

SOUTHSIDE COMMUNITIES FIRE PROTECTION, INC

d/b/a CHATHAM EMERGENCY SERVICES

In-person Meeting Minutes

From: June 29, 2022

LOCATION: Headquarters- 1399 Dean Forest Road, Savannah, Georgia 31405

MEMBERS PRESENT: Blanco, Crosby, Egan, Harris, Marlin, Moore, Rowe, Teel, and Trower

MEMBERS ABSENT: Cheshire

OTHERS PRESENT: CEO Chuck Kearns, COO Phil Koster, Hugh Futrell, Angela Washington, and Hon. Aaron Whitely, and Dana Braun - Legal Counsel

1. CALL TO ORDER:

President Blanco called the meeting to order. Mr. Teel gave the invocation. President Blanco waived the reciting of our Mission and Vision statement until the Special Meeting, which is to follow immediately after the Regular Board meeting.

APPROVAL OF THE MINUTES:

President Blanco asked if the Board accepted the May 2022 minutes as submitted. Motion to approve the minutes by Quentin Marlin. Chuck Moore seconded. The minutes were approved unanimously with no abstentions.

SPECIAL GUEST:

Attorney Dana Braun was present to answer any legal questions regarding the CES Bylaws. CEO Kearns noted that the Board of Directors approved the proposed Bylaws at the May 2022 Board Meeting.

CEO Kearns presented a Conflict-of-Interest policy to accompany the proposed Bylaws. Should the proposed Bylaws be approved by proxy votes, the Board of Directors will need to be adopted and sign an acknowledgement of the policy form. Motion to adopt the Conflict-of-Interest policy by Jay Rowe. Tom Harris seconded. The motion was passed unanimously with no abstentions.

3. COMMITTEE REPORTS:

- a. **BUDGET AND FINANCE COMMITTEE:** The Finance Committee presented two motions:
- Motion to increase staff check writing authority from \$20,00 to \$50,000.
 - Motion to approve the proposed 2022-2023 budget for the new fiscal year for July 1-June 30.

Bob Egan had one question concerning the income to expenses associated with our Firewatch operation and has requested staff to review to see if we can get the income closer to match our expenses. Both motions passed unanimously with no abstentions.

- b. **BUILDING AND EQUIPMENT COMMITTEE:** The Building and Equipment Committee did not have any items to report.
- c. **401(k) INVESTMENT COMMITTEE:** Mr. Egan wanted to remind the Board that we are moving the 401k plan year to new fiscal year, July 1 to June 30 to coincide with the County.
- d. **PERSONNEL COMMITTEE:** The Personnel Committee had nothing to report.

e. **CEO REPORT – FOR JUNE ACTIVITIES**

- Presented fire budget to County Commissioners with few questions.
 - County Commissioners approved Fire Operations budget.
 - Billed county \$1,008,521.61 for May fire services.
 - \$47,586 grant for 11 laptops for EMS.
 - Presented to Thunderbolt area residents on us as an option for their fire service provider.
 - 6/5/22 - 5:45-21:30, after hours PIO for boat crash.
 - Graduated eight Firefighters from our Recruit Academy.
 - Finance Committee held budget meeting.
 - 20 in new firefighters entered Recruit Academy.
 - Eight of nine EMT recruits just passed Academy, with six already licensed.
 - 12 new recruits entered EMT Academy.
 - Thank you letter for ambulances donated from Catholic Bishop in Nigeria.
 - Notified of another WellCare/Optum biannual audit.
 - Automatic Vehicle Locators and cameras ordered for fire apparatus.
 - Received three (expected) Sprint lease cancellations.
 - ISO retrogression plan letter submitted.
 - Dept. Of community health passed draft, Medicaid UPL regulations.
 - Renewed clinical training agreement with City of Pooler.
 - Successfully organized and held special board meeting for Bylaws Changes.
4. **UNFINISHED BUSINESS:** President Blanco stated all unfinished business items will carry over to the July 2022 Board Meeting.
5. **NEW BUSINESS:** No new business to discuss.
6. **ADJOURNMENT:** The next Board Meeting will be held July 20, 2022 at CES Headquarters beginning promptly at 6:00 pm.

President Blanco asked the Board if he could adjourn the meeting. Motion made to adjourn. Meeting was adjourned.

**Respectfully Submitted,
Charles Teel, Secretary
CHATHAM EMERGENCY SERVICES**