



Fire School Advisory Board Minutes
Quarterly Meeting: Nov. 14, 2018 at 10 a.m.

I. Call to Order and Welcome

The meeting was posted and advertised pursuant to all South Carolina laws, rules, and regulations. The meeting was called to order at 10 a.m. by Chairman Mike Norket.

Roll call of members:

SC Fire School Advisory Board															
Jonathan Jones	A	Mike Benoir	X	Brian Horton	P	Brad Maness	X	Joel Rogers	X	Billy Dillon	X	Bill Stewart	A	Tommy McDowell	P
Mike Norket	X	Bruce Burding	X	David Laird	A	Justin McLellan	P	Terry Sheriff	X	Diane Woods	A			Tim Dickson	A

P: Via Phone X: Present A: Absent

VISITORS PRESENT: Lenny Busby, Bonita Watters, Amy Williamson, Ashley Boltin, Greg Bass, George Stapleton, Erick Adams, Brick Lewis, Tim Wojcik, Doug Spinks, Julie McCabe, Fred Brandt, and Sherri Bush.

- A. Superintendent Chief Dennis Ray led the Pledge of Allegiance and Invocation.
- B. A quorum was present.

II. Review of Agenda

Mike Benoir made a motion to approve the agenda. Billy Dillon seconded. The motion carried with no discussion.

Approval of Minutes

Mike Benoir made a motion to approve the August 8, 2018 minutes. Bruce Burding seconded. The motion carried with no discussion.

III. Employee Updates

Chief Ray presented the following updates:

- Introduced Greg Bass as the new facilities manager
- The HVAC position posting is on a continuous rotation
- HR is posting the program coordinator position (regional supervisor)
- HR is posting the program coordinator position (marketing and special projects)
- Katherine Boyes hired as a developer in curriculum
- Harold Taylor hired in a part-time position/cafeteria
- Robin Brazier hired in a part-time position/Region 6
- Interviewing three candidates for ARFF position

IV. Superintendent's Remarks

Chief Ray presented the following updates:

- Discussed successful team response during Hurricane Florence
- Discussed the after-action of Hurricane Florence
- Approaching the one year anniversary serving as FA Superintendent

- Attended most of the county meetings throughout the state
- Discussed success of Fire Chief's weekend

V. State Fire Marshal's Remarks

Finance Related

George Stapleton presented the following updates:

- Received Phase II approval from the JBRC (Joint Bond Review Committee) for dorm renovation
- S.C. Dept. of Administration finalizing construction documents for fire station bid process
- Fire station estimate came in over budget. Money requested to transfer from other CPIP projects. Since this is done at staff level, it does not require JBRC approval.
- Received phase II approval for the removal/replacement of the brick on the drill tower. Preparing construction documents for bid process.
- Dorm renovations should begin in April
- On target concerning income on municipal training, slightly above on industrial training
- More expenses were incurred due to Hurricane Florence
- Applied for an AFG grant of \$518,000 for turnout gear and equipment. If approved, equipment would arrive in January 2020.
- Briefly discussed how many courses were cancelled due to Hurricane Florence and how many had been rescheduled

VI. Sub-Committee Reports

Gregg Bass discussed the following for maintenance

- Cafeteria and Fire Academy maintenance response to Hurricane Florence.
- As a result of the employee compensation study, one staff member was promoted and two received pay raises.
- Installed a new HVAC unit in the fire station
- Memorial upkeep
- Maintenance request system and tracking small maintenance jobs

VII. Section Reports

Curriculum and Instructional Design

Bonita Watters provided additional curriculum updates:

- Final Fire Officer III pilot will be held on site in March.
- Sent out a curriculum survey for NFPA 1001. All of the firefighter series courses have an effective date of September 2018. By September 2020, testing begins to the new standard. Revision of all of the affected classes will begin first of the year.
- Currently have 26 schools participating in the CTC (Career Technology Center) – may add more in the spring
- Computers in the 2155 SIMS class crashed. Class will be rescheduled before the end of the year.
- Discussed courses currently under revision

Training

Lenny Busby provided a training section update:

- Discussed the decrease in training numbers and the current competition the Academy is facing.
- Industry training numbers fluctuate based on the economy
- Trailer support is consistent. One trailer was removed for repair/replacement. Training equipment is being abused in certain situations. Encouraged attendees to observe how equipment is being used.
- Rescheduled courses affected by Hurricane Florence
- Recruit class was delayed one week

- Recruit class started with 25 students. Currently, there are 16 students.
- Graduation moved from 2 p.m. to 3 p.m.
- Expecting grant items to be delivered for FIT testing
- Secured an Osh Kosh striker truck for ARFF training. It will be delivered in nine months.
- Provided two units for Columbia's Fire Prevention Parade
- Regions 1 and 6 participated in career days
- Region 5 has participated in several service projects
- Miranda Turner was accepted into the Certificated Public Managers Program
- Region 5 compiles all of the regional training data for the reports
- Chief Ray stated the instructors include CRR (Community Risk Reduction) and TIM (Traffic Incident Management) in the recruit program. LODD (line of duty death) and F&LSE (fire and life safety educator) will be added next year.

EMS

Tim Wojcik provided a training update:

- Hartsville EMS class is finishing with three students testing out practical skills
- Assisting in testing (December) for the ongoing EMS class with 9 students in Burton Township
- Met with the 11 newly hired part-time instructors. There are, roughly, two per region. Administered instructor development, discussed advocacy and EMT vulnerability for instructors
- EMS working group meeting is November 28, 2018, at 10 a.m. at the Fire Academy
- Purchased equipment including a stretcher and CPR trainer

Accreditation

Doug Spinks, Accreditation Manager, provided an update:

- Pro Boards numbers are not as high as IFSAC numbers. Pro Broad is mostly used for those moving out-of-state or seeking federal government employment.
- Class E examiner program is active. There are 26 evaluators who are DOT certified.
- Completed the validation of the HMA (hazardous materials awareness) and HMO (hazardous materials operations) accredited level test banks
- Continue to analyze the instructor survey comments and use them to improve instructor program

VII. OLD BUSINESS

- None

VIII. NEW BUSINESS

Textbook Policy

- The purpose of this policy is to reduce costs associated with issuing the same student multiple textbooks. Students are expected to retain books that are used for series courses. If they are issued a duplicate textbook, the sponsoring fire department will be bill a \$55 fee.

XII: ANNOUNCEMENTS

- There will be a free One Percent seminar tomorrow in Spartanburg. Lunch is provided. There will be other trainings offered throughout the year.
- Fire Instructor Improvement Conference is January 11, 2018 at the Embassy Suites in Greenville, SC.
- The Firefighter Memorial Service will be during the 2019 Fire Rescue Conference in Columbia, June 24-29, 2019. Training schedule not yet available
- New officer section has been added to the Firefighters' Association's website, which includes podcasts and webinars.
- Firefighter's history book, written by Carter Jones, is now at print. The cost is \$40 per copy.
- Now accepting preliminary classes for the 2019 Fire Rescue Conference.

- Farm medic and rural water supply programs are being developed

ADJOURNMENT

Mike Benoir made a motion to adjourn. Billy Dillon seconded. No discussion.

Meeting adjourned at 11:01 a.m.

The next meeting is Wednesday, Feb. 13, 2019, in the South Carolina Fire Academy Conference Room.

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.