

Lancaster County Fire Commission
Regular Meeting Minutes
June 30, 2016

The July meeting of the Lancaster County Fire Commission was held on Thursday, June 30, 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, June 24, 2016.

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

Fire Commission Members:

Antioch – Ken Helms *
Bell Town – Jamie Gainer *
Buford – Rocky Hudson *
Camp Creek – Jessie Dobson *
Charlotte Rd/Van Wyck – Craig Roof *
Elgin – Richard Vawter *
Flat Creek – Ken Sims *
Gooch's – Terry Ward *
Heath Springs – Alex Parker *
Indian Land – Raymond Griffin *
Kershaw – Tracy Caldwell *
Lancaster – Tom Lever *
McDonald Green – Butch Ghent *
Pleasant Valley – Michael Kirkpatrick; Alternate – Stephen Blackwelder *
Rich Hill – Scott Barton *
Riverside – Adrian Caskey *
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: Timmy Baker, Bell Town Fire Department

Visitor's Comments: None

Election of New Commission Officers: Chairman Timmy Baker opened the floor for nominations for Chairman. Jay Hayes made a motion to nominate Rocky Hudson as Chairman and Tracy Caldwell

seconded the motion. Tracy Caldwell made a motion to close the nominations with a second by Scott Barton. Rocky Hudson was elected as Chairman with unanimous approval.

Timmy Baker turned the meeting over to Chairman Hudson and left the meeting.

Chairman Hudson opened the floor for nominations for Vice Chairman. Tracy Caldwell made a motion to nominate Butch Ghent as Vice Chairman and Terry Ward seconded the motion. Scott Barton made a motion to close the nominations with a second by Jamie Gainer. Butch Ghent was elected as Vice Chairman with unanimous approval. Chairman Hudson opened the floor for nominations for Secretary. Tom Lever made a motion to nominate Jamie Gainer as Secretary and Ken Helms seconded the motion. Darren Player stated I-400 is a requirement to serve on the Executive Committee and Jamie Gainer doesn't have I-400. Jamie Gainer nominated Tracy Caldwell as Secretary and Jessie Dobson seconded the motion. Adrian Caskey nominated Scott Barton as Secretary and Jay Hayes seconded the motion. Tracy Caldwell declined the nomination. Tracy Caldwell made a motion to close the nominations with a second by Butch Ghent. Scott Barton was elected as Secretary with unanimous approval.

Approval of June 2, 2016 Minutes – Scott Barton made a motion to approve the minutes as written. Butch Ghent seconded the motion, which received unanimous approval.

Information Items:

- Grants Update – Darren Player stated Rich Hill and McDonald Green have received questionnaires. Darren stated he would place both grants on County Council's agenda for approval.
- Training Report – Doug Spinks reported to the Commission:

A. SCFA

1. County SCFA Catalog Courses

- Completed classes: No classes in session.
- Scheduled classes: List is in the Commissioner's package. Please encourage your members to enroll in classes.
- High School Program: Currently there are 14 students enrolled in the Basic course and 9 enrolled in the Advanced course.
- 3309 Intro to Technical Rescue is now a pre-requisite for the Rope Rescue Ops class (as of February 2016).
- Cancelled classes: None at this time.

2. Request Classes: None at this time.

B. Rescue Training

1. Staff still working on rescheduling the in-county School Bus Extrication Class (have acquired three buses). Training Officer's Association was asked to put together dates to look at in their June meeting. They will come back with date recommendations after their July meeting.
2. Large Truck Extrication Class - Training Officer's Association was asked to put together dates to look at in their June meeting. They will come back with date recommendations after their July meeting.
3. Agility Tests: July 19 from 3:00 to 7:00 and July 23 from 9:00 to 10:00. Both will be held at City Fire Station 2.

4. There is a NASAR Wilderness Search & Rescue Course being conducted on August 13-14 in Columbia through the SC State Guard. If anyone is interested, please contact Doug Spinks.

