

## Executive Committee Meeting Minutes July 14, 2024

**Attendance:** President Randy Arant, Pierce Womack, Jason Dennis, Mike Norket, Kevin Henson, Malcolm Burns, John Bowers, Ross Vezin, Terry Sheriff, Billy Barnes, Charles Lamoreaux, Kevin Crosby, Tom Gwyer, Rickie Jenkins, John Bowers, Mickey Folsom, Billy Dillon, Chad Beam, Doug Cline, Keith Minick, Jamie Helms, Brick Lewis, Zorrina Harmon, Ashley Boltin

**Guest:** Jason Pope

10:00 am Call to order by President Arant

Invocation & Pledge by Rickie Jenkins

Opening Remarks by President Arant. President Arant has changed up the seating arrangements. He wants to make sure everyone knows your opinions matter so please speak up in the meetings. He had a list of expectations for the group that he shared

- Always be open & honest.
- Show respect toward others, we don't always have to agree.
- If a decision is made against your beliefs, please be respectful of others.
- Never forget our mission and why we are here. We have to remember it is not about us.
- Remember who & what we represent and act accordingly, and never in a negative way, we are held to a higher standard as a member of this board.
- Be Proud! when you put on this logo.
- You have been entrusted, if you see something that that pertains to your committee bring it up.
- Help each other out, if you need help, ask. We all are busy and need to be helping one another.
- Have Fun!
- Don't hesitate to reach out to the president if you need anything.

President Arant asked if anyone had anything to add.

Chief Malcolm Burns added All are equal at this table no matter your rank, all votes are equal. Don't hold back, you may have a point others haven't thought of.

Chief John Bowers added everyone needs to be an ambassador for the association. So many have limited knowledge, always try and share and enlighten folks of things our members can take advantage of.

***A motion was made by Malcolm Burns to approve the minute from May 14, 2024, as presented; seconded by Pierce Womack. All in favor.***

**Old Business**

On Tuesday the Executive Committee voting members met with the Fire Chief's association board. We had a good meeting; we want to move forward with building better communications with them. We all are here for the same reason. We look forward to opportunities to work together, we still have training gaps that we can work together on. We are a young fire service. The following day after our meeting the Fire Chief's Association held their quarterly meeting. Our very own 4<sup>th</sup> VP Kevin Henson was their guest speaker and did an outstanding job. The fire Chief's Conference is held in September and President Arant has requested to get together with their board for lunch or dinner among boards. We will have representation at the Chief's conference and will continue to sale the memorial bricks. Chief Brian Moon will have a coin board for us to give away. It was requested that going forward we build into our budget funding to attend their meetings and conferences.

Messer Rescue Squad update by Executive Director Helms, this group has applied to become a member but doesn't meet the requirements for a regularly organized department. A survey has been sent to them asking specific questions, we are awaiting their response.

We need to tighten down on our end the definitions of Fire Department and firefighter, as those are very complex.

Properties – We have reached out on several properties in the area, all of them have sub lease properties, which is not something we are currently interested in because we need the space. Director Helms will reach out to Sherri and continue to work with her on finding other properties.

### **New Business**

Committee and goals and expectations by President Arant.

#### **Finance & Audit Committee Goals: Chairman Pierce Womack**

- 1) Assist with the budget preparation and have ready for the September budget retreat to present.
  - a. Forecast needs for this new budget year and next year's budget
  - b. Potentially increase the amount of money we spend on keynote speakers
- 2) Present the annual audit to the Executive Committee.
- 3) Look over and send out the monthly financials to the Executive Committee.
- 4) Continue setting money aside for a new building and/or land.
- 5) Research and seek alternative funding sources to support the mission and vision of the SC State Firefighters' Association. (Strategic Planning Goal – 1B3)

#### **Legislative Committee Goals: Chairman Jason Dennis**

- 1) Assist with the planning of Legislative Day.
  - a. Incorporate ideas from the committee and EC members to help improve the event
  - b. Incorporate the SC Association of Fire Chiefs
  - c. Assist with marketing the event

- 2) Continue sending out the monthly legislative updates to the Executive Committee.
- 3) Work on a way to where we can keep Association members up to date with the legislative agenda.
- 4) Work on increasing state funding for the PAL800 user fees
  - a. Work with staff, the Technology & Communications Committee, and Chief Stewart and Mrs. Kondurus
- 5) Pre-file for definitions for: Firefighter and Fire Department (Strategic Planning Goal – 1A1)
  - a. Work with staff, State Fire, and Chief Stewart and Mrs. Kondurus

We have been tossing around the idea of hosting an open house with Legislators, and staff especially the new ones, maybe a drop-in before session starts to let them know who we are. Ideas we are working through is this just our event or creating an emergency service event and inviting our partners.

