

**South Carolina Fire Academy  
Advisory Committee Quarterly Meeting  
Meeting Minutes – March 19, 2014**

**Members Present:** Jim Still, Bruce Burding, Mike Norket, Alan Sistare, Shannon Tanner

**Members Absent:** Barry Davis, Phillip Delk, Skip Hannon, Brian Horton, Joel Rogers, Laurie Rose, Diane Woods

**Alternates Present:** David Laird, Brian Moon, John Robinson, Wesley Williams

**Non-Voting Members Present:**

**Visitors Present:** Phillip Russell, Tammy Rowe, Rick Dunn, Lenny Busby, Amy Williamson, Brent Turner

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

Chairman Still asked everyone to recite the Pledge of Allegiance and Shannon Tanner gave an invocation.

Chairman Still asked for motion to approve the November minutes. Motion made by Bruce Burding and Alan Sistare seconded. Minutes approved.

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

1. State Fire Marshal – Shane Ray
  - a. Rick reported that applicants are being sought to fill Ed Roper's position.
2. Superintendent – no report.

Resident Training – Lenny Busby

- a. KTF went well despite of the weather. Stream was archived. Chairman Still asked if the round table discussion stream was archived. Rick Dunn reported it was.
- b. Chairman Still asked if a report by county could be gotten from attendees at Southeastern.
- c. Chairman Still mentioned that it had been discussed that Southeastern 2015 would be the official 20<sup>th</sup> anniversary at the Academy for training. It was discussed that extended training be looked at to start prior to Saturday and other activities be incorporated. Lenny, Rick and Phillip report that they would look into it.
- d. Chairman Still asked how a class from Southeastern can be provided to a department. Rick reported that Matt McDowell's class can be offered.
- e. Chairman Still asked about recertifying for the 1403 with ISFSI. Phillip reported that ISFSI is working on that. Certification is good

for 3 years. Rick reported he has worked with Leigh and Jamie to development online website training, etc. All participants will have the opportunity to get acquired structure and participate in Spartanburg burns.

- f. Lenny reported all flammable liquid props are up and running. Waiting on car prop to be piped. Lenny stated they are re-evaluating old Class A building and taking bids on getting preventive maintenance.
- g. Allan Sistare asked about retaining wall. Lenny reported that will be included in the resident site plan.
- h. Lenny reported the Academy is in the process of getting a new turnout gear washer and dryer.
- i. Bruce Burding asked about getting retirees fit tested. Lenny reported that he and Rick are working on getting the machine calibrated.

#### Regional Training – Phillip Russell

- a. Phillip presented and discussed Regional Report.
- b. Phillip reported that LLR gave approval for a site plan to be conducted prior to Ed leaving.
- c. Phillip reported temporary hot water has been hooked up to the dorms with no circulating system. Contractors are working on having new system completely installed by end of March.
- d. Phillip thanked everyone who assisted with the breakfast situation during the Fire Service Improvement Conference. Jack's job will be posted and we currently have a temporary employee to fill in until a permanent employee can be hired.
- e. Chairman Still asked about contracting out the cafeteria. Phillip responded that he thinks customer service would be lost. He is looking at making some changes. In process of getting a POS System. Cards will be given to all students and staff with all meals and store items added.
- f. Susan Duncan will be at beach to show off Fire Portal. This set-up will be at the Academy booth.
- g. Spartanburg burns will be held May 15 – 21.

#### Instructional Design - Rick Dunn

- h. Rick distributed and discussed report.
- i. Russ presented and discussed AP011 Certification Procedures. This will be submitted to ISFAC by end of end of May with a site visit to be in August. After receiving IFSAC recertification we will be submitting for Proboard certification.
- j. Task group is looking at regional offices completed test grading and releasing results.

**Old Business**

None at this time.

**New Business**

None at this time.

**Announcements**

Fire Chiefs Memorial Service will be held on April 2 in Memorial Plaza.

Legislative Day will be held at the State House on March 26.

The next scheduled meeting is Wednesday, May 14 at 10am.

**Adjourn**

With no other business the meeting was adjourned with motion made by Alan Sistare and seconded Shannon Tanner.

Respectively submitted,

Tammy Rowe  
Recording Secretary