ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting
January 29, 2025

The meeting was called to order by Commission Chair Scott Pilgreen at 9:02 a.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Roll call revealed the following members present: Josh Bryant, William Lipscomb, Scott Pilgreen, Allan Rice, Derrick Swanson, Brandy Williams, and Dale Wyatt. (Attorney Mark Boardman) Quorum ascertained.

VISITORS

Josh McDaniel, Justin McKenzie, Cece Hubbert, Patrick Dunlap, Amy Jones, Kim Davis, Anna Porter Chapman, Ray Grantham, Tracy McNair, Adam Watley, Justin Baker, Stentsen Ellenburg, Chris Miller, Silas Lindsey, Arthur Willis, Chuck Parsons, Reid Vaughan, Chris Neuenschwander, Summer Davis, Billy Doss, and State Representative Ron Bolton.

MINUTES

Commission Chair Pilgreen reviewed the agenda items for the Quarterly Commission meeting scheduled for later today after the Work Session.

Chair Pilgreen asked Executive Director Russell for the Executive Director's report.

Executive Director Russell called on Training Section Chief Arthur Willis who presented the Training report to the Commission comparing classes for the 2024-2025 fiscal year with classes from the same period in the 2023-2024 fiscal year. An overview was given of all training classes offered through Career Tech, DOD, Direct Delivery, Field, EMS, Campus, and RTC. Overall, the number of classes increased by 15 percent and student numbers increased by 16 percent. The number of certifications issued increased by 17 percent from the prior year. Chief Willis gave updates on the six ongoing departmental delivery recruit schools, four campus delivery recruit schools, and one bridge class; 2024-2025 AFC Paramedic satellite classes in Madison, Montgomery, and Prattville; three potential Paramedic satellite class locations in Chelsea, Florence, and the 187th Fighter Wing Air National Guard in Montgomery; third offering of the AFC Critical Care Academy class; EMT enrollment; the Self Study/Life Paced EMT and Advanced EMT classes; progression of the revisions to Emergency Medical Responder with a pilot course planned for April; delivery of the new rescue truck by EEP and currently stocked by the Office of EMS; EMS Challenge; the Rocket City EMS Conference in February; 15

promotional tests administered to 11 different departments with 115 candidates in 2024 and 6 tests administered to 3 different departments with 80 candidates in 2025.

Executive Director Russell stated he would be presenting the Administration Report to the Commission in Administrative Section Chief David Thornburg's absence. Director Russell discussed the evaluation of Firefighter I/II textbooks and curriculum and relayed that the Technical Review Committee of subject matter experts unanimously recommended the IFSTA 8th Edition.

Executive Director Russell next called on Regional Section Chief Reid Vaughan who presented the Regional Report to the Commission. Vaughan gave updates regarding electronic testing in the field, the new trucks and props, upcoming delivery of the Taylor'd Props, supervision of the Career Tech Program by Jenn Gonzales, and Career Tech Fairs in the high schools throughout the state.

Executive Director Russell next called on Tracy McNair who presented the Technology Report to the Commission. McNair provided updates on the progress of the dashboard and upgrades to the website.

Executive Director Russell completed his report to the Commission by discussing several matters and updates pertaining to the Fire College including but not limited to, ERC Credit; recruit school training and disciplinary action taken at Fort Payne RTC; requesting Commission approval of Firefighter Curriculum; the need for clarification regarding Invisible Disabilities legislation; a reduction in the number of fire fatalities during 2024 and the direct correlation to the In Touch Smoke Alarm Program; web integrated skills evaluation; plans for future upgrades to the AFC Firefighter Memorial site; 2024 Assistance to Firefighter Grant and upcoming delivery of the Taylor'd Props; 2025 Assistance to Firefighter Grant and proposed Communications Tower Rescue Program; and NFPA 1030 changes.

Without objection, the Work Session was suspended at Commission Chair Pilgreen's discretion, to convene the committee meetings.

FINANCE COMMITTEE

Finance Committee Chair, Brandy Williams called the Finance Committee meeting to order. Chief Financial Officer Cece Hubbert presented the draft of the internal September 2024 and November 2024 Financial Statements. Hubbert also provided an update on the AFC Foundation, Inc. The Commission requested the AFC Foundation, Inc. financial statements to be presented at the April commission meeting.

Committee Chair Williams discussed several items including approval of the FY 2024 Audit and Financial Statements presented by Jackson Thornton & Co, PC, internal September 2024 Financial Statements, internal November 2024 Financial Statements, awarding of hotel bids,

declaring the 2000 Freightliner Ambulance as surplus and approving for disposal via transfer to the Pickens County Commission, authorization of expenses to correct the Registered Agent listing and mailing address for the AFC Foundation, Inc. with the Alabama Secretary of State, and authorization to the Executive Director to deposit any funds received from the Employee Retention Credit into an appropriate banking institution with the highest yield. On motions properly made and seconded, the Finance Committee approved motions concerning each of these items to forward to the Quarterly Commission meeting.

Committee Chair Williams, seeing no further business and, without objection, adjourned the Finance Committee meeting.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

The Policy and Procedures/By Laws Committee meeting was called to order by Committee Chair Rice. The Committee discussed use of an acquired structure during live fire training. On a motion properly made and seconded, the Policy and Procedures/By Laws Committee approved to forward this item to the Quarterly Commission meeting.

Committee Chair Rice, seeing no further business and, without objection, adjourned the Policy and Procedures/By Laws Committee meeting.

EMS COMMITTEE

Committee Chair Lipscomb stated there was no business to discuss.

FACILITIES COMMITTEE

The Facilities Committee was called to order by Commissioner Bryant. Executive Director Russell stated that he and Cece Hubbert met with Beth Chapman and Bill Poole to discuss funding for the proposed EMS/Certification building. Further discussion addressed the support needed for the project that would help obtain funding. No action was taken.

Commissioner Bryant, seeing no further business and, without objection, adjourned the Facilities Committee meeting.

BRIDGE COMMITTEE

Committee Chair Wyatt stated that the Bridge Committee reviewed the current processes of the Bridge Program and determined no action was needed.

Committee Chair Wyatt, seeing no further business and, without objection, adjourned the Bridge Committee meeting.

There being no further Committee business, Commission Chair Pilgreen adjourned the Committee meetings and returned to the Work Session, without objection.

UNFINISHED BUSINESS

Executive Director Russell provided further details regarding the progress of the Employee Classification Study. Director Russell also discussed the collaborative input from Dr. Ferguson, Dr. Sheppard, Dr. Winchester, and the exercise physiologists regarding an occupational medical evaluation. The physicians and exercise physiologists plan to present recommendations for our physical statement form and the recruit school scheduling for SCBA week at the April Commission meetings.

Commission Chair Pilgreen requested further information regarding the proposed Administrative Code Changes to Chapter 360-X-1-.01 General Regulations and Administrative Procedures and public hearing scheduled for the Quarterly Commission meeting later today. Director Russell explained that the proposed changes to the language include members of volunteer fire departments certified by the Alabama Forestry Commission and active affiliated members of the Alabama Association of Rescue Squads.

Executive Director Russell also provided further details and recommendations to the Commission regarding the instructor status for Howard Popple.

BUSINESS FROM VISITORS

State Representative Ron Bolton addressed the Commission regarding the Pickens County Commission electing to start their own ambulance service and their need for an ambulance. Representative Bolton and Senator Gerald Allen made a request for the Fire College to consider donating the 2000 Freightliner Ambulance to the Pickens County Commission for their ambulance service.

Chris Neuenschwander from Jackson Thornton & Co. PC presented the FY 2024 audit report and financial statements for Commission review. Neuenschwander relayed that the audit went smoothly, was favorable, and there were no findings to report.

Commission Chair Pilgreen, seeing no further business, adjourned the meeting at 11:28 am, without objection.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting
January 29, 2025

The meeting was called to order by Commission Chair Scott Pilgreen 12:34 pm and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Commissioner Bryant led the Pledge of Allegiance. Roll call revealed the following members present: Josh Bryant, William Lipscomb, Scott Pilgreen, Allan Rice, Derrick Swanson, Brandy Williams, and Dale Wyatt. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

Billy Doss, Adam Watley, Cece Hubbert, Patrick Dunlap, Amy Jones, Kim Davis, Anna Porter Chapman, Tracy McNair, and Reid Vaughan.

