

Executive Committee Minutes

February 13, 2018

Association Office

Attendance: Kyle Minick, Tres Atkinson, Charlie King, Keith Minick, Jamie Caggiano, Tommy Norris, John Bowers, Marquis Solomon, Rick Cramer, Greg Bulanow, Will Catoe, Bryan Riebe, Patti Graham, Carter Jones, Zorrina Harmon, Jeff Allen, Gary Rogers, Jana Kassianos, Marcia Greer, Ken Kerber, Paul Cromer, John Jones, Ken Meadows, Bryan Bailey, Joe Palmer, Ashley Boltin

10:00 am Meeting called to order by President Kyle Minick

Invocation & Pledge of Allegiance by Chaplain Gary Rogers

President Minick thanked everyone for their attendance. Pres. Minick also recognized Ashley Boltin on her new role and title of Director of Operations. Pres. Minick announced Rick Cramer has accepted his new appointment as Member Benefits Chair and that he would be working to replace the By-Laws Chair. Additionally, he offered that Jeff Allen has been named Sprinkler Coalition Chairman.

A motion was made by Jamie Caggiano to approve the minutes from January 19, 2018 meeting as presented; seconded by Tres Atkinson. All in favor.

Committee Reports

Finance – Marquis Solomon introduced Ken Meadows from Green & Finney our auditing firm. Ken presented the financial statement and audit findings to the group. He handed out booklets to the Executive Committee.

Legislative – Charlie King updated the group on the latest legislative items on which the committee is working. The new legislative report is on the website. April 10th is Legislative Day for Firefighters at the State House.

Strategic Plan – Keith Minick reported that the committee is in the process of getting the updated plan out to the Executive Committee.

Advisory – Jamie Caggiano stated his committee will meet soon to review the Award applications that were submitted.

Supervisory – John Bowers reported with Jeff Oswald on the phone. The committee has had two Blitz days so far and have cleaned up a lot of request. We currently have 130 departments that have not completed required forms (a list was given out).

A motion was made by Jamie Caggiano to send the 130 departments that are not in compliance because they have not completed there 206/ 207 forms certified letters to remind them they are not incompliance and they have 30 days to get in compliant; seconded by Charlie King. All in favor.

It as suggested that the President make a video to articulate why it is important and why we have to do this.

Member Benefits – Rick Cramer expressed excitement for his new role and looks forward to meeting with the committee soon.

By-Laws – Rick Cramer offered nothing to report.

Training & Education – Ashley Boltin offered information on behalf of Mike Norket. There is a fire school advisory committee meeting tomorrow at the Fire Academy. We have a meeting set up for Friday to discuss the finalizations of Specialty Schools and Hands on Training.

Health & Safety – Greg Bulanow distributed a hand out about an upcoming program on May 19th, he has asked that we help promote this event. We have 2 videos we will be shooting in the upstate for Cancer Prevention. We have 2 awards we will be giving out at Conference.

Life Safety Education Section – Will Catoe, stated that the FLS Section is looking forward to working with the Sprinkler Coalition.

Recruitment & Retention – Bryan Riebe gave an update on several items on which he is working – the diversity on the fire service working group & Adaptive Management on local volunteer systems assessments. The Sounding the Alarm program continues to get contacts.

SC FAST – Patti Graham gave an update on coordinators & upcoming classes. FAST is still looking for clinicians around the state if you have one that would be a good fit for the program please let her know.

Insurance – Zorrina Harmon offered that the insurance company is currently going through their yearly audit, we now have 3.5 Million in our health care Association trust. The Association's Property and Casualty policy went out to bid and we will be changing companies from Selective to Provident.

Foundation –Jamie Caggiano

A motion was made by Jamie Caggiano that Greg Bulanow has requested to come off the Foundation Board and Charles Lamourex from St. Andrews Fire Department will replace him; seconded by Keith Minick. All in favor.

The foundation board met at the Fire Service Improvement conference in January and the Directors are working on several upcoming events for conference to include a Golf Tournament, Stair Climb and Music Farm.

Sprinkler Coalition – Jeff Allen offered he is happy to travel and please let him know if you have a speaking opportunity for him. If you have someone who would like to serve on the Sprinkler Coalition, please let Jeff know. The Sprinkler trailer is now at the SC Fire Academy. This trailer was originally going to be the second Life Safety Education Committee Side by Side trailer. The Sprinkler coalition really needs its own trailer to hold all of its materials. We have received a quote from JB Trailers for \$3,765. We are asking the executive committee blessing to purchase another trailer. Per consensus of the Executive Committee, Jeff was instructed to go ahead and purchase another trailer.

History – Carter Jones has been working with Jim Knight at LLR on the history with LLR's involvement of Fire and Life Safety. He is almost complete with Volume 1 of the History of the SC Fire Service.

Lunch Break was taken

Old Business

A Training & Education Fee update was offered with cards being handed out as cheat sheet reminders to be distributed to all Association members as needed.

Member Management System Update – The Association hired a Consulting firm, last year, First Arriving, Dave Iaonne and First Arriving has been working on a detailed RFP for the new database software. Dave, First Arriving, has brought back to the Executive Director, a recommendation of a group IMIS for our new member management system. The Executive

Director is meeting with the provider in the near future but it is looking hopeful and the implementation of this new system would be this fall. It is going to cost between \$130 – 140, 000 dollars. The Executive Director is looking at a multi year contract as an option to pay for this system. Discussion followed about possible financing of the move to assist with balance sheet asset to debt allocations.

New Business

2018 Fire – Rescue update was offered.

A Joint State Meeting between South Carolina, North Carolina & Georgia on March 21 -23, 2018 will be in Greenville, SC is being finalized. Details will follow to the Executive Committee and staff.

NFFF Walk of Honor – The NFFF reached out to the Association to remind they created a Walk of Honor for all the Line of Duty Deaths pre 1981. They have asked that each state pay for the brick in their state section. NFFF sent us a list of which all they had and it did not match our records. Association staff went through and cleaned up the list and sent it back to them. The consolidated and corrected list contains 33 names. It cost \$100 per brick.

A motion was made by Jamie Caggiano that the Firefighters' Association pay for this project upfront, and send letters to the departments that have someone on this memorial asking if they would like to pay for the individual bricks and they can reimburse the association; seconded by John Bowers. All in favor.

State Fire – Ken Kerber gave an update about Mobilization and its Communications working group and announced that the last week in June the Academy will be hosting HART Training if anyone would like to participate please let Ken know so he can get a form to you. Chief Kerber also offered that SC has had 26 fatalities in 2018 as of today.

A motion was made by Tres Atkinson for Executive Session to include the Executive Director to discuss contractual and personnel matters; seconded by Jamie Caggiano. All in favor.

A motion was made by Tres Atkinson to come out of Executive Session with no action taken; seconded by Marquis Solomon. All in favor.

A motion was made by Jamie Caggiano to adjourn; seconded by Tres Atkinson. All in favor.