

Lancaster County Fire Commission
Regular Meeting Minutes
January 7, 2016

The January meeting of the Lancaster County Fire Commission was held on Thursday, January 7, 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 Thursday, December 31, 2015.

Chairman Timmy Baker called the meeting to order at 7:00. Ken Sims gave the invocation.

Fire Commission Members:

Antioch – Ken Helms *
Bell Town – Timmy Baker *
Buford – Rocky Hudson *
Camp Creek – Matt Baker *
Charlotte Rd/Van Wyck – Craig Roof *
Elgin – Brooks Faulkenberry *
Flat Creek – Ken Sims *
Gooch's – Terry Ward *
Heath Springs – Tracy Benton
Indian Land – Michael Gilson
Kershaw – Tracy Caldwell *
Lancaster – Tom Lever *
McDonald Green – C. J. Addison *
Pleasant Valley – Greg Nicholson *
Rich Hill – Scott Barton *
Riverside – Adrian Caskey *
Shiloh-Zion – Justin McLellan *
Tradesville – Marvin Catoe *
Unity – Jay Hayes *
F-1 – Darren Player *
F-3 – Keith Wilson *
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: Patrick Helms, Heath Springs Fire Department; Bill Parker – Indian Land Fee District Board; Chris Kimble, Indian Land; Chris Miller, Indian Land; Doug Spinks, Kershaw Fire Department

Visitor's Comments: None

Approval of December 3, 2015 Minutes – Greg Nicholson made a motion to approve the minutes as written. C. J. Addison seconded the motion, which received unanimous approval.

Information Items:

- Grants Update – Darren Player stated Patrick Helms is working on the regional grant for radios. They must be submitted by January 15th at 5:00 p.m.
- Training Report – Keith Wilson reported to the Commission:
 - Hazmat Operations will start January 12 at 6:00 at the EOC.
 - We've had 309 members register for training this six months (July – December).
 - Classed for January through June 2016 are on the Fire Portal.
 - Request Classes:
 - 1152 has 11 students registered
 - ICS class on January 30 and 31 – 20 SCFA applications received
 - There has been a name change to Incident Command System and Resource Management for the Fire Service – now 2146.
 - An on-line class is required before rope rescue, called Introduction to Technical Rescue (3309).
 - Due to Fire Department elections, we do not have a complete list of training officers for approval. The names of the Training Officers will be presented at the February meeting.
- Maintenance Report – Billy Lloyd stated the monthly maintenance reports have been placed on the table. He stated the aerial ladder testing has been completed and both ladders passed.
- 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.

Action Items:

1. Discussion concerning \$30 Gift Cards – Darren Player reviewed the list of who's turned in their signed sheets receiving the gift cards. Gooches, McDonald Green and Tradesville Commissioners stated they would bring their sheets to the office tomorrow. No action taken.
2. Discussion concerning Fire Apparatus Purchase – Darren Player stated Pierce received all requisitions on December 29th. The invoices were received today and delivered to the Finance Department. County Council will meet Monday night to take action. Everything is progressing as planned. The Public Safety Committee meets in February and Darren stated he will ask for approval to add the trucks to surplus and sale. No action taken.
3. Discussion concerning Recruitment Retention Grant Update – Nathan Wall stated he has begun meeting with the fire departments and appreciates the welcome he's received. He stated he is aiming to have a catalog of gifts in March. Comporium will be producing the videos and he would like participation from each department. Nathan stated the dates are not set but asked that the fire departments that are willing to participate let him know by February 4th. Nathan stated as he visits the fire departments, he is asking for members who are willing to participate in radio ads. The monthly newsletter will be sent out each month and the calendar has been set through October 2016. Nathan and Britt Blackmon are visiting the local high schools. He stated a Columbia College representative will be attending the Fire Chiefs' Association meeting. Any fire departments interested in having the representative from Columbia College attend their meetings needs to let Nathan know. No action taken.