AGENDA APPROVALS

Commission Chair Pilgreen reviewed the agenda. Commissioner Rice made a motion to approve the agenda for the Quarterly Commission meeting. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

APPROVAL OF MINUTES

Commissioner Rice made a motion to approve the minutes from the Work Session on October 15, 2024 and the Quarterly Commission meeting on October 16, 2024. Commissioner Wyatt seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

ELECTION OF OFFICERS

CHAIR

The floor was open for nominations. Commissioner Wyatt nominated Commissioner Pilgreen for Chair of the Commission. Commissioner Rice seconded the nomination. No other nominations were submitted.

Roll call vote was taken to elect Commissioner Pilgreen for Chair of the Commission.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Abstain
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Without any opposing votes and by a majority, Commissioner Pilgreen was re-elected as Chair of the Commission.

VICE-CHAIR

Chair Pilgreen opened the floor for nominations for Vice-Chair. Commissioner Lipscomb nominated Commissioner Williams. Commissioner Rice seconded the nomination. No other nominations were submitted.

Roll call vote was taken to elect Brandy Williams as Vice-Chair of the Commission.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Abstain
Dale Wyatt – Yes

Motion carried.

Without any opposing votes and by a majority, Commissioner Williams was re-elected as Vice-Chair of the Commission.

Commission Chair Pilgreen and Vice Chair Williams stated it was an honor to serve and looked forward to the upcoming year.

Director's Report:

Executive Director Russell called on Training Section Chief Arthur Willis to report on Training. Chief Willis incorporated his Training Report given earlier in the day at the Work Session.

Executive Director Russell next called on Regional Section Chief Reid Vaughan to report on Regional Training. Chief Vaughan incorporated his Regional Training Report given earlier in the day at the Work Session.

Executive Director Russell incorporated his Executive Director's Report given earlier in the day at the Work Session.

COMMITTEE REPORTS

FINANCE

Committee Chair Williams made a committee motion to approve the FY 2024 Audit and Financial Statements as presented by Jackson Thornton & Co. PC.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the internal September 2024 Financial Statement expenditures and budget to actual differences as presented.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the internal November 2024 Financial Statement expenditures and budget to actual differences as presented.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to accept staff recommendations regarding continuing to use current hotel arrangements with Comfort Suites, and enter into a new contract for such, with the Executive Director authorized to sign any contract.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to declare surplus and approve for disposal the following:

2000 Freightliner Ambulance
VIN: 1FV3EFBC9YHB58284

via transfer to the Pickens County Commission, another government entity, for no compensation.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made the following committee resolution:

Whereas, the purpose of the AFC Foundation, Inc. is to assist the Alabama Fire College in accomplishing its mission,

And whereas assisting the AFC Foundation, Inc. in meeting in legal obligations benefits the Alabama Fire College and the public,

And whereas, the Personnel Standards and Education Commission makes a legislative determination of the proceeding,

Now, therefore, be it resolved that the Commission authorizes an expense of up to $500.00 to correct the Registered Agent and address with the Secretary of State for the AFC Foundation, Inc., and allow the registered office mailing address to be the address of the Registered Agent with the registered street address for the AFC Foundation, Inc., to be the Fire College's address.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to authorize the Executive Director to deposit any monies received from the Employee Retention Credit into an appropriate banking institution which will produce the highest interest rate.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

POLICY & PROCEDURES/BY-LAWS

Committee Chair Rice made a committee motion stating the Commission recognizes that acquired structure live fires are inappropriate for non-certified personnel in Alabama Fire College courses.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes

Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

EMS

Committee Chair Lipscomb stated there was no formal business at this time.

FACILITIES

Commissioner Bryant stated there was no formal business at this time.

BRIDGE COMMITTEE

Committee Chair Wyatt stated that the Bridge Committee recommends taking no action after all discussions and review of the Bridge Program. Wyatt stated the recommendation is to dissolve the Bridge Committee at this time. Commission Chair Pilgreen extended his appreciation to the Bridge Committee members for their diligence and hard work. Without objection, Chair Pilgreen declared the committee dissolved as of the Quarterly Commission meeting today.

UNFINISHED BUSINESS

PUBLIC HEARING

"Members of the public may speak or address the Commission during the public hearing portion of the meeting. Any member of the public desiring to speak or address the Commission must sign the speakers list prior to the beginning of the public hearing portion of the meeting. The order of speakers shall be determined by order of sign-up by issue. All speakers shall first identify themselves and whom they represent."

Commission Chair Pilgreen called the public hearing to order and opened the floor for comments regarding the proposed changes to the Administrative Code for Chapter 360-X-1-.01 General Regulations and Administrative Procedures.

Executive Director Russell stated there have been no public comments submitted in writing, by electronic mail or telephone for this amendment. There were no comments from visitors. Hearing no comments, Commission Chair Pilgreen declared the public hearing closed.

Commissioner Bryant made a motion to adopt and certify the changes to the Administrative Code for Chapter 360-X-1-.01 General Regulations and Administrative Procedures. Commissioner Wyatt seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Executive Director Russell discussed the progress of the Employee Compensation and Classification Study with the Commission.

Director Russell also discussed the collaborative input from Dr. Will Ferguson with UAB and EMS Challenge, AFC Medical Control physician Dr. Dustin Sheppard, and Dr. Lee Winchester with UA Department of Kinesiology for an occupational medical evaluation for entry level firefighters. Director Russell stated the goal of the group is to provide the Commission recommendations for a firefighter medical evaluation at the April 2025 meeting.

NEW BUSINESS

Commissioner Wyatt made a motion to approve allowing Howard Popple to teach Alabama Fire College courses under the conditions set by the Executive Director and pending consent by the Chief of the Department which employs Mr. Popple. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
William Lipscomb – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Commissioner Rice stated he received positive feedback about the Alabama Fire College while on a recent trip to Virginia. Rice commended Kim Davis and Reid Vaughan for their research and the customer service extended to an out-of-state student over a weekend.

Commission Chair Pilgreen stated the next Work Session is scheduled for April 15, 2025 and the next Quarterly Commission meeting is scheduled for April 16, 2025. Chair Pilgreen called for the meeting to be adjourned. Without objection, the meeting was adjourned at 12:50 pm.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting
April 15, 2025

The meeting was called to order by Commission Chair Scott Pilgreen at 12:47 p.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Roll call revealed the following members present: Josh Bryant, Lance Byrd, William Lipscomb, Matt Missildine, Scott Pilgreen, Allan Rice, Brandy Williams, and Dale Wyatt. Derrick Swanson was absent. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

David Thornburg, Arthur Willis, Amy Jones, Kim Davis, Cece Hubbert, Patrick Dunlap, Anna Chapman, Justin Baker, Tracy Thornton, Tracy McNair, and Diana Hewlett.

MINUTES

Commission Chair Pilgreen reviewed the agenda for the Quarterly Commission meeting. A motion was made by Commissioner Wyatt to amend the agenda and include adoption of the FF I/II curriculum with IFSTA, 8th Edition. Commissioner Byrd seconded the motion. The motion was unanimously changed to add this item to the Quarterly Commission meeting agenda.

Chair Pilgreen requested the Director's report from Executive Director Russell.

Executive Director Russell welcomed the two newest Commission members, Commissioner Lance Byrd and Commissioner Matt Missildine.

Executive Director Russell called on Training Section Chief Arthur Willis, who presented the Training report to the Commission comparing classes for the 2024-2025 fiscal year with classes from the same period in the 2023-2024 fiscal year. An overview was given of all training classes offered through Career Tech, Department of Defense, Direct Delivery, Field, EMS, EMS Challenge, RTC, and Campus delivery. Overall, the number of classes increased by 6 percent and the number of students attending held steady. The number of certifications issued increased by 23% from the prior year. Chief Willis gave updates on the four ongoing departmental delivery recruit schools, three campus delivery recruit schools, and one scheduled bridge class; 2024-2025 Paramedic classes including satellite locations in Madison, Montgomery, and Prattville with new locations in Albertville, Chelsea, and Shelby County; AFC Critical Care Academy class; EMT enrollment; the Self Study/Life Paced EMT and Advanced EMT classes; the

inaugural Life Paced AEMT course; EMS Challenge; the Self Study/Life-Paced Emergency Medical Responder course; and upcoming promotional testing.

Executive Director Russell next called on Administrative Section Chief David Thornburg, who presented the Administration Report to the Commission. Chief Thornburg discussed infrastructure work on campus; the need for replacing natural gas lines on the drill field; replacement of the sewer lift station and equipment; campus concrete projects; extension of the Extrication pad; FDIC Conference in Indianapolis, IN; 2024 Instructor of the Year, Jonathan Ledbetter; and 2024 Student of the Year, Clayton Aldridge.

