

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, February 16, 2021
Bluffton Fire District Headquarters
MINUTES**

Board Members Present via Zoom: Mike Raymond, Louis Poindexter, Joe Paolo, Elaine Lust, Paul Hamilton, Ed Olsen

Absent: Thomas Mike Sr.

Members Present: John Thompson, Paul Boulware, Rick Cramer, Dan Wiltse, Robert Payne, Pete Reid, Steve McKinley, Mike Rehill, Joe Helms, Amanda Cazenave, Nancy Hyer

MEETING CALLED TO ORDER at 4:02 pm by Chairman Raymond.

INVOCATION & PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

ACCEPTANCE OF AGENDA: Chairman Raymond stated that item 10.D on the agenda will be removed to allow the staff time to further prepare for a later meeting. Director Hamilton motioned, and Director Poindexter seconded to accept the agenda as presented. Motion passed unanimously. (YEAS –Raymond, Poindexter, Paolo, Lust, Hamilton, Olsen) (NAYS – None)

CHAIRMAN’S REMARKS: Chairman Raymond stated he was very impressed with the recruiting commercial that the BTFD staff and personnel put out.

PUBLIC COMMENT: None.

PREMIER OF THE BTFD HIRING VIDEO & ADVERTISING PROGRAM: Captain Hunter and other personnel have worked hard to prepare videos and posters for the purpose of recruiting. These will be promoted on social media as well as on the district website.

APPROVAL OF BOARD MEETING MINUTES: Director Lust motioned, and Director Hamilton seconded the minutes of the January 19, 2021 Board of Directors meeting be approved. Motion passed. (YEAS –Raymond, Poindexter, Paolo, Lust, Hamilton, Olsen) (NAYS – None)

FINANCIAL REPORT: Chief Boulware reviewed the Finance Report for the month of January 2021. We have completed 58.33% of the current fiscal year budget, and the total expenditures year to date are at 57.54%. The revenue requested year to date from the county was \$8,950,179, which is 56.30% of our \$15,898,353 budget.

Approved by the Fire Board 3-16-2021.

Director Paolo motioned and Director Poindexter seconded that the January 2021 Financial Report be approved as submitted. Motion passed. (YEAS –Raymond, Poindexter, Paolo, Lust, Hamilton, Olsen) (NAYS – None)

CONSENT AGENDA APPROVAL:

- **Receipt of Training Update**
- **Receipt of Maintenance Update**
- **Receipt of Fire Prevention Update**
- **Receipt of Operations Update**

Director Poindexter motioned and Director Olsen seconded that the consent agenda be accepted. Motion passed. (YEAS–Raymond, Poindexter, Paolo, Lust, Hamilton, Olsen) (NAYS–None)

FIRE CHIEF’S REPORT:

- ***Project Updates:***

Accreditation Update: Chief Thompson had a successful meeting with the Interim County Administrator and the Public Safety Director to discuss the accreditation report. They all agree to work together to complete the recommendations that were listed. The MOU with BCEMS that we have been working on for some time has now been signed, allowing us the capability to document response times for BCEMS and our response times.

Strategic Plan Implementation Progress: The strategic plan update for the 1st Quarter will be delivered at the April 19th meeting. To date, staff has accomplished 35-40% of the objectives contained within the Strategic Plan.

Fire Station 32/Callawassie Progress Update: Chief Boulware stated that insulation has been installed and is awaiting inspection before drywall on the interior begins. Fire sprinkler, HVAC, plumbing, and electrical work is underway. This project has an estimated completion date around the end of March 2021.

Fire Station 31/New Riverside: Work is transitioning to the interior of the building. They are making good progress and the project remains on schedule. The substantial completion date is May 2021.

Fire Station 34/Sun City: The District and County are waiting on the Beaufort Design Build to make modifications to the proposed plan for the project and to provide projections for landscaping, parking and stormwater ponds.

Fire Station 39/Sun City Property Acquisition: District staff met with the Sun City HOA Board to answer questions about potential response out of a new station within Sun City at the proposed location. They are excited and moving forward with a tree and

Approved by the Fire Board 3-16-2021.

topographic survey of the proposed site. They then want to conduct a town hall meeting to present the project to the residents of the community. If it goes well, the Board will likely deed the property over to the District for the new station. This project is recommended for funding under the new impact fee ordinance once it is approved. The timeframe for construction of the project is 3-5 years without the use of debt service.

OLD BUSINESS:

- ***COVID-19 Response Update:*** Chief Reid reported that we have 3 employees out due to COVID-19. Approximately 30% of our personnel have communicated that they have completed the vaccination process. There was discussion on the policies going forward regarding vaccinating our personnel, but for the time being, the District has not mandated vaccinations for all personnel. This item will be added to the next board meeting agenda for more discussion. Chief Raymond suggested getting legal advice and making this item under executive session due to being about personnel.
- ***Ransom Ware Attack: System Status Update*** – Chief Boulware stated that Katalyst returned to review the steps taken and help us prevent any future attacks. The District is back to 100% and this project is completed.

NEW BUSINESS:

- ***Board Reappointments:*** Director Hamilton and Director Olsen have both been approved for reappointment through the County Council for another term.
- ***Life and Assist:*** The district is already at 136 calls for lift and assist for the year. This is becoming an issue for our community and others. Chief Thompson is still conducting research on the topic and he will be bringing his results to the Board to find a solution.

ADJOURNMENT: Director Paolo motioned, and Director Poindexter seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:25 PM. (YEAS –Raymond, Poindexter, Paolo, Lust, Hamilton, Olsen) (NAYS – None)

Respectfully Submitted,
Amanda Cazenave
2-17-2021

Approved by the Fire Board 3-16-2021.