

Lancaster County Fire Commission
Regular Meeting Minutes
August 4, 2016

The August meeting of the Lancaster County Fire Commission was held on Thursday, August 4, 2016 at the Lancaster County EOC at 111 Covenant Place at 7:00 p.m. Freedom of Information Act requirements were met by fax notification to The Lancaster News, The Herald, Kershaw News Era, Learn TV and Fort Mill Times. The agenda was also posted on the bulletin boards at the Lancaster County Administration Building and the EOC on Friday, July 29, 2016.

Vice Chairman Butch Ghent called the meeting to order at 7:00 p.m. and gave the invocation.

Fire Commission Members:

Antioch – Ken Helms *
Bell Town – Jamie Gainer *
Buford – Rocky Hudson; Alternate – Robbie Clanton *
Camp Creek – Jessie Dobson *
Charlotte Rd/Van Wyck – Craig Roof *
Elgin – Richard Vawter *
Flat Creek – Ken Sims *
Gooch's – Terry Ward; Alternate – Darrell Pigg *
Heath Springs – Alex Parker *
Indian Land – Raymond Griffin *
Kershaw – Tracy Caldwell *
Lancaster – Tom Lever *
McDonald Green – Butch Ghent *
Pleasant Valley – Michael Kirkpatrick *
Rich Hill – Scott Barton; Alternate – C. F. Truesdale *
Riverside – Vacant; Alternate – Stephen Gardner *
Shiloh-Zion – Justin McLellan *
Tradesville – Marvin Catoe *
Unity – Jay Hayes *
F-1 – Darren Player *
F-2 – Keith Wilson *
F-3 – Doug Spinks *
F-4 – Billy Lloyd *
F-6 – Britt Blackmon
F-7 – Nathan Wall *
F-9 – Tony Gainer *
F-10 – Stephen Blackwelder
Administrative Assistant – Donna Greene *
* - Members Present

Visitors: Steve Willis, Lancaster County Administrator; Bill Parker, Indian Land Fee District; Patrick Helms, Emergency Management

Visitor's Comments: Steve Willis thanked the Fire Commission and staff for their hard work on the Recruitment & Retention Grant. Lancaster County submitted the program for the J. Mitchell Graham Award and won Honorable Mention, which is a win for the 50,000 to 150,000 population range. Steve Willis stated this is the first time Lancaster County has won.

Approval of June 30, 2016 Minutes – Justin McLellan made a motion to approve the minutes as written. Jay Hayes seconded the motion, which received unanimous approval.

Information Items:

- Grants Update – Darren Player stated there was no information available at this time.
- Training Report – Doug Spinks reported to the Commission:
 - A. SCFA
 1. County SCFA Catalog Courses
 - Completed classes: EVDT finished on July 31. We are waiting for results of test/skills.
 - Scheduled classes: List is in Commissioner's packets. Please encourage your members to enroll in classes.
 - High School Program: Currently have 14 students enrolled in the Basic Course and 9 enrolled in the Advanced Course.
 2. Request Classes: None at this time.
 - B. Rescue Training
 1. Agility Test: August 31 (3 pm to 7 pm). It will be held at City Fire Station 2.
 2. There is a NASAR Wilderness Search & Rescue Course being conducted August 13 & 14 in Columbia through the SC State Guard. There are sixteen members of the Rescue Service enrolled.
 3. 3309 Intro to Technical Rescue is now a pre-requisite for the Rope Rescue Ops class (as of February 2016).
 - C. Other
 1. Classes for July to December 2016 are on the portal. Copies of the class list are in your packets.
 2. Traffic Incident Management Course is scheduled for September 20. There will be an afternoon session (1:30 pm to 4:30 pm) and an evening session (6 pm to 9 pm). Please use the Lancaster County Fire Rescue Course Registration form provided in your packets (make copies). Currently there are 6 registered. Registration deadline is September 5.
 3. All stations have turned in their Mid-Year Training Reports.
 4. Need to meet with the PIRC after the meeting (review rescue applications and officer training hour request).
 5. Request through the Training Officer's Association for FEMA Student ID numbers. Please help get the word out to your membership and assist your Training Officer in getting these numbers turned in to the Training Office.

Maintenance Report – Billy Lloyd stated reports have been passed out. The drive shaft in 1702 sheared at the gear box and it will cost \$3,000 to \$5,000 to repair. Shiloh has the county spare now. A decision was made to not repair truck as it will be sold in two to three months as planned. Billy stated the extra reports were not given out this month due to working on the equipment catalog. He stated it is time for hydro testing. If you see cylinders five (5) years out of date, let the office know. He stated the red fill station hoses will cost \$1,500 to replace and we are in the process of replacing those. Philip Pegram was hired as the Assistant Equipment and Apparatus Officer.