Executive Director Russell next called on Regional Section Chief Reid Vaughan, who presented the Regional Report to the Commission. Chief Vaughan gave updates regarding the 2025 Fire Explorer Weekend hosted on campus from February 21st through February 23rd; recognition of Jennifer Gonzales and her work with the High School Career Tech programs throughout the state; recognition of Jason Brannan and Mike Hill for their hard work on the driving simulators; and the upcoming volunteer courses being offered on the weekends.

Executive Director Russell completed his report to the Commission by discussing several matters and updates pertaining to the Fire College including but not limited to, the legislative priorities for Alabama Fire Service Legislative Priorities; ARFF Training; building proposal and request for funding for the proposed EMS/Testing facility; AFC Generator replacement and infrastructure updates; supplemental appropriations from the Education Trust Fund Budget; campus gas lines and sewer lift station; classroom technology upgrades; accurate mapping of campus underground utilities; State Auditor's report; PS Trax asset and inventory management platform; Responder, Inc. scholarship donation to a self-sponsored student in recruit school; donation of the Alabama Fire College retired ambulance to the Pickens County Commission; 2024 Student of the Year, Clayton Aldridge and the 2024 Instructor of the Year, Jonathan Ledbetter; long range plans for revisions and upgrades to the Alabama Firefighter Memorial; NFPA Consolidation Project; NFPA 1010, NFPA 1020, NFPA 1550 and NFPA 1081 Curriculum and Certification updates; and WISE-Web Integrated Skills Evaluation.

Without objection, the Work Session was suspended at Commission Chair Pilgreen's discretion, to convene the committee meetings.

FINANCE COMMITTEE

Finance Committee Chair, Brandy Williams called the Finance Committee meeting to order. Chief Financial Officer Cece Hubbert presented the draft of the internal February 2025 Financial Statements for the Fire College to the Commission.

Committee Chair Williams discussed several items including the February 2025 Financial Statements, surplus and disposal of 2008 Ford F-350 and 2008I-Stan base unit; bids for electrical upgrades and purchase of smoke detectors; supplemental appropriations from the Education

Trust Fund Budget; and support for the State of Alabama Firefighters' Emergency Relief Fund. On motions properly made and seconded, the Finance Committee approved motions concerning each of these items to forward to the Quarterly Commission meeting.

Committee Chair Williams, seeing no further business and, without objection, adjourned the Finance Committee meeting.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

The Policy and Procedures/By Laws Committee meeting was called to order by Committee Chair Rice. Chair Rice stated that the Executive Director has presented proposed topics that he and the AFC staff are working on developing policies for. The Policy and Procedures/By Laws Committee will present the proposed policies to Attorney Mark Boardman for review and bring before the Commission for approval and adoption when they are complete.

Committee Chair Rice, seeing no further business and, without objection, adjourned the Policy and Procedures/By Laws Committee meeting.

EMS COMMITTEE

The EMS Committee was called to order by Committee Chair Lipscomb. Chair Lipscomb stated that he recently visited with the recruit schools at Center Point Fire and Birmingham Fire and observed their processes. Lipscomb revealed that he had further discussion with Director Russell regarding the EMS programs outside of the AFC campus.

Commissioner Lipscomb, seeing no further business and, without objection, adjourned the EMS Committee.

FACILITIES COMMITTEE

The Facilities Committee was called to order by Commissioner Bryant. Commissioner Bryant stated that Director Russell provided details of the state appropriations and funding received for the proposed EMS/Testing facility in the Commission books. No action was taken.

Commissioner Bryant, seeing no further business and, without objection, adjourned the Facilities Committee meeting.

UNFINISHED BUSINESS

Executive Director Russell discussed the long-range plans for revisions and upgrades to the Alabama Firefighter Memorial site.

Director Russell addressed the ongoing efforts regarding the Physical Statement requirements. Dr. Ferguson, Dr. Sheppard, Dr. Winchester, and the exercise physiologists were tasked with developing medical criteria designed to reasonably identify whether an individual has a health

condition that would initially disqualify them from becoming a firefighter. The collaborative input will also provide recommendations for additional testing, work hardening programs, or other interventions as deemed appropriate.

Dr. Winchester addressed the Commission and discussed physiological test results that were administered during the most recent SCBA week of recruit school on the AFC campus.

Executive Director Russell provided further details to the Commission regarding the progress of the Employee Compensation and Classification Study as well as the Economic Impact Study.

Cece Hubbert presented the AFC Foundation Financial Statements as requested by the Commission. Director Russell relayed that Attorney Mark Boardman is the registered agent with the State of Alabama Secretary of State's office for the AFC Foundation.

Commission Chair Pilgreen, seeing no further business, adjourned the meeting at 3:24 pm, without objection.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting
April 16, 2025

The meeting was called to order by Commission Chair Scott Pilgreen at 9:00 am and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Commissioner Josh Bryant led the Pledge of Allegiance. Upon the direction of Commission Chair Pilgreen, Attorney Mark Boardman administered the Oath of Office to newly appointed Commissioner Lance Byrd and newly appointed Commissioner Matt Missildine.

Roll call revealed the following members present: Josh Bryant, Lance Byrd, William Lipscomb, Matt Missildine, Scott Pilgreen, Allan Rice, Brandy Williams, and Dale Wyatt. Derrick Swanson was absent. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

Rick Gregg, David Thornburg, Arthur Willis, Amy Jones, Cece Hubbert, Pat Hamilton, Kim Rodgriguez, Kiristen Baker, Kim Davis, Stacee Tingle, Eddie McCall, Diana Hewlett, Hannah McCook, Leah Missildine, James Missildine, Spruce McRee, Jackson Chance, Tracy McNair, Billy Doss, Patrick Dunlap, Bailey Price, Anna Chapman, Adam Watley, Ashley Owens, Terri Huddleston, Nikki Bush, Ray Grantham, Nick Davis, Ben Caffee, Josh Roe, Mark Delk, and Damien Davis.

AWARDS AND RECOGNITIONS

Executive Director Russell commended Rachel Lawley, Mental Health Clinical Coordinator, for her dedication to the Alabama First Responder Peer Support program and the firefighters in the state of Alabama. Russell noted that Lawley coordinated mental health services for a firefighter in need while she was on vacation with her family.

Director Russell recognized Jennifer Gonzales for her recruiting efforts to the Advanced EMT class. Russell also commended her for the services and hard work provided to the High School Career Tech program.

Director Russell commended the Certification and Finance Departments for the efforts given in their daily tasks regarding the upcoming site visit and budget preparations.

Mark Delk was presented the Employee of the Quarter Award. Delk is a training specialist with the EMS division of the Fire College and a Captain with Tuscaloosa Fire and Rescue. Director Russell stated that Delk has been instrumental in building the online EMT and Advanced EMT programs, played a key role in writing specifications for the new AFC ambulance, coordinated the initiative to bring the Critical Care Academy program to the Fire College, and continues to support the EMS Challenge.

AGENDA APPROVALS

Commission Chair Pilgreen reviewed the agenda for the Quarterly Commission meeting. Commissioner Bryant made a motion to approve and amend the agenda to include the adoption FF I/II Curriculum. Commissioner Wyatt seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

APPROVAL OF MINUTES

Commissioner Wyatt made a motion to approve the minutes from the Work Session and the Quarterly Commission meetings that were held on January 29, 2025. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes

Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Director's Report:

Executive Director Russell called on Training Section Chief Arthur Willis to report on Training. Chief Willis incorporated his Training Report given during the Work Session.

Executive Director Russell next called on Administrative Section Chief David Thornburg to report on Administration. Chief Thornburg incorporated his Administration Report given during the Work Session.

Executive Director Russell next called on Regional Section Chief Reid Vaughan to report on Regional Training. Chief Vaughan incorporated his Regional Training Report given during the Work Session.

Executive Director Russell discussed several matters including but not limited to Alabama Fire Service Legislative Priorities; requested funding for the proposed EMS/Testing facility at AFC; supplemental appropriations from the Education Trust Fund Budget of 3.1 million for the EMS/Testing facility, $600,000.00 for one-time expenses for deferred maintenance and renovation of existing facilities and ongoing capital projects, and $600,000.00 for the Muscle Shoals RTC drill tower; replacement of the AFC Generator, drill field natural gas line replacement, and sewer lift station and equipment replacement; $1,000.00 scholarship donation from Responder, Inc. to Coleon Rollins, a self-sponsored student in recruit school; discussions regarding the long-range plans for revisions and upgrades drawn by Lathan Architects for the Alabama Firefighter Memorial; and the upcoming twenty four levels of curriculum and certification updates.