4. Discussion concerning New Radio System – Darren Player stated the County is still searching for property but everything is progressing. No action taken.
5. Discussion concerning Rescue Transition – Darren Player stated we are ordering the rescue equipment. We are looking at UTV (utility task vehicle) and trailer at this time. No action taken.
6. Discussion concerning Fire Commission Budget (see attached) – Darren Player reviewed the budget on the table. The budget will be discussed at the Public Safety Committee Meeting on Tuesday at 8:00 a.m. No action taken.
7. Discussion concerning Shiloh Zion Clarification (See Attached) – Darren Player discussed the grandfather clause and stated it was established to protect the older members. There was discussion concerning the officer requirements SOG and does it take precedent over previous SOG's? Darren stated the Commission needs to determine SOG grandfather clause. He asked if the Commission is going to require members to get reciprocity or sit through the class? It was stated that an issue with cancelling calls is occurring. Per SOG, it should come from officers #1 through #9, or driver of the on-scene apparatus. It was stated that dispatch doesn't enforce our SOG's. Darren asked if Fire Rescue has reached progression to allow command, regardless of number, to cancel calls? He stated the fire departments need to address this with membership. After discussion, Greg Nicholson made a motion that SC Fire Academy Incident Command (2147) is equivalent to ICS 100 and 200 and that members having credit for I300 are exempt from Incident Command for the Fire Service (2147). Rocky Hudson seconded the motion. This being a policy vote, role call was taken. The motion passed with unanimous approval. Darren requested everyone talk with your stations about response. Keith Wilson stated the Training Division will try to produce a list of who is compliant with officer requirements by the February meeting.
8. Discussion concerning Approval of Fire Department AFG Grants – Darren Player stated there is nothing new to report.
9. Standing Committee Reports:
 - Standard Operating Guideline Committee** – Tracy Caldwell stated
 - 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
10. Commissioner Comments: None

C. J. Addison made a motion to adjourn. Matt Baker seconded the motion which received unanimous approval. Meeting was adjourned.

*For the Commission,
Donna Greene*

**LANCASTER COUNTY
GENERAL FUND BUDGET REQUEST**

Account Number	ACTUAL 2013-2014	ACTUAL 2014-2015	BUDGETED EXPENDITURES 2015-2016	REQUESTED 2016-2017	INCREASE (DECREASE) FROM PY	PROJECTED 2017-2018	Strategic Priority
10-7-141-500-00 WAGES & SALARIES FULL TIME	205,733	-	-	-	-	-	
10-7-141-500-05 SALARIES- OVERTIME	18,117	-	-	-	-	-	
10-7-141-500-10 WAGES & SALARIES PARTTIME	17,317	-	-	-	-	-	
10-7-141-510-00 FICA-EMPLOYERS CONTRIB.	17,269	681	-	-	-	-	
10-7-141-510-05 SC RET EMPLOYERS CONTRIB	4,067	132	-	-	-	-	
10-7-141-510-10 S. C. POLICE RET EMPLOYER	26,045	1,108	-	-	-	-	
10-7-141-510-15 HEALTHLIFE INS EMPLOYERS	40,732	-	-	-	-	-	
10-7-141-510-25 WORKERS COMPENSATION	14,891	713	-	-	-	-	
10-7-141-520-25 PERSONNEL DISEASE PREV.	-	-	-	-	-	-	
10-7-141-530-00 TRAVEL, TRAINING, DUES	26,254	30,704	49,500	58,500	9,000	58,500	Public Safety/Level of Service
10-7-141-540-00 SUPPLIES-GENERAL	34,355	36,229	34,000	40,000	6,000	42,000	Public Safety/Level of Service
10-7-141-542-00 SUPPLIES-CLOTHING	5,246	-	-	-	-	-	
10-7-141-551-00 EQUIPMENT-GENERAL	137,180	142,366	163,000	188,000	25,000	213,000	Strfg & Org Capacity/Unit cost prov serv
10-7-141-551-25 CP - HOSES/NOZZLES	-	-	-	-	-	-	
10-7-141-551-30 COMMUNICATIONS	-	-	-	-	-	-	
10-7-141-551-35 CP - BREATHING APPARATUS	-	-	-	-	-	-	
10-7-141-551-45 EQUIPMENT-PROT. CLOTHING	53,823	75,009	55,000	55,000	-	-	Strfg & Org Cap / Unit cost prov serv
10-7-141-560-00 EQUIPMENT - CAPITALIZED	-	712,254	40,000	42,000	2,000	44,000	Infrast & Cap Needs / Operation
10-7-141-560-25 EQUIPMENT-VEHICLES	-	-	-	-	-	-	
10-7-141-570-00 UTILITIES-GENERAL	161,789	162,032	160,000	165,000	5,000	170,000	Infrast & Cap Needs / Operation
10-7-141-590-00 MAINTENANCE-VEHICLES	139,754	134,240	130,000	140,000	10,000	150,000	Public Safety/Level of Service
10-7-141-590-05 GASOLINE	80,673	66,029	75,000	75,000	-	80,000	Public Safety/Level of Service
10-7-141-591-00 MAINTENANCE-GENERAL	36,864	42,221	40,000	50,000	10,000	55,000	Public Safety/Level of Service
10-7-141-593-00 MAINTENANCE-SERVICE AGREE.	581	-	-	-	-	-	
10-7-141-600-00 CONTRACTUAL SERVICES (CS)	28,169	35,331	40,000	50,000	10,000	60,000	Staffing & Organl Cap/Infrastructure costs
10-7-141-604-10 PS-MEDICAL	3,375	-	-	-	-	-	
10-7-141-650-00 INSURANCE-GENERAL	44,833	47,004	50,000	55,000	5,000	60,000	Volunteer Staffing/ Acid Dth/Disab/Gift cards
10-7-141-690-00 SPECIAL PROJECTS	156,609	119,127	134,249	164,100	29,851	189,100	Public Safety/Level of Service
10-7-141-691-01 SP - PROMOTIONS	32,579	32,558	38,000	38,000	-	38,000	Infrast & Cap Needs / Operation
10-7-141-760-00 MATCHING FUNDS	33,420	47,808	38,000	47,000	9,000	56,000	Resource Financ Challenges/ROI
10-7-141-771-00 DS - LEASE PURCHASE	-	-	225,576	221,500	(4,076)	221,500	Growth Management / Service Levels

