

**LANCASTER COUNTY FIRE COMMISSION**  
**MEETING AGENDA**  
**LANCASTER COUNTY EOC, 111 COVENANT PLACE**  
**AUGUST 4, 2016**

August 4, 2016 at 7:00 PM (Meal served at approximately 6:30 – Fire Commissioners Only)

Invocation

Visitors Comments

Approval of June 30, 2016 Minutes

**Information Items**

- Grants Update
- Training Report (See Attached)
- Maintenance Report
- Budget Detailed Account Inquiry (See Attached)
- Mid-Year Information Request Results (See Attached)

**Action Items**

1. Discussion concerning Appointment for Fire Appeals Board (See Attached)
2. Discussion concerning 3310 Course – Firefighter II Requirement (See Attached)
3. Discussion concerning Standing Committee Appointments (See Attached)
4. Discussion concerning Fire Apparatus Purchase – Billy Lloyd
5. Discussion concerning Recruitment Retention Grant Update
6. Discussion concerning 2017 Equipment/Catalog Bid
7. Discussion concerning Fire Commission Budget
8. Discussion concerning Radio System
9. Discussion concerning Approval of Fire Department AFG Grants
10. Standing Committee Reports
  - Standard Operating Guideline Committee
  - Strategic Planning and Governmental Operations Committee
  - Apparatus and Equipment Committee
  - Budget Planning & Appropriations Committee
  - Personnel and Interagency Relations Committee
11. Commissioner's Comments

**Note: Please be sure to bring your SOG notebooks for revisions and updates.**

# Minutes of the Lancaster County Fire Rescue Training Officer's Association

## July 21, 2016

### Training Officers:

	#1	Brandon Thompson	#2
Robbie Clanton	#3		#4
Mike Metcalf	#5	Bobby Hudson	#6
Britt Blackmon	#7	Darrel Pigg	#8
	#9	Steve Piotrowski	#10
Jeremy Sims	#11	Philip Pegram	#12
Jonah Smith	#14		#15
	#16	Fred Plyler	#17
Billy Lloyd	#18		#19
	EMS		Fire Rescue
Danny Deese	City Fire		SCFA

### **Also present:**

The meeting was called to order at 7:00 pm, July 21, 2016 by Brandon Thompson and opened with prayer by Fred Plyler.

Robbie Clanton made a motion to accept the minutes from our meeting; Mike Metcalf seconded; Motion carried unanimously.

Robbie Clanton made a motion to accept the current agenda; Mike Metcalf seconded; Motion carried unanimously.

### **Training Officer Training**

Britt Blackmon went over how to properly fill out the mid-year and end of year training reports summary. Britt has the PowerPoint on how to do it and can help anyone with it if requested.

### **First Responder update**

Phil was not present but Britt Blackmon spoke on his behalf. The EMT course that is being hosted by Lancaster EMS is starting soon. There is info in the Training Officers packet to be taken back to the stations.

### **SCFA Region 2 Coordinator**

JD McCarley was not present but Britt Blackmon spoke on his behalf. The Training Officers were reminded to advise everyone to use the Fire Portal when registering for SCFA classes, also please be mindful of the location of the class registered. Some registrations have come back and the student is registered in wrong area.

### **Visitor Comments: None**

## **Fire Commission Report:**

Billy Lloyd discussed some items for the Fire Commission.

The purchase of the new fire apparatus was discussed and November will be the earliest that the trucks will arrive.

Next Agility test date will be Saturday July 23, 2016 from 9 am until completed.

2017 FY Budget did not increase very much with the exception of an assistant for Billy Lloyd.

The Tuition assistance from the Recruitment and Retention Grant needs to be utilized. If you have anyone taking college classes please inform them of this.

### **Old business:**

Please submit any certificates obtained for EMT to the Recruitment and Retention Officer to receive credit for the incentive program.

Dates for School Bus extrication were discussed but none were decided on. Please talk to your stations to see what dates would work best. Late October and November are the months being looked at.