COMMITTEE REPORTS

FINANCE

Committee Chair Williams made a committee motion to approve the February 2025 Financial Statements as presented.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes

Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to declare as surplus and to approve for disposal the following fully depreciated items:

2008 White Ford F350	VIN: 1FTWW30R68EB76123
and	
2008 I-Stan Base Unit (EMS)	Inventory: ISTAN 123

and authorize the Executive Director to execute all necessary paperwork.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to reject the single bid received for the electrical upgrade and authorize the Executive Director to execute an agreement with the sole bidder S & W Electric at a cost not to exceed the amount of the bid by S & W Electric of $14,514.00.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to award the bid for smoke detectors to Lowe's, the lowest responsible bidder of $11.89 for each smoke detector.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion stating if the Legislature budgets to the Fire College $600,000.00 for the Generator replacement project, the Commission authorizes the Executive Director to:

(1) Begin the required public bid law process;
(2) Enter into a contract with Lathan Associates Architects, P.C.; and
(3) Sign all necessary papers for the awarding of the bid at the July Commission meeting.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion stating that if the Legislature allocates to the Fire College $600,000.00 for the Muscle Shoals drill tower, the Commission authorizes the Executive Director to:

(1) Transfer said funds to the City of Muscle Shoals for the drill tower;

(2) Sign all necessary papers to fulfill the intent of the Legislature; and
(3) Instruct the City of Muscle Shoals to comply with all applicable laws, including the Public Works Bid Law.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to authorize the Executive Director to

(1) Solicit rates for a Certificate of Deposit;
(2) Place $3.1 million for the EMS and Testing facility in that CD with the best rate;
(3) Signatories to be Executive Director Matt Russell, Commission Chair Scott Pilgreen, Commission Vice Chair Brandy Williams, and Commissioner William Lipscomb; and
(4) To sign all necessary paperwork.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made the following committee resolution:

Whereas, the Alabama Fire College and the Personnel Standards and Education Commission

Support and provide peer assistance and stress first aid to firefighters in need, including peer support;

And whereas SAFER (State of Alabama Firefighters Emergency Relief Fund) serves on the front lines of providing assistance to firefighters in need;

And whereas the Commission legislatively determines that SAFER's coordination of services for firefighters in need promotes and advances the Commission's Peer Support program;

And whereas the Commission can further its Peer Support program by participating with SAFER, including paying SAFER to support the Fire College's Peer Support program;

Now therefore, be it resolved by the Commission that the Commission budgets $10,000.00 annually to SAFER to support the Peer Support program and authorizes the Executive Director to sign all necessary papers with the $10,000.00 for this fiscal year coming from the reserve funds.

Commission Chair Pilgreen stated SAFER was incorporated on 09/03/2023 and that he currently serves as a volunteer board member.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

POLICY & PROCEDURES/BY-LAWS

Committee Chair Rice stated that Director Russell and staff have identified some areas that are being developed into draft policies. The Committee will work with staff to develop policies and forward to Attorney Mark Boardman for legal review and possibly present to the Commission during the July Commission meetings. There was no further business to discuss.

EMS

Committee Chair Lipscomb stated he had visited several local recruit schools and spoke with Director Russell about the Fire and EMS instruction given and how it is being presented to the future firefighters in the local communities. There was no formal business to discuss.

FACILITIES

Commissioner Bryant stated the Commission appreciates the 3.1 million in state appropriations for the proposed EMS/Certification building. Bryant declared there was no formal business to discuss at this time.

UNFINISHED BUSINESS

Executive Director Russell discussed the presentation given from Dr. Winchester at the Work Session regarding the physical screening for recruit school candidates. Dr. Lee Winchester with the University of Alabama Department of Kinesiology, Dr. Dustin Sheppard our Medical Control physician, and Dr. Will Ferguson a physician at UAB Emergency Room that also works with our EMS Challenge program have made recommendations that are being reviewed by staff. Those recommendations will possibly be presented to the Commission at the July Commission meetings.

Executive Director Russell discussed the progress of the Employee Classification and Compensation Study with the Commission.

Director Russell stated that Attorney Mark Boardman is listed as the registered agent for the AFC Foundation, Inc. with the State of Alabama Secretary of State's office.

Director Russell also provided further details regarding the findings of the Technical Review Committee and Section Chiefs for the curriculum of the Firefighter I, Firefighter II, Firefighter Bridge, and Firefighter Recertification courses. Chief David Thornburg, Chief Arthur Willis, and Chief Reid Vaughan recommended the curriculum from IFSTA, 8th Edition. Commissioner Bryant made a motion to approve and adopt the curriculum from IFSTA, 8th Edition. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Commission Chair Pilgreen stated the next Work Session is scheduled for July 15, 2025 and the next Quarterly Commission meeting is scheduled for July 16, 2025. A motion was made by Commissioner Wyatt to adjourn the meeting and was seconded by Commissioner Rice. Without objection, the meeting was adjourned at 9:34 am.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

Notarized Oaths of Office

for

Commissioner Lance Byrd

and

Commissioner Matt Missildine

OATH OF OFFICE

THE STATE OF ALABAMA)

TUSCALOOSA COUNTY)

I, Lance Byrd, do solemnly swear (or affirm as the case may be) that I will support the Constitution of the United States and Constitution of Alabama, so long as I continue a citizen thereof, and that I will faithfully and honestly discharge the duties of the Alabama Fire College and Personnel Standards and Education Commission upon which I am about to enter, to the best of my ability. So help me God.

Lance Byrd

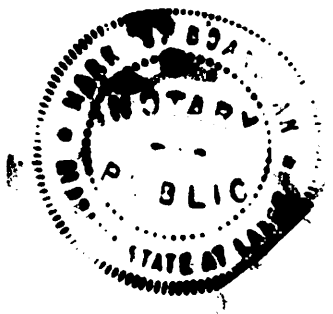
CERTIFICATION OF OFFICER ADMINISTERING OATH

Sworn to and subscribed before me, this 16 day of April, 2025.

Signature

Notary Public

Title



OATH OF OFFICE

THE STATE OF ALABAMA)

TUSCALOOSA COUNTY)

I, Matt Missildine, do solemnly swear (or affirm as the case may be) that I will support the Constitution of the United States and Constitution of Alabama, so long as I continue a citizen thereof, and that I will faithfully and honestly discharge the duties of the Alabama Fire College and Personnel Standards and Education Commission upon which I am about to enter, to the best of my ability. So help me God.

Matt Missildine

CERTIFICATION OF OFFICER ADMINISTERING OATH

Sworn to and subscribed before me, this 16 day of April, 2025.

Signature

Notary Public

Title

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting
July 15, 2025

The meeting was called to order by Commission Chair Scott Pilgreen at 12:45 p.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Roll call revealed the following members present: Josh Bryant, Lance Byrd, William Lipscomb, Matt Missildine, Scott Pilgreen, Allan Rice, Derrick Swanson, Brandy Williams, and Dale Wyatt. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

Amy Jones, Arthur Willis, Adam Watley, Cece Hubbert, David Thornburg, Anna Chapman, Jennifer Gonzales, Tracy McNair, Kim Davis, Gary Sparks, Rudy Rooks, Ben Caffee, Jason Jackson, Tracy Thornton, and Bailey Price.

MINUTES

Commission Chair Pilgreen reviewed the agenda for the Quarterly Commission meeting. On motions properly made and seconded, the Commission agreed to amend the Agenda Summary to include restructuring of the EMS Department and upgrades to EMS positions. These items were unanimously approved to be added to the Quarterly Commission meeting agenda.

Chair Pilgreen requested the Director's report from Executive Director Russell.

Executive Director Russell called on Training Section Chief Arthur Willis, who presented the Training report to the Commission comparing classes for the 2024-2025 fiscal year with classes from the same period in the 2023-2024 fiscal year. An overview was given of all training classes offered through Career Tech, Direct Delivery, Department of Defense, Field, EMS, EMS Challenge, RTC, and Campus delivery. Overall, the number of classes increased by 7 percent and student enrollment grew by nearly 4 percent. The number of certifications issued increased by almost 5 percent from the prior year. Chief Willis stated that Career Tech student and class numbers show a temporary decline but significant improvement is anticipated with Jenn Gonzales on the team; Direct Delivery and Off Campus programs continue and upward trajectory in class offerings and student participation; Department of Defense training maintains steady growth with increasing class numbers; Emergency Medical Services show continued improvement, notably the EMS Field numbers have increased due to reporting methodology that includes collection of data on EMS Challenge; Field Training classes demonstrate sustained

growth in both course offerings and student enrollment; Regional Training Centers continue to expand their class schedules and student capacity; campus based class numbers are running slightly below last year; and analysis of the data demonstrates strong growth across most program areas. Updates were also given on the seven ongoing departmental delivery recruit schools, six campus delivery recruit schools, and two scheduled bridge classes; Alabama EMS Challenge shows consistent growth in attendance over a 5-year period; the Alabama EMS Challenge YouTube channel has grown to 1,500 subscribers with over 40,000 total views; and support of the 2025 World Police and Fire Games with equipment. Chief Willis discussed the new apparatus received. Executive Director Russell expressed his appreciation to Jerry Harley for bringing the new apparatus to the Fire College campus and thanked the Commission for their support of the purchase.

