

**South Carolina Fire Academy  
Advisory Committee Quarterly Meeting  
Meeting Minutes – October 12, 2011**

**Members Present:** Jim Still, Scott Loftis, Mike Norket, Karl Ristow, Wesley Williams

**Members Absent:** Bill Addis, Bryan Beason, Bruce Burding, Phillip Delk, Phil Elliott, Skip Hannon, Joel Rogers, Jonathan Ryan

**Alternates Present:** Brian Horton, Alan Sistare, Les Woods

**Non-Voting Members Present:** Joe Palmer, Shane Ray and Adolf Zubia

**Visitors Present:** Cindy Brazell, Russ Friar, Phillip Russell, Jason Pope, Frank Maples, Tim Wojick, Scott Feather, Rick Dunn, Ashley Boltin, Ken Kerber, Catherine Templeton

Chairman Still called the meeting to order. Russ Friar advised that a quorum was not present; therefore the minutes from the July meeting were not approved.

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

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

1. State Firefighters Association – Joe Palmer

We are in process of mailing out packets to member department which includes CO with skill sheets as a document pathway for Firefighter I and II certification. The next two quarterly association meetings will be Oct. 26 and Jan. 21 at the Fire Academy.

2. State Fire Chiefs Association – Wesley Williams

The upcoming Chief's conference will be in Anderson starting on Oct. 19.

3. State Fire Marshal's Association – no representative

Frank Maples noted that the fall conference will be in Greenville Nov. 2 – 4.

4. SC Society of Fire Instructors – no representative

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 – no representative

8. Higher Education – Karl Ristow

Would like to schedule a higher education study in 2014 and compare those results to the last study that was done in 2004.

9. SC Fire and Life Safety Education Association – Les Woods

Woods stated that this year's focus will be conducting burns with side x side sprinkler demo. The spring conference will be in April. They are also promoting EDITH and smoke alarms in every room.

#### 10. State Fire Marshal – Tim Wojcik

Wojcik talked about asking for input from firefighters about certification training for a Fire Inspector Officer course.

#### 11. Fire Academy – Shane Ray

Ray thanked everyone for their support. He will be out visiting many fire departments and his family will move next summer. Jim Still stated that the advisory committee is looking forward to working with Shane. Ken Kerber stated that he is glad to have Shane here and complimented Russ Friar on a job well done in the interim.

Catherine Templeton discussed OSHA briefly and pledged support for grandfathering firefighters with past training.

Adolf Zubia – mentioned the division survey and stated that after Ray reviews the survey they will start to address problem issues. Also stated that the budget is still in draft form and will provide something more soon.

Russ Friar --- stated that all of the academy reports were emailed to the committee and asked if there were any questions concerning those reports. There were none.

Curriculum – Rick Dunn reviewed a hand out concerning the Fire Academy online learning community. Brian Horton asked if the Fire Officer I students take the written test before the skills section. Dunn replied that the student will be able to continue to review as much as they want before they test.

Another question was asked if a comparison had been between the online 2727 Haz Mat Awareness course and the traditional class. Dunn replied yes but there is no basis to understand why some students do better than others with online courses versus traditional. It was also stated that when pilot courses are done, all instructors and evaluators will be called together to discuss the difference between online and traditional class training.

### **Standing Committees:**

**Facilities Committee** – no representative

**Curriculum Committee** – Karl Ristow

Already discussed by Rick Dunn. There are other courses that need to be taught and rewritten. We may need to pare down the workload in the curriculum department.

**Finance Committee** – no representative

Zubia is working a budget draft and assured the committee that the academy will never be short changed even with a divisional budget.

### **Old Business**

Question was asked about offering a Fire Officer III course. Still stated that an assessment was done in his department which found that some employees were lacking the Fire Instructor II certification prerequisite.

**New Business**

Zubia was asked for an update on hiring a FF Mobilization coordinator. Zubia stated that he has done some interviews.

**Adjourn**

The next quarterly committee meeting is scheduled for January 11, 2012 at 10am.

With no other business the meeting was adjourned.

Respectively submitted,

Shane Ray  
Recording Secretary