

Executive Committee Minutes  
July 11, 2017

Attendance: Kyle Minick, Tres Atkinson, Charlie King, Keith Minick, Jamie Caggiano, Skip Hannon, John Bowers, Dennis Ray, Rick Cramer, Mike Norket, Brent McClellan, Lee Levesque, Joe Palmer, Jason Pope, Bryan Riebe, Ashley Boltin, Carter Jones, Marquis Solomon  
Guest: Sammie Castles, Phil Leventis, Pierce Womack, Ken Kerber, Noel Pound, Jonathan Jones, Nathan Ellis

The Call to Order was given by President Kyle Minick at 10:02.

An Invocation & Pledge was offered by Bryan Riebe

Opening Remarks were given by the President.

Committee Member Introduction of Rick Cramer, he will be serving as the new By Laws committee chairman.

The Life Safety Education Section introduced their newly elected board members.

President – Will Catoe

1<sup>st</sup> VP – Scott Fitzgerald

2<sup>nd</sup> VP – Will Brocious

Secretary – Bianca Bourbeau

Finance – Les Woods

Past President – Lee Levesque

President Minick congratulated Will Catoe on his new appointment.

Sammie Castles gave a special presentation; a K2 Cooler was donated to the Firefighters Foundation.

Fire Marshal Jonathan Jones gave an update on State Fire. OSFM received 52 qualified applications for the Fire Academy Superintendents job. They will start the process with phone interviews, assessment center and face-to-face interviews. He plans to involve the Advisory committee. OSFM staff have been updating the CPIP. They have done studies for the Fire Station & Dorms and have moved them up on the priority list. In the FY 18 CPIP they will be replacing all of the training hydrants on site and adding storz connections. They are also looking at the 5-story tower, it has some water damage and rust, they are currently looking at the best option to fix it with possibly formed concrete. Some new things they would like to look at adding to the academy are a command training center and inspections lab. The OSFM has offered the position of Finance Liaison and the candidate has verbally accepted the position and soon will be announcing that name. They have been working hard on Senate Bill 709 which deals with annual inspections of all schools. OSFM has provided three options for bill compliance and SFM Jones will be meeting with Senator Hembry this week to discuss further the bill's impact. SC will also be hosting the National Association of State Fire Marshals in Charleston at the end of the month. SFM Jones mentioned the great relationship with LLR, and stated that without LLR help and support we could not do what we have been able to do with

many things to include the CPIP. On Thursday, the Academy will be hosting the Lt. Governor and on July 20<sup>th</sup>, will be hosting Governor McMaster along with some folks from Bogota, Columbia.

Ken Kerber shared that with the new partnership with State Guard they are up to 98 deployable active members. Coming soon in August or September, USAR looks forward to working with the Lakota Helicopters, which are smaller than the Black Hawks and are able to get into smaller spaces in the mountains. As of today there have been 66 Fire Fatalities in our state. USAR and the ERT will participate in the Solar Eclipse Conference Call being held tomorrow.

**A motion was made by Skip Hannon to approve the minutes from May 9, 2017 as presented; seconded by Tres Atkinson. All in favor.**

### **Committee Assignments**

**Charlie King – Legislative** – Reviewed with the group some of the major items on the watch list and announced the meeting at the end of August.

**Keith Minick – Strategic Plan** - Announced the meeting at the beginning of August.

**Jamie Caggiano – Advisory** – The committee’s first order of business will be to review the Leadership Institute applications.

**John Bowers – Supervisory** – Continues to work on expenditure requests as they come in. Jana has now joined as a staff member working directly for the one percent committee. She will be working for Jeff. The one percent allocation state report went out and it only went slightly up in funds, it was not a typical year.

Jonathan Jones announced that VSAFE Grants they are awaiting the appointment of committee from the Governors office. This year grant will be the \$500,000 plus the \$750,000 of reoccurring money though 2030 with the new funding source.

**Dennis Ray - Member Benefits** – The Committee will meet on July 21<sup>st</sup>.

**Rick Cramer - By –Laws** - The Chair has reached out to the committee through email and will schedule a meeting once by-laws topics are offered or encountered.

**Mike Norket – Training & Education** – The next Fire Academy Advisory meeting is August 9. The Chair has meetings with Academy staff on Friday to talk about open enrollment and our role this next coming year.

**Health & Safety** – The #ThisIsMyFight video has been viewed over 19,000 times. The committee will be meeting soon.

**Brent McClellan – EMS Committee** – The EMS Committee will meet next week. We are focusing on EMT Training, and the NARCAN Program. The Chair still looking to fill a role on the EMS Committee if you know of anyone interested.

**Will Catoe – Life Safety Education Section** – The section will host its conference on September 22 &23 at Hickory Knob State Park, the focus of which is on Grant Writing & Customer Service. The guest speaker will be Chief Jeff Cash from Cherryville Fire Department. The chair’s plan is next week to come sit down with staff to talk about helping us get the word out.

