

**The Board of:** Riceville Volunteer Fire Department  
**Met at:** 6:30PM  
**On:** Monday, July 17, 2023  
**For:** Regular Board Meeting  
**Moderator:** Dan Little (Vice Chairperson)  
**Members Present:** Lee Barrett, Kent Creasman, Judy Dillingham, Dan Friday,  
Kathy Higdon, Lisa McCallister and Carla McLendon  
**Not Present:**  
**Guest(s):**

1. **Call the Meeting to Order:** Dan Little called the meeting to order at 6:30PM.
2. **Chairman Resignation/Fill Vacant Office:** Dan Little announced Mark Curran submitted his resignation from the Board and position as Chairperson on July 14, effective immediately. Dan called for a motion to fill the vacant Chairperson position.

Kent Creasman made a motion to elect Dan Little (Vice Chairperson) to this position. Dan Friday seconded the motion. Lee Barrett made a motion that he be elected to the position. There was no second, so the motion died. Dan Little called for a vote on the active motion. Dan Little did not vote; all other Board members voted in favor of the motion, which carried.

Lisa McCallister made a motion to elect Kent Creasman to the position of Vice Chairperson. Carla McLendon seconded the motion. There were no other nominations, so Dan Little called for a vote. Dan Little did not vote; Judy Dillingham and Dan Friday voted No; all other Board members voted in favor of the motion, which carried.

3. **Board Member Removal:** Discussion on the topic of Removal of a Board Member began with Board members receiving a copy of a document entitled Summary of Where Things Stand. This same document was displayed on the screen for Community members present for the meeting, and all were given several minutes to read the information. This document contained three options for the Board to consider:

(1) Take no further action and stand on the position that our Bylaws support the vote taken at the May 15, 2023 Regular Board meeting.

(2) Ask Mr. Friday for his resignation.

(3) Follow the recommendation from Keith Bost, Management Solutions for Emergency Services (MSFES), and proceed with steps outlined in Section 3.6 (2) of our Bylaws.

Discussion on this topic lasted for about 45 minutes and included Dan Friday being asked by Lee Barrett if he would resign, to which he responded "No."

Lee Barrett then made a motion to follow Option 1 on the handout. There was no second, so the motion died.

## RVFD Regular Board Meeting (July 17, 2023)

Dan Little shared feedback from a conversation with Keith Bost, MSFES, that took place just before tonight's meeting. That feedback included that the Board was justified in the vote taken in May and that there are other options within a Resolution, but the Board would have to vote on one of these three options [found in tonight's handout] first.

Dan Friday noted that he is done in October and asked the Board if they really wanted to call a Special Meeting. Kent Creasman reiterated he would like to stand by the May vote but could not do so with a clear conscious knowing it goes against the General Statutes. While not wishing to make a motion, he said that instead of putting the Corporation and Membership through a Special Meeting and based on the General Statutes, he felt letting Dan Friday stay on the Board needed to be an option.

Lisa McCallister made a motion to follow Option 3 on the handout. There was no second, so that motion died.

Dan Friday made a motion that he stay on the Board until the October meeting and that the Community not be put through any kind of special called meeting. There was no second, so that motion died.

Discussion took place in regard to whether the May motion needed to be rescinded since it did not conform to the General Statutes. Dan Little felt a vote was needed in regard to Dan Friday remaining on the Board.

Dan Friday said, "I make a motion that I'm a full Board member." Judy Dillingham seconded the motion. Dan Little did not vote; Lee Barrett voted No; Kent Creasman abstained; the remaining five Board members voted Yes, so the motion carried.

**4. Approval of Minutes:** Draft minutes for the May 1 Executive Session and May 15 Regular meetings were emailed to the Board on June 11. Draft minutes for the June 19 Regular meeting were emailed to the Board on July 10. Lee Barrett made a motion to accept the May 1 minutes as written. Kent Creasman seconded the motion. Dan Little did not vote; Dan Friday voted No; the remaining six Board members voted Yes, so the motion carried.

Lisa McCallister made a motion to accept the May 15 minutes as written. Kent Creasman seconded the motion. Dan Little did not vote; Judy Dillingham and Dan Friday abstained; the five remaining Board members voted Yes, so the motion carried.

Dan Friday made a motion to accept the June 19 minutes as written. Lisa McCallister seconded the motion. Dan Little did not vote; the seven remaining Board members voted Yes, so the motion carried.

**5. Treasurer's Report:** Financial reports for the months ending May and June 2023 were emailed to the Board on July 12. Katie Payne relayed we were close (97%) on the Sales Tax projected for the year (\$535,928.11 actual vs \$555,000 budgeted). Statements for the ICS accounts (through First Bank) have been received, and the May financials reflect the interest earned. At the close of the fiscal year, we are on track with major categories/expense line items, with total expenses at 79% of budgeted.

## RVFD Regular Board Meeting (July 17, 2023)

In response to a question from Lisa McCallister, Katie relayed the budget amendment requested for vehicle maintenance in May was not needed, so is not reflected in the financial reports. Those funds will remain in Operating Reserve funds.

Dan Friday asked if the Board could get a breakdown of what each individual makes, without employee-identifying information (Line Item 5101, Salaries & Wages). There were concerns it might not be possible to keep the employee identification confidential due to the small size of the Department. Katie will take this question to our legal advisors for their input. In response to being asked what the Board would do with that information, Dan responded it would allow us to keep issues from several years ago from happening again.

