

Landrum Area Fire and Rescue District

Meeting of The Commission Minutes: August 24, 2015
6:00pm at the Landrum Area Fire and Rescue District Station

In Attendance:

Commissioners: Pam Hilsman, Chairperson, Scott Owens, Vice Chairperson, JR Jackson, Secretary/Treasurer, Christopher Chestnut, and Bart Winkler

Others Present: Warren Ashmore, Danny Jones, Calem Upton, Caitlin Martin, Jack Davis, Blake Smyth, Robert Farmer, Margaret McGee, Taft Matney, Trent Harper, and Bob Walker

Proceedings:

Invocation was given by Warren Ashmore.

Pledge of Allegiance was led by Pam Hilsman.

In accordance with South Carolina legal requirements, meeting notification was posted on the Landrum Area Fire and Rescue door. Meeting notification was also posted on the door of Landrum City Hall.

Minutes of the previous meeting on August 17, 2015 were read and approved.

Margaret McGee, the attorney for Landrum Area Fire and Rescue District, gave a self introduction.

Caitlin Martin presented a brief overview of conducting meetings in accordance with Robert's Rules of Order, meeting protocol, and the Freedom of Information Act. She also presented an update on the topics concerning the transition of assets and liabilities from the City of Landrum's control to the Landrum Area Fire and Rescue District. Updates were given on the Verizon Wireless data plan and the fuel purchasing program.

Discussion took place on the benefits and retirement plans that may be offered to potential full time staff of Landrum Area Fire and Rescue District.

Discussion took place on the status of the Landrum Area Fire and Rescue District website. MOTION for Taft Matney to create a website for Landrum Area Fire and Rescue District using the web address "landrumfire.com" was made by Scott Owens and seconded by Bart Winkler, unanimous.

Discussion took place on the SC DHEC Approved Skills by Certification Level. Discussion was mainly focused on the level of medical care that EMR and EMT certifications could administer.

Discussion took place on the Fire Chief Job description that will be used as a guide to evaluate applicants and hire the Fire Chief of the Landrum Area Fire and Rescue District. Discussion included the required minimum qualifications, desired qualifications, special requirements, physical demands, work environment, and essential duties and responsibilities of the Fire Chief position. Cherokee Springs Fire Chief Trent Harper provided public discussion on the topic of the Fire Chief Job description. MOTION to accept the Fire Chief Job description was made by Scott Owens and seconded by Christopher Chestnut, unanimous.

Discussion took place on automatic and mutual aid agreements set up with other fire departments and SPDs in the area. Discussion included OSHA requirements and ISO ratings.

Set next meeting for September 14, 2015 at 6:00pm at the Landrum Area Fire and Rescue District station.

Chairperson Pam Hilsman Adjourned the meeting at 9:00pm.

Submitted by

JR Jackson