**Recruitment & Retention – Bryan Riebe** – Bryan extended a thank you to Karen Castles and all the volunteers that helped out at Registration this year. Bryan had the opportunity to attend the NVFC Conference the week prior to our Conference. The Grant program continues and Bryan attended the Department of Education summit with CTC program participants. Steven Waterson who is over the CTC program with the dept. of education has agreed to excuse the CTC instructors from the Greenville conference and allowed them to attend training at the South Carolina Fire Academy to receive good valuable opportunity and experience to receive there continuing education credits.

FAST has been busing they had a report of 299 peer Contacts for the month of June. They have 4 training sessions scheduled between Barnwell, Boiling Springs and Horry County. They will be hosting a retreat coming up at Asbury Hills, they have sent out 60 invites. Guest speakers will be Al Walker & Gary Rogers. This will be a Friday, Saturday & Sunday event.

**Jamie Caggiano & Phil Leventis - Foundation** – For the Foundation, the Conference was great success. The role of the Foundation has been expanded this last year with the help of firefighters whom have lost their homes. As a result, some departments want to give back by way of boot drives and memorials for there loved ones, some of which have passed. The Firefighter’s Foundation has a new App it is only \$25.00 and it will give you good purchasing discounts. All are encouraged to download it (gave a flyer out). Senator Leventis wants to talk with the Legislative Committee and Charlie King and encourage us to sponsor a fire responders caucus in the legislature, it cost nothing but gives you a forum in legislature.

**Carter Jones – History** – was pleased with Fire-Rescue Conference this year and is already in talks with folks to bring new items for 2018 Conference.

**Marquis Solomon – Finance & Audit** – Through consultation with the Executive Director, proposes that we transfer funds in the amount of \$50,000 from our long term reserve account to our fire-rescue money market account to fill any possible voids which 2018 might bring. This does not require a vote and there are no known fees attached to the transaction. The Chair also wanted to let you all know we are changing how we receive comply with policy and procedure with monthly statements and signatures. Forms will be transmitted in electronic form now. 2017 Fire Rescue Conference financial numbers are not ready yet, but will be for next months meeting.

### **Old Business**

2017 Fire –Rescue AAR

This year was a great success but everyone wanted to talk about 2018 Conference. Opening Ceremonies had between 700 -750 people in attendance, the business meeting was not well attended. Many persons had returned to their hotels and was videoed by Association staff at hotel pools. We had 4,700 people go through the exhibit hall and we brought in \$168,403 in revenue from the Exhibit Hall this year. Class totals were 1,816 total folks which attended classes.

Comments & Concerns from the group:

John Bowers – Expressed the need for a two point lanyards or names printed on both sides of the cards. ID's are important and so many were turned around where you couldn't see their names. Chief expressed the need for longer classroom time blocks. Instructors weren't as prepared as they could have been. How do we convey to them that they need to make their presentation appropriate for the time slot?

Sammie Castles – Preregistration needs to be in front of you when you walk in the door so you automatically see it not off to the side.

Lee Levesque – How do we capture what folks are most interested in? Some classes were overflowing and not enough space. Do we preregister for everything?

Tres Atkinson – How do we advertise for the dinner better? We had a lot of folks want to attend the dinner but we had quit selling tickets in order to give the hotel a count. Is it an option when you pre register? With 2018, we have more signage opportunities.

### **New Business**

First Net Program presentation by Pierce Womack.

Lunch break was taken.

**Tres Atkinson made the motion to go in to Executive Session, with the Executive Director, to discuss one contractual matter and two matters pertaining to appointments. Seconded by Skip Hannon with all approving.**

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

**Jamie Caggiano made a motion that based on the recent meetings with the Fire Chief's Association and the Firefighters' Association leadership teams, that the Executive Committee authorizes the Executive Director to, at a time convenient for all parties, return the funds and assets allocated to the Chief's Association and offer the desire for a reset of the verbal agreements currently in place. Seconded by Keith Minick. Approved by all.**

**Tres Atkinson made the motion to place Travis Carricato, of the Columbia Fire Department, as a Trustee on the Association Retirement Board. Seconded by Skip Hannon. Approved by all.**

**Dennis Ray made the motion to place Ashley Jacobs and Jamie Helms as two new members to the Foundation Directors. Seconded by Marquis Solomon. Approved by all.**

The Executive Committee then reviewed the list of upcoming dates for the year.

President Minick offered his thanks to all staff and persons helping with the Southeastern Association of Fire Chiefs Conference and in particular Carter Jones for his help with the opening ceremony and memorial service.

Tres Atkinson invited all to the Transfer of Command Ceremony between Old Fort Fire Department and Dorchester County to recognize the consolidation of the two systems. The ceremony is to be held on July 20.

Joe Palmer reminded all to please complete and return the "Green sheet" of personal information and emergency contacts.

**Skip Hannon made the motion to adjourn and all approved.**