



STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

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June 16, 2015

SUBJECT: Minutes of the 2015 Annual General Membership / Board of Directors Meeting
June 16, 2015

The annual general membership meeting of the Stoney Point Fire Department Inc., and the June 2015 monthly Board of Directors meeting was called to order by Chairman Brown and was led in prayer by Secretary Pate at 7:30 PM. The meeting was conducted at the principle office of the corporation Station 19.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Angus Pate	Secretary
J. Gary Turlington	Member
Joel A. Siles	Member
Freddy L. Johnson Sr.	Fire Chief

Members Absent:

Alan Grupy	- Treasurer
Larry Townsend	- Vice Chair
Jerry R. Hall	- Member
Freddy L. Johnson Jr.	- Deputy Chief
Matthew Williams	- Asst. Chief

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

- Chairman Brown opened the Annual Meeting (No Election) and explained the purpose of the annual meeting. The purpose of the annual meeting is to elect members of the board during election years and to allow citizens of the district to come and ask questions concerning their fire protection services. Board elections are held every other year and each board member serves a four (4) year term. There are no elections scheduled tonight. Chairman Brown did inform the members in attendance that three (3) positions are up for re-election next year in June 2016. Members up for re-election are Treasurer Al Grupy, Secretary Angus Pate and Chairman Dan Brown. He also stated that the annual meeting was duly advertised in accordance with our By-Laws and a newspaper ad was placed in the Fayetteville Observer on Sunday June 7, 2015. At this time he entertained questions or concerns from the attending public. There were no questions or concerns from the attending public or members. With no further questions or input Chairman Brown moved to the next step of the annual meeting. (See Annual Meeting Announcement Fayetteville Observer – Enclosure # 2)
- Chairman Brown at this time informed the board members that in accordance with our by-laws Chief Officers are required to be re-appointed annually during the annual membership meeting. Chairman Brown inquired with the attending board members if there are any concerns or questions on any re-appointments of Chief Officers. Director Turlington stated that there are no issues but the board members would like to hear from Chief Johnson Sr., on the reappointment of the Deputy and Assistant Fire Chiefs.



Chief Johnson Sr., stated that all our Assistant Chief Officers are committed, qualified and meeting our established standards. He requested that he wants to retain each of them on his leadership team and requested that they be reappointed for the next twelve months. Chairman Brown called for a motion and Director Turlington made a **MOTION** that all current Chief Officers be re-appointed to their perspective position. The motion was **SECONDED** by Secretary Pate and **APPROVED** by all members present. Chairman Brown congratulated Chief Johnson Sr., thanked him and the Chief Officers for doing a good job in directing our department.

3. With no further annual business being brought forward Chairman Brown adjourned the annual meeting at 1949 hours and opened the regular monthly meeting.

C: READING AND APPROVAL OF THE MINUTES OF THE LAST MEETING:

1. Secretary Pate presented the minutes from the May 19, 2015 monthly Board of Directors Meeting for review and approval. Chairman Brown called for the approval of the May 19, 2015 minutes. **MOTION** A motion was made by Director Siles to approve the May 19, 2015 Monthly Board of Directors meeting minutes as presented. The motion was **SECONDED** by Director Turlington and **APPROVED** by all directors present.

D: REPORT OF THE FIRE CHIEF:

1. **General Information:**

1. Chief Johnson Sr., informed the members that Vice Chairman Townsend is on vacation and will not be attending the meeting tonight. Director Hall called and he has a machine down and out of service and he was working to get the machine back operational. He provided a quick update on Treasurer Grupy that he received from Vice Chairman Townsend. He asked members to give Treasurer Grupy a call or stop by to see him. He also stated that Deputy Chief Johnson Jr. is also on vacation this week.

2. **Guests:** None

3. **Personnel:**

1. Chief Johnson advised that we started our 2015-03 Pre-Basic Training Academy on Saturday June 6, 2015 as planned with six (6) new members. Today we are down to three (3). We do have a list of standbys of prospective candidates but waiting on criminal back-ground checks prior to starting or enrolling new members into our training program.
2. The Chief stated that over the next 90 days we will lose about eight (8) of our members. Each of these losses are programmed loses, members leaving for college, joining the military, moving and job relocation. Because of our primary volunteer status this is something that we deal with on a routine basis, especially as it pertains to our military members.
3. The Chief informed the members that the Auxiliary last Wednesday June 10, 2015 during their annual elections elected new Officers. The new auxiliary president is



Mrs. Valerie Howard, Vice President Ms. Jamie Pierce, Treasurer Ms. Kelly Bower and Secretary Mrs. Betty Jo Copper. The chief stated that he will meet with the new leadership sometimes this week to discuss protocol and responsibilities.

