



GLASSY MOUNTAIN FIRE SERVICE AREA

2015 Highway 11
Landrum, South Carolina 29356
Business (864) 895-4306 Fax (864) 895-4748
Website: www.gmfd.net

Minutes of the Regular Monthly Meeting February 21, 2022 – Meeting Held at Headquarters and via Microsoft Teams

Commissioners in attendance: Dwight Hammack, Jim White, Stuart Safft, Andrea Martin, Shawn McDonald

Commissioners absent: Bob Coseo, Carl Roed

Staff in attendance: Chief Robert Staples, Kelley Murphy, ENG Ed Timblin, FF Detrick Walker

Public in attendance: None

- I. **Call to Order** – Comm. Hammack called the regular monthly meeting to order at 4:30 pm.
- II. **Invocation** given by Kelley Murphy.
- III. **Consent Items:**
 - **Minutes:** No Comment
 - **Financial:** Comm White reported that the income received in January was approximately \$100K more than projected. Preliminary statements from the Treasurer’s office for February confirm that the losses experienced in December were a timing issue. No other remarkable items.
 - **Operational Report:** Chief Staples reported in addition to his formal reports the following:
 - i. Engineer Aaron Smith has resigned effective February 26. The department will then have 3 open positions with two potential prospects for new hires.
 - ii. Greenville EMS dispatch will be performing updates to the CAD which may interrupt Active 911 dispatches for call this week.
 - **Approval:** Comm. Martin made a motion to approve the Consent Items. Comm. McDonald seconded. All Approved.
- IV. **2022 Budget Amendments:** Comm. White made a motion to amend the 2022 Budget to reflect the income and expense related to the contract agreement with The Cliffs at Glassy. The changes do not affect the total expenses or income; however, a redistribution among expense related accounts was necessary. Comm. Safft seconded. All Approved.
- V. **Strategic Plan:** Comm. Hammack presented a strategic plan on behalf of the SP Committee along with Chief Staples and Comm. White. The plan included an analysis of the service delivery, apparatus, facilities, and finances. (A copy of the presentation is included in the agenda packet.) Commissioner White made a motion at the conclusion of the report to appeal to the Greenville County Council for a Millage increase to ensure the solvency of the department. Comm. McDonald seconded. All Approved.
- VI. **SOP 804 Amendments:** Chief Staples presented the amended policy on behalf of the Personnel and Policy & Procedure Committees, who recently met to review the policy. The following changes were included:
 - **Creation of “Family Leave”:** The committee discussed recommended changes to the current leave and attendance policy, which included the creation of “Family Leave” which would be



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utilized for sickness and bereavement. The changes would allow for a better calculation of current liabilities and allow for the care of family members in the event of illness.

- **Changes in Accrual of Family Leave:** With the changes in the use of leave for sickness and bereavement, the committee recommends an increase in the bi-weekly accrual of “Family Leave” for line personnel from 4:15 hours to 5:00 hours.

Commissioner White made a motion to approve with the recommended changes. Comm. Martin seconded. All approved.

VII. Committee Reports:

- **Personnel Committee** – No Report.
- **Finance Committee** – No report.
- **Policy and Procedures** – No report.
- **Communications Committee** – Will meet in March.
- **Strategic Planning Committee** – No report.

VIII. Public Commentary: Eng Timblin asked the board if and when the Strategic Plan would be presented to County Council. He also inquired if the support of the department personnel would be helpful. Comm. Hammack informed him that it was unclear at this time but the staff would be informed of the progress.

IX. Commissioner Commentary: None

X. Meeting adjourned at 6:00 PM

Respectfully Submitted:

Dwight Hammack, Board Chairman

Kelley Murphy, Admin Manager

The Commission’s next scheduled regular meeting will be March 21, 2022, at Headquarters and via Microsoft Teams, beginning at 4:30 PM.

The GMFSA publishes the agenda for this meeting on its HQ Bulletin Board outside the main public entrance, on the GMFSA’s web site, and on the Greenville County Administrative bulletin board at the University Center location.