Per Director Helms, just wanted to make you aware, Chief Stewart is rolling back his time at the State House, he is still involved but doesn't plan to spend quite as much time at the State House, Cindy and Annie will continue to be down there as they have been.

Jason Dennis inquired how do we peruse the money on the Military side for the communications side of the house that Tim Scott's office had talked about when we went to Washington DC.

**Advisory Committee Goals: Chairman Mike Norket**

- 1) Select the next Leadership Institute class.
- 2) Select award nominees for the 2025 Fire-Rescue Conference.

**Past President Committee Goals: Chairman Malcolm Burns**

- 1) Continue the in-person and/or Zoom meetings with the Past President group.
- 2) Plan the annual "Past President" outing.
- 3) Come up with ways of growing/improving that newly formed committee.
- 4) Come up with a helmet front design that will be given to the outgoing President during Conference as a keepsake.
  - a. We can make one for all living Past Presidents and potentially give to them during the next Past President's lunch

**Supervisory Committee Goals: Chairman John Bowers**

- 1) Continue the 1% training seminars held throughout the state. (Strategic Planning Goal – 1A3)
- 2) Keep the Executive Committee updated on department(s) that may be in bad standing with their 1% audit.

Chairman Bowers shared we have recently held trainings in Summerville, Conference, Lake City. Trainings we have coming up are Saluda & Hampton County. If you have ideas of where you would like to see training, please reach out and let us know.

**Member Benefits Committee Goals: Chairman Ross Vezin**

- 1) Continue to find new benefits for our members. (Strategic Planning Goal – 2A1)
- 2) Find ways to better market the current benefits so all members are aware of all member benefits.
- 3) Look and see if there are any type of additional health screenings that could be added to member benefits

**Training & Education Committee Goals: Chairman Terry Sheriff**

- 1) Continue to plan and find ways to improve the Fire Service Improvement Conference (Strategic Planning Goal – 5A3)
- 2) Work with the Conference Committee and Staff to help plan and find ways to improve the Fire – Rescue Conference.
  - a. Specifically, the instructors, speakers, and classes offered
- 3) Continue to plan and find ways to improve the Leadership Institute program. (Strategic Planning Goal – 5A1)
  - a. Work with the Executive Director and Ashley
  - b. Look in to incorporating the LI alumni to assist with running the program
- 4) Work with the Executive Director and the Finance & Audit committee to see if we need to change what we are willing to pay for keynote speakers and/or instructors.
- 5) Have a Fire Chief’s 101 syllabus made and present to the Executive Committee during the new fiscal year. (Strategic Planning Goal – 5A2)
- 6) Stay in contact with other agencies (State Fire, SC Assoc. of Fire Chiefs, etc.) to make sure we are not duplicating training classes and/or seminars.
- 7) Plan a Curt Varone seminar and/or bring him in during one of our upcoming conferences.

Chairman Sheriff shared that from the Fire School Advisory Committee, the following action items are happening at the academy. WIFI implementations are in progress, Cable is currently out but they are working on that as well. At the next meeting they will be updating us on waivers going forward. They have been approved for 4 new hires and IFSAC will be on site in August for accreditation.

**NVFC Committee Goals: Keith Minick & Jack Kirlin**

- 1) Provide monthly reports to the Executive Committee in regard to NVFC information.
- 2) Continue the NVFC articles in the Rattle Watch sent out to members.

**Health & Safety Committee Goals: Brad Kavetski**

- 1) Continue the Health & Safety BINGO
- 2) Work with Brooke and post some type of Health & Safety video, that has been approved by the committee, once a month to the membership.

- 3) Plan a Health & Safety Committee summit.
- 4) Look into the most current issue about SCBA's potentially having materials in them that cause cancer and update the Executive Committee to see if anything further needs to happen with that issue.
- 5) Look at current best practices when it comes to cancer prevention in the fire service and see if we can expand/improve our cancer benefit and/or best practices.
  - a. Look and see if there are any other types of health screenings that can take place
- 6) Stay on top of all current Health & Safety related topics/issues in the fire service and update the Executive Committee as needed.

**Strategic Planning Goals: Chairman Billy Barnes**

- 1) Continue to work on our current strategic planning goals and track goals that have been completed and/or started.
- 2) At our March Strategic Planning retreat, come up with updated goals to start working on and update our strategic planning document.

**By-Laws Committee Goals: Charles Lamoreaux**

- 1) Focus on making sure we are doing everything we can to protect the one percent funding.
- 2) We may have some by-law changes making sure that they are meeting today's needs.

**EMS Committee Goals: Chairman Kevin Crosby**

- 1) Keep the Executive Committee updated on any potential changes within the EMS community that may have an effect on the fire service.
- 2) Working with the OSHA committee, look and see if the potential OSHA updates will affect EMS operations within South Carolina
  - a. Potentially work with the EMS Association on this goal

We look forward to continuing the projects that we are already working on. We need to keep on our radar 61.7 they need revision and updates done.