C. Other

1. Classes for July through December 2016 are on the portal. Copies of the class list are in your packets.

Maintenance Report – Billy Lloyd stated the secondary reports are not available this month but other reports have been passed out.

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.

Fire Commission Ordinance – Darren Player stated this information is always provided for the new Commissioners for information regarding attendance and absences. Please let the office know if you or the appointed alternate are not going to attend the meeting so we don't order a meal.

Mid-Year Information Request Reminder – Darren Player stated the information request is due in the office on Friday, July 15th by 5:00.

Action Items:

1. Discussion concerning Damage Assessment (See Attached) – Keith Wilson reviewed the kit and how to complete the windshield survey. No action taken.
2. Discussion concerning Emergency Response Guidebook – Keith Wilson reviewed the new guidebooks and stated the books will be brought to your stations. One book needs to be placed in each apparatus. The Training Officers will go over the books with their departments. No action taken.
3. Discussion concerning Additional SCFA Class (See Attached) – Doug Spinks stated to attached class (7741: New Fires, So What) has been requested. Classroom attendance is required. Butch Ghent made a motion to add this class to the list. Alex Parker seconded the motion. Tracy Caldwell asked to piggyback and remove Firefighter II requirement from 3310 in the SOG. After some discussion, this item has been tabled for the August meeting.
4. Discussion concerning Fire Apparatus Purchase – Billy Lloyd stated six standard plans have been placed in the room tonight. These are final drawings. The Fire Chiefs have already signed off on paint. Billy reviewed each drawing and stated if anyone would like a copy, see him after the meeting. No action taken.
5. Discussion concerning Recruitment Retention Grant Update (See Attached) – Darren Player stated Nathan Wall's notes are provided in your package. June 30 is the deadline for EMT and July 1 is the deadline for tuition reimbursement. He stated that the office needs email addresses on everyone. No action taken.
6. Discussion concerning 2017 Equipment/Catalog Bid – Billy Lloyd stated the equipment catalog is almost done except for additions and rescue equipment. He stated that anyone requesting anything extra, please let him know in the next few days. He stated he needs approval to send the bids in July. Tom Lever made a motion to approve sending the bids out in July. Scott Barton seconded the motion which received unanimous approval.

7. Discussion concerning Fire Commission Budget – Darren Player stated nothing was cut from the budget except the fuel. He stated the tool payment has been added to our budget so it appears the budget increased. No action taken.
8. Discussion concerning Radio System – Darren Player stated there was nothing new to report at this time. No action taken.
9. Discussion concerning Approval of Fire Department AFG Grants – Darren Player stated there was nothing to report. No action taken.
10. Standing Committee Reports:
 - Standard Operating Guideline Committee – No report**
 - 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**
11. Commissioner Comments: There were no Commissioner comments.

Scott Barton made a motion to adjourn with a second from Butch Ghent. The meeting adjourned.

*For the Commission,
Donna Greene*

LANCASTER COUNTY EMERGENCY MANAGEMENT DAMAGE ASSESSMENT WINDSHIELD SURVEY

Fire Department: _____ Date of Damage _____

Type of Disaster _____

Sheet ___ of ___

STRUCTURE TYPE	DESTROYED <small>(Uninhabitable & Non-repairable)</small>		MAJOR DAMAGE <small>(Uninhabitable, But Repairable)</small>		MINOR DAMAGE <small>(Habitable & Repairable)</small>	
	#	\$ Amount *	#	\$ Amount *	#	\$ Amount *
MOBILE HOMES						
HOMES						
BUSINESSES						
TOTALS						
OTHER INFRASTRUCTURE <small>(ROADS, BRIDGES, POWER POLES, PUMP STATION, ETC.)</small>						

*Show Dollar Amount if Known

Comments: _____

Survey By: _____ Date: _____

SPECIAL NOTE: List address on back of form

Lancaster County Damage Assessment Survey

Fire District: _____

Date: _____

Sheet _____ of _____

Instructions: (a) Circle if structure is site built (Built) or Mobile Home (M.H.). (b) Circle the appropriate extent of damage, (c) list address if possible, (d) Circle 'Yes' or 'No' to indicate if people are living or working in the structure after the disaster, (e) List GPS coordinates, (f) Circle if building is Residential or Commercial.

