

**Executive Committee Meeting  
Westview Fairforest Fire Station #2  
November 10, 2020**

**Attendance:** President Keith Minick, Jamie Caggiano, Josh Holzheimer, John Bowers, Tracy Williams, Jason Pope, Ryan Eubanks, Rick Cramer, Zorrina Harmon, Marcia Greer, Brick Lewis, Bryan Bailey, Charlie King, Donna Norris, Ashley Boltin

**Zoom:** Malcolm Burns, Jamie Helms, Ross Vezin, Rickie Jenkins, Rick Dunn,

**Guest:** Scott Greer (Poplar Spring FD), Jamie Phillips (Poplar Springs FD), Philip Starck (Spartanburg FD), Brad Hall (Spartanburg FD), Brian Harvey (Roebuck FD), Kevin Knight (Roebuck FD)

10:05 am Meeting called to order & Welcome by President Keith Minick

Invocation & Pledge of Allegiance by Jason Pope

Overview of Westview Fairforest by Tracy Williams

***A motion was made by Josh Holzheimer to approve the October 13, 2020 minutes with one change, SCFIS does not have an open slot for the committee; second by Jamie Caggiano. All in favor.***

**Committee Reports**

Legislative – Josh Holzheimer – It has been a great year with the Cancer and VSAFE Bill. We have a meeting scheduled for next week to set our priorities for the next years cycle. It will be the beginning of a new 2 year legislative cycle.

Strategic Planning – Malcolm Burns – We are currently reviewing a 3 year Strategic Plan; we will have an update in the next couple of months. The Strategic Planning Committee has a survey that will be going out next week.

Advisory Committee – Jamie Helms – The Award submission deadline is January 31<sup>st</sup>, 2021 Leadership Institute letters have gone out to all of those that applied.

Foundation – The foundation is currently reviewing scholarship applications. They are always looking for funding avenues, if you have someone interested in donating, please let us know, we would love to talk to them.

Supervisory Committee – John Bowers – Our next training is Thursday November 12<sup>th</sup> 6:00 - 8:30 pm in Newberry. Jeff Oswald has recorded an introductory video that is now online. We are completing a handbook that will be available by the end of the week.

Finance & Audit – Executive Director King and Bryan Bailey gave a report in Chief Solomon’s absence, they went over a review of the profit and loss sheet.

Member Benefits – Ross Vezin – Reviewed over the benefits recently added to the website. Be sure to visit [scfirefighters.org](http://scfirefighters.org) benefits page for the latest info.

Training & Education – President Minick reported in Chief Dillon’s absence; the committee met yesterday and is currently reviewing and finalizing the training for the 2021 Fire Service Improvement Conference and the 2021 Fire – Rescue Conference.

Health & Safety – Tracy Williams – October 14<sup>th</sup> was a historical day when the Cancer Bill was signed. Tracy presented the signed bill to the SCSFA to display as history. The Health and Safety committee is meeting with several partners to provide educational material and benefits to firefighters. They look forward to continuing to work with them.

By-Laws – Jason Pope – The By-Laws Committee was tasked with reviewing the section of the By-Laws that addresses the way the Vice Presidents ascend the chairs. The By-Laws committee met with the Executive Committee and heard their thoughts and concerns, then the By – Laws committee met at a later time had lots of good discussion. Members of Executive Committee had proposed they would like for the By-Laws language to change, currently anyone can run against a 1<sup>st</sup> VP, 2<sup>nd</sup> VP, 3<sup>rd</sup> VP and run for 4<sup>th</sup> VP. Those members would like to see that if you run for 4<sup>th</sup> VP and are elected then you automatically ascend the chairs without opposition. The by-laws committee came to the conclusion that they feel that the language does not need to change; but with that being said, the By-Laws committee is willing to take direction from the Executive Committee and if directed to draft language then they would be willing to do that. It has been brought up that the by-laws need to be reviewed as a whole. We are going to meet on December 2<sup>nd</sup> for a work session to review the whole document. Chief Caggiano expressed that he does not agree with the decision the By-Laws committee has made, but will continue to support the work of the committee.

EMS – Ryan Eubanks – We have continuous work going on, DHEC EMS Regulation 61-7 was opened and we have been involved in stake holders meeting, then COVID brought it to a . We are hearing in February we will pick back up on that. We work daily on a consistent EMS education model; we attend meetings on that to make sure from the CPR AED level all the way up to Paramedic level that it is consistent education. We partner with the EMS association; Chief Barnes sits on both EMS association board and our EMS committee. Chief Campbell is on our committee and DHEC advisory board as well, to help guide EMT course administrative policy on how EMT courses are administered across our state. We are engaged and working constantly.

Life Safety Education Section – President Minick gave a report in Matthew Bullard absence. They hosted a Virtual Conference that was a success and look forward to hosting more in the near future. They continue to build a relationship with the Fire Marshal’s office and Fire Safe SC. The LSE Trailers have been rebranded these trailers hold the Fire Sprinkler Demo’s and

Sprinkler Coalition information. We also have a traffic sign that is available to be checked out if you have an event in your area and would like to use it.

Officer Section – Rickie Jenkins – We are currently working on a Leadership Development program and look forward to presenting it at the upcoming conference.