An 1152 class being held on the weekends only is still in discussion. There has been some interest in this. Antioch wants to host a request 1152 class at their station. Talk to your members to gain students.

### **New Business:**

EMT course fee is \$1300.00. See the Training Officers attached brochure for more info.

FEMA SID numbers need to be used when registering for classes and requesting info from FEMA. There is a form handed out with Training Officers packet that will aid in documenting these numbers. Once compiled they can be added to the Firefighters profile in the Fire Portal by the Admin at the EOC.

A Traffic Incident Management class will be held at the EOC September 20<sup>th</sup> from 1:30pm to 4:30pm and 6pm to 9pm. Please send in county registration form to attend this class.

A Technical Rescue DVD and literature was given to all Officers who attended.

### **July IST 2016: Fire Streams and Foam**

Our next meeting will be August 18, 2016 at 7:00.

The meeting was adjourned.

Respectfully submitted,

Larry Philip Pegram  
Secretary, LCFRTOA

**BUDGET REPORT BY DEPARTMENT - EXPENDITURE**

County Of Lancaster

Current Period: 06/01/2016 To 06/30/2016

07/20/2016 12:44:06 PM

Ideal Remaining Percent 0 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
<b>Department: 141 Fire Service</b>						
10-7-141-530-00 Travel, Training, Dues	49,500.00	21,681.91	50,060.06	3,672.00	-4,232.06	-9
10-7-141-540-00 Supplies-General	34,000.00	3,101.21	33,925.28	0.00	74.72	0
10-7-141-551-00 Equipment-General	163,000.00	10,346.85	158,531.27	4,387.43	81.30	0
10-7-141-551-45 Equipment-Prot. Clothing	55,000.00	7,054.49	50,203.66	4,617.74	178.60	0
10-7-141-560-00 Equipment - Capitalized	46,540.00	0.00	26,656.02	19,873.74	10.24	0
10-7-141-570-00 Utilities-General	160,000.00	10,499.25	161,431.76	0.00	8,568.24	5
10-7-141-590-00 Maintenance-Vehicles	130,000.00	10,828.83	124,917.95	0.00	5,082.05	4
10-7-141-590-05 Gasoline	75,000.00	9,612.33	44,570.64	0.00	30,429.36	41
10-7-141-591-00 Maintenance-General	40,000.00	7,957.36	39,112.97	0.00	887.03	2
10-7-141-600-00 Contractual Services (Cs)	40,000.00	8,046.54	38,484.64	0.00	1,515.36	4
10-7-141-650-00 Insurance-General	50,000.00	0.00	44,770.64	0.00	5,229.36	10
10-7-141-690-00 Special Projects	127,709.00	57,113.43	120,771.64	12,825.00	-5,887.64	-5
10-7-141-691-01 Sp - Promotions	38,000.00	1,413.00	35,156.84	0.00	2,843.16	7
10-7-141-760-00 Matching Funds	38,000.00	1,537.35	31,086.29	3,429.82	3,483.89	9
10-7-141-771-00 Ds - Lease Purchase	225,576.00	0.00	225,575.19	0.00	0.81	0
11-7-141-560-00 Equipment - Capitalized	55,000.00	11,267.24	113,455.84	0.00	-58,455.84	-106
<b>Fire Service Subtotal</b>	<b>1,327,325.00</b>	<b>160,459.79</b>	<b>1,288,710.69</b>	<b>48,805.73</b>	<b>-10,191.42</b>	<b>-1</b>