Executive Director Russell called on EMS Director Bailey Price next, who presented the EMS Report to the Commission. Price discussed the Paramedic Advisory Committee meeting and the quality of students from the Fire College compared to other paramedic programs throughout the state; the upcoming AFC Critical Care Academy with extended days and hands-on skills training; Life Paced EMT class numbers have increased by 27.5 percent; on campus or traditional EMT class numbers have increased by 48.9 percent; and on campus or traditional AEMT class numbers have also increased significantly by 78.6 percent; the influx of additional students have placed a considerable burden on the clinical and field sites currently being offered; ongoing discussions regarding options to alleviate these issues by possibly adding a full time Clinical Coordinator and utilizing Platinum Planner in all EMT, AEMT, and Paramedic classes for scheduling clinical and field rotations; Life Paced/Self-Study EMR pilot class at Alabaster Fire; continued support of the monthly EMS Challenge and most recent events in Jasper, Talladega, and Hoover; recent participation in the Shelton State Community College Healthcare Camp by Josh Roe, and the upcoming World of Works annual event at Shelton State Community College that introduces students to multiple career paths and professions.

Executive Director Russell called on Regional Specialist Jennifer Gonzales next, who presented the High School Career Tech Programs Report to the Commission. Gonzales expressed appreciation for the value and support given to the program. There are currently eighteen active programs throughout the state with an average of approximately 150 students. Seven programs are scheduled to begin next year. Updates were given regarding the Career Tech Conference, Career Fairs, and working with the instructors for succession planning to ensure the program's success and growth. Gonzales also discussed the Skills USA state and national competition.

Executive Director Russell called on Administrative Section Chief David Thornburg next, who presented the Administration Report to the Commission. Chief Thornburg discussed the textbook selection process; Fire College access easements with a map of the Fire College's property and the ongoing process of obtaining an official deed; and collaboration with President Dr. Jonathan Koh and Dr. Michael Green from Shelton State Community College to offer an Associate of Applied Science in Business Administration and Public Safety Management.

Executive Director Russell completed his report to the Commission by discussing several matters and updates pertaining to the Fire College including but not limited to, bid for the main building generator; request for payment authorization of a 100'Sutphen aerial platform; justification for

purchasing a 75' aerial apparatus ladder truck with the Employee Retention Credit funding; mobile training props and the formula for replacement; state employee longevity pay; completion of the Line of Duty Death trailer; AFC registration process and the Dashboard; APERI; evaluation of the Compensation and Classification Study by Jacksonville State University; expectations from the Economic Impact Study; AAVFD/AFD Conference, Center for Domestic Preparedness; AFC Newsletter; and the EMS Section Growth Strategy.

Without objection, the Work Session was suspended at Commission Chair Pilgreen's discretion, to convene the committee meetings.

FINANCE COMMITTEE

Finance Committee Chair Brandy Williams called the Finance Committee meeting to order. Chief Financial Officer Cece Hubbert presented the draft of the internal May 2025 Financial Statements for the Fire College to the Commission.

Committee Chair Williams discussed several items including the May 2025 Financial Statements, FY 2026 Budget, depositing ERC funding into a money market account, bids for the main building generator, ratification of expenditures for the purchase of the 100-foot Sutphen Aerial Platform, creation and budgeting for new positions of a full time Regional Coordinator, EMS Clinical Coordinator, and IT Specialist, request to purchase an E-ONE 75-foot Aerial Ladder Apparatus, and adoption of a policy for issuing longevity pay to employees. Executive Director Russell stated that he wanted to recuse himself from recommendation for longevity pay. On motions properly made and seconded, the Finance Committee approved motions concerning each of these items to forward to the Quarterly Commission meeting.

Committee Chair Williams, seeing no further business and without objection, adjourned the Finance Committee meeting.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

The Policy and Procedures/By Laws Committee meeting was called to order by Committee Chair Rice. Chair Rice stated there were three new finance policies to consider for adoption. Commissioner Wyatt brought a motion to forward the adoption of the Inventory Management Policy and the Inventory Disposal and Transfer Policy to the Quarterly Commission meeting. Commissioner Lipscomb seconded the motion. Commissioner Wyatt brought a second motion to forward the adoption of the Budgeted Capital Projects and Purchases Roll Over Policy to the Quarterly Commission. Commissioner Bryant seconded the motion. Both motions passed.

Commissioner Missildine requested that the Commission review the current bylaws. The Commission discussed amending the Bylaws to include the two newly appointed Commissioners in the language. Attorney Mark Boardman stated that in order to amend the bylaws, a written amendment must be submitted in writing at least 45 days before the next Commission meeting. Commissioner Rice stated he would work on submitting the amendments.

Committee Chair Rice, seeing no further business and, without objection, adjourned the Policy and Procedures/By Laws Committee meeting.

EMS COMMITTEE

The EMS Committee was called to order by Committee Chair Lipscomb. Commissioner Wyatt made a motion to forward the approval of a full-time position of EMS Clinical Coordinator to the Quarterly Commission meeting. Commissioner Missildine seconded the motion. Commissioner Wyatt brought a second motion to forward approval of establishing EMS as a 5th Section to the Quarterly Commission meeting. Commissioner Rice seconded the motion. Both motions passed.

Commissioner Lipscomb, seeing no further business and, without objection, adjourned the EMS Committee.

FACILITIES COMMITTEE

Commissioner Bryant stated there was no formal business at this time.

NEW BUSINESS

The Committee meetings have been completed, Commission Chair Pilgreen, without objection, reconvened the Work Session. Chair Pilgreen requested further information regarding the proposed Administrative Code Changes to Chapter 360-X-24-.01 Certified Smoke Diver. Executive Director Russell explained that the proposed Administrative Code changes for Certified Smoke Diver require that a candidate must have a minimum of three years of verified firefighting experience prior to enrollment.

Commissioner Bryant made a motion to add additional language to state that the candidate shall be certified to Firefighter II. Bryant's motion approved the proposed changes as presented. Commissioner Byrd seconded the motion. The proposed changes were unanimously approved by the Commission to forward to the Quarterly Commission meeting.

Commission Chair Pilgreen, seeing no further business, adjourned the meeting at 4:22 pm, without objection.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting
July 16, 2025

The meeting was called to order by Commission Chair Scott Pilgreen at 9:01 am and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Commissioner Josh Bryant led the Pledge of Allegiance. Roll call revealed the following members present: Josh Bryant, Lance Byrd, William Lipscomb, Matt Missildine, Scott Pilgreen, Allan Rice, Derrick Swanson, Brandy Williams, and Dale Wyatt. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

Rick Gregg, Arthur Willis, Cece Hubbert, Anna Chapman, Amy Jones, Tracy McNair, Tiffany Lyons, Bella Clark, Damien Davis, Kim Davis, Nick Davis, Ashley Owens, Adam Watley, Chase Smith, Patrick Dunlap, Hannah McCook, Jason Jackson, Bryan Harrell, and Ben Caffee.

AWARDS AND RECOGNITIONS

Executive Director Russell presented the Employee of the Quarter Award during the Work Session to Regional Specialist Jennifer Gonzales. Director Russell commended Jennifer for her dedication to the students and High School Career Tech programs throughout the state. Russell announced that Jennifer was recently named as the National Technical Advisor for the High School Career Tech program at the Skills USA Conference in Atlanta, Georgia.

AGENDA APPROVALS

Commission Chair Pilgreen reviewed the agenda for the Quarterly Commission meeting. Commissioner Rice made a motion to amend the agenda to include the restructuring of the EMS Department and the upgrades to the EMS positions. Commissioner Wyatt seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes

William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

APPROVAL OF MINUTES

Commissioner Wyatt made a motion to approve the minutes from the Work Session that was held on April 15, 2025 and the Quarterly Commission meeting that was held on April 16, 2025. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Director's Report:

Executive Director Russell called on Training Section Chief Arthur Willis to report on Training. Chief Willis incorporated his Training Report given during the Work Session.

