

**BLUFFTON TOWNSHIP FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Tuesday, December 14, 2021
Bluffton Fire District Headquarters
MINUTES**

Board Members Present: Mike Raymond, Louis Poindexter, Paul Hamilton, Elaine Lust, Rick Krob

Absent: Joe Paolo

Members Present: John Thompson, Paul Boulware, Steve McKinley, Dan Wiltse, Randy Hunter, Tracy Walling, 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 requested moving the recognition ceremony to the beginning of the agenda. Director Lust motioned and Director Hamilton seconded to accept the agenda. Motion passed unanimously. (YEAS –Raymond, Poindexter, Hamilton, Lust, Krob) (NAYS – None)

RECOGNITION CEREMONY: BCSO Corporal Kate Costabile - Corporal Costabile was recognized for rendering aid to a patient who suffered a medical emergency while driving down Fording Island Road and stopped breathing. She assisted the citizen until BTFD and Beaufort County EMS arrived on scene and was critical in helping the citizen survive the incident.

CHAIRMAN’S REMARKS: Chairman Raymond stated that we are wrapping up a great year here at BTFD, opening a fantastic new station at New Riverside, beginning renovations on another station and adding new administrative office space. While there have been challenges that have had an impact on our finances, he is confident that the District staff will determine a good budget to move forward with. Director Hamilton also stated that it has been a challenging yet successful year. He has been pleased with the staff’s preparedness and ability to respond to all the questions the Board proposes.

PUBLIC COMMENT: None.

APPROVAL OF BOARD MEETING MINUTES: Director Poindexter motioned, and Director Hamilton seconded the minutes of the November 16, 2021 Board of Directors meeting be approved. Motion passed. (YEAS –Raymond, Poindexter, Hamilton, Krob) (NAYS – None) (OBSTAIN – Lust)

Approved by the Fire Board 1-18-22.

FINANCIAL REPORT: Chief Boulware reviewed the Finance Report for the month of November 2021. We have completed 41.67% of the current fiscal year budget, and the total expenditures year to date are at 43.63%. The revenue requested year to date from the county was \$7,166,559, which is 42.76% of our \$16,761,722 budget. The fire impact fee balance as of November 30th is \$1,096,401.

CONSENT AGENDA APPROVAL:

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

Chairman Raymond asked Chief Wiltse about development plans within Palmetto Bluff and the need to build a second station. Chief Thompson explained that anywhere beyond 5 miles from the current station Palmetto Bluff will be required to finance new fire station. There are already preliminary negotiations between Palmetto Bluff and Chief Wiltse and the District. The permit to build the marina and dry stacks expires in 2023.

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

OLD BUSINESS:

- **Receipt of Operations Update:** Chief Thompson stated that November was another busy month. Last Saturday there were 30 runs in one day alone. Approx. 63% were medical calls with service calls being the next largest category at 15%. Based on the current volume, we are anticipating that this year we will run 8,846 calls, which would be a 16.5% increase over 2020. Stations 30, 34, 35 and 38 have reliability percentages below 85%. Chief Church has detailed the Battalion Chiefs to run lift and assist calls whenever they can to leave the engine available.

- ***Project Updates:***

Accreditation Update: To date, nine (9) of the 19 objectives are complete (47%). The remaining objectives are in process and on schedule. The projected date to achieve all recommendation is May 1, 2022. Chief Thompson and Chief Livingston have completed training to be Peer Assessors as early as this spring. Chief Sheriff and Lieutenant Gutierrez are one class away from completing their training.

Strategic Plan Implementation Progress: The 4th Quarter update will be presented during the January 18th Board meeting.

Fire Station 34/Sun City Renovation: County Council has awarded the contract to Brantley Construction. Staff is awaiting the pre-construction meeting with the contractor. The project is scheduled to be completed in 2022.

Approved by the Fire Board 1-18-22.

Fire Station 39/Sun City Property Acquisition: At the most recent meeting on November 22nd with the County Administrator, Sun City general manager, District staff and Beaufort County EMS Director it was decided that Mr. Greenway would contact Mr. Phillips to discuss the legal process of transferring the property as a starting point to further investigate the project. We will also need an engineering survey of the location due to the pipe across the property.

- ***COVID-19 Response Update:*** Chief Thompson stated that since the beginning on the pandemic we have had 62 personnel out due to COVID-19. The District currently has 3 employees out due to COVID. It is affecting our overtime budget having to cover sick leave. We have already used 12,015 hours of sick leave this fiscal year in just under 6 months.
- ***BTFD Lift and Assist Survey and Study:*** Chief Thompson and the District is looking at expanding EMS service through the fire service potentially with a Community Paramedic Program. Captain Harrelson is working on what the program may entail. Similar programs are seeing a reduction in the amount of people that have to go back to the hospital by about 60% both reducing the calls for first responders and reducing readmittance for the hospitals.

NEW BUSINESS:

- *None*

ADJOURNMENT: Director Lust motioned, and Director Hamilton seconded to adjourn the meeting. The motion passed and the meeting was adjourned at 5:05 PM. (YEAS –Raymond, Poindexter, Hamilton, Lust, Krob) (NAYS – None)

Respectfully Submitted,
Amanda Cazenave
12-15-2021

Approved by the Fire Board 1-18-22.