4. **Vehicles:**

1. Chief Johnson stated again that there has been no further update on Engine 1333 which is still at Atlantic for repairs to the pump and fire damage repairs to the trucks wiring harness and electrical system. The Chief explained that Atlantic is hesitant to repair the electrical system on the truck. The twenty-six (26) year old truck's electrical harnesses are no longer manufactured or available from the Pierce MFG. He stated that he offered to Atlantic to remove the harness from our parts truck parked behind station 19 which still runs and has the required harness. The company has shown no interest in coming out and removing the harness in order to replace it with the missing burnt harness on Engine 1333. The company knows that the truck will never be the same and will have on-going electrical issues and does not want to warranty the work. We are discussing the issues with the President of the Company. He stated that he will keep us informed.
2. The Chief stated that our new truck committee has not completed its task and the meetings are on-going. He stated that the holdup is still the configuration on the new rescue truck. We want to make sure that we are doing it right, whereas we will use the new rescue truck for a very long period. We are looking at many regional heavy rescue trucks. He stated that once the process is complete he will advise the board of our next step in the process.
3. The Chief briefed the members that we are having issues again with 1332 one of our twins, whereas the truck is starting to lose power again. This has been an on-going issue with the truck and has cost us unnecessary repairs and costs when parts have been changed and the issue was not repaired. Mechanics are performing computer based diagnostic tests on the truck and responding to error messages, which have not corrected our issue. We are checking with another source at this time to get additional information before we go back to H&H.
4. 1341 our small brush unit (1984 Chevrolet Army Surplus Truck) had a fluid leak which required the transmission to be removed in order to repair the leak with a new seal. The work is being conducted by Owen's Transmission Shop on Strickland Bridge Road. This unit will be predesignated as 1342 once the new 5 Ton comes on line later this month.
5. The Chief stated that we had a citizen come in and inquire about our Chief car. The 2007 Crown Victoria has 160000 miles on it. The gentleman who resides off Stoney Point Road purchased our last two (2) Crown Victoria's from the department when we listed them for sale. The Chief stated that he will give the prospective buyer a call sometimes later this week. He stated that we do need to sell the car and look at replacing the vehicle with another suitable fleet. Our last four (4) Chief's vehicles all have been surplus North Carolina State Highway Patrol vehicles. However, the SHP now drives their vehicles up to 200,000 miles and by the time they take them off line they are worn out and not worth purchasing. In the past cars were removed with less than a hundred thousand miles and sold at auction to government agencies.



6. FY 2014-2015 Vehicle, Equipment and Fuel Expenditures as of June 16, 2015. (List from Quicken) (Also listed two previous Fiscal Years for comparison purposes)

UNIT #	NOMENCLATURE	FY 12/13	FY 13/14	FY 14/15
1311	1984 Pierce Dash Engine	1,950.93	2,405.23	5,710.73
1331	2004 Pierce Dash Engine	14,185.29	6,563.80	16,559.54
1332	2004 Pierce Dash Engine	14,043.15	6,654.15	7,629.80
1333	1989 Pierce Dash Engine(Out of Service)	7,143.17	2,667.04	0.00
1341	1984 Chevrolet ¾ Ton	3,252.54	2,480.47	416.36
1342	1990 AMC General 5 Ton Cargo Brush	N/A	N/A	14,611.78
1361	1999 Pierce Arrow Service(SOLD)	789.75	2,980.47	1,342.62
1362	2008 Ford F-350 Pick Up-SOLD	627.67	8,909.55	SOLD
1371	2002 Silverado 1500 HD	2,788.91	1,572.71	3,227.00
R-13/1376	1984 International Rescue	1,950.01	905.15	1,568.36
1391	2007 Ford Crown Victoria	3,624.42	576.58	2,045.74
1931	1994 Quality Gladiator Engine(SOLD)	1,398.80	4,766.36	1,575.83
1932	1986 Pierce Dash Engine	4,427.30	2,480.47	2,342.53
1941	1984 AMC 5 Ton Truck	15,194.00	3,264.20	65.14
1961	2015 GMC Sierra 2500 HD 4 X 4			N/A
1962	1984 Chevrolet ¾ Ton Diesel	N/A	N/A	0.00
Boat 13	19" Rescue One Connector Boat	116.34	0.00	734.10
Boat 19	14" Zodiac Inflatable	N/A	N/A	0.00
Trailers	2009 Boat Trailer Double Stack	N/A	N/A	0.00
Cmd Trl	2006 FEMA Trailer	N/A	N/A	0.00
MISC	RELATED VEH EXPENSES	10,580.85	9,902.83	4,445.07
	Total Vehicle Maintenance	82,073.13	57,129.95	62,284.90
	EQUIPMENT OTHER	20,393.95	11,193.30	11,724.54
	TOTAL VEH/EQUIP EXPENSES BUDGETED (\$ 80,000)	102,467.08	68,323.25	74,009.44
	GASOLINE & FUELS (\$ 40,000)	34,094.58	30,352.79	22,240.55
	GRAND TOTAL (120,000)	136,561.66	98,676.04	96,249.99
	Total over / under Budget	+16,561.66	- 21,323.96	

4. Grounds and Buildings:

1. The Chief stated that its time to refinish our apparatus floor at Station 13. He will advertise for some bids and report back to the board.
2. He stated that we have not taken any further action on the electrical project for the storage building for station 19.
3. The Chief stated that we are still waiting on the company to show up and start on our curbing and pads at the storage facility at Station 19.
4. The Chief informed the board members that we purchased safety cabinets to store all our flammables in at both stations. This helps prevent the spread of fire while containing all flammable liquids inside the storage cabinet.

