

Executive Committee Meeting
South Carolina State Firefighters' Association
June 9, 2020

Attendees: Keith Minick, Charlie King, Quasha Jefferson, John Bowers, Jamie Caggiano, Marquis Soloman, Tres Atkinson, Brian Brazier, Brick Lewis, Malcolm Burns, Billy Dillon, Jana Kassianos, Carter Jones, Zorrina Harmon, Jeff Allen, Josh Holzheimer, Rick Cramer

On Zoom- Tracy Williams, Jeff Oswald, Patti Graham, Larry Finney, Emily Sobczak
Guest- Jason Pope

Call to Order: 10:00 am
Approval of meeting minutes

A motion was made by Josh Holzheimer to approve the March 19, 2020 and the May 12, 2020 meeting minutes; seconded by Jamie Caggiano. All in favor.

Executive Director Charlie King made some announcements about Leadership Institute and the changes that have been made. He also talks about Fire Safe South Carolina. The group with Fire Safe South Carolina came to visit a couple years ago on a county level and every department in the state proposed a program to make others a more community oriented in the Fire Safe efforts and had 56 groups that met the criteria to meeting the Fire Safe community. Signs will be made by the Department of Transportation that will be placed on the highways and communities for fire safety. We, the South Carolina State Firefighters' Association obligated that we would cover the costs, but communities and other partnered organizations have agreed to contribute to the cost as well. It has been suggested that these be given out the same time as we do awards. The Insurance board voted to get an upgrade on the AV screens, sounds, and equipment to upgrade conference board room. We have seen a drastic increase with our internet in which we have switched providers. Executive Director Charlie King also speaks about the new SCSFA app. We have received positive responses from departments as Executive Director Charlie visits them. Virtual Fire Rescue Conference has sought out a good response amongst departments and other communities and we are all excited for Thursday, Friday and Saturday. It has been Jeff Allen has been task with looking at our calendar and making sure that the meetings listed on the calendar correlate with the dates that these departments have.

Committee Reports

Legislative (Jamie Caggiano)- Chief Caggiano talks about the Senate Bill 1071 that made it through the senate. Two bills have been sent over to the house. The Senate will vote on it in September. Everything has been put on hold as of now.

Legislative (Josh Holzheimer)- As of now, Chief Holzheimer is monitoring the workers comp and other benefits.

Strategic Planning (Malcolm Burns)- The committee met last year and did a focus group survey transferring information back and forth. They found that social media platforms were different. They also found that twitter is not as widely used as it used to be. The goal is to see if they need

to move further with it may be put together a survey and send it out to the members and engage their thoughts on how well they are doing. Malcolm is thinking the scores have increased due to COVID-19. The next step will be to come to the EC to figure out how big they would want the survey to be. A meeting has not been scheduled yet, but it is based upon this EC meeting and the virtual conference.

Advisory (Brian Brazier)- Chairman Brazier gives his insight on selection for the new leadership class and selected award winners for conference. He thanked everyone including the Executive Committee for supporting him and his committee.

Foundation, Past President (Tres Atkinson)- Chairman Atkinson speaks on the Foundation helping out one of the members in which was amazing. As of right now, they are talking as a committee and having a meeting after the virtual conference. One gentleman stepped down from the committee. Jonathan Rauh is a guy who is being scoped at. He is not a fire service guy but can be beneficial. This young guy has PhD. in Public Policy and American Government. He is also the Vice President in evaluation of Trident and United Way. Tres gives his insight of a new member he would like for the committee to review and get blessings on new member.

State Supervisory, 1% Audit (John Bowers)- Chief Bowers discussed how they are in the process with the account firm. Some of the 1% classes have been put on hold due to COVID-19. Chief Bowers also mentioned that back in a previous meeting that the Executive Committee decided that any department with a C or below will have to take a class. COVID-19 has put a hold on everything. Emily took over and did the lead on reports. She mentioned things have been delayed as well on her end. The visits were done remotely but were able to complete all scheduled visits. Emily gave an overview of the grades and the findings that they saw. As a group they performed 20 visits and 4 received a good grade. 18 (follow-up visits) 7 attended training, 24 initial visits. Common findings were not maintaining a list of attendees and meals. Not performing bank reconciliations or not performing them correctly. Initial visits are the departments not properly submitting their forms at all or not submitting them correctly. Another common finding (bank reconciliation, approvals). Larry spoke and wants John to let the Executive Committee know about the departments who are not in good standing. At the end of the conversation, Chief Bowers discussed that majority of the departments are not submitting the proper paperwork such as receipts when they were visiting the departments. He makes sure that the Executive Committee knows that they are doing their jobs, going around, and educating these departments. Larry adds that when they make recommendations as of 2 signatures and bank statements, they aren't making them do it just because, it is just basic common-sense practices that they should be doing. A quick discussion was on the rise about drawing a line in between where and when the departments will take their class.

Jamie Caggiano makes a motion to authorize Supervisory committee to handle meetings and if possible, to schedule meetings, through Zoom; seconded by Malcolm Burns. All in favor.

Finance & Audit (Marquis Soloman) Chief Soloman gave an update on our assets. In total assets we are currently at \$2,160,455.45. We are doing great so far this year. Postponing conference and travel put us in a great space as far as finances. Largest expense is the Fire-Rescue in the 04 account. Over \$30,000 will be projected into next year's conference. Marquis talks about how July 1 is the dispersment of 1% funds. ED Charlie King shares and updates the balance sheet as well. He also looks into separate 01 and 04 in which the both have different revenue streams.

