

Lancaster County Fire Commission
Regular Meeting Minutes
May 5, 2016

The May meeting of the Lancaster County Fire Commission was held on Thursday, May 5, 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, April 29, 2016.

Chairman Timmy Baker called the meeting to order at 7:00 p.m. C. J. Addison 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 – Raymond Griffin; Alternate – Chris Miller *
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; Alternate – Sam Plyler *
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: Chris Nunnery, 911 Communications; Dennis Straight, Charlotte Rd/Van Wyck Fire Department; Richard Vawter, Elgin Fire Department; Bill Parker, Indian Land Fee District

Visitor's Comments: None

Approval of April 7, 2016 Minutes – Greg Nicholson made a motion to approve the minutes as written. Scott Barton seconded the motion, which received unanimous approval.

Information Items:

- Grants Update – Darren Player stated there was no update.
- Training Report – Britt Blackmon reported to the Commission:

A. SCFA

1. County SCFA Catalog Courses

- Completed classes: Fundamentals of Firefighting tested 4/9/2016 with 9 passing.
 - Upcoming classes: Aerial Ops at Pleasant Valley FD on May 14, 15, 21.
 - 3309 Intro to Technical Rescue is now a pre-requisite for the Rope Rescue Ops class (as of February 2016).
2. Training Officers have developed classes for July – December 2016 through the SC Fire Academy. Courses are not on the portal yet.
3. Request Classes: Hazmat Ops will be held May 10, 12, 14, 15, 17 and test on May 21 at Indian Land FD.
4. High School Class: The Basic class tested Hazmat Ops; 12 passed. The Advanced class passed skills on Tuesday at the SCFA and will retake FF II written. Right now there will be nine (9) students in Advanced and we are waiting to hear from Guidance about the Basic class.

B. Other

1. South Carolina Firefighters Association has scholarships available for students who are seniors furthering their education in the fire service field.

Maintenance Report – Keith Wilson stated the monthly maintenance reports have been placed on the table. Tony Gainer stated the equipment catalog should be completed by the end of summer. Please let Billy Lloyd know if there are any items to add before the catalog goes out for bid. Tony stated the issue with 1101 has been resolved. The Town of Kershaw paid for the bill and the Fire Commission did not have to pay anything related to the engine repair from Cummins of Charlotte. The Commission had already paid for the turbo changed out in the County shop.

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 Radio System – Darren Player introduced Chris Nunnery. Chris Nunnery gave the Commission a progress report for the radio system. He stated two (2) towers will be built, 480 ft. and 320 ft. There are four (4) buildings being built; one site will be built near the Foxhole; Taxahaw; Goldmine and Pleasant Hill. The goal is 95% portable coverage. He stated they are planning for 1200 users, which will allow growth. He stated the County will not own any equipment; they will own structures and towers. Palmetto 800 will own all infrastructure. He stated they are getting soil samples next week. The prime site will be at Pageland Hwy. The current VHF pages will be maintained. He stated there will be three (3) different types of portables, 7500, 6000 and 4000 series. He stated if the County can cut mobiles, we should due to having 95% coverage with portables. The County is spending \$3.5 million on infrastructure and \$4 million on radios. He stated he believes everyone will receive the radio they need. There will be a fleet map for the radio system, so based on location, will determine the channel on which to operate. There will be standardized radio programming. He stated the time frame for towers to be transmitting is the end of the year with the purchase of

radios in November or December. He stated there will be one cash of surplus equipment and every series of radios will have back up. No action taken.