Administrative Section Chief David Thornburg was absent. Executive Director Russell incorporated the Administration Report that was given previously during the Work Session.

Executive Director Russell incorporated his Executive Director's Report that was given during the Work Session. Director Russell also discussed several matters including but not limited to, recognizing Jennifer Gonzales for receiving the Employee of the Quarter award; a request for the Commission to reject the sole bid received for the main building generator; a request for payment authorization upon delivery of the 100' Sutphen aerial platform; justification for funding the purchase of a new 75' aerial apparatus ladder truck with ERC funding; and discussion regarding the restructure of the EMS Department and upgrades to the EMS positions.

COMMITTEE REPORTS

FINANCE

Committee Chair Williams made a committee motion to approve the May 2025 Financial Statements as presented.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the FY 2026 Budget.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the Money Market deposit of ERC Funding: The Executive Director is directed to deposit $1,019,836.82 and future payments received from the Employee Retention Credit in a Money Market account at West Alabama Bank with the following authorized to sign on this account: Executive Director David M. Russell, Commissioner Scott Pilgreen, Commissioner Brandy Williams, and Commissioner William Lipscomb with two signatures required for withdrawals.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion regarding the main building generator: The Commission, exercising its power as reserved in the Public Works bid documents, for the main building generator, rejects the single bid received. The Commission further authorizes the Executive Director to solicit requests for proposals for the main building generator, authorizing him to spend up to $600,000.00, which is less than the single bidder's proposal, and authorize the Executive Director to pick a contractor/vendor and execute all necessary documents.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion stating that the Commission hereby ratifies the expenditure of $214,805.00 for the purchase of the 100-foot Sutphen Aerial Platform, said funds coming from reserves.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes

Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to approve the creation and budgeting for the following positions:

Full Time Regional Coordinator
EMS Clinical Coordinator
IT Specialist

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion to purchase an E-ONE 75-foot Aerial Ladder Apparatus on a Typhoon Chassis for $1,297,702.00 from Sunbelt Fire, pursuant to the State Bid Law, to be paid for from money received through the Employee Retention Credit refund.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes

Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Williams made a committee motion stating that: (1) The Commission shall adopt a policy of paying for all employees, including the Executive Director, longevity pay calculated as per Alabama Code Section 36-1-11 and as calculated by the Alabama Community College System; (2) This longevity pay shall be in addition to the salary schedule adopted by the Commission pursuant to Alabama Code Section 36-32-3(c) and is determined to be a payment not required by Alabama Code Section 36-32-3(c); (3) Further, the Commission shall at a later meeting adopt a policy reflecting this decision of the Commission.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

POLICY & PROCEDURES/BY-LAWS

Committee Chair Rice made a committee motion to adopt the Inventory Management Policy & Inventory Disposal and Transfer Policy as presented.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Rice made a committee motion to adopt the Budgeted Capital Projects and Purchases Roll-Over Policy as presented.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Rice stated that the Policy and Procedures By-Laws Committee plans to work on revising the current bylaws to include the two newly appointed commissioners.

EMS

Committee Chair Lipscomb made a committee motion to establish a full-time position of Clinical Coordinator and direct the Executive Director to write a job description before filling this position.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Lipscomb made a committee motion stating that the Commission directs the Executive Director to establish a 5th Section, the EMS Section, to take effect in January 2026.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Committee Chair Lipscomb brought a motion to approve the reclassification of the EMS Program Director to EMS Section Chief on Schedule C-1 and EMS Training Specialist/Coordinator to be reclassified at the recommendation of the Executive Director, at the October Commission meeting, with both reclassifications to be completed by January 31, 2026. The motion was seconded by Commissioner Wyatt.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

FACILITIES

Commissioner Bryant stated there was no formal business to discuss at this time.

NEW BUSINESS

Administrative Code Changes

Chapter 360-X-24-.01 Certified Smoke Diver

Executive Director Russell stated the changes being presented for 360-X-24-.01 Certified Smoke Diver will further promote candidate safety and readiness by implementing that a candidate must have a minimum of three years of service and certified to Fire Fighter II.

Commissioner Wyatt made a motion to move forward with the process of Administrative Code changes presented for 360-X-24-.01 Certified Smoke Diver. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Josh Bryant – Yes
Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried unanimously.

Executive Director Russell recognized the efforts of staff and thanked the Commission for their support. Commission Chair Pilgreen commended the Fire College staff and Executive Director for their dedication to make the fire service better.

Commission Chair Pilgreen stated the next Work Session is scheduled for October 21, 2025 and the next Quarterly Commission meeting is scheduled for October 22, 2025. Chair Pilgreen called for the meeting to be adjourned. Without objection, the meeting was adjourned at 9:34 am.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Commission Work Session Meeting
October 21, 2025

The meeting was called to order by Commission Chair Scott Pilgreen at 12:45 p.m. and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Roll call revealed the following members present: Lance Byrd, William Lipscomb, Matt Missildine, Scott Pilgreen, Allan Rice, Derrick Swanson, Brandy Williams, and Dale Wyatt. Josh Bryant was absent. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

Arthur Willis, Diana Hewlett, David Thornburg, Karl Thompson, Kim Davis, Amy Jones, Cece Hubbert, Anna Chapman, Adam Watley, Tracy McNair, Jason Jackson, John Olvey, Ben Caffee, Patrick Dunlap, Reid Vaughan, Mark Chapman, Bryan Harrell and Bailey Price.

MINUTES

Commission Chair Pilgreen reviewed the agenda for the Quarterly Commission meeting. On motions properly made and seconded, the Commission agreed to amend the Agenda Summary to include the proposed addition to the Administrative Code of 360-x-2-.06 Certified Fire Support Person under New Business.

Chair Pilgreen requested the Director's report from Executive Director Russell.

Executive Director Russell called on Training Section Chief Arthur Willis, who presented the Training report to the Commission comparing classes for the 2024-2025 fiscal year with classes from the same period in the 2023-2024 fiscal year. An overview was given of all training classes offered through Career Tech, Direct Delivery, Department of Defense, Field, EMS, Regional Training Centers, and Campus Delivery. Overall, the number of classes increased by 7-1/2 percent and student enrollment grew by just over 4 percent. The number of certifications issued are just below the number issued for last year. Chief Willis stated that the Career Tech student and class numbers are starting to improve with the efforts of Jenn Gonzales; Direct Delivery and Off Campus programs had a slight decline overall; Department of Defense training maintains steady growth with increasing class and attendee numbers; Emergency Medical Services shows continued improvement, notably the EMS Field numbers have increased significantly partly due to our self-paced classes and the Jefferson County grant; Field Training classes demonstrate sustained growth in both course offerings and-student enrollment; Regional Training Centers

continue to expand their class schedules and student capacity; campus based class numbers are running above last year; an analysis of the data demonstrates strong growth across most program areas. Strategic focus on Career Tech expansion and campus-based programming will position us for continued success in the coming year. Updates were also given on the nine ongoing departmental delivery recruit schools and five campus delivery recruit schools. Chief Willis highlighted the promotional testing program with 64 tests administered to nearly 800 candidates since the program's inception. This year marks a significant milestone with 28 tests administered across 15 different locations making it the highest volume in any single year.

Executive Director Russell called on EMS Director Bailey Price next, who presented the EMS report to the Commission. Director Price stated that the student enrollment continues to trend upward and the biggest contributor to the increases seen is the implementation of online delivery and the Jefferson County scholarship. Price also discussed the Critical Care Academy; AFC EMS staff working on creating an in-house critical care class; completion of the Life-Paced/Self-Study EMR course pilot; continued support of the monthly EMS Challenge with the most recent events held in Summerdale, Prattville, and Chelsea; the upcoming EMS Conference in Orange Beach; AFC and Aspire Sports Institute hosting two Sports Responder Train-the Trainer courses yielding 34 new instructors across the state; the EMS staff involvement in administering CPR classes to volunteers at the local Tuscaloosa Soup Kitchen; participation as a panelist for a Disaster Simulation held at the University of Alabama Capstone College of Nursing; the collaboration with Relias Health to host various physicians, physician assistants, nurse practitioners, and paramedics for skills training in the EMS lab; and the recent participation in the Worlds of Work Career Expo at Shelton State Community College showcasing the AFC rescue truck to regional students in the eighth and ninth grades.

Executive Director Russell called on Administrative Section Chief David Thornburg next, who presented the Administration report to the Commission. Chief Thornburg discussed the recent Worlds of Work event held at Shelton State Community College; facility upgrades to the parking lots, repair of the pond waterfall, AFC gate entrance, FF Memorial site, and electronic gates; AFC curriculum updates to NFPA 1010 and NFPA 1021; recent Full-Scale Exercise for the Alabama Mutual Aid System teams and Incident Management Team; and the final contract with the Department of Construction Management for the generator project that was awarded to Taylor Electric.