SCFIS – Rick Cramer & Zorrina Harmon – We continue to look for ways to grow the business. With the cancer bill passing we want to be a contender in providing the state policy. We have a SCFIS meeting scheduled for this afternoon. SCSFA Trust Report given by Zorrina Harmon. Zorrina has received the Audit Engagement letter from CLA and is starting to prepare for this year's audit. She reported that all partners remain the same. CLA is still the CPA firm conducting the audit along with Capstone as the third party administrator. Premium will be over \$3.3 million for Healthcare sales this year with an estimated \$2.8 million in the Trust. Once the audit is completed Zorrina will report back to the Executive Committee with the findings. We need to discuss about member benefits dues portion going up potentially in 2022. This year we still have 21 cents to play with we have been able to work with the underwriters for the last 3 years to keep our policy in line with our member dues, but the time has come when will need to make an increase. This process starts by this board having to make some decisions and then us educating our membership prior to us having to make the increase.

***A motion was made by Jamie Caggiano that the Member Benefits Committee bring a recommendation plan to address the rising benefits package cost to the Executive Committee for discussion and review to the January Executive Committee Meeting so that it can be presented to educate our members at the Fire Service Improvement Conference; seconded by Josh Holzheimer. All in favor.***

Our PTSD Policy the insurance company is allowing us to do quarterly payments since our PTSD funding has not come through, we will then return back to our yearly payment schedule after that. We currently have over 50 Clinicians that work hard for us and a lot do it pro bono, Zorrina thinks it would be nice if we could do something to recognize these individuals for the hard work they do for us every day. They are the true unsung heroes that never get recognized.

SCFAST – Patti Graham – The coordinators have really stepped up and we look forward to them continuing to do so. Thank you for the support you have shown my family over the last several weeks.

History – Executive Director King reported that Carter has been doing some incredible work, he has been delivering some reports on the history he has done for different areas around our state, his history room has a new look to it, it is coming along nicely, we can't wait for you all to see it. Carter has arranged with the help of John Bowers to move an antique apparatus that in on lend to us to the Denny auditorium in the coming weeks. Keith and Carter have been working on a resource list of Museums and antique apparatus around the state. In Carter research he has uncovered that in 1939 Rock Hill had a LODD that has never been recognized by

our state, this individual is not on the wall at the academy nor in our Hall of Fame. Tracy Williams plugged Carters book.

Sprinkler Coalition – Executive Director King informed the group that Jeff has been busy attending Chiefs meetings, working with sprinkler contractors and he took the lead on getting the Sprinkler Trailers wrapped.

Web Masters - Rick Dunn & Brick Lewis – Rick thanked everyone for letting him serve, Rick has recently been asked to serve as the Chairperson for the NFPA 1021 committee.

#### Lunch Break

Executive Director Report – Charlie King- In the budget approval you all gave us permission to purchase a new vehicle, we purchased a Chevrolet Traverse for Jeff Oswald, he is currently in the new vehicle. Building Maintenance has been performed on the foundation, we are back in good shape. The Marketing Coordinator position description has been complete, and we will be posting and advertising it at the end of the week. Security Camera have been installed at the office on the outside of the building and one on the inside in the lobby. Executive Director King thanked everyone that was able to come to the VSAFE signing, the governor held a town hall meeting before the event, and it was an all-around great day. VSAFE application open on November 16, 2020, there is 4.4 Million dollars available, we encourage everyone that is able to apply. We have 3 great lobbyist that work for us Chief Robert Stewart, Cindy Kondouras and Annie Wooten, they work hard for us year round. If you have a newly elected legislator in your area we would love to be a part of your introductory conversation, please just let us know when and we will travel to your area. The Fire House Sub Grant opens on January 1<sup>st</sup> that we plan to apply for it will remain open until 600 grants are received. Florida State Fire Marshalls just received an award this year, we plan to talk with them to get some tips and pointers on what to include in our application process.

#### **Old Business**

2021 Fire – Rescue update by Ashley. Vendor registration will open on Friday, the training and education committee is currently reaching out to all instructors that were selected in 2020 but didn't get to perform due to us having to cancel. We are requesting their interested to be a part of the 2021 conference. The committee is also reviewing submissions that were made for 2021 Conference and will be meeting in the coming weeks to sort that information out. We look forward to having a schedule by the first of the year to publicize.

2021 Fire Service Improvement Conference Ashley reported that we have not signed the contract with the Crowne Plaza yet, once we sign the contract it is nonrefundable but we would have the option to potentially change the dates based on availability of their schedule, so we need to make sure our decision is final and then a contract will be signed. The Training and education committee is working on finalizing the agenda for education to include a hand on training component.

### **New Business**

Jamie Caggiano reported he feels it is important to have the right committee members working on the right committees to be successful, in the coming weeks he will be sending out an email to all committee member to gage if they are happy on the committee they are currently serving on or if they have a desire to change committees or even come off of a committee.

Our next meeting will be December 8, 2020 Ashley will be sending out details on time, location, attire etc. As a reminder this is our Christmas celebration as well, we will have a few of our partners with us form the Insurance side of the house. We look forward to a great meeting.

President Minick thanked all of our guest for being with us. We hope that you will attend again in the future.

***A motion was made by John Bower to adjourn at 1:23 pm; seconded by Tracy Williams. All in favor.***