2. Discussion concerning Mid-Year Information Request Approval (See Attached) – Darren Player stated the mid-year information request needs to be approved by the Fire Commission. The primary purpose of the information request is beneficiary forms. This request will be 2nd year review on the beneficiary form. Tom Lever made a motion to approve the mid-year information request due July 15, 2016. Jay Hayes seconded the motion which received unanimous approval.
3. Discussion concerning Approval of Fire Commission Alternates (See Attached) – Darren Player stated a list of alternates for the Fire Commission is attached and needs approval. Greg Nicholson made a motion to approve the list of alternates for the Fire Commission. Tom Lever seconded the motion which received unanimous approval.
4. Discussion concerning Fire Apparatus Purchase – Greg Nicholson discussed the visit to review the fire apparatus. There were minor changes on engineering and most were cosmetic. They had questions on tanker issues and are waiting for answers. There is no projected date at this time, it will take 12 weeks to build the truck. He stated as soon as they have slot assignments, a projected date will be given. No action taken.
5. Discussion concerning Recruitment Retention Grant Update – Darren Player stated the County Administrator has asked that we submit this program for the J. Mitchell Graham Award at the S.C. Association of Counties conference at Hilton Head this year. Keith Wilson and Nate Wall will present the program for this award. Nate apologized for not having visited all fire departments and stated he will be visiting soon. He showed the advertisement which is 30 seconds and will be aired on several cable stations through Comporium. The website has been built so please review and let him know if anyone has any questions or comments. The social media is also available so share with your fire departments. Nate is currently training to be an instructor with the Whitewater Center in Charlotte. He also stated the tuition reimbursement packets are now available.
6. Discussion concerning Rescue Transition (See Attached) – Darren Player stated the agility test for rescue application has been placed on the table for approval. The test will be given on June 14th from 3:00 to 7:00 or June 18th from 9:00 to 10:00 for those interested. Please let Keith Wilson know if you are coming and complete a county registration form. Keith stated more dates will be scheduled as needed. Once the agility test is completed the applications will be forwarded to the PIRC Committee for review. Fire Rescue individuals must have Firefighter II to complete an application and they should choose two fields of rescue. The Fire Commission asked that the fields of rescue be added to the top of the application so the member can choose from the list. Darren stated there will be a tiered response on rescue calls based on region. We already have assets positioned. Keith stated everyone needs to take the Awareness Level (3309) class. The Fire Commission also asked that the minimum level of training statement be added to the application so members know what is required before they complete the application. No action taken.
7. Discussion concerning Fire Commission Budget – Darren Player stated all Committees have met and the Administrator has given his budget recommendations. Darren stated nothing has been cut and no additions have been made. No action taken.

8. Discussion concerning Approval of Fire Department AFG Grants – Darren Player stated there were no grants to approve. No action taken.
9. 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
10. Commissioner Comments: There were no Commissioner comments.

C.J. Addison made a motion to adjourn with a second from Scott Barton. The meeting adjourned at 8:51 p.m.

*For the Commission,
Donna Greene*



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Proud and Progressive

DATE: May 18, 2016
TO: Fire Chiefs
FROM: Darren Player, Director
SUBJECT: INFORMATION REQUEST
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1. Included with this package are the Accidental Death & Disability Beneficiary Form and the Designation of Beneficiaries Form for US Department of Justice Public Safety Officers' Benefit Program. The Fire Commission unanimously approved the request to have **all firefighters** fill out new beneficiary forms every third year. Both beneficiary forms are included in this package and the original forms should be **initialed on the 2nd Year Review field** if no information has changed. If the member's information has changed, they should complete a new form, sign and initial the 2nd Year Review field. All original forms need to be returned to the Fire Rescue office. A copy may be kept at your fire department.

Lancaster County Fire Rescue has contracted with Provident Insurance Company through the South Carolina Firefighters' Association. Each station member should complete a form so that his/her current wishes can be carried out should a tragedy occur. The form, with an original signature, should be forwarded back to the Fire Rescue office. **Please note that your station, as a member of the SC Firefighters' Association, also receives additional benefit coverage from the Association. If your member chooses, he/she may sign the bottom of the form directing the same instructions for beneficiary(s) be used for those benefits as well.** If a member does not sign the bottom of this form, a separate form should be used to designate their wishes on that policy. (SC Firefighters' Association benefits include a standard death benefit for death for any reason, as well as an accidental line of duty death benefit of \$25,000.)

Each station member should also complete an additional PSOB form for a Line of Duty Death. This form would allow benefits to be paid without affecting your probate status. This form requires beneficiaries to be listed, the member's (Officer) original signature and a witness signature.

2. A roster of membership is provided with this package. Each Chief should verify the accuracy of the roster and have each member verify all information for accuracy. Please remind your members, email addresses are needed if available. Make corrections on the provided roster and return it to the Fire Rescue office.
3. Please list all members with station rank, helmet color and radio call number assigned to that member on the form provided.
4. Verify the list of authorized individuals and vehicles in your department who use Privately Owned Vehicles (POV) for emergency responses. If individuals are not on the form, please complete the form included and add to your list. You may make copies if additional forms are needed.

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5. A current copy of the SC Driver's License is needed for every member listed on your roster. There is a roster attached for those members whose license has expired or the Fire Rescue office does not have a copy. This applies to all members.
6. A medical information form is attached for members who want to add or update their information included in a bar code on their ID badge. This information is not mandatory but will benefit each member in the event medical attention is needed.
7. The Chief and a Line Officer need to sign the information review form before returning the package to the Fire Rescue office.

