

Minutes for the Regular Meeting on Monday, January 10, 2022, at 12:00 pm at 8305 Augusta Road Pelzer, SC 29669.

Jim Darby called the meeting to order. Jim Darby asked Chief Sutherland to open with prayer.

Chief Sutherland and Assistant Chief Finley took nominations for officers by secret ballot. The nominations for Chairman were Jim Darby and Sabrina Bedingfield. The final vote for Chairman for 2022 was Jim Darby. Nominations for Vice Chairman were John Jennings and Sabrina Bedingfield. The final vote for Vice Chairman for 2022 was Sabrina Bedingfield. The ballots were signed and sealed by Chief Sutherland and Assistant Chief Finley and given to Jennifer Adams for the minutes.

Everyone reviewed the minutes. Sabrina Bedingfield motioned to accept the minutes with grammatic correction. John Jennings second it. All were in favor.

Jennifer Adams reviewed the financial statements. Donnie Freeman motioned to accept them. Jimmy Brashier seconded it. All were in favor. Jennifer Adams also gave out the check signing schedule for 2022 and she told everyone that the Audit had been scheduled for the weeks of February 21st and February 28th.

Chief Sutherland started the Staff Report by reminding everyone that the Legislative Day for the State SPD group is January 20th in Columbia at 8am. The local SPD meeting is the same night at 7pm at the Piedmont Community Building. Please let Jennifer know if you are going to attend. Chief Sutherland said he had been gathering information for a consolidation study for a dispatch center that would be county wide. Chief Sutherland said that there are several classes coming up at our department. Battalion Chief Adams sent him two emails about recent calls. R-80 and E-80 were assisted by Piedmont on a wreck on Bessie Road. These crews did a great job on the extrication. E-74 and Q-78 had a cardiac arrest on McKelvey Road. GCEMS and Prisma both complimented how well our crews did on both incidents.

Assistant Chief Finley reviewed the calls for December. He said that E-77 is back in service and runs well. PL-80 had nails in two tires and had to be replaced. E-73 had an emissions system problem and was repaired under warranty. R-80 had to have 4 rear tires replaced on it due to wear on the tires. E-75 had to go to Spartan for pump transmission repair and rear brakes.

Fire Marshal Horn said that we will be hosting 6 classes for the Fire Academy over the first half of the year. Business inspections will begin next month. He is reviewing plans all the time. He received 5 new plans this morning.

Chief Sutherland told everyone that Jessica Phillips is working on setting up Active 911 for the department.

Jennifer Adams said that she hopes to have W2's ready by the end of the week. Then she will finish all of the end of year reports so she can begin working on the items for the audit.

Old Business

- I. Chief Sutherland said that SCDMV is changing the requirements to get your CDL license. Effective February 7, 2022, you must take a required class before you can test for your CDL license that will be taught at technical colleges. It is 50 hours and cost about \$2,500 per person. We currently can get a CDL with restrictions and only drive fire trucks. We talked last year about going to Class E license when discussion of the class requirement came up. At that time, Chief Sutherland checked with our vehicle insurance company to see if going to Class E would have an effect on our premiums and they said no. At this time, we do not know if the people that currently have CDL's will be able to keep them. We still have a lot of questions that we can not get answers for from SCDMV. Anyone hired after February 8, 2022, will not be required to obtain a CDL license. John Jennings said he had heard that Greenville Tech was offering that class for free right now. Mike Stadler said that he knew that some departments had an in-

house instructor that could teach the people in the department. Chief Sutherland said that he did not want to have the department or the instructor to be liable, but he will talk to other departments that are doing this. Donnie Freeman said that he does not know if it is a good idea to rely on anyone else to certify our people other than the SCDMV. Chief Sutherland said right now we have so many unanswered questions and unknowns, that we are going to just have to wait and see what happens. Chief Sutherland will give an update when he knows more.

- II. Chief Sutherland reviewed the FY2021 CIP and gave updates on all the projects that were not complete. He then reviewed the FY2022 CIP. We are going to start working on these projects. Donnie Freeman asked about the issues we had with getting our fire gear this year. Chief Sutherland said that is being considered and the PPE committee is looking into all their options before they order this year. They should have a recommendation ready for next months meeting. Chief Sutherland said that he does not think that we need to replace our gator this year. The trailer is good, but after getting quotes on new gators of \$20,000.00, he thinks we need to look at trying to get something from SC Forestry for us to use. We can use that money on something else more important because we only use the gator once or twice a year. Chief Sutherland put a spreadsheet together (see attached) for everyone on the status of our fleet since John Jennings had asked for a fleet status update in the last meeting. The spreadsheet was up to date for the end of 2021 and is by station. He reviewed all the information with everyone. Chief Sutherland said that NFPA 1911 recommends replacing all front-line engines at 15 years and reserve engines at 25 years. Our current 15-year CIP follows this guideline. Donnie Freeman asked how many reserve trucks do we need to keep at one time. Assistant Chief Finley said with the size of our fleet we need at least 3 maybe even 4. He said in December we had all 3 reserve trucks in service at one time.

New Business

- I. Chief Sutherland said the heat went out at Station 75 over Christmas. We need to get it replaced as soon as possible. There were three quotes all from local vendors; M&M, Thrasher and Upstate Service Solutions, included in your packets. (See attached) All of the quotes include moving the vents for the filters to the drop ceiling. Donnie Freeman asked if we had a recommendation. Chief Sutherland recommended to use M&M because they were the cheapest quote. Sabrina Bedingfield motioned to accept the recommendation to use M&M. John Jennings seconded it. All were in favor.
- II. Chief Sutherland said we had in the FY2022 budget to replace FM-80, which is Fire Marshal Horn's car. (See attached Quote). There was a quote in your packet for you to review. Everything will again be bought on state contract. Chief Sutherland said that they decided to go with a Ford F150. He needs to be in a truck so that his fire gear is not in the enclosed environment of a car. It will have a camper shell with a slide out tray for all of his equipment for fire investigations. The total cost for everything is \$52,243.15. We budgeted \$55,000.00. Donnie Freeman asked Fire Marshal Horn if this was what he needed to effectively do his job. Fire Marshal Horn said yes. John Jennings motioned to purchase the vehicle as presented. Jimmy Brashier seconded it. All were in favor. Chief Sutherland said he will order it as soon as possible.
- III. Assistant Chief Finley said last year we sent our trucks to Spartan for the annual maintenance and to fix any issues that were going on with that truck at the time. This was different from previous years where the company came out and serviced all the vehicles and left a list of issues for each truck that needed to be corrected. It allowed for less down time on the trucks and we were billed for each truck individually. Assistant Chief Finley recommended that we continue to send the trucks to be serviced and all maintenance completed individually. Jimmy Brashier motioned to proceed with this plan as Assistant Chief Finley presented. John Jennings seconded it. All were in favor.

- IV. Assistant Chief Finley reviewed the Operational Report for 2021. (See attached) We had an increase in call volume again and he expects the trend to continue.
- V. Assistant Chief Finley said there was a quote to complete the SCBA flow test for the year. This was a budgeted item. We must use an MSA vendor and Safe Industries is the vendor for our area. (See attached quote) John Jennings motioned to approve the flow test as presented. Sabrina Bedingfield seconded it. All were in favor. Sabrina Bedingfield motioned to adjourn. John Jennings seconded it. All were in favor.

Minutes recorded by
Jennifer Adams, Administrative Specialist

A handwritten signature in black ink, appearing to read "Jennifer Adams", is written over a horizontal line. The signature is cursive and somewhat stylized.