighters Association – Jim Still

Still stated that the association will meet next week and that Zorrina Harmon's husband passed away suddenly.

2. State Fire Chiefs Association – no representative

3. State Fire Marshal's Association – Patrick Bradshaw

Bradshaw announced that their association conference will be held in June and then the fall conference will be in Greenville.

4. SC Society of Fire Instructors – Skip Hannon

No report.

5. Professional Firefighters Association – no representative

6. SC Association of Arson Investigators – Brian Horton

The October conference will held in Myrtle Beach.

7. SC Chapter of American Society of Safety Engineers – Joel Rogers

No report.

8. Higher Education – Karl Ristow

Ristow stated that enrollment is down for the executive fire officer program at NFA.

9. SC Fire and Life Safety Education Association – no representative

10. State Fire Marshal – Adolf Zubia

Zubia offered one point of interest for the group. He conducted a survey of internal employees and external customers to get honest feedback. He will be following up with

division leadership to review. There were some very strong comments reported. Zubia stated hopes to hire a superintendent for the Fire Academy quickly. Also, Zubia said he took the liberty to designate a facilities committee for the entire complex to come up with a plan to deal with immediate issues and a long term plan. The committee members are:

Billy Roberts – chair
Terrell Brown – instructor representative
Chris Nunnery – outside representative
Ed Roper – non-voting member

Ken Kerber asked about getting an edited version of the surveys for the advisory committee to review. Zubia stated he would discuss that with the leadership team. Ristow stated that the committee would only be interested in external customer comments

11. Fire Academy reports – Russ Friar

Friar stated that all academy reports were emailed prior to this meeting for committee review. Friar also stated that the reports included a presentation from Scott Loftis on testing pathways. If you have questions about the proposal call him with your questions. However, Friar did note that on the financial side the 1% money is up 13.33 % to the division.

Ristow commented that looking at the Firefighter II challenge information, which it didn't seem like many people were taking advantage of the process.

Rick Dunn presented a live demonstration of the Firefighter I online course. This course was built here at the Fire Academy by Academy staff. The cost to provide this online course to the student is \$85.50, the cost to the student to take the course will be \$5.

Chairman Still asked for reports from the standing committees.

Facilities Committee – Chris Nunnery

Nothing major to report. Zubia has established an internal facility committee and wants a 5 – 10 year plan for updating the facilities.

Curriculum Committee – Karl Ristow

Ristow stated that he would like to have a Fire Officer III program in the future.

Finance committee – Joel Rogers

Rogers reported that this committee did not the audit but did meet the Ed Roper and went over the same reports issued today. The Fire Academy is in good financial shape. Wesley Williams and Alan Sistare have been added to this committee.

Old Business – none

New Business – elect a vice chairman. Chris Nunnery was nominated and accepted the position.

Adjourn

The next quarterly committee meeting is scheduled for October 12, 2011 at 10am.

With no other business the meeting was adjourned.

Respectively submitted,

Russ Friar
Recording Secretary