



Executive Committee
2022 Fall Work Session Minutes
Charleston, SC
September 7 -8, 2022

Attendance: Josh Holzheimer, Malcolm Burns, John Jones, Jamie Helms, John Bowers, Randy Arant, Joe Palmer, Terry Sheriff, Brian Christmas, Ashley Boltin

12:43 pm Call to Order by President Holzheimer

A welcome from City of Charleston Fire Department was given by Chief Dan Curia.

A motion was made by Malcolm Burns to accept the minutes as presented from August 9, 2022; seconded by Brian Christmas. All in favor.

Finance & Audit – Malcolm Burns shared with the committee that we will have the 2022 -2023 budget presentation later in the agenda.

Legislative Committee – Jamie Helms reported that his committee met on August 29th. The committee went over the expectations for the year, we will be working on the Move Over Law, Palmetto 800, normal fundings such as VSAFE & PTSD. A request has been submitted to rename the SC Fallen Firefighter Memorial plaza to the ----- Fallen Firefighter Memorial Plaza (Name redacted due to family notification).

A welcome from City of North Charleston Fire Department was given by Chief Greg Bulanow.

Advisory - Randy Arant reported that his committee will meet on August 17th to discuss this year's goals. Leadership Applicants were due on August 31st, and the committee will be meeting on September 19th to review applications and start the selection process. The Leadership Steering Committee met on August 30th and will meet again on September 22nd.

The President offered to all a reminder to fill out the Executive Committee reports online after/prior to each meeting.

Brian Christmas reported that he had to opportunity to attend the NC SAFER Conference, that was a great experience. He also has been joining via zoom in on the Legislative and Finance & Audit committee meetings.

Supervisory – John Bowers reported that they have a one percent training coming up on September 19th in Williamsburg County. They are hoping to host 2 more trainings before the end of the year, if you have a location that would be interested in hosting please reach out and let us know.

Training & Education – Terry Sheriff offered a rough draft of the 2023 FSIC for January 26 -29, 2023. The committee approved the proposed agenda.

Strategic Planning – John Jones offered that his committee met on August 17th to review previously discussed goals and begin the process of refining and revision to add to those.. They are working on plans for presentation of the goals and the committee was given a framework for all to go back and conduct work.

DEI – Joe Palmer reported that this group had had several good zoom calls. They are currently exploring the opportunity to host a DEI summit at the academy to invite officers to have discussion and conversation on teaching people how to talk about it. A questionnaire will be sent out.

Joe Palmer presented the 2022-2023 proposed budget to the committee and reviewed over it line by line.

Instructions were given out for hotel check in and dinner.

A motion to recess for the day.

Thursday September 8, 2022, at 8:37 a motion to reconvene.

Tracy Williams joined the group

A budget discussion was held.

A motion was made from committee to approve the budget as presented; All in favor.

A travel document was presented to give clarification on future travel for Executive Committee and Staff. This document gives details about events that are attended annually and who attends the events.

A motion was made by Malcolm burns to accept the travel event document; seconded by Jamie Helms. All in favor.

Director Palmer presented a Playbook. This is a document that will list all functions within the Association. A review and demonstration of this book was presented. The end goal is to have

one person who maintains this document for all and for the Playbook to be incorporated in to each Executive Committee meeting for accountability and review of issues/events.

A motion was made by Brian Christmas to adopt the Playbook as a living breathing document; seconded by Tracy Williams. All in favor.

Old Business

The Deputy Directors Position has been posted to our website and the SC Association of Counties. To date we have received 7 applications, it will remain open for a couple more weeks. Director Palmer has had a conversation with a group of individuals that will be a part of the interview process, this group will meet soon.

The next Quarterly Meeting is October 12, 2022, at the Fire Academy, Corley Moore will be our guest speaker. We will have a dinner with Corley and a round table discussion on Tuesday October 11th after our next executive committee meeting. If you would like a dorm room, please reach out to Ashley.

Terry Sheriff shared that he would like to show two videos at the quarterly meeting one for Officer Academy and the other for 2023 FSIC.

Lunch was served and the meeting was turned over to Dr. David Griffin for a program on the Sofa Super Store Site and then a tour of the Sofa Super Store Site.

A motion was made by Malcolm Burns at 3:27 pm to adjourn; Seconded by Jamie Helms. All in favor.