Employee Verification	Full-time	Part-time
Current Number	0	0
Current Vacancies	0	0
Number of Requested	0	0

Total Increase (decrease) 116,775

Donna Greene

From: Samuel Plyler [shilohzionvfd@gmail.com]
Sent: Thursday, December 17, 2015 9:34 PM
To: Donna Greene
Cc: Darren Player
Subject: January Fire Commission Meeting

Donna,

There has been a lot of discussion over the past couple of years at Shiloh about the Grandfather Clause that is located at the bottom of the Officer Requirements to take effect June 2016. Some of Shiloh's members had spoken with Morris after the requirements were made by the Chiefs Association and Fire Commission and he stated to them that they were grandfathered in and did not have to take any more classes to become compliant with the new standards. (That's what they told me) I have asked multiple personnel and Chiefs about the clause and I get multiple conflicting views of how it is interpreted. Per a recent discussion with Darren, I was asked to send an email to you asking for it to be placed on to the agenda for the Fire Commission meeting in January so that it can be clarified for the ones that aren't compliant and who it will affect come June 2016. If you could please place this on the agenda I would greatly appreciate it. If you have any questions please let me know.

Thanks Sam,

Shiloh Zion Volunteer Fire Department
Sam Plyler, Chief
703 Monroe Hwy
Lancaster S.C. 29720
Cell Phone - 803-416-7881
Work & Fax - 803-285-1703
Website: Shiloh-Zion.org

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LANCASTER COUNTY FIRE RESCUE

Standard Operating Guideline:

S.O.G. Title: Officer Requirements

S.O.G. 101.01

Adopted: 11-10-2015

Rescinds: 03-06-2014

I. Purpose:

To ensure personnel that hold an Officer position within Lancaster County Fire Rescue are properly experienced and trained, the following requirements shall be met:

II. General:

Years of service requirements are as a Firefighter (18 years old or older) beginning at the date all training requirements were met at the time he/she entered Lancaster County Fire Rescue. Junior or Explorer years do not count toward years of service requirements, nor does the time used to complete the minimum firefighter requirements. Only continuous, full calendar years of service accrue service time. Partial years will not count.

Each Officer must have a current physical on file at the Lancaster County Fire Rescue Office and be up to date on their annual Infection Control certification. Course numbers are associated with a past or current South Carolina Fire Academy (SCFA) or National Incident Management System (NIMS) delivered course.

III. Lieutenant Requirements:

- IS-100, IS-200, IS-700 & IS-800 (Online courses)
- I-300 Intermediate Incident Command (SCFA Course 2153)
- Incident Command System for the Fire Service (SCFA Course 2137 or 2147)
- Required Interior Firefighter courses per Lancaster County Fire Rescue Standard Operating Guideline (SOG) #402.07 (example: SCFA Courses 1152 or equivalent, 1153 or 1154)
- Haz-Mat Operations (SCFA Course 2728 or equivalent)
- One 16 hour Officer class from the Officer Curriculum section of the SCFA curriculum book or National Fire Academy courses or older officer classes taken from an accredited organization that is approved by the Lancaster County Fire Rescue Training Division.
- Two years as a certified Interior Firefighter and as an active member and in good standing with a department in Lancaster County Fire Rescue.