**Conference Committee Goals: Chairman Tom Gwyer**

- 1) Work with staff and the Training & Education committee and see how we can improve/better the Fire Rescue conference.
  - a. Work with the Health and Safety committee and see if the Fun Run can somehow be expanded.
  - b. Look in to possibly having a RIT competition during the Fire Rescue conference.

**Chaplain Committee Goals: Chairman Rickie Jenkins**

- 1) Hold meetings throughout the year and keep the Executive Committee updated with any recommendations made within the committee.

- 2) Being a newly formed committee, come up with recommendations on committee objectives and future programs and/or needs.

### **Heritage Committee: Chairman John Bowers**

- 1) Develop and present a policy referencing the acceptance and curation of antique items into the historical preservation collection. (Strategic Planning Goal – 2B2)
- 2) Assist the Executive Director with trying to secure funds to go towards a museum for all historical artifacts.
- 3) Assist the Executive Director in trying to find a building/museum for all historical artifacts.
- 4) Continue finding fire service artifacts that can be proudly shown/displayed.

Chairman Bowers & Ashley gave Carter's report ...

- He will be attending FASNY annual conference in August.
- Visited w/ Collections Manager at Sumter Museum...building new facilities
- Attended Chesterfield County Fire Chief Association quarterly meeting
- Working on preserving donated collections (framing items) for display
- Working w/ Todd Touchberry of Sumter for potential restoration of Beaufort's steam engine (1874)
- Working w/the Leadership Institute Planning team
- Scheduled to present program for Charleston Genealogical /Historical Society
- Asked to help an author from Florida with research ideas on a Pennsylvania Fire Dept. for their 150 anniversary
- Researching & writing history of St. George F.D.

### **DEI Committee Goals: Chairman Mickey Folsom**

- 1) Look into holding a DEI summit.
- 2) Establish a process for enhancing Association participation that is inclusive, engaging, and focused on soliciting input from our diverse membership. (Strategic Planning Goal – 4A2)
- 3) Provide a recommendation to the Executive Committee if the DEI committee needs a revamp/re-organization for it to carry out its purpose.

We originally had a DEI Summit planned for August 23<sup>rd</sup> but would like to pick another date since we haven't had the opportunity to advertise it.

### **Recruitment & Retention Committee Goals: Chairman Billy Dillon**

- 1) Look in to holding a Recruitment & Retention summit.
- 2) Continue to find new ways to recruit volunteers and career personnel.
- 3) Continue to find new ways to retain volunteers and career personnel.
- 4) Complete the Recruitment & Retention chapter for the Fire Chief Handbook.
- 5) Provide a recommendation to the Executive Committee if the Recruitment & Retention Committee needs a revamp/re-organization for it to carry out its purpose.

We hope to focus on the retention side a little more this year. We were hoping to explore having Curt Varone back. The explorer program set up at the conference was a success between Will Catoe and me.

**Technology & Communications Committee Goals: Chairman Chad Beam**

- 1) Work with the Legislative Committee to assist in the PAL800 user fee push to get more state funding.
- 2) Stay up to date with fire service technology and make recommendations to the Executive Committee, as needed.
- 3) As a newer committee, come up with ways that your committee can be utilized throughout the year.

Maps help show data and that is something easily we can do to help the association. We also have a meeting with Dennis Comer from DOA in a few weeks.

**OSHA Committee Goals: Chairman Joe Palmer**

- 1) Continue to track the possible OSHA update and keep the Executive Committee and Executive Director updated as it progresses.
- 2) Complete the official document that provides details about the FF's Association position on the proposed OSHA updates.

NVFC & I Chiefs have made a stance; our finding letter has been sent out to the Executive Committee for review before we submit it.

**Officer Section Goals: Chairman Doug Cline**

- 1) Continue working on and enhancing the Fire Officer Academy program.
- 2) Continue offering relevant Fire Officer training content on the Officer's Section of the FF's Association website.
- 3) Continue the Fire Officer podcast that is hosted by Chief Will Vaigneur.

We will meet on July 22 for our swearing-in of our officers.

**SCFIS Committee Goals: Chairman Rick Cramer**

- 1) Continue to look in to finding a way to provide insurance benefits and/or packages to members.
- 2) Continue to research and evaluate healthcare "GAP" insurance policies that could be offered through SCFIS for members who are retiring from service. (Strategic Planning Goal – 2A2)

**Foundation Committee Goals: Chairman Jamie Caggiano**

- 1) Find ways to help and/or better promote the Foundation and what it has to offer to its members.
- 2) Hold two Foundation golf tournaments throughout the year.
  - a. During the Fire Rescue Conference (summer)

- b. Sometime during the Fall/Winter months in the upstate
- 3) Hold a skeet shooting fundraiser at some point during the year.