In response to a question from Dan Little, Katie relayed fuel expenses reflected in June's financials represents two months' payments. One was made early in the month; the second late in the month and in an attempt to do so prior to the end of the fiscal year.

Dan Friday made a motion to accept the May and June financial reports. Carla McLendon seconded the motion. Dan Little did not vote; the remaining seven Board members voted Yes, so the motion carried.

**6. Fire Chief's Report:** The monthly Chief's and Training Reports were emailed to the Board on June 12, with a hardcopy provided tonight. Division Chief McEntire provided an overview of the Training Report, to include total training hours for January 1 through June 30, 2023 (1,648.5); relay AB Tech EMS CE training dates of August 15, 18 and 19; and training opportunities/completions in regard to Fire/Rescue.

Chief Kelly provided the Fire Life Safety Event (FLSE) Report, which included a partnering with Mission Hospital at the Scenic View Mobile Home Park. The Fire Department conducted a smoke detector canvass, and Mission provided health screening for heart attacks and stroke. This event reached about 30 people.

Chief Kelly provided an overview of his report, noting Total Calls were up in June (147), with a Year-to-Date total of 870. Over-Lapping Incidents were up (47/32%), with 23 In District and 24 Out-of-District. At 11:50 minutes, the Average Response Time (ART) for Fire was above the Department's benchmark of 10 minutes. This can be attributed to the distance between the calls. EMS ART remained under the benchmark at 7:51. One New Volunteer application was received, with that person currently being vetted. One New Staff application was received, and that person has been hired.

## **7. Old Business:**

**A. Small Claims Update** – Lisa McCallister followed up with the Clerk of Court's Office and relayed the summons had been executed on Mr. Gee, with \$475 collected. (That check has been received/deposited.) The Clerk's Office has suggested waiting 60-90 days and refiling in an attempt to recoup the remaining balance. Lisa will bring this matter to the Board within that timeframe for their consideration.

## RVFD Regular Board Meeting (July 17, 2023)

**B. May Meeting Motions** – Dan Friday made a motion that “we reapprove everything just as written in the May meeting after I sat down.” Judy Dillingham seconded the motion. Dan Little did not vote; the remaining seven Board members voted Yes, so the motion carried.

**C. Budget Status Update** – Katie Payne reported the County budget was passed in support of our request (\$.02 increase), so we are good to go for the fiscal year beginning July 1.

**D. Ambulance Purchase Update** – Chief Kelly relayed there is no update on this issue. It is his understanding we are still scheduled to get a 2023 chassis.

**E. Vehicle Titles** - Chief Kelly relayed titles for all Department vehicles have been located.

### **8. New Business:**

**New EMS Protocols** - The new EMS protocols (anaphylactic and sepsis) go into effect August 1, which means more meds will be carried on the trucks, some of which will need refrigeration. All staff have been trained on the new protocols and completed requirements of the Medical Director. In response to a question from Dan Little, Chief Kelly said a Station backup plan is in place for the refrigerated items.

**9. Announcements:** Dan Little announced the next Regular Meeting of the Board will be held on Monday, August 21, 2023 at 6:30PM.

**10. Public Comment:** The meeting was opened for public comment after Kent Creasman read the associated guidelines.

Thad Lewis asked why Buncombe County Commission Chair Brownie Newman was getting involved in the removal of one Board member when he did not get involved when a majority of a Board was removed several years ago. Mr. Lewis feels a current Board member has contacted Mr. Newman more than once to try and use his influence to get something done. Mr. Lewis would like to see the votes from the 2020 Annual Meeting, as there is question as to whether the Board or the Community voted in a current Board member. Mr. Lewis is thinking it was the Board, as 2020 meetings were adversely affected by COVID. Mr. Lewis also asked the Board to censor unfounded comments and false accusations made by Board members in public.

Teresa Barnwell asked how a Board member who had been removed appoints himself back to serve on the Board.

Brian King asked why the Community could not vote through a Special Meeting to resolve the issue of a Board member removal.

Terry Duckworth asked, “What is your definition of confidentiality?” He responded it should be silence; not to be spoken about with any individual. He further stated it is a

## RVFD Regular Board Meeting (July 17, 2023)

lawful offense if a Board member sworn to confidentiality shares information that is of a confidential nature.

Kent Creasman asked for clarification from Mr. King, who responded that he was asking for a Special Meeting so the Community could vote. Dan Little read aloud Section 4.2, Special Meeting of the Members & Notice, and Section 3.6, Removal of a Board Member, from the Department Bylaws.

Harold Parker asked if we can't conduct business in accordance with the Bylaws, why have them.

**11. Board Member Removal (Revisited):** Lisa McCallister reinstated her previous motion to follow Option 3 [Bylaws Section 3.6 (2)] found on the Summary of Where Things Stand document. Lee Barrett seconded the motion. Dan Little did not vote; Judy Dillingham and Dan Friday voted No; the remaining five Board members voted Yes, so the motion carried.

Lisa McCallister made a motion to accept the Resolution document from MSFES. Lee Barrett seconded the motion. Dan Little did not vote; Judy Dillingham and Dan Friday voted No; the remaining five Board members voted Yes, so the motion carried.

After some discussion, it was decided to hold the Special Meeting of the Members on Monday, August 14, at 6:30PM. Registration will begin at 6:00PM. The meeting notice will be published in the newspaper on Sunday, July 30.

**12. Adjournment:** Lee Barrett made a motion to adjourn the meeting at 8:33PM. Kent Creasman seconded the motion, which carried unanimously. The Board did not adjourn to Executive Session, as there was no business necessitating this action.