IV. Captain Requirements:

- IS-100, IS-200, IS-700 & IS-800 (Online courses)
- I-300 Intermediate Incident Command (SCFA Course 2153)
- Incident Command System for the Fire Service (SCFA Course 2137 or 2147)
- Required Interior Firefighter courses per Lancaster County Fire Rescue Standard Operating Guideline (SOG) #402.07 (example: SCFA Courses 1152 or equivalent, 1153 or 1154)
- Haz-Mat Operations (SCFA Course 2728 or equivalent)
- Two 16 hour Officer classes from the Officer Curriculum section of the SCFA curriculum book or National Fire Academy courses or older officer classes taken from an accredited organization that is approved by the Lancaster County Fire Rescue Training Division.
- Three years as a certified Interior Firefighter and as an active member and in good standing with a department in Lancaster County Fire Rescue.
- Must meet the requirements of a Lieutenant.

LANCASTER COUNTY FIRE RESCUE

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V. Assistant, Deputy or Battalion Chief:

- IS-100, IS-200, IS-700 & IS-800 (Online courses)
- I-300 Intermediate Incident Command (SCFA Course 2153) and I-400 Advanced Incident Command (SCFA Course 2154)
- Incident Command System for the Fire Service (SCFA Course 2137 or 2147)
- Required Interior Firefighter course per Lancaster County Fire Rescue SOG #402.07 (example: SCFA Course 1152 or equivalent, 1153 or 1154)
- Haz-Mat Operations (SCFA 2728 or equivalent)
- Three 16 hour Officer classes from the Officer Curriculum section of the SCFA curriculum book or National Fire Academy courses or older officer classes taken from an accredited organization that is approved by Lancaster County Fire Rescue Training Division.
- Five years as a certified Interior Firefighter and as an active member and in good standing with a department in Lancaster County Fire Rescue.
- Served as an officer with a department within Lancaster County Fire Rescue for at least two years prior to being elected as an Assistant, Deputy or Battalion Chief.

VI. Fire Chief:

- IS-100, IS-200, IS-700 & IS-800 (Online courses)
- I-300 Intermediate Incident Command (SCFA Course 21523) and I-400 Advanced Incident Command (SCFA Course 2154)
- Incident Command System for the Fire Service (SCFA Course 2137 or 2147)
- Required Interior Firefighter course per Lancaster County Fire Rescue SOG #402.07 (example: SCFA Course 1152 or equivalent, 1153 or 1154)
- Haz-Mat Operations (SCFA 2728 or equivalent)
- Three 16 hour Officer classes from the Officer Curriculum section of the SCFA curriculum book or National Fire Academy courses or older officer classes taken from an accredited organization that is approved by the Lancaster County Fire Rescue Training Division.
- Five years as a certified Interior Firefighter and as an active member and in good standing with a department in Lancaster County Fire Rescue.
- Served as an officer with a department within Lancaster County Fire Rescue for at least four years prior to being elected as a Chief.

VII. Reciprocity Procedures through the South Carolina Fire Academy:

- A. Reciprocity and Equivalency:** The SCFA offers reciprocity and equivalency in certain occupational areas for certifications achieved through other fire training agencies. This program is available only to current, active members of South Carolina fire departments. To be eligible the certification must be in one of the accredited occupational levels offered by the SCFA.
- B. Reciprocity:** Reciprocity is the awarding of certification, with no required testing, to those who have been certified at an occupational level by another IFSAC accredited entity. The certification must be in one of the occupational levels offered by the SCFA. The following items are necessary to apply for reciprocity: 1.) Completed reciprocity/equivalency request form. 2.) Letter from your S.C. fire chief, on department letterhead, verifying your membership in a S.C. fire department.

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3.) Copy of IFSAC accredited certificates with readable seal numbers or a transcript from the issuing agency showing certification levels and seal numbers.