All forms provided with this package will be the only forms accepted. If you would like an electronic copy of any form, please let me know. All information should be received in the Fire Rescue Office no later than 5:00 p.m. on Friday, July 15, 2016.

Lancaster County Fire Commission

<u>Call #</u>	<u>Commissioner</u>	<u>District Represented</u>		<u>Alternate Name</u>
	Ken Helms	Antioch	St. 1	Chris Adams
	Jamie Gainer	Bell Town	St. 2	Timmy Baker
F-200	Rocky Hudson	Buford	St. 3	Robbie Clanton
	Jessie Dobson	Camp Creek	St. 4	Toby Roberts
	Craig Roof	Charlotte Rd/Van Wyck	St. 5	Dennis Straight
	Richard Vawter	Elgin	St. 6	John Poovey
	Ken Sims	Flat Creek	St. 7	Britt Blackmon
	Terry Ward	Gooch's	St. 8	Darrell Pigg
F-300	Tracy Benton	Heath Springs	St. 9	Patrick Helms
	Raymond Griffin	Indian Land	St. 10	Christopher Miller
	Tracy Caldwell	Kershaw	St. 11	Morris Russell
	Tom Lever	Lancaster	City	Chuck Small
	Butch Ghent	McDonald Green	St. 12	C. J. Addison
	Michael Kirkpatrick	Pleasant Valley	St. 14	Stephen Blackwelder
	Scott Barton	Rich Hill	St. 15	C. F. Truesdale
	Adrian Caskey	Riverside	St. 16	Stephen Gardner
	Justin McLellan	Shiloh Zion	St. 17	Sam Plyler
	Marvin Catoe	Tradesville	St. 18	Jason Laney
	Jay Hayes	Unity	St. 19	Richard Cauthen

**Lancaster County Fire Rescue
RESCUE TEAM APPLICANT INFORMATION**

Position / Assignment Requested _____

Name _____

Address _____

City / Town _____ State _____ ZIP _____

EMAIL _____

MEMBER INFORMATION

Medical Problems _____ Blood Type _____

Allergies _____

Fire Department _____

NOTE: Please submit any rescue certifications not on file at the Lancaster County Fire Rescue Office

NOTIFICATION INFORMATION

Home Phone _____ Work Phone _____

Cell Phone _____ Other _____

EMPLOYER INFORMATION

Employer _____ Position _____

Employer Address _____

City / Town _____ State _____ ZIP _____

LANCASTER COUNTY FIRE RESCUE OFFICE USE ONLY

Date Reviewed _____ Current Physical – Y / N Current Fit Test – Y / N

Firefighter Training Level _____ Service Years _____

Physical Agility Test Date _____ Pass – Y / N Tested by _____

PIRC Review Date _____ Approved – Y / N

Lancaster County Fire Rescue RESCUE TEAM Agility Test

In order for rescue personnel to safely and effectively carry out a rescue mission, each member must be relied upon to perform sustained, strenuous physical task under difficult and dangerous conditions.

This evaluation measures minimal requirements. Fire Rescue members who cannot successfully complete each part of the evaluation could quickly become a liability in a rescue environment. This evaluation has been designed to validate mission-related tasks and has been tested to ensure that it does not exclude or adversely impact any age, gender or ethnic groups.

The Rescue agility test shall be set up in stations with minimal down time between each station. Member shall get two attempts to complete all station without stopping or resting.

	Yes Without limitations	Yes with limitation	No
Crawl through a 20-foot long culvert. Upon reaching the other end, crawl backwards through the tube, returning to the point of entry.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ascend an extended 35 foot extension ladder, to a position you can touch the top rung, descend to the ground.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pick up a box, loaded to a gross weight of 50 pounds, and carry it a distance of 200 feet over a smooth, level concrete or asphalt surface without putting the load down.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remove a 48-pound hydraulic rescue tool from the lift gate of a truck, set the tool on the ground and then return the tool to the lift gate ten (10) times in two minutes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walk the length of an elevated, 12 foot long, 4"X4" beam without stepping off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A check in the "yes without limitations" column indicates the member is medically capable of performing such task.

A check in the "yes with limitations" column indicates the member is medically capable of performing such task with limitations. This box should be checked if the member has a condition that is controlled by medication.

A check in the "no" column indicates the member medically cannot perform the critical task in a safe and efficient manner due to a medical or physical condition.