



# Volunteer meeting agenda

Fire Chief Denney Conley

04/24/2014

## A. Welcome

1. Members/Roll call
2. Introduction of guests
3. Appreciation for the cooks or food

## B. Financial report

## C. Training overview

1. Traffic control training.
2. Safety gear use, care and familiarization.
3. The CPR course is required before attending First Responder training.
4. Text message description and issues - please see Chief Conley.
5. The 2<sup>nd</sup> First responder class
6. We are taking names for the next class.
7. All Fire Fighters paid and Volunteers **DO NOT ENTER INCIDENT SCENE**

## D. Old Business

1. Vial of life assistance
2. Newsletter and possible web applications.
3. Committee assignments.
4. Committee assignments.
5. Job assignments.
6. Purchase review

## E. New Business

1. Job assignments
2. The new gym for City Staff,
3. Spanish speaking individuals needed?
4. MET life insurance forms are available.



#### **F. Expenditures**

- a. Accountability tags/id's for all volunteer staff.
- b. 1<sup>st</sup> Responder Medical bags

#### **G. Information needed**

1. I am setting up volunteer service records, to include certifications.

#### **H. Items to discuss**

1. Helicopter landing zone training class went well
2. Area of levels of safety gear, use caution while on the fire grounds
3. Check-out apparatus with paid staff 0900 or by appointment

#### **I. Minimum qualifications**

1. Everyone is to carry the basic or minimum qualifications. As of January 1<sup>st</sup> 2014 everyone will have one year to have these qualifications completed.
2. Each volunteer will have a check off sheet to qualify at one of 3 levels.

**Chiefs Note:** I would like to encourage all members of the Edisto beach Fire Department who are not able to come to the monthly meeting to come by the station and meet with Chief Conley. Get to know the station, get to know the Fire Fighter, see how your contributions make a difference!

- **Remember federal law (HIMA) prohibits the release of information, to include pictures and video.**