

Executive Committee Meeting Minutes November 15, 2017

Attendance: Kyle Minick, Tres Atkinson, Charlie King, Keith Minick, Jamie Caggiano, Tommy Norris, John Bowers, Marquis Solomon, Dennis Ray, Rick Cramer, Greg Bulanow, Brent McClellan, Will Catoe, Bryan Riebe, Jason Pope, Joe Palmer, Ashley Boltin, Patti Graham, Carter Jones, Jeff Oswald, Jeff Allen, Jana Kassianos, John Jones, Ken Kerber

10:01 The meeting was called to order by President Kyle Minick
The Pledge of Allegiance & Invocation was offered by Jason Pope
Opening remarks were given by the President.

A motion was made by Jamie Caggiano to approve the minutes as presented from the August 8, 2017 and the September 14, 2017 meetings; seconded by Tres Atkinson. All in favor.

Committee Reports

Supervisory – John Bower–The Committee is gearing up for the busy 1% season and preparing with frequent conversations. The Chairman offered that having Jana added to the team has been a great thing and she is doing a great job. The Committee is currently working on putting together a spreadsheet of departments that have not sent in a request for some time. This is going to be a lengthy process but the committee looks forward to getting this complete and analyzing the results. One issue that we have been doing our due diligence on but requires greater attention, is the acquisition of greater details from departments that are putting 1% money into other retirement systems, plans outside of our systems. Staff is requesting the local guidelines and plan documents for review to make sure all are abiding by the law. In addition, Jeff is working with Larry Finney on a mandatory 1% training for departments based on the outcome of the audit grades. The Supervisory Committee is also continuing to get the 2017 Audit List together. In 2017, out of 29 audits, 22 of them required a follow up.

Legislative – Charlie King – The Legislative Committee meets on November 30, 2017, our state EMS Association will be attending. The joint

retirement committee meets today at 1:00 pm. Legislative Day will be April 10, 2018.

Strategic Planning – Keith Minick – The draft plan has gone out to the Strategic Planning committee; if you have any new or additional thoughts or ideas to add or alter please let me know.

Advisory – Jamie Caggiano – A hand out with the 2018 Leadership Institute suggested list was given to Executive Committee Members. Chief Caggiano explained the process of how they got to these names.

The Advisory Committee presented, as a motion out of committee, for the following for the 2018 Leadership Institute Class:

Christopher Beam – Fountain Inn, Chastity Bigney – Dorchester FR, Niki Crippen – Midway FR, Francis Crosby- City of Greenville FD, Cline Gore – Gaffney FD, Phillip Hendricks – Conway FD, James Kemple – Dorchester FR, Bent Lewis – N. Spartanburg FD, Colby Means – City of Greer FD, Russell Rafferty – Glassy Mt. FD, Gene Shealy- Newberry FD, Jessica Weinberg- Clarendon Co. FD. Approved by All.

Member Benefits – Dennis Ray – Thank you to Rick Dunn for recording the new “Benefit Minute” videos that can be found on the new web page on the Association site. The Air Methods Helmet drawing will end December 3rd. If you haven’t please take a look at the new member benefits page it has a new look. Zorrina announced that the new member benefits presentation is now online also so feel free to use it when you go to visit a department or if you need to reference it for anything. Joe Palmer announced that the new member benefits page is an example of what we want for each of our committees to have.

Insurance Services – Zorrina Harmon –The Executive Committee was made aware of a group going around saying they are a partner with the Association, but at this time they are not; and staff is trying to learn more about them. This company is telling our Fire Departments and clients that they are a partner of ours. The group’s name is MASA they are a broker, from what SCFIS can tell.

SCFIS reports good financial and business status. SCFIS staff is busy with visits and renewals. Several healthcare challenges have been addressed but the company has already made an additional \$20,000 on top of what we

made last year. SCFIS services over 360 Fire Departments with insurance products.

Training & Education – The Chairman was not at the meeting but Dennis Ray filled in saying that his official first day as the Fire Academy Superintendent will be December 1st. The Fire School Advisory Committee meet last week and had a great meeting. The Academy CPIP is in process, lots of upgrades are in motion at the Fire Academy; the admin building is being updated. George Stapleton is the new procurement specialist, and his position has allowed fast tracking of a lot of needed processes for the Division of Fire and Life Safety.

Health & Safety – Greg Bulanow – The Committee is looking forward to the FSI Conference in January, Chief Garrett & Chief Williams will be teaching a Cancer program during that program. Both of the instructors are Leadership Institute graduates. The Association is currently accepting nominations for our Fitness In Action Awards and all are asked to please spread the word. The cancer awareness social media campaign has generated much excitement and we hope to continue that program. One of the long-term goals of the Committee is partnering with the Fire Academy on cancer prevention best practices, starting while they are in recruit school. We have learned that the fire academy may possibly be the first in the state to have a decontamination station in the new firehouse as part of the renovations.

EMS – Brent McClellan – We have participated in the NHTCA evaluation. It was a week long presentation. We are working on the Pit Crew CPR program at the Fire Service Improvement Conference.

Life Safety Education Section – Will Catoe - Section Leadership had a meeting on Monday. The section is going to have a work day after the first of the year and plans to have two identical side by side trailer so that simultaneous service can be provided to multiple sites through out the state.

Recruitment & Retention – Bryan Riebe – Presented material on the R&R grants and offered the approval of the addition of 5 more counties to bring the total to 16 counties that are now eligible for the Association R&R grant funding.

FAST – Patti Graham – Updated the Committee on actions, trainings, and upcoming events of the team.

Mobilization & USAR - Ken Kerber –USAR/Mobilization has 4 part time positions open which are in the state retirement system but not PORS. The Mobilization committee met and one item was the development of a new funeral policy that is in place. Mobilization will assist with LODD funerals, but all other funerals will need to exhaust their local resources. The Region 2 Mobilization Coordinator position is currently being filled temporarily by Greg Gerber. The office will accept applications for this position soon.

12:06 pm During the return of thanks for the lunch meal, a moment of silence was held to remember Chief Norman Knight's father as he passed away this week and his funeral is today.

12:45 pm Upon reconvening, Charlie King, Jason Pope, Will Catoe and Dennis Ray had to leave for another meeting.

Old Business

None

New Business

2018 Fire – Rescue Specialty Schools discussion

This year we are looking at offering 3 Specialty Schools Flood Boat Operator, Truck School, & Engine School.

These were initially intended to be self supporting schools, but as we have gathered details we are going to need to subsidize the programs. The Association will be charging for firefighters to attend these schools but it is costly to put on and we are not going to be able to pass along the total cost to the students because we want folks to attend.

Discussion followed about alternate funds possibilities and revenue streams with no action taken.

A motion was made by Jamie Caggiano to set the 2018 Specialty School attendee rates at \$150 for members and \$400 for nonmembers; Seconded by Tommy Norris. 6 In favor, 1 not in favor.

Cancelations of the specialty school programs, due to attendance, will be left up to the Association staff.

Our December 12 Meeting location will be in St. Matthews at the Bluff, we will send out directions closer to time. Attire for the day will be casual.

A motion was made by Keith Minick to call for an Executive Session on one personnel matter and two contractual matters, to include the Executive Director; Seconded by Jamie Caggiano. All in favor.

Executive Session adjourned.

No action was taken in Executive Session.

A motion was made by Jamie Caggiano to award the 2018 SC Fire-Rescue conference exhibit hall services company to "PRX" for booths and set up; Seconded by John Bowers. All in favor.

A motion was made to adjourn with no opposition.