It was noted to all that staff liaisons may have changed, please look at your list to see who your liaison is for this year.

#### Staff Reports

Ashley – SCFAST has had and continues to have lot of trainings, Ms. Patti continues her work with Peer Connect & Mile in our boot's dates have been set for April 3-6,2025.

Jeff Allen has attended the NFSA & the NFPA Conference, he gained a lot of knowledge from the training opportunities. Jeff has been named the EV trainer for SCDOT – SHEP.

I had the opportunity to attend Children Burn Camp it was a great experience. We have several events coming up, we will be sending a crew to the NC SAFRE Conference in Raleigh & a crew to the New York Firefighters Association show. We will also have a presence at FRI.

Director Helms gave an update that Wagner Fire Department is being investigated by SLED, we have sent Jeff Oswald to do an audit with 1%.

We met with Dominion's representatives Richard Dickerson & Jonathan Yarborough, they do a grant process in NC & VA and they are wanting to start it here in SC. This is for Volunteer FD in their coverage area. This would not disqualify you from VSAFE.

Brick Lewis- presented this year's 1% premium and broker tax numbers. Most everyone received an increase this year. We have purchased a new vehicle we are in the process of getting it titled and tagged. We have added a department associate membership form to the website.

Fire Rescue Data presented by Brick Lewis

We had a total of 6,164 people at the 2024 Fire-Rescue Conference.

The question was asked if you have any pros and cons from the conference to please send those to Chief Helms and or Ashley via email.

Jason Pope gave a quick update from State Fire. The classrooms upfront have all had a facelift. Next year we plan to offer EMT in conjunction with our recruit school. Thank you for your support.

Playbook review by Director Helms for July & August.



***A motion was made by Pierce Womack for executive session to include the 11 voting members and Executive Director to discuss contractual and personnel matters; seconded by Malcolm Burns. All in favor.***

Committee came out of executive session at 1715 hours.

***A motion was made by Pierce Womack to empower Director Helms to continue the search for the Leadership Program Coordinator; seconded by Jason Dennis. All in favor.***

***A motion was made by Jason Dennis for Director Helms to fully implement the Association restructuring plan, as proposed, and to ensure that all deputy director candidates are notified of the decision; seconded by Mike Norket. All in favor.***

***Motion to adjourn by Malcom Burns; seconded by Kevin Henson.***

#### **July Online Committee Reports, as submitted**

4<sup>th</sup> VP – Kevin Henson - Met on 7/8 with the Officer Academy selection committee for the first round of 30 candidates for the fall Officer Academy. Met on 7/9 with voting members of the EC & SC Fire Chiefs Assoc. Board. Attended SC Fire Chiefs Quarterly Meeting on 7/10. Dropped in at the Camp Can Do Burn Children's camp in Eastover on 7/10.

Finance & Audit - The June 2024 Financial Statement was sent to the Finance Committee Members, as well as the Executive Committee for review and comments. An in-person meeting will be held in the coming weeks to review the proposed budget from the Executive Director.

NVFC - NVFC Deputy CEO Dr. Candace McDonald has left NVFC to return to work for NASA. NVFC finalized their comment to OSHA. Will be posting on OSHA site on the 16th. NVFC Volunteer Voices: Grant writing July 17th Register online at <https://us06web.zoom.us/meeting/register/tZUkcOGupzssHtbGeuAiGwAgpChr8f8AWJps#/> registration Upcoming webinar for NERIS Next Steps: Beta Launch, API Development, and Secondary Schema Release August 1, 2024, 1pm-2pm EST

Training & Education - The T & E Committee remained unchanged and after the meeting with President Arant who provided his expectations, vision, and goals, that information was provided to the committee. Information on F/R 2024 was compiled and provided to the committee along with evaluations and class requests from members for next year. The committee is working on FSIC 2025 and once call for presenters closes at the end of September; T & E will meet to select and propose classes for F/R 2025. The committee will meet soon to discuss the goals and how to achieve them. The next advisory meeting is Wednesday, August 14th @ 1000 at the SCFA. IFSAC will be there for their site visit. All expectations are for the site visit to go well.

Health & Safety - Second H&S Bingo campaign resulted in 6 submissions from 2 different departments, 4 different ranks, totaling 164 health & safety tasks completed. Bingo winner was announced at Fire Rescue. Bingo campaign is once again in effect. It's running from July 1st to Oct. 1st. Two new committee members added: Clint Holmes from Jasper County Fire Rescue and Pete Copeland from Midway Fire Rescue. These two replaced Mike Regal who was reassigned to Strategic Planning and Brent McClellan who stepped down. Upcoming committee meeting by the end of the month TBD.