Budget Detail Account Inquiry – Darren Player stated the information is provided in the package. If anyone has any questions, please let him know and he will respond.

Mid-Year Information Request Results (See Attached) – Donna Greene stated all stations were compliant with the information request.

Action Items:

1. Discussion concerning Recruitment Retention Grant Update – Nathan Wall stated the packets for incentive points are provided tonight and should be given to the Fire Chief. Nathan reviewed the example forms placed on the table. The deadline for returning these forms is September 2 by 5:00 p.m. Darren Player stated there is a question and answer handout for information on taxes and qualified plan awards from the IRS. No action taken.

Nathan Wall left the meeting at 8:17 p.m.

2. Discussion concerning Appointment for Fire Appeals Board (See Attached) – Darren Player stated Tim Deaton's term on the Fire Appeals Board expires June 30, 2016. Darren stated that Tim is willing to serve another term. Tom Lever made a motion to appoint Tim Deaton to the Fire Appeals Board. Jay Hayes seconded the motion which passed with unanimous approval.
3. Discussion concerning 3310 Course – Firefighter II Requirement (See Attached) – Doug Spinks reviewed the minutes from August 4, 2011 concerning the requirement on 3310 course. Darren Player stated at the time the motion was made, the Fire Service was not performing rescue. Jay Hayes stated he would like the Firefighter II requirement removed now that we perform rescue. Tom Lever made a motion to remove Firefighter II requirement and make it Firefighter I requirement. During discussion, Tracy Caldwell asked that the FF I requirement for taking 3310 be put in a SOG. Tom Lever changed the motion to include putting the requirement in SOG. Jessie Dobson seconded the motion. This being a policy vote, roll call was taken and the motion passed with unanimous approval.
4. Discussion concerning Standing Committee Appointments (See Attached) – Darren Player stated the 2016-17 Standing Committee appointments were included in the package for your review and approval. Tom Lever made a motion to approve the appointments as presented. Justin McLellan seconded the motion which passed with unanimous approval.
5. Discussion concerning Fire Apparatus Purchase – Billy Lloyd stated the he had received the drawings and he has some corrections to make. The trip to inspect the six (6) pumpers will be September; the trip to inspect four (4) pumpers and two (2) pumper/tankers will be October; and the trip to inspect the five (5) rescues and one (1) tanker will be November. After he submits the corrections on Tuesday, he will have exact dates. No action taken.
6. Discussion concerning 2017 Equipment/Catalog Bid – Billy Lloyd stated the bids were received August 1st. He stated the pricing stayed the same across the board. The turnout gear will be Globe and Lion. He added some rescue equipment and water equipment but everything has been furnished through the County and the priority for each fire department should be firefighting equipment before rescue. Each station receives \$7,000 and up to \$2,000 in matching funds is available. See Billy Lloyd after the meeting to sign for the equipment catalogs. No action taken.

7. Discussion concerning Fire Commission Budget – Darren Player stated we have begun a new budget year. We have several items we are still researching for purchase. No action taken.
8. Discussion concerning Radio System – Darren Player stated the radio system is still on target for January 2017. No action taken.
9. Discussion concerning Approval of Fire Department AFG Grants – Darren Player stated there were no grants to approve. No action taken.
10. Standing Committee Reports:
 - Standard Operating Guideline Committee** – No report. Chairman Caldwell asked the Committee to see him after the meeting.
 - Strategic Planning and Governmental Operations Committee** – No report
 - Apparatus and Equipment Committee** – No report
 - Budget Planning & Appropriations Committee** – No report
 - Personnel and Interagency Relations Committee** – No report. Doug Spinks asked the Committee to see him after the meeting.
11. Commissioner Comments: Alex Parker asked about hose testing. Darren Player stated the stations need to test their 5” hose and the daytime firefighters will assist if needed. Please let the office know if you need assistance.

Tom Lever made a motion to adjourn and Jamie Gainer seconded the motion which received unanimous approval.

*For the Commission,
Donna Greene*

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

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

CONFIDENTIALITY NOTICE: This email message, including any attachments, is for the sole use of the intended recipient(s) and may contain private, restricted and/or legally privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of Lancaster County. Finally, the recipient should check this email and any attachments for the presence of viruses. Lancaster County accepts no liability for any damage caused by any virus transmitted by this email.

NOTICE: All email correspondence to and from this address may be subject to public disclosure under the SC Freedom of Information Act.

From: Stephen Blackwelder
Sent: Wednesday, July 13, 2016 10:15 AM
To: Darren Player <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, 15th 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 15th 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.