Member Benefits (Rick Cramer)- The member benefits committee have not met since May zoom meeting but one of the things that we are trying to do was dealing with the VA benefit. Frank Miers is the one who helps veterans across the state register for GI Bill. Chief Cramer also mentioned that every time the police academy graduates a police class Frank goes and sets up a booth for anyone who's a veteran and register them into the program. The Fire Academy has agreed for Frank to come set up a booth for the Veterans to get as many fire departments signed up for this program.

Training & Education (Billy Dillon)- Chief Dillon spoke about the virtual conference coming up. The training and education committee worked with the staff on getting things squared away with it. Fire Service Improvement Conference discussion will be held once Virtual Conference is done. Billy asked if he can do something with the Explorer Competition and is following up with that with the Academy. ED Charlie King mentions that the association can provide t-shirts and partner with whoever.

Health & Safety (Tracy Williams)- This committee have not met but hoping to schedule a zoom meeting on next week. They are still watching closely on the Cancer Bill. Tracy expresses how committed they are to build the social media platform. Health & Safety is on track with meetings and come up with some new goals for upcoming year.

By-Laws (Brian Christmas)- No report

EMS- (Ryan Eubanks)- No report

Life Safety Education - (Will Brocious)- No report

Officer Section- (Andrew Morris)- No report

SCFIS (Zorrina Harmon)- They are back visiting departments and they are back on schedule. It is renewal time for healthcare.

SCFAST (Patti Graham)- SCFAST stayed busy during COVID-19. They are training new team leaders. 5 peer team training classes in which are in the process of rescheduling. Patti is working on student manual and having a good professional manual.

History (Carter Jones)- Carter has been researching and has a number of requests from Departments (Cheraw, and Kingstree). There was a lumber fire in Cheraw back in the 1900's and most of the lumber that was sawed was used in Union Fire Department in Washington, DC.

Sprinkler Coalition (Jeff Allen)- Jeff is working with Sprinkler company offices. 4 have mentioned that they are wanting to work with us (South Carolina State Firefighters' Association). He will be setting up meetings so that we can recommend their companies. Life Safety Educators had a conference and it was canceled. A sprinkler company offered for us to keep the money and do a zoom video for advertisement.

Webmaster (Brick and Rick)- Brick spoke about how there is new technology to appear in the conference room. We will have the ability to put things on the projector through Bluetooth. We have also partnered with Carolina Connect in which is saving us about \$500 a month and getting us faster internet. Registration for conference is going well and as of today we are 4 short of 300. Zoom has agreed to give us 500 attendees spot for free. Voting ends Friday June 12, 2020 at 1:00 pm. An email will be sent out at the end of the Virtual Conference for a satisfaction survey. Brick wants to encourage departments that are taking the training to fill out survey for the virtual conference.

11:56- Break

Online committee report (take advantage of putting in committee reports before the meetings)

Old Business

Virtual Fire Conference- Executive Director Charlie King talked to the committee about the fun and excitement news of the Virtual Fire Conference. He encourages the committee to continue to share and post on social media. One thing to remember is that the intent behind the virtual conference was to provide education and training but provide an avenue to the foundation. Through paypal and venmo you will be able to make a donation. Emerald Ink & Stitches are taking care of our t-shirts. ED Charlie King strongly encourages the committee to get the word out.

By-laws changes Discussion

Chairman Christmas was not present to share his report on the By-Laws, but Executive Director King ensured the Executive Committee to be prepared for voting in October.

Fire Rescue 2022 Discussion

Tres Atkinson asked if we decided to ask for our money back what would be the consequences? Chief Caggiano answered in response to his question that there will be no consequences, we will just need to make sure that we have a backup plan secured. Tres also mentioned that the months of June or July is not a good month to have the conference. The actual deadline date to get refund is June 15, 2020. If we were to keep going down the line, moved HOT and Specialty to Improvement Conference, can the Association and do the numbers work to fit the Association's budget? There is a discussion after Chief Dillon's question about the budget and possibly moving the HOT and Specialty Schools being switched to a cooler time. Jamie Caggiano, ED Charlie King and John Bowers all give their experiences of them visiting a couple departments and having their intake on what place would be best to have Fire-Rescue Conference. The discussion continues as far as training facilities, parking lots, and different assets to making this a successful conference whether it is in Myrtle Beach or Columbia.

A motion was made by Josh Holzheimer to ask for the money back from Columbia Convention Center for 2020 Fire-Rescue Conference; seconded by Jamie Caggiano. All in favor.

Rick Cramer brings up a discussion of how departments would work and how they would send their members to each conference. President Keith Minick mentions that if the motion is on the floor to get the money back that does not mean that we are getting it back to get something else, we are going to research more options. He also gives insight on what he believes to be the best option. As long as we are providing the training and education to the members, we will be able to host a great conference. Executive Director Charlie King talked about a previous conversation with some groups he is involved in and does not think that it is comfortable to go off of departments and their decision on 2021-22 Fire-Rescue Conference. Maybe survey monkey will be the best. He encourages us to get out and talk and ask questions. We will meet back in the

second week of July and between now and then, we as a committee need to get out and poll, survey monkey, and spread the message about where we want to proceed in the future.

Discussion on 2020-2021 Executive Committee Meeting Dates

June 26, 2020- Transfer of Command Banquet (Little Mountain, Exit 85)

President Minick went over the dates for the 2020-2021 schedule.

A motion was made by Tres Atkinson to adjourn the June 9, 2020 Executive Committee meeting; seconded by Josh Holzheimer. All in favor.

Adjourn: 1:48 pm