Executive Director Russell called on Regional Section Chief Reid Vaughan next, who presented the Regional report to the Commission. Chief Vaughan discussed the regional props being used throughout the state and stated that the Fire College has the largest and most well-developed mobile prop fleets in the country. Vaughan presented a copy of the Volunteer Firefighter Weekend training class schedule for 2025-2026 and discussed the funds that have been earmarked for volunteer training.

Executive Director Russell completed his report to the Commission by discussing several matters and updates pertaining to the Fire College including but not limited to, the purchase of a ladder truck for delivery in May 2026; the Economic Impact Study; Compensation and Classification Study; proposed addition to the Administrative Code of 360-X-2-.06 Certified Fire Fighter Support Person; collaborative research initiative with the University of Alabama to include a dedicated burn laboratory on the AFC campus; Pipeline Emergency Response Grant; and the Fire Explorers and Cadet programs.

Without objection, the Work Session was suspended at Commission Chair Pilgreen's discretion, to convene the committee meetings.

FINANCE COMMITTEE

Finance Committee Chair Brandy Williams called the Finance Committee meeting to order. Chief Financial Officer Cece Hubbert presented the draft of the internal August 2025 Financial Statements for the Fire College to the Commission.

Committee Chair Williams discussed several items including the August 2025 Financial Statements, CD renewal at West Alabama Bank with signatories, list of items for surplus and disposal, allocation of additional reserve funds for the Tower Rescue prop and Drill Tower expenses, tuition rate increases for EMT/AEMT/Paramedic/Canine courses, approval of matches for the AFG and HMEP grant applications, and presentation of FY 2027 Budget Request to the Governor. On motions properly made and seconded, the Finance Committee approved motions concerning each of these items to forward to the Quarterly Commission meeting.

Committee Chair Williams, seeing no further business and without objection, adjourned the Finance Committee meeting.

POLICY AND PROCEDURES/BY LAWS COMMITTEE

The Policy and Procedures/By Laws Committee meeting was called to order by Committee Chair Rice. Chair Rice presented proposed amended Bylaws to the Commission that includes the two newly appointed Commissioners in the language. Rice stated that the Bylaws must be posted 45 days before the next Commission meeting and would be presented at the January 2026 Commission meetings for adoption.

The Commission discussed issues from a recent RTC recruit school and the policies currently in place. Executive Director Russell provided further information regarding the issues. Chair Rice proposed working directly with Director Russell on the policies and possibly have a Special Called meeting to determine if further action is needed. No action was taken at this time.

Committee Chair Rice, seeing no further business and, without objection, adjourned the Policy and Procedures/By Laws Committee meeting.

EMS COMMITTEE

Committee Chair Lipscomb stated there was no business to discuss at this time.

FACILITIES COMMITTEE

Commission Chair Pilgreen appointed Commissioner Missildine as the acting Chair of the Facilities Committee in Commissioner Bryant's absence.

Chair Missildine brought a committee motion that was properly seconded to enter into a Memorandum of Understanding with the University of Alabama for a dedicated burn laboratory. The motion was approved to forward to the Quarterly Commission meeting.

Committee Chair Missildine, seeing no further business and, without objection, adjourned the Facilities Committee.

The committee meetings have been completed, Commission Chair Pilgreen, without objection, reconvened the Work Session.

UNFINISHED BUSINESS

Executive Director Russell provided further details to the Commission regarding the proposed Administrative Code changes to 360-X-24-.01 Certified Smoke Diver. Chair Pilgreen stated a public hearing is scheduled for the Quarterly Commission meeting on October 22, 2025.

Executive Director Russell also provided further details regarding the revision of the compensation policy to include longevity pay that was unanimously approved by the Commission at the July 16, 2025 Commission meeting.

NEW BUSINESS

Commission Chair Pilgreen requested further information from Executive Director Russell regarding the proposed addition of 360-x-2-.06 Certified Fire Support Person to the Administrative Code. Jason Jackson provided documentation and additional research from the subject matter experts to the Commission.

On a motion properly made and seconded, the Commission authorized the Executive Director to move forward with the proposed addition of 360-x-2-.06 Certified Fire Support Person in the Administrative Code and forward this item to the Quarterly Commission meeting.

The Commission discussed the Explorer and Cadet programs. Executive Director Russell provided further information and relayed his concerns. After much discussion, Chair Pilgreen stated that the Commission needed to form a Task Force for an in-depth review of the Explorer and Cadet programs in the fire service. Pilgreen stated he would notify the Commission when the members of the Task Force are chosen.

BUSINESS FROM VISITORS

Bruce Freeman, former employee of ADEM addressed the Commission regarding the need to remove PFAS material from within the Fire Departments throughout the state.

Anna Brown from Lightcast addressed the Commission regarding the recently completed Economic Impact Study. According to the study, the Alabama Fire College generates a total economic impact of $432.8 million in income to the state's economy. This produces a benefit to cost ratio of 12.4 to 1, signifying that for every $1 of public investment, the State of Alabama gains $12.40 in added tax revenue and public sector savings.

Executive Director Russell relayed that when compared to typical benchmarks, this outcome represents an extraordinary return. Most public education and workforce development initiatives yield between $3 and $7 in value per $1 invested. Even within the private sector, a 5 to 1 ratio is regarded as an exceptional return on investment. The 12.4 to 1 benefit to cost ratio underscores the Alabama Fire College's position as one of the state's most effective and efficient public investments.

BUSINESS FROM COMMISSION MEMBERS

Commission Chair Pilgreen requested that all Commissioners submit the Executive Director Performance Appraisal evaluations to Commission Vice Chair Williams as soon as possible. Vice Chair Williams will present the evaluations to the Commission at the Quarterly Commission meeting.

Commission Chair Pilgreen, seeing no further business, adjourned the meeting at 5:32 pm, without objection.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS & EDUCATION COMMISSION

Quarterly Commission Meeting
October 22, 2025

The meeting was called to order by Commission Chair Scott Pilgreen at 9:00 am and was held at the Alabama Fire College in Tuscaloosa, Alabama. Proper prior notice of the meeting was given under the Open Meetings Act.

Commissioner William Lipscomb led the Pledge of Allegiance. Roll call revealed the following members present: Lance Byrd, William Lipscomb, Matt Missildine, Scott Pilgreen, Allan Rice, Derrick Swanson, Brandy Williams, and Dale Wyatt. Josh Bryant was absent. (Attorney Mark Boardman) Quorum was ascertained.

VISITORS

Rick Gregg, David Thornburg, Arthur Willis, Amy Jones, Patrick Dunlap, Anna Chapman, Karl Thompson, Jason Jackson, Ray Grantham, Adam Watley, Sean Kendrick, Kim Davis, Ashley Owens, Nikki Bush, Billy Doss, Eddie McCall, Dianna Dollar, Diana Hewlett, Nick Davis, Tiffany Lyons, Tracy McNair, Stentsen Ellenburg, Patricia Lipscomb, Josh Roe, Reid Vaughan, Bryan Harrell, and Mark Chapman.

AGENDA APPROVALS

Commission Chair Pilgreen reviewed the revised agenda for the Quarterly Commission meeting that included the proposed addition of 360-x-2-.06 for Certified Fire Support Person to the Administrative Code. Commissioner Rice made a motion to approve the revised agenda. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes

Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

APPROVAL OF MINUTES

Commissioner Wyatt made a motion to approve the minutes from the Work Session that was held on July 15, 2025 and the Quarterly Commission meeting that was held on July 16, 2025. Commissioner Missildine seconded the motion.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Director's Report:

Executive Director Russell called on Training Section Chief Arthur Willis to report on Training. Chief Willis incorporated the Training Report that was given during the Work Session.

Director Russell next called on Administrative Section Chief David Thornburg to report on Administration. Chief Thornburg incorporated the Administration Report that was given during the Work Session.

Director Russell next called on Regional Section Chief Reid Vaughan to report on Regional. Chief Vaughan incorporated the Regional Report that was given during the Work Session.

Executive Director Russell discussed several matters including but not limited to, commending the AFC staff for their dedication and hard work; increase in the number of certifications issued to date; appreciation for the support of the Commission; an overview of the Economic Impact Study for the Fire College; the proposed addition of 360-X-2-.06 Certified Fire Support Person to the Administrative Code; Memorandum of Understanding with the University of Alabama; and the Explorers and Cadet programs.

