

Executive Committee Meeting  
South Carolina State Firefighters' Association  
May 14, 2019

**Attendees:** Tres Atkinson, Kyle Minick, Keith Minick, Jamie Caggiano, LaQuasha Jefferson, Josh Holzheimer, Tracy Williams, Mike Norket, Will Vaigneur, Brent McClellan, John Bowers, Rick Cramer, Marquis Solomon, Marcia Greer, Zorrina Harmon, Paul Cromer, Jana Kassianos, Patti Graham, Gary Rogers, Carter Jones, Rick Dunn, Brick Lewis, Brian Christmas, Bryan Bailey, Jeff Oswald

**Special Guests:** Forestry Commission, State Fire

Meeting Call to Order at 10:00 am

Invocation and Pledge of Allegiance, Chaplain Gary Rogers

**Approval of Minutes**

*A motion was made to approve the March 13-14, 2019 meetings minutes by Will Vaigneur; seconded by Tracy Williams. All in favor.*

*A motion was made to accept the April 3, 2019 minutes by Will Vaigneur; seconded by Keith Minick. All in favor.*

**Committee Reports:**

**John Bowers & Larry Finney (Supervisory)-** Chairman Bowers went over a couple pointers of the 1% meetings that they attend. On May 7<sup>th</sup> the committee visited with Lancaster Fire Department to go over 1% questions while also conducting a 1% seminar to try and educate their members. Chief Bowers went over which departments that have already registered for the classes and discussed the improvement they have seen. A handout was given to executive committee by Jeff Oswald and he talked about the data captured from registration links for the departments that registered. Larry Finney went over audit reports and explains the process of the audit results. Larry Finney proceeds to talk about the departments who are successful in turning in forms on time and getting things where they need to be.

*A motion was made by Jamie Caggiano that the departments who do not receive a passing grade are required to take the 1% Regional Training class before the next audit; seconded by Will Vaigneur. All in favor.*

**Keith Minick (Legislative)-** Chief Minick discusses the PTSD funding. His committee is working on trying to get the PTSD funding into the budget. The committee is reaching out to house members for \$850,000 for USAR. Focus also exists for the Return to Work issue in state retirement and the Association is asking that the cap be dropped after service of 12 months. Bill (H4327) was discussed between the committee. A discussion was made about the barn type facilities that are being used for reception halls. Chairman Minick offered to the Executive Committee that there will be a notification going out about Sprinkler week in the near future.

**Jamie Caggiano (Strategic Plan)-** no report

**Josh Holzheimer (Advisory)** -Leadership Institute applications are currently open and will close August 31, 2019. All awards recipients and denials have been notified. Award recipients will be recognized at the Fire-Rescue Conference. Individual projects for the Leadership Institute projects will be presented Tuesday at the Conference at the Columbia Convention Center.

**Marquis Solomon (Finance & Audit)**- There are funds we are waiting to be reimbursed from FEMA (260,000-270,000). Chief Solomon mentioned that we received a reimbursement denial from FEMA, but we are working on rectifying the request.

**Rick Cramer (Member Benefits)**- Member Benefits Committee met recently. The Fire Academy is allowing our organization (SCFIS) to have a slide on all instructor's presentations to tell about our organization as well as our benefits.

**Brian Christmas (By-Law's)**- Officers section was updated and added to the By-Law's. They were updated by Executive Director Minick.

**Brent McClellan (EMS)**- There are a couple of departments who are looking to be on a first responder level. Majority of the departments (First Responder) paperwork has already been done. Communication lines have been strengthened.

**Tracy Williams (Health and Safety)**– Chairman Williams met with his committee and determined there has been concerns. Chairman Williams mentioned that in order to solve the concerns, there needs to be some type of survey set up for the individuals to express what their concerns are and follow up with those individuals. The quarterly meeting was scheduled but it has been postponed before conference.

**Executive Director Minick speaks on behalf of Scott Fitzgerald (Life Safety Education)** - Chief Bowers did a great job at the kickoff. Elections was not what we expected and there was a lack of interest from folks wanting to be on the LSE Board. Executive Director Minick was able to speak with someone about his concerns in regard to no one wanting to become a part of the section. Emails were also sent out and we were able to get a slate of officers after good communication through telephone and emails. There will be an election for the section and the section will meet at conference. After conference, there will be a small meeting at the association to lay out any details of what their concerns were.

