

Spring Work Session Minutes  
Bluffton Township Fire Department  
March 28, 2017

Attendance: Skip Hannon, Joe Palmer, Sammie Castles, Jamie Caggiano, Tommy Norris, Tony Dicks, Carter Jones, Lee Levesque, John Bowers, Keith Minick, Kyle Minick, Charlie King, Dennis Ray, Mike Norket, Brent McClellan, Ashley Boltin  
Chief John Thompson, Chief Rick Cramer, Bat. Chief Derrick Church, Chief Paul Boulware, Pete Reid

8:50 am the meeting was called to order by Skip Hannon

Invocation by Carter Jones

An overview of the Bluffton Fire Department was offered by Chief Thompson

Zorrina Harmon & Rick Dunn joined the session.

The attendees then toured the Bluffton Fire Training Grounds.

Lunch was provided.

Jeff Oswald & Marquis Solomon joined the session.

Joe Palmer conducted a planning exercise.

Committee Reports were offered.

**Finance & Audit**

Chairman Solomon reported that financially, all is going well and that Bryan Bailey is doing a great job. Two vehicles have been added.

**Members Benefits**

The Committee met on March 27<sup>th</sup> and has reviewed the policy for Med Care Air helicopter provider. Air Methods Advantage is also now providing services. The Committee wants to move forward with creating of a member directory of resources which members can call.

**Training & Education**

Chairman Norkett reported that communication with the Fire Academy has improved. The Academy has included us in testing and curriculum groups. A seat was offered on Fire Officer 3 attendee selection committee. The next meeting of the Fire Academy advisory is on May 3<sup>rd</sup>.

**By-Laws**

No Report

**Advisory**

The Committee had one revision in the nomination pool for 2017 FR due to an omission in the submission process. It has been corrected. Additionally, another Hall of Fame recipient has been recommended.

**The previous was a recommendation out of committee. All in favor.**

### **Supervisory**

The Committee has had 2 budget approval meetings since the last Executive Committee meeting. These sessions are doing about 30 budgets per time. Another 20 or so are yet to be reviewed. Jeff Oswald reported that as of Feb. 1, 242 departments. had not submitted forms. The numbers are now down to 1 department that is not compliant, Bonneau Fire Department. Jeff also reported that 1% audits are wrapping up.

**Health and Safety** Committee report was given by Joe Palmer.

The committee is working to create a Cancer Video to debut at Conference this year. 4 items are presented out of committee for approval.

**The Committee makes the motion for the Fitness and Action Award to Midway Fire Dept. for Combination Dept. category. All were in favor.**

**The Committee made the motion for the Fitness in Action Award to Mt. Pleasant Fire Rescue for Career category. All were in favor.**

2 position statements were handed out.

**Taking a position on implementation of tobacco free programs Including Electronic Smoking/Vaping for the Fire Departments of South Carolina.**

All were in favor.

**South Carolina State Firefighters' Association Position Statement on Safety, Health & Wellness Programs for Fire Department in South Carolina**

All were in favor.

### **Recruitment & Retention**

Retention work group is restructuring and finding renewed purpose. The current plan is to present a whitepaper on retention activities and resources.

A handout on the MCAS Airshow was offered.

### **Strategic Planning**

Charlie King is asking for input from Committee members. The activities of earlier in the session will help maintain the plan as a viable component along with all member's participation and recognition of plan content.

### **EMS**

The Committee met last month on recruitment & retention for EMS components of the profession. Incoming president for SC EMS Association, Henry Lewis, has built a relationship & partnership with the Committee and this will produce positive results for the future. As of today, SC is 75 paramedics short of full staffing. The Fire Academy is to roll out First EMS program during EMS Week. The EMT Competition

during SC FR, and its coordinator- Chad Beam, is organizing the event with help from DHEC, which is donating \$1500 to cover cost of the competition.

### **Foundation**

Jamie Caggiano reported on the grant money from Duke power and the lack of grant request applications. FEMA picked up the tab and replaced and fixed expendable equipment that was needed. The Foundation goal is to get with Duke Power Foundation to estimate fund reallocation. The Foundation has a tentative Director's meeting set in the up coming next few weeks. The proceeds of the sale of challenge coins from the Pinnacle Mt. fire will go to Foundation.

### **Life Safety Section**

No Report.

4: 30 pm Motion to Recess

Friday March 31, 2017

The meeting reconvened at the Hilton Head Island Fire-Rescue headquarters. Motion to reconvene was accepted and an introduction of all attendees was held.

Chief Tadlock presented an overlook of HHI FR followed by a walking tour of the facility.

Lunch was provided.

A fire service planning discussion was held with all attendees and LLR Director Emily Farr, LLR HR Director Farrar Stewart, and State Fire Marshal Jonathan Jones.

### **Old Business**

Zorrina Harmon reminded the Executive Committee of the previously offered Trust Agreement for an Association Multi User Health Care Plan.

**A motion was made by Kyle Minick to authorize the Executive Director to sign the trust agreement as presented and for the President to appoint three Trustee's and seconded by Tres Atkinson  
All were in favor.**

### **New Business**

A review of 2017 SC Fire Rescue Conference was offered highlighting the format and speakers.

2018 SC Fire Rescue was briefly discussed with the conversation focus on several new options for events.

**Motion was made by Kyle Minick to recess at 4:10 pm and seconded by Tres Atkinson. All were in favor by consent.**

Saturday April 1, 2017

The session was reconvened at Hilton Head Island FR Station 16.

**Kyle Minick made the motion to go in to Executive Session with Executive Director Palmer for a personnel matter. Seconded by Tres Atkinson.**

The Executive Committee came out of session with no action taken.

**A motion was made to adjourn by Dennis Ray and seconded by John Bowers.**