Commission Chair Pilgreen stated that the Commission will be forming a Task Force for an in-depth review of the Explorer and Cadet programs.

COMMITTEE REPORTS

FINANCE

Committee Chair Williams made a committee motion to approve the August 2025 Financial Statements as presented.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to authorize the CD renewal for two years at West Alabama Bank and Trust at 3.5% interest rate with Executive Director David Matt Russell, Commissioner Scott Pilgreen, Commissioner Brandy Williams, and Commissioner William Lipscomb as signatories. The Executive Director is authorized to sign all necessary papers.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to approve as surplus the items listed in Tab I and authorize disposal of such in accordance with Fire College and State policy and rules, with the Executive Director to sign all necessary papers. See the attached Schedule A provided by the Chief Financial Officer.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to allocate up to an additional $150,000.00 from reserves, for the Tower Rescue Prop and Drill Tower for expenses to include, but are not limited to,

- Engineering and design services
- Concrete foundational work, and
- Purchase and installation of a sectional cell tower for rescue training

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to increase tuition for EMT, Advanced EMT, Paramedic, and Canine courses as outlined in Tab K. See the attached Schedule B provided by the Chief Financial Officer.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes

Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to allow the Executive Director to state that the Commission will pay any match required by the pending or soon to be made applications for the AFG and HMEP grant applications, with said funds coming from reserves or as budgeted.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Committee Chair Williams made a committee motion to present the FY 2027 Budget Request to the Governor.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

POLICY & PROCEDURES/BY-LAWS

Committee Chair Rice stated that the Policy and Procedures By-Laws Committee will post the amended bylaws that include the two newly appointed commissioners as required and will present them to the Commission for adoption at the January commission meetings.

Chair Rice made a committee motion to adopt the revised Compensation Policy that includes longevity pay as presented. Commissioner Wyatt seconded the motion.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

EMS

Committee Chair Lipscomb commended the EMS Staff for their dedication and hard work to train throughout the state and stated that it was needed and appreciated. Lipscomb stated there was no formal business at this time.

FACILITIES

Committee Chair Missildine made a committee motion to enter into a Memorandum of Understanding with the University of Alabama for a dedicated burn laboratory and direct the Executive Director to engage all necessary parties for such.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

UNFINISHED BUSINESS

PUBLIC HEARING

"Members of the public may speak or address the Commission during the public hearing portion of the meeting. Any member of the public desiring to speak or address the Commission must sign the speakers list prior to the beginning of the public hearing portion of the meeting. The order of speakers shall be determined by order of sign-up by issue. All speakers shall first identify themselves and whom they represent."

Commission Chair Pilgreen called the public hearing to order and opened the floor for comments regarding the proposed changes to the Administrative Code for Chapter 360-X-24-.01 Certified Smoke Diver.

Executive Director Russell stated there have been no public comments submitted in writing, by electronic mail or telephone for this amendment. There were no comments from the public. Hearing no comments, Commission Chair Pilgreen declared the public hearing closed.

Commissioner Missildine made a motion to adopt and certify the changes to the Administrative Code for Chapter 360-X-24-.01 Certified Smoke Diver. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

NEW BUSINESS

Administrative Code Changes

Chapter 360-X-2-.06 Certified Fire Support Person

Commission Chair Pilgreen requested further information from Executive Director Russell regarding the proposed addition of 360-x-2-.06 Certified Fire Support Person to the Administrative Code. Director Russell discussed the proposed addition and research documentation that was presented during the Work Session. Commissioner Wyatt made a motion to move forward with the process of adding the proposed addition to the Administrative Code of 360-x-2-.06 Certified Fire Support Person. Commissioner Lipscomb seconded the motion.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

BUSINESS FROM COMMISSION MEMBERS

Commissioner Rice announced that he would be recusing himself from any comments and conversations and any matter involving Aspire Sports Responders due to a potential conflict of interest.

Vice Chair Williams discussed the Performance Appraisal evaluations for Executive Director Russell and made a recommendation to extend his contract by one year which will extend through October 2027. Commissioner Wyatt seconded the motion.

Roll call vote was taken.

Lance Byrd – Yes
William Lipscomb – Yes
Matt Missildine – Yes
Scott Pilgreen – Yes
Allan Rice – Yes
Derrick Swanson – Yes
Brandy Williams – Yes
Dale Wyatt – Yes

Motion carried.

Executive Director Russell expressed his appreciation to the Commission for their vote of confidence, recognized the efforts of staff, and thanked the Commission for their continued support. Commission Chair Pilgreen commended the Fire College staff and Executive Director for their dedication to making the fire service better.

Commission Chair Pilgreen stated the next Work Session is scheduled for January 20, 2026 and the next Quarterly Commission meeting is scheduled for January 21, 2026. Chair Pilgreen called for the meeting to be adjourned. Without objection, the meeting was adjourned at 9:32 am.

Respectfully submitted,

David M. Russell
Executive Director

Lonnie Branson
Secretary

Finance Motion

Schedule A

Items declared surplus and approved for disposal

Tab I

Declared surplus and approved for disposal

Item	VIN/Serial Number	Fully Depreciated
Grove Crane RT605	1917675000	Y
2014 E-350 Passenger Van	1FBNE3BS0EDA50912	Y
Deep Freezer	WB90745497	NA
PDB SatCom IMT Satellite Dish	A04510A29; A13875A26	Y
Metal Cutting Table	N/A - Transferred from SSCC	NA
Firewall-SonicWall TZ300	18B169AF82C4	Y
PC - Visix Player	ND21848437032LY	NA
PC - Cleartouch Slot Computer	2XZ200909286XAG0230	NA
Desktop - Dell Optiplex 3090	CZG03Q3	NA
Desktop - Dell Optiplex 7080	154PVD3	NA
Desktop - Dell Optiplex	1PO1HB2	NA
Desktop - Lenovo ThinkStation	MJ0K5SCJ	NA
Desktop - Dell Optiplex 5070	5P04FX2	NA
Desktop - Dell Vostro 410	7JNM5H1	NA
Laptop - Dell XPS 15	4SGFYY2	NA
Laptop - Lenovo IdeaPad	PF321C4T	NA
Laptop - Lenovo IdeaPad	PF31Z8X6	NA
Laptop - Lenovo IdeaPad	PF340M42	NA
Laptop - Lenovo IdeaPad	PF35JHB6	NA
Laptop - Lenovo IdeaPad	PF2Q8GM3	NA
Laptop- Dell Latitude 3500	8Z9DJX2	NA
Laptop - Asus F415E	M9N0CV09Z84937C	NA
Laptop - Dell Inspiron	71XR042	NA
Laptop - Acer Aspire	NXM89AA004337078CE3400	NA
Laptop- Dell Latitude 3500	HRLMR72	NA
Laptop - Acer Aspire	NXHSMAA0010220B5E47600	NA
Laptop - Acer Chromebook	NXGHJAA009851081E67600	NA
Laptop - Asus Vivobook	12MKAN0CX11J339434	NA
Laptop - Asus X512J	12MM4N0CV02M982144	NA
Laptop- Dell Latitude 3510	7ZGYC63	NA

Finance Motion

Schedule B

Tuition Rate Increases

for

EMS

Emergency Medical Responder

and

Canine

Tab K

Approved Tuition Rate Increases

	Previous Rate In-State/Out of State	Approved Rate In-State/Out of State
EMS		
Emergency Medical Technician	$950/$1900	$1000/$2000
Advanced Emergency Medical Technician	$1150/$2300	$1200/$2400
Paramedic 1	$1600/$3250	$1950/$3350
Paramedic 2	$1900/$3250	$1950/$3350
Paramedic 3	$1900/$3250	$1950/$3350

The $50 increase is to incorporate student liability insurance and the Platinum Planner scheduling tool into tuition rather than students having to pay for those items separately

Emergency Medical Responder NA $100/$200

Newly developed course – will be delivered online and is anticipated to have high demand, particularly for volunteers

Canine	
Canine Search Foundations	$100/$100
Canine Search Specialist	$375/$600
Canine BARK & First Aid	$200/$300
Canine on Ropes	$200/$300

Canine Courses were not included on previous tuition list approved by Commission

Extension of Contract

for

Executive Director

Matt Russell

This contract having previously been extended until 2026, in accordance with the vote of the Commission at the Commission meeting on October 22, 2025, the contract dated March 16, 2017 is extended until the third quarterly Commission meeting of 2027.

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Alabama Fire Fighters' Personnel Standards And Education Commission and Alabama Fire College

By: _____

David M. "Matt" Russell

Executive Director

Scott Pilgreen, Its Chairman