Example Insured? Yes No	(a) Type of Structure	(b) Extent of Damage	(c) Address	(d) Occupied Yes No
<input checked="" type="checkbox"/> Yes	Built	407 East Arch St.	MAJOR DESTROYED	Commercial
<input type="checkbox"/> No	M.H.	34.719399 -80.763349	MAJOR DESTROYED	Residential
(1) Insured? Yes No	Built		MAJOR DESTROYED	Commercial
(2) Insured? Yes No	Built		MAJOR DESTROYED	Commercial
(3) Insured? Yes No	Built		MAJOR DESTROYED	Commercial
(4) Insured? Yes No	Built		MAJOR DESTROYED	Commercial
(5) Insured? Yes No	Built		MAJOR DESTROYED	Commercial
(6) Insured? Yes No	Built		MAJOR DESTROYED	Commercial
(7) Insured? Yes No	Built		MAJOR DESTROYED	Commercial

Affected = Some shingle damage, cosmetic damage to siding (Repairable)
 Major = Substantial structural damage to walls, roof, etc. (Repairable)
 Minor = 1 wall damaged, missing section of roof (Repairable)
 Destroyed = Total loss, structure is compromised. (Not Repairable)

Survey Completed By: _____

Received By EOC(Date/Time): _____

Received/Reviewed By: _____

7741: New Fires, So What?

Prerequisite: None (Class is targeted to fire service instructors, company officers, and chief officers who may have the responsibilities to command fire ground activities.)

Contact Hours: 4 (Classroom)

This course is designed to improve decision-making through increased knowledge of the changing fire environment, review and expand understanding of fire dynamics, the importance of size-up, and choosing tactics to fit the fire conditions and re-evaluate ventilation practices. Additional information will include understanding the collapse hazard of today's homes and tactical considerations for basement fires as well as re-examining suppression practices. This information and discussion will provide an opportunity for firefighters and instructors to get the facts and discuss myths that affect fire service training and response.

Students: Min: 12 Max: 25

Fee: \$5 (Meals and dorms additional)

Membership Numbers

New Members Total: 24

New Members this Quarter: 4

Members Removed Total: 35

Members Removed this Quarter: 1

The majority of people left in the first and second 'Grant Quarters'. The numbers in the third quarter have drastically dropped. This is a promising sign that the retention portion of this campaign is starting to be a success. Although, it is still far too early to come to any definitive conclusions.

Incentive Points

- Year one points will be ending today (June 30, 2016). The calls will be tallied from October 23, 2015 – June 30, 2016. There is \$96,000 allocated for this year.
- It will take most of July to get the remainder of the calls entered into FireHouse and get the numbers to Nate for his database.
- Each department should receive their station points, individual member points and the purchasing catalog by the August Fire Commission meeting (Thursday, August 4th).
- Everybody's order forms will need to be returned by the September 2nd Fire Commission meeting. Thursday, September 2nd is the absolute cutoff date, due to the accounting deadlines that need to be met. **No forms will be accepted after this date!!**

Media Production

- The second portion of the production has been released. It is a 3 minute piece that is embedded in our website, outlining the benefits of becoming a volunteer firefighter. This piece will not be aired on television but you can view it on www.joinlcf.org.

Tuition Reimbursement

Tuition reimbursement applications are due in Friday, July 1. They will be revised by the committee and the money should be released by the end of September/beginning of October.

We are extending the deadline for applicants wanting to participate in the Mid-Lands EMT program organized by Lancaster County EMS. All applicants will be vetted and must currently be a First Responder. The deadline for these applicants will be June 30th.