## 2016 DEPARTMENT CHECK-OFF SHEET

DEPARTMENT	Beneficiary Forms	Staff Roster	Rank, Helmet, Radio Call	Approved POV's	SC Drivers Licenses	Medical Info Forms	Info Review Form
	Due: 7/15/16	Due: 7/15/16	Due: 7/15/16	Due: 7/15/16	Due: 7/15/16	Due: 7/15/16	Due: 7/15/16
ANTIOCH	✓	✓	✓	✓	None	✓	✓
BELL TOWN	✓	✓	✓	✓	✓	✓	✓
BUFORD	✓	✓	✓	✓	✓	✓	✓
CAMP CREEK	✓	✓	✓	✓	✓	✓	✓
CR/VAN WYCK	✓	✓	✓	✓	✓	✓	✓
ELGIN	✓	✓	✓	✓	None	✓	✓
FLAT CREEK	✓	✓	✓	✓	✓	✓	✓
GOOCH'S	✓	✓	✓	✓	✓	✓	✓
HEATH SPRINGS	✓	✓	✓	✓	None	✓	✓
INDIAN LAND	✓	✓	✓	✓	None	✓	✓
KERSHAW	✓	✓	✓	✓	✓	✓	✓
LANCASTER	✓	✓	✓	✓	✓	✓	✓
MCDONALD GREEN	✓	✓	✓	✓	None	✓	✓
PLEASANT VALLEY	✓	✓	✓	✓	✓	✓	✓
RICH HILL	✓	✓	✓	✓	✓	✓	✓
RIVERSIDE	✓	✓	✓	✓	None	✓	✓
SHILOH ZION	✓	✓	✓	✓	✓	✓	✓
TRADESVILLE	✓	✓	✓	✓	✓	✓	✓
UNITY	✓	✓	✓	✓	None	✓	✓

Information Not Received

✓ - Information Received & Confirmed

## Donna Greene

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**From:** Darren Player  
**Sent:** Wednesday, July 13, 2016 1:24 PM  
**To:** Stephen Blackwelder; Donna Greene  
**Subject:** RE: Fire Commission Appointee on Fire Appeals Board

Stephen, find out if Tim is willing to continue to serve.

Donna, place this in the agenda file for the August Fire Commission meeting so we don't forget.

Darren Player, Director  
Lancaster County Fire Rescue / Emergency Management  
[PO Box 1809](#)  
[Lancaster, SC 29721](#)  
[111 Covenant Place](#)  
[Lancaster, SC 29720](#)  
Office: [803-283-8888](#) / [803-285-7333](#)  
Fax: [803-283-6333](#) / [803-289-2933](#)  
Direct: [803-313-8051](#)  
[dplayer@lancastercountysc.net](mailto:dplayer@lancastercountysc.net)

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**From:** Stephen Blackwelder  
**Sent:** Wednesday, July 13, 2016 10:15 AM  
**To:** Darren Player <[dplayer@lancastercountysc.net](mailto:dplayer@lancastercountysc.net)>  
**Subject:** Fire Commission Appointee on Fire Appeals Board

Darren,

I noticed Tim Deaton's term on the Fire Appeal's Board expired on June 30, 2016. Can you place this on the Fire Commission's agenda to renew him or replace him?

FYI, the other Commission appointee is Stacy Roberts whose term expires June 30, 2017.

Debbie says the members of this board can serve as many terms as they desire and can succeed themselves upon term expiration.

Stephen Blackwelder, Fire Marshal

Morris stated he doesn't know anything about what was discussed or decided by County Council. He stated they are scheduled to meet Monday, August 8 at 6:30. Morris stated he had a request for an expenditure costing \$25,980. The purchase would supply a "used" fragmented fill station chamber to stations with a compressor: the school program, Antioch, Elgin, Kershaw, Pleasant Valley, City, 15<sup>th</sup> Street training center and a spare. After researching the matter, it was discovered Safe Air Systems has eight (8) "used" fill stations that fill 3 cylinders at a time. The fill stations are ready to be used and will cost \$800 each and a new station would cost approximately \$9,000. Morris stated he would like approval to purchase these fill stations for \$6,400 along with 18 new cylinders at \$950 each. The cylinders would be placed as follows: 4 at Antioch, 4 at Elgin, 4 at Kershaw, 4 at 15<sup>th</sup> Street building, 2 at City Fire, 0 at Pleasant Valley and 0 at school. Morris explained that 4 would be available later and would be placed at Pleasant Valley and the school will be using a smaller cylinder so they wouldn't need them. Morris stated \$41,000 of the \$55,000 has been spent and he would like to pay \$6,432 from the school funds and \$19,548 out of Special Projects. Perry Clanton made a motion to approve the total expenditure and Stephen Gardner seconded the motion. The motion passed with unanimous approval.