C. **Equivalency:** Equivalency is the awarding of program credit (e.g. Firefighter I) to individuals certified or trained at an occupational level to a national standard by an entity not accredited by IFSAC. In order to receive transcript credit and certification to one of these levels, an applicant, upon approval by the Certification and Accreditation Supervisor, must challenge the written examination for that level. In some cases skills testing may also be required. Please note the SCFA does not offer equivalency at the course or subject level unless it is part of a curriculum that leads to certification in one of the accredited occupational levels offered by SCFA. The following items are necessary to apply for equivalency: 1.) Completed reciprocity / equivalency request form. 2.) Letter from your S.C. fire chief, on department letterhead, verifying your membership in a S.C. fire department. 4.) Copy of certificates or a transcript from the issuing agency showing training courses completed. 5.) Documentation of hours, objectives, methods of evaluation and NFPA standards met. This information can generally be obtained from a course outline, schedule or syllabus.

D. To have training courses reviewed by the SCFA for Reciprocity or Equivalency, contact the Lancaster County Fire Rescue Training Officer and set up a meeting for him to review the course information and forward it to the SCFA for review.

VIII. Grandfather Clause:

Any officer who has held their current position for at least 10 years and has a combined total of 25 years continuous service time accrual will be grandfathered in perpetuity for their current or any other officer position at the same level or below in rank. This exemption does not attach if legal requirements change such that updated training is needed or if life safety requirements based on legal precedents require additional training certifications. The grandfathered person will only need to participate in the additional training required, not remedial courses leading to that training.

IX. Implementation Period:

Implementation period for these requirements will be three years from the approval date. The Lancaster County Fire Commission voted to approve these requirements on June 6, 2013.

Officer Requirement's

Lancaster County Chiefs' Association Recommendations

- Years of service requirements are as a Firefighter (18 years old or older) beginning at the date all training requirements were met at the time he/she entered the Lancaster County Fire Service. Junior/explorer years do not count toward years of service requirements, nor does the time used to complete the minimum firefighter requirements. Only continuous, full calendar, years of service accrue service time. Partial years will not count.
- Must have a current physical on file at the Fire Service Office.
- Infection Control Class must be up to date.

Lieutenant

- I-100, 200, 700, & 800
- I-300
- Incident Command (2137 or 2147)
- Required Interior Firefighter course per the state (ex. 1152 or equivalent, 1153, or 1154)
- Haz-Mat Operations
- (1) 16 hr. officer class from the officer curriculum section of the SCFA curriculum book
- 2 years as a Certified Interior Firefighter & as an active member and in good standing with a dept. from the Lancaster Co. Fire Service

Captain

- I-100, 200, 700, & 800
- I-300
- Incident Command (2137 or 2147)
- Required Interior Firefighter course per the state (ex. 1152 or equivalent, 1153, or 1154)
- Haz-Mat Operations
- (2) 16 hr. officer class from the officer curriculum section of the SCFA curriculum book
- 3 years as a Certified Interior Firefighter & as an active member in good standing with a dept. from the Lancaster Co. Fire Service
- Must meet requirements of a Lieutenant

Asst. Chief

- I-100, 200, 700, & 800
- I-300
- I-400
- Incident Command (2137 or 2147)
- Required Interior Firefighter course per the state (ex. 1152 or equivalent, 1153, or 1154)
- Haz-Mat Operations
- (3) 16 hr. officer class from the officer curriculum section of the SCFA curriculum book
- 5 years as a Certified Interior Firefighter & as an active member in good standing with a dept. from the Lancaster Co. Fire Service
- Served as an officer with a department w/in the Lancaster Co. Fire Service for at least 2 years prior to being elected as an Asst. Chief

Fire Chief

- I-100, 200, 700, & 800
- I-300
- I-400
- Incident Command (2137 or 2147)
- Required Interior Firefighter course per the state (ex. 1152 or equivalent, 1153, or 1154)
- Haz-Mat Operations
- (3) 16 hr. officer class from the officer curriculum section of the SCFA curriculum book
- 5 years as a Certified Interior Firefighter & as an active member in good standing with a dept. from the Lancaster Co. Fire Service
- Served as an officer with a department w/in the Lancaster Co. Fire Service for at least 4 years prior to being elected as an Chief

Grandfather Clause

Any officer who has held their **current** position for at least 10 years and has a combined total of 25 years continuous service time accrual will be grandfathered in perpetuity for their current or any other officer position at the same level or below in rank. This exemption does not attach if legal requirements change such that updated training is needed or if life safety requirements based on legal precedents require additional training certifications. The grandfathered person will only need to participate in the additional training required, not remedial courses leading to that training.

Implementation period for these requirements will be three years from approval date.