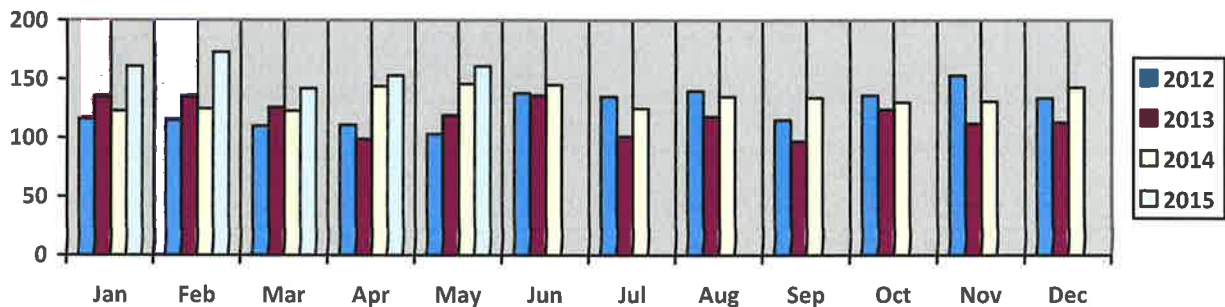


5. **Fire Conditions:**

1. Chief Johnson briefed the members on our call volume for May 2015 with our overall call volume running above average so far this year. He stated that April was wetter than usual which helped reduce ground cover fires.

<i>SPFD INCIDENT RESPONSE DATA</i>					
MONTH	2011	2012	2013	2014	2015
JANUARY	143	116	135	158	161
FEBRUARY	166	115	135	123	173
MARCH	134	110	126	139	142
APRIL	127	111	99	144	153
MAY	116	103	119	145	161
JUNE	136	138	136	139	
JULY	122	135	101	181	
AUGUST	120	140	118	130	
SEPTEMBER	135	115	97	122	
OCTOBER	134	136	124	130	
NOVEMBER	100	153	112	131	
DECEMBER	117	134	113	143	
TOTALS	1557	1532	1519	1685	

Monthly Calls Statistics



6. **Training Report:**

1. Chief Johnson advised that we have started a Trench Rescue Class for qualified members here at Station 13. The outside portion of the class will be conducted at Autry Farms on Fisher Road. We are also running FF II classes for our members at Station 19. Firefighter and associated rescue classes are on-going here at our department as well as regionally in order for volunteers to obtain their certifications.



- The Chief stated that we will run a trailering certification course later this month. He stated that with the amount of emergency trailers in our inventory our drivers need to know how to properly operate our vehicles while towing a trailer. North Carolina DOI/OSFM has a certification course to address trailering. All drivers have been requested to take this 12 hour course.

E: REPORT OF THE TREASURER:

- Alternate Treasurer Gary Turlington provided the current balance and financial information from all sources.

Current Fund Balances:	As of today is	\$	1,345,786.19	First Citizens
	CD	\$	154,723.92	= 11.5% of Budget.
Total Cash Flow Available		\$	1,500,510.11	Total Available Funds

Approved County FY 14/15 Budget	\$	892,679.00
County Budget Funding Received YTD	\$	931,147.17
County Budget Funding Pending YTD	\$	00.0
County Budget Funding above recommended Budget		\$38,468.17

Approved Fayetteville FY 14/15 Budget	\$	383,621.36
Fayetteville City Funding Received YTD	\$	383,621.36
Fayetteville City Funding Pending YTD		\$0.00

Gates Four Annexation Taxes FY 12/13 owed by COF \$ 12,763.00

Approved Town of Hope Mills Contract FY 14/15 Budget	\$	65,010.06
Town of Hope Mills Contract Funding Received YTD	\$	48,559.00
Other Income Hope Mills-Old Mutual Aid (\$ 12,000.00 Annually)		12,000.00
Town of Hope Mills 1 time Debt Assumption Payment	\$	16,451.06
Town of Hope Mills Full Responder Contract Fee	\$	36,559.00
Town of Hope Mills Funding Pending	\$	16,451.06

Combined City / Hope Mills & County Approved FY 14/15 Budget	\$	1,341,310.30
Combined City / HM & County Budget Received YTD		1,363,327.53
Combined City HM & County Budget Pending	\$	16,451.06

Other Income CCFCA -		0.00
Other Income /Tax Refund (Sales & Fuel Tax) -		304,899.64
Refunds		26,324.71

Total Board Funds YTD received 14/15 to date all Sources \$ 1,694,551.88

- Alternate Treasurer Turlington provided the monthly treasurer's report for the month of May 2015 along with the monthly oversight report provided by Vice Chairman Townsend. The reports include all the transactions for the month of May 2015 along with a Memorandum verifying the oversight of all financial transactions for the Month of May 2015. After a review by the members present Chairman Brown called for a



motion to approve both the Treasurer's and the oversight reports as presented.