3. Discussion concerning High School Career Center Firefighter Program – Morris Russell stated the classroom is ready and he would like to have the September meeting in the classroom. Everything is ready and turnout gear has been purchased. Chairman Baker commended the staff for the hard work on preparing the classroom. Morris stated the majority of the work was done by Billy Lloyd, Tony Gainer, Stephen Blackwelder and Britt Blackmon. No action taken.
4. Discussion concerning Approval of Additional SCFA Course to Approved Training List (See Attached) – Perry Clanton stated the Training Officers Association has requested approval from the Fire Commission to add 3310 Rope Rescue, Low Angle Operations to the list of approved training courses paid by the Fire Commission. This class teaches knots which are important on fire scenes as well as rescue scenes. The Training Officers Association also recommends a pre-requisite of Firefighter II be placed on this class so individuals have the firefighting training prior to taking rescue training. Darren Player reminded the Commission that anyone wanting the class could go around the Fire Service office and register, however, the Fire Service will not pay for the class in such an event. All registrations must go through the Fire Service office. Perry Clanton made a motion to add the class with a pre-requisite of Firefighter II. Joe Pezzuti seconded the motion. The motion passed with unanimous approval.
5. Discussion concerning 2011 Equipment Catalog – Billy Lloyd passed out the packages with 2011 Equipment Catalog and price sheets. Billy noted that some prices decreased and we did not have many bidders. Billy also stated no dates have been scheduled for gear sizing. Chris Nunnery made a motion to accept the equipment catalog and pricing. Randy White seconded the motion which was unanimously approved.
6. Discussion concerning New Traffic Calming Policy for Lancaster County (See Attached) – Stephen Blackwelder stated he has provided the Fire Commission with a copy of Resolution 751 and also information on traffic cushions. Stephen stated that when traffic cushions are applied correctly, they reduce speed 10 to 15 mph and create more noise. These speed bumps will cause delayed response times not to mention possible chassis

# LANCASTER COUNTY FIRE COMMISSION

## Standing Committees

2016-2017

### Standard Operating Guideline Committee

<u>Member Name</u>	<u>Fire Department</u>	<u>Term End</u>
Tracy Caldwell (Chair)	Kershaw	2017
Craig Roof	Charlotte Road/Van Wyck	2019
Terry Ward	Gooches	2019
Raymond Griffin	Indian Land	2018

### Budget Planning and Appropriations Committee

<u>Member Name</u>	<u>Fire Department</u>	<u>Term End</u>
Rocky Hudson (Chair)	Buford	2018
Ken Sims	Flat Creek	2019
Steve Gardner	Riverside	2017

### Strategic Planning and Governmental Operations Committee

<u>Member Name</u>	<u>Fire Department</u>	<u>Term End</u>
Tom Lever (Chair)	Lancaster	2018
Butch Ghent	McDonald Green	2020
Scott Barton	Rich Hill	2017
Jessie Dobson	Camp Creek	2020

### Apparatus and Equipment Committee

<u>Member Name</u>	<u>Fire Department</u>	<u>Term End</u>
Justin McLellan (Chair)	Shiloh Zion	2017
Marvin Catoe	Tradesville	2018
Michael Kirkpatrick	Pleasant Valley	2020
Jamie Gainer	Bell Town	2020

### Personnel and Interagency Relations Committee

<u>Member Name</u>	<u>Fire Department</u>	<u>Term End</u>
Jay Hayes (Chair)	Unity	2018
Ken Helms	Antioch	2019
Alex Parker	Heath Springs	2019
Richard Vawter	Elgin	2020

***NOTE: Fire Commission Chairman, Fire Director and Deputy Fire Director will serve as non-voting members of all committees and will attend committee meetings as necessary or requested.***