**Jamie Caggiano (Foundation)**- Chairman Caggiano discusses the events planned for the foundation in regards to the 2019 Fire-Rescue Conference. Executive Director Minick stresses the importance for the ticket sales for the Columbia Fireflies game for not just this year but the next year. There have been a few changes to registration for Stair Climb but it will remain in the same location. Chairman Caggiano hopes are to get in front of membership and describe the scholarship in which will be funded by the individual not the foundation. Chairman Caggiano talks about how they formed a partnership with Fire Academy with the smoke detector program. The money has been received and it was a great partnership. Midlands Gives was also discussed, and 8 different people donated.

**Patti Graham (SC FAST)**- There was a developmental meeting on the FAST database May 13, 2019. Several team members are serving on this particular committee. Ashley emailed out SOG's. Patti ask that the Executive Committee give feedback. This year we have 735 reported contacts. Quarterly meetings are in place to make sure that we are on track with the service the team is providing.

**Carter Jones (History)**- Carter has been traveling around the state and helping departments gather their history. We are waiting to hear from Raleigh and in hopes that they will bring their steam engine to conference this year. Carter's book sales are going great.

**Rick Dunn (Webmaster)**- no report

**Zorrina Harmon (SCFIS)**- Zorrina addressed that we have received negative calls about air medical transport invoices, and emails. She assures that the process will get easier, and it works but there are just a couple things to fix. An SCFIS sheet was handed out in which was a breakdown of the SCFIS budget. Zorrina talked about the Wednesday night meet and greet at the 2019 Fire- Rescue Conference.

**Brick Lewis (Administration Update)**- There is new landscaping at the association office we had several trees removed. The sprinkler system is in the process of being updated. Brick mentioned that we still have not found a candidate for the member services position. Member services position is combining and splitting salary between the association and insurance company. The process is ongoing with the hiring.

**Ashley Boltin/Mike Norket (2019 Fire-Rescue)**- Ashley introduced the Forestry Commission IMT and gave an insight on how to put together the IAP. An IAP draft will be ready on June 6, 2019 for the committee to review. Ashley spoke on conference booklets that went out to each department in 2's in which is also available online. 113 people have preregistered for conference training classes. Ashley went over the schedule for the 2019 Fire-Rescue Conference. Executive Director Minick announced the title sponsor for the 2019 Fire-Rescue Conference (Blue Cross Blue Shield of South Carolina). Executive Director Minick also speaks on us having a booth and shares that he really needs the executive committee there to support and meet the other members.

## **Lunch**

### **Old Business**

Executive Director Minick gave an update on the 2013 retention grant. Bryan Riebe is closing out the grant today.

***A motion was made by Charlie King for Executive Session to include all executive committee voting and nonvoting members; seconded by Marquis Solomon. All in favor.***

5:18 pm- The Executive Committee came out of Executive Session with no action taken.

### **New Business**

A Report given by Executive Director Kyle Minick; We have four Fire Departments that are applying for membership. Cainhoy Fire Department. (Berkeley County), Buford Fire Department. (Lancaster County), Hollywood Fire Department. (Saluda County), Saluda Fire Department. (Saluda County). Bill Hall has chaired the membership committee in the past. Director Minick have spoken with the president and his wishes are to have Bill Hall continue with this committee. All the above have been verified, with the exception of Cainhoy. Executive Director Minick is waiting for their verification paperwork to be submitted to us.

One of the individual's name that was submitted to the Governor for Mobilization has since retired, resulting in the Association recommending a replacement. The Association would like to recognize past Mobilization Committee members with a plaque at the Fire-Rescue Conference. We have drafted a plaque for the 5 individuals with our logo and the mobilization logo on them to be presented from the big stage with State Fire.

Retirement trustee Jerry Williams has asked to come off of the 1% Retirement Trustee's committee. The Executive Committee requested staff get a list from Toledano and Associates of all Fire Departments that are member in our retirement system so that they can look at the list and select someone to replace Jerry Williams who has a vested interested in the system.

***A motion was made by Jamie Caggiano at 5:30 pm to Adjourn; seconded by Josh Holzheimer. All in favor.***