MOTION: Director Siles made a motion to approve both the treasurer's report and the oversight report for the months of May 2015. The motion was **SECONDED** by Secretary Pate and **APPROVED** by all members present.

2. Chief Johnson Sr. advised the board that at the end of the fiscal year we will have a rather larger than usual positive fund balance. Part of the reason is, we sold two (2) trucks for a combined total of \$ 240,000.00 and we received \$ 50,000 from VFIS for repairs to Engine 1333 from where the truck caught on fire in April 2014, with the truck still out for repairs. We have been saving our funds for a down payment for two (2) apparatuses as well as new Self Contained Breathing Apparatuses (SCBA's). All our current SCBA's are out of compliance date and 50 new MSA Air Packs will cost \$ 354,000.00 while the two (2) apparatuses will run about 1.2 million dollars. Therefore a large portion of our fund balance will go towards a down payment on our apparatuses. We must also maintain a positive fund balance in order to address on-going liabilities until tax funds come in from the county. Consequently it is necessary to budget funds from the previous fiscal year to address liabilities for the first six months of the new fiscal year, since we do not receive our approved budget on 1 July. Furthermore, portions of our funds are also for a rainy day or reserve fund. Accreditation recommends a 20% reserve fund balance, and based on our budget that is around \$ 270,000.00. With our payroll and other liabilities we average \$ 80,000 per month. He stated that our county tax funds start trickling in, in October, but we receive the majority of our tax funding in January of each year, thus forcing us to budget our funds through December of each year. Folks not familiar how fire departments operate and receive their tax revenue, are unaware of our budget dilemma and don't realize that we budget based on Fiscal Year but our financial plan is based on Calendar Year.
3. Alternate Treasurer Turlington informed the members that we received a check from the Town of Hope Mills in the amount of \$ 36,559.00 which represents the contract fees for the full responder area. The onetime payment for debt assumption in the amount of \$ 16,451.06 has not been made. He stated that he was advised by Chief Johnson Sr., that Mr. John Ellis the Town Manager advised him that our attorneys needed to forward the information to the Local Council of Governments to approve the one time debt assumption payment that both the Town of Hope Mills and our department mutually agreed upon. He stated that Chief Johnson Sr., will coordinate with Mr. Yarborough to move this issue forward.
4. **Auxiliary Account** - Treasurer Kelly Bower provided the final Auxiliary treasurer's fund balance as \$ **215,972.25**.
5. **Miscellaneous FF Account** - The Chief reported that there is no change with the ICE & CAN and Miscellaneous FF's Account Balances of \$ **7,691.45** with additional ICE deposit pending. He also stated that ice sales are up and we cannot keep up with the sales. He stated that we will post on our ice machine that we are increasing the price from \$ 1.00 per 10 lbs. bag to \$ 2.00 per 10 Lbs. bag. This is still much cheaper than the grocery within the area.
6. **Pension Fund** – Vice Chairman Townsend the treasurer of the Pension Fund advised



that our current Pension Fund Balance with North State Bank remains at \$ 54,810.81.

7. **Child Passenger Safety Seat Account** – The current CPSS fund balance with Wells Fargo is \$ 1,290.75. This fund is exclusively for CPS equipment and is maintained by donations.

F: REPORT OF COMMITTEES:

- | | | |
|----|---------------------------------------------|-----------|
| 1. | Policy Committee - | No Report |
| 2. | Building & Grounds Committee - | No Report |
| 3. | Small Tools & Gear Committee - | No Report |
| 4. | Equipment & Vehicle Replacement Committee - | No Report |
| 5. | <u>Budget Committee</u> - | No Report |

G: OLD BUSINESS:

