



MINUTES
Holly Springs Fire-Rescue District
Commission Board of Fire Control
Tuesday, June 1st, 2010
7:00pm

A public meeting of the Holly Springs Fire-Rescue District Commission Board of Fire Control was held on Tuesday, June 1st, 2010 at 7:00 pm. in the Conference Room of the Holly Springs Fire Department administrative building. Chairperson Ryan Phillips presided. The following members were present or absent as indicated:

List Present or Absent

Commissioners

Chairman Ryan Phillips - Present
Vice-Chairman K. Roscoe Kyle Jr. – Present
Commissioner Hugh Jackson. – Absent
Commissioner Clarence V. Gibbs – Present
Commissioner Kelly Waters - Present

Administration

Chief A. Lee Jeffcoat Jr. – Present
Asst. Chief W. Brent Blackwell – Present
Secretary Bonnie Fulton - Present

In compliance with the Freedom of Information Act, notices of this meeting were posted on district website, posted on public information board, & mailed to the local media or other interested parties that formally requested such copies.

Invocation was rendered and the beginning prayer was led by Captain Tony Patton.

Agenda items were addressed out of order as indicated.

1. APPROVAL OF May 4th, 2010 MEETING MINUTES

Commissioner Ryan Phillips moved to approve the May 4th, 2010 meeting minutes as printed and/or mailed. The motion was seconded and carried.

2. UNFINISHED BUSINESS

The following unfinished business was addressed and actions listed:

- **Regional Communication Grant Update**
Grant completed for a total of \$1,053,500. Currently preparing for presentation to Spartanburg County Council in hopes of matching funds to equal 25%. We are making phone calls and sending out letters to the appropriate people to ensure Congressional

Support. We will manage the grant for a period of 3 years. Announcements should be made within the next 9 months. This will be the final report on this subject.

- **Exhaust Capture System Grant Update**

Grant writing is complete with an additional \$1,500 added in to ensure cost of training is covered. We are making phone calls and sending out letters to the appropriate people to ensure Congressional Support. This will be the final report on this subject.

- **Spartanburg County Fire Protection and Mutual Aid Contract**

Copies were distributed to all commissioners at last month's meeting. Chief Jeffcoat asked that he get the signed copies back so that both the contract and a copy of our charter could be sent in. Once it is received by the county, we will receive \$1000.

3. FIRE DEPARTMENT REPORTS

Chief Lee Jeffcoat provided the following fire department operations report:

- **Financial Report**

- Beginning Monthly Fund Balances for beginning of May 2010 & provided board members with a QuickBooks report:

- **Beginning Balance \$107,201.01**
- Monthly Income \$51,285.75
- Monthly Payout \$14,629.72
- **Ending Balance \$143,857.11**

Detailed Expense & Income data in separated document.

- Chief inquired for any questions regarding the financial report. Commissioner Ryan Phillips asked that in the future the commissioners receive the financial information in emails along with the monthly minutes. This would allow the commissioners time to review the numbers and come prepared with any questions or comments to each meeting. This would also save time during the meetings.

- **Quarterly Incident Report**

- N/A

- **Operations**

- Personnel Quota for 2011 has been met. Remainder of year will be spent training.

- **Policy & Protocol Change**

- N/A

- **Upcoming Fire Department**

- **Myrtle Beach S.C. Firefighters Association Convention**

- June 9th – June 12th – Assistant Chief Blackwell will assume command. There is also an agreement in place with other local departments to assist with Mutual Aid as needed.

- **Other Misc. Information**

- N/A

4. NEW BUSINESS

- **2011 Budget Draft – Final Reading**

- Commission Kyle inquired about the volunteer incentive amount. Chief advised that he will tally up in December & advise then if funds were available to restore the amount to the original budget request. Chief advised commissioner that this amount budgeted can be changed by a majority vote at that time. Budget approved by all commissioners present.

5. CITIZENS AGENDA

- **None**

6. ADJOURNMENT & CLOSING

- Chairperson Ryan ask if anyone attending meeting have questions regarding what was discussed. There were no questions asked. Meeting was adjourned at 7:18 p.m.