1. The Chief stated that we have not set a date for our 50th anniversary dinner. It has been extremely hard to find a caterer that can support about 250 people. All we have checked with are booked solid throughout the summer. With our on-going busy schedule this has been very hard to coordinate. He will report back and advise and that we may do this in the fall.
2. The Chief presented the 2015 – 2020 Strategic Plan for review and approval by the members of the board. A discussion on the various areas/categories within the plan were discussed. Director Siles stated that this was an excellent plan and thanked Chief Johnson and the Strategic Plan team for submitting an excellent product. The Chief also wanted to include that our current HR and Personnel Function have not changed since our last update in September 2014. All organizational human resources and organizational personnel functions remain current with no changes recommended. With no further discussion Chairman Brown called for a **MOTION** to approve or disapprove the 2015-2020 Strategic Plan submitted and the included recommendations from Chief Johnson Sr., concerning our annual HR & Organizational Personnel policies and posture review. Secretary Pate made a **MOTION** to approve the 2015 – 2020 Strategic Plan as submitted, with no changes to our HR and Organizational Personnel Structure. The motion was **SECONDED** by Director Turlington and **APPROVED** by all members present. Chief Johnson thanked the members for their action and specifically thanked them for their continued support of our Strategic plan and stated that the plan will be posted on our department Web Page and as an enclosure to the June minutes. (See Enclosure # 3)
3. Chief Johnson informed the members that we hired three (3) new paid firefighters. One (1) full time and two (2) as part time employees. He stated that Brynn Fitzpatrick was hired as a full time employee and assigned to “A” Shift. Zachary Fuller and Cody Thomas both were hired on as part time employees working 12 hour shifts only. FF. Fitzpatrick filled a vacancy created due to a termination.



4. The Chief informed the members that on June 27 and 28 is our last make up day for official photos for this calendar year. He stated all board members photos are up to date. The pictures will be utilized for our special 50th Anniversary Group picture and we will hang one at each station.

H. NEW BUSINESS:

1. Chief Johnson passed around a Memorandum dated May 27, 2015 from County Manager Amy Cannon, indicating her recommended county budget for our fire district for the 2015-2016 Fiscal Year as \$ 956,289.00. This is the same amount that we based our FY 15/16 budget on. (See Enclosure #4)
2. Chief Johnson Sr., briefed the board members that during the month of August himself and the Chief Officers will be driving to Atlanta to attend FRI 2015. FRI 2015 is sponsored by the International Association of Fire Chief's (IAFC) and we will attend our annual professional development classes. Chief Williams will not attend and will be here to oversee the department in the absence of the remaining chief officers. He also stated that we will be attending the annual CPSE Awards Banquet which is always part of FRI. In 2017 FRI will be in Charlotte North Carolina and this will be at the same time when we are due for our re-accreditation and will go before the commission. The department's expense will be food, lodging and fuel. (See Enclosure # 5)
3. The Chief informed the members present that the City of Fayetteville recently updated their Mobile Data Computers. We received two (2) updated computers. Our current fleet of computers is about 5 years old and has pretty much reached it shelf life for our on board systems. New technology is now available and he wants to update four (4) of our remaining trucks in order to have all our automated on board systems the same. He presented a quote from Seamless Mobility Solutions Inc., and we are able to obtain the same computers for the same pricing as the COF. The total price for four (4) units installed with a turn-key job is \$ 16,163.42. A discussion amongst all members present and Chief Johnson Sr. followed and at the conclusion Chairman Brown called for a **MOTION** to approve or disapprove the Chief's request for four (4) additional mobile data computers. Secretary Pate made a **MOTION** to approve Chief Johnson Sr's request to purchase four additional Panasonic Lap Tops in the amount of \$ 16,163.42. The motion was **SECONDED** by Director Turlington and **APPROVED** by all members present. (See Enclosure # 6)
4. Chief Johnson Sr. advised the members that the new turn out gear approved months ago is in and has been assigned. Our contingency plan calls for us to order 10 sets per fiscal year. We will place another order next month in order to maintain serviceable gear.
5. Chief Johnson Sr., briefed the board that Captain Brian Parker is moving to New Bern, North Carolina and his last official day with our department is Thursday June 25, 2015. He will be honored with a plaque for his dedication and commitment to our department for the last 8 years. We are having a special farewell Officers meeting/dinner for Brian tomorrow night at MyKoto's Japanese Steak House on Raeford Road. The Chief advised the board members that he will use the department VISA Card to pay for the food and reimburse the account from the ICE fund.



6. The Chief advised the board members that recently several newspaper articles in the paper concerning the use of credit cards by the Town of Spring Lake shed negative light on the town. We have 2 Visa cards for our department. The Chief carries one and the other is maintained by the Clerk to the Board for use when the Chief is not available. He explained that we do a lot of on-line purchasing now and checks do not work. Many other establishments do not take checks unless pre-approved. All our transactions are substantiated with a Purchase Order explaining the expenditure. The Chief stated that he implemented a Memorandum in addition to the Purchase Order explaining the purchase with each credit card purchase.
7. Chief Johnson advised the Board Members that our current SCBA's have reached their shelf life and the majority of our spare bottles have reached the end of their shelf life. Our SCBA's are being maintained and service tested annually. Those that fail are pulled off line and placed out of service. Expired air bottles cannot be refilled with air and we have taken more than 75 bottles out of service. We have submitted a grant for new SCBA's and spare bottles but have not heard whether or not we have been selected for the grant. We have not been turned down by the AFG and turn down letters have been sent out. To replace our Self Contained Breathing Apparatuses (SCBA's) and spare bottles will cost the department about \$ 350,000.00. It was our plan to purchase Mountain Safety Appliance (MSA) Air Packs in order to address equipment interoperability with our neighbors who use MSA Air Packs. Assistant Chief Williams found serviceable Interspiro Air Packs and Spare Bottles on GOVDEALS.com and we bid on the air packs and won the bid for \$3000.00. This will provide us with 20 serviceable in date SCBA's which will outfit all our first out units. It will also provide us with sufficient spare bottles to maintain serviceability, whereas we will gain about 60 air bottles with up to ten years of shelf life remaining. The SCBA's have five years left. This allows us some breathing room and we can see what happens with the Grant. If we don't get the grant we do not have to purchase new packs right away. Chief Johnson stated that the air packs are currently at the Holley Ridge Fire Department near the coast. Captain Stoudt has been directed to pick the packs and air bottles on Tuesday June 23rd. Chief Johnson stated because this came up so quickly he called several of the board members and received telephonic approval to submit bids for the equipment. Tonight he wants the board to officially sanction the action taken to acquire the needed SCBA's. After a general discussion Chairman Brown called for a **MOTION**. Director Turlington made a **MOTION** that the Board approve the purchase of the surplus and serviceable Interspiro Air Packs and spare bottles from the Holley Ridge Fire Department in the amount of \$3000.00. The motion was **SECONDED** by Director Siles and **APPROVED** by all members present. The Chief thanked the members for their action on this matter.
8. The Chief informed the board members that we will be participating during the Town of Hope Mills parade on Saturday July 4, 2015. We will place 4 trucks in the parade along with our Trail of Terror float. Any board members along with their immediate family that may want to ride on one of our apparatuses or floats please let him know.
9. Chief Johnson wished each board member and their families a safe summer. He stated that he will call for a special meeting should circumstances arise that would require board action during July and August. He stated that our web page will show that both the July and August meetings have been canceled due to summer vacations. He will also call if anything occurs that board members need to be aware of but a meeting is not



needed. In closing he thanked the board members for their continued support of our fire departments mission and their continued support of his leadership and those of his assistant Chief Officers.

I: CLOSED SESSION - WHEN APPLICABLE:

1. N/A

I: ADJOURNMENT:

Chairman Brown entertained a motion to adjourn. A **MOTION** was made by Director Turlington to adjourn. The motion was **SECONDED** by Director Siles and **APPROVED** by all members present. The meeting adjourned at 2110 hours. **The next meeting is scheduled after the summer vacations and is scheduled for September 22, 2015 at Station # 13 @ 7:30 PM.** One week later due to other projects during the regular scheduled week.

Respectfully Submitted:
Angus R. Pate
ANGUS R. PATE
Secretary

Cc.

- 1 - Each Board Member
- 1 - Board File / Minutes Book
- 1 - Accountant File Copy

6 Enclosures:

1. SPFD Board of Directors Attendance Roster March 2015
2. Annual Meeting Notice – Fayetteville Observer June 7, 2015
3. 2015 – 2015 SPFD Strategic Plan
4. Memorandum County Manager Amy Cannon – FY 15-16 Recommended Budget
5. FRI 2015 Atlanta Brochure
6. Quote # Q5407 Seamless Mobility Solutions Inc.



2015

**BOARD OF DIRECTORS
ATTENDANCE ROSTER**

##	NAME	JAN (20) Sta. 13	FEB (17) Sta. 19	MAR (17) Sta. 13	APR (21) Sta. 19	MAY (19) Sta. 13	JUN (16) Sta. 19	JUL (21) Sta. 13	AUG (18) Sta. 19	SEP (15) Sta. 13	OCT (20) Sta. 19	NOV (17) Sta. 13	DEC (16) Sta. 19
01	Daniel C. Brown - President(2016)	P	N/A	P	P	P	P	N/A	N/A				
02	Larry Townsend V-President (2018)	X-E	N/A	P	P	P	X-E	N/A	N/A				
03	Alan R. Grupy - Treasurer (2016)	X-E	N/A	X-E	X-E	X-E	X-E	N/A	N/A				
04	Angus Pate - Secretary (2016)	P	N/A	P	P	P	P	N/A	N/A				
05	Joel Siles -- (2018)	P	N/A	X-E	P	P	P	N/A	N/A				
07	Jerry Hall - (2018)	P	N/A	P	P	P	X-E	N/A	N/A				
08	Gary Turlington(2018)	P	N/A	P	P	P	P	N/A	N/A				
09	Freddy Johnson Sr. - Chief	P	N/A	X-E	P	P	P	N/A	N/A				
10	Freddy Johnson Jr. - Deputy Chief	X-E	N/A	P	P	P	X-E	N/A	N/A				
11	Matthew W. Williams - Asst Chief	X	N/A	X-E	X	X	X	N/A	N/A				
12	Sean Johnson - Asst Chief	X-E	N/A	X-E	X-E	X-E	X-E	N/A	N/A				
13	Kevin T. Murphy - Asst. Chief	X-E	N/A	X-E	X-E	X-E	X-E	N/A	N/A				

P-Present - A-Absent - N/A - No Meeting Conducted A-E - Absent & not required to attend by invitation only N/A No Meeting-P-T telephonic participation.

- Due to summer vacations Board of Directors meetings are not scheduled for the months of [redacted] and [redacted] unless there is a pressing need or emergency.
- The **February 2015** meeting was cancelled due to safety when a winter snow and ice storm crippled our area.

Enclosure # 1 Board Minutes June 16, 2015

*** FAX TX REPORT ***

TRANSMISSION OK

JOB NO.	0604
DEPT. ID	21
DESTINATION ADDRESS	3231451
SUBADDRESS	
DESTINATION ID	
ST. TIME	06/01 10:52
TX/RX TIME	00' 52
PGS.	1
RESULT	OK

**ANNUAL MEMBERSHIP MEETING
Stoney Point Fire Tax District**

The annual general membership meeting of the Stoney Point Fire Tax District will be held on Tuesday June 16, 2015 at 7:30 PM at the principle office of the corporation located at Stoney Point Volunteer Fire Department, Station 19, **2190 Lake Upchurch Road**, Parkton, North Carolina The purpose of the annual meeting is to conduct a public meeting for the purpose of answering questions that may be raised or brought forward by membership of the fire district. - For additional information call 910-424-0694.

.....
Word Count Statistical Information

TOTAL WORDS	91
CHARACTERS (NO SPACES)	472
CHARACTERS WITH SPACES	566
TOTAL LINES	8

.....
Point of Contact & Mailing Address:

Fire Chief Freddy L. Johnson Sr.
Stoney Point Fire Department
7221 Stoney Point Road
Fayetteville, N.C. 28306-8005
Phone: (910) 424-0694
Fax: (910) 425-2795
Pager: (910) 481-2700
E-Mail: fjohnsonsr@stoneypointfire.com

Please run this add in the Sunday June 7, 2015 edition if possible if not run it on Wednesday June 10, 2015. We have an account and please send the bill to the above listed address and point of contact.

GERMAN SHEPHERD: AKC registered puppies. Born on April 6, 2015. Litter of 7, 4 females and 3 males. Health checked, up to date. AKC registered and DNA certified. Good temperament and very loyal to their owners. References available. \$400. 910-885-2370. sambolbar@yahoo.com

GERMAN SHEPHERD PUPS: AKC 8 weeks working dog in Cashier. Great parents. Unstayed. \$600-\$800. 910-476-4034

HIMALAYAN BITTEN: CFA registered, 9 weeks old. Blue Point female. \$200 & up. Call: 910-916-1158

MALINOIS X: Lion Shepherd; parents are guard dogs. Will be dog sitting \$300. 910-258-7678 or lpw@malinoiswenterprisesinc.com

MALTESE: CKC REGISTERED
 Vet checked, UTD on shots, very healthy, has microchip, hypo-allergenic and does't shed. Will be a great family member and hang out buddy. Loves kids and gets along with all animals. \$475.
 Please call 910-241-3034. leave message and I will return your call.

HILL ROOM: model 80 bed, bed w. new mat, brass, traps, bar, overbed table \$500. OBO 910-484-7248

MIDMARK 404 MEDICAL EXAM TABLES
 and matching 3 drawer supply base cab. Four of each. 3 sets are in like new condition. 1 set has some vinyl wear. \$3,400 for all four sets. Email contact preferred. 910-949-3683. rubarb@earthlink.net

363 Tools/Machinery
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369 Miscellaneous
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372 Auctions
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 \$1,600.00 (T/A) One Brake, New Tires, Lights
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 Contact ED HICKS
 819 HOPE MILLS RD. (910) 977-5656

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Posted on 08/16/2015
EXHIBIT "A"
 THE FOLLOWING DESCRIBED REAL ESTATE IN CUMBERLAND COUNTY IN THE STATE OF NORTH CAROLINA:
 BEING ALL OF LOT NO. 30 IN A SUBDIVISION KNOWN AS DREXEL SECTION FOUR, ACCORDING TO A PLAT OF THE SAME DULY RECORDED IN BOOK OF PLATS 65, PAGE 6, CUMBERLAND COUNTY REGISTRY, NORTH CAROLINA.
 Assessment No.: 0429-87-7412 4509220
 8/7, 14

402 Estate Notice
 ADMINISTRATOR'S EXECUTOR'S NOTICE
 Superior Court Division
 State of North Carolina
 Estate File# 07-E-372
 County of Cumberland
 The undersigned, having qualified as Administrator of the Estate of Ernest J. Virgil, deceased, late of Cumberland County, this is to notify all persons, firms and corporations having claims against said estate to present them to the undersigned on or before the 7th day of September, 2015, (which date is three months after the date of the first publication of this notice) or this notice will be pleaded in bar of their recovery. All persons indebted to said estate will please make immediate payment to the undersigned.
 This 17th day of May, 2015,
 Charles M. Brittain, III
 P.O. Box 192
 Fayetteville, NC 28402
 Administrator of the Estate of Ernest J. Virgil, deceased
 5/17, 24, 31, 6/7 4506301

ADMINISTRATOR'S EXECUTOR'S NOTICE
 Superior Court Division
 State of North Carolina
 County of Cumberland
 The undersigned, having qualified as Administrator of the Estate of Carlisle Woodson, deceased, late of Cumberland County, this is to notify all persons, firms and corporations having claims against said estate to present them to the undersigned on or before the 7th day of September, 2015, (which date is three months after the date of the first publication of this notice) or this notice will be pleaded in bar of their recovery. All persons indebted to said estate will please make immediate payment to the undersigned.
 This 7th day of June, 2015,
 321 Gallery Drive, Unit 103
 Spring Lake, NC 28380
 Administrator of the Estate of Carlisle Woodson, deceased
 6/7, 14, 21, 28 4519267

ADMINISTRATOR'S EXECUTOR'S NOTICE
 Superior Court Division
 State of North Carolina
 County of Cumberland
 The undersigned, having qualified as Administrator of the Estate of Edward Smith, deceased, late of Cumberland County, this is to notify all persons, firms and corporations having claims against said estate to present them to the undersigned on or before the 24th day of August, 2015, (which date is three months after the date of the first publication of this notice) or this notice will be pleaded in bar of their recovery. All persons indebted to said estate will please make immediate payment to the undersigned.
 This 24th day of May, 2015,
 Catherine C. Smith
 1446 Calleson Drive
 Statesville, NC 28687

payment to the undersigned.
 This 31st day of May, 2015.
 Peggy Ann Joseph Hampton
 3531 Clampton Road
 Hope Mills, NC 28348
 Co-Executor
 Thomas Stephen Joseph
 723 Pollock Street
 New Bern, NC 28562
 Co-Executor
 of the Estate of Stephen Joseph, deceased
 5/31, 6/7, 14, 21 4519455

ADMINISTRATOR'S EXECUTOR'S NOTICE
 Superior Court Division
 State of North Carolina
 Estate File# 15-E-810
 County of Cumberland
 The undersigned, having qualified as Executor of the Estate of Gerald P. Winchey, deceased, late of Cumberland County, this is to notify all persons, firms and corporations having claims against said estate to present them to the undersigned on or before the 7th day of September, 2015, (which date is three months after the date of the first publication of this notice) or this notice will be pleaded in bar of their recovery. All persons indebted to said estate will please make immediate payment to the undersigned.
 This 7th day of May, 2015,
 290 Fairway Lane
 Raleigh, NC 28376
 Executor of the Estate of Gerald P. Winchey, deceased
 5/9, 16, 23, 30 4519913

405 Happy Ads
CONGRATULATIONS DR. TRYPHINA S. ROBINSON! You're doing big things. Your recent graduation is just a reflection of your commitment to growth and progress. You are an inspiration to everyone who has the pleasure and privilege of knowing you. Happy birthday, FAU!

410 Public Notice
Annual Membership Meeting
 Stoney Point Fire Tax District
 The annual general membership meeting of the Stoney Point Fire Tax District will be held on Wednesday, June 10, 2015 at 7:30pm in the principal office of the District, located at Stoney Point Volunteer Fire Department, Station 19, 2190 Lake Upchurch Road, Parkton, North Carolina. The purpose of the annual meeting is to conduct a public hearing for the purpose of answering questions that may be raised or brought forward by representatives of the fire district and for additional information call (910) 424-0854.

PUBLIC NOTICE
 Pursuant to NC General Statute 44A-41, the undersigned, on June 27, 2015 at 10:30am Auctioneers Office, 10889 Ramsey St., Linden, NC 28356, 10889 Ramsey St., Linden, NC 28356, the personal property from the following storage units to be sold at public auction:
 • Bruce Durham Unit A-3 - \$93.39
 • Jermaine Thomas Unit B-5 - \$53.96
 • Russell B. Melton Unit B-5 - \$2.49
 • Guy West Unit B - 66 - \$534.41
 • Yalonda Blackmon Unit B 111 - \$ 414.94
 • Gary Meldred Unit B-120 - \$ 375.43
 • Dr. Godfrey O'Hadugha Unit D187/224 - \$1,299.45
 • Stanburne Elliott Unit E-303 - \$250.49

to contract delivery of dairy products and food services to the feed start facilities. Please contact Cynthia Fuskey at 910-277-3521 or email cfuskey@sdinc.org to request an invitation to bid package. All requests must be received by 5:30 pm. The close of business on June 22, 2015.

415 Business Notices
MAD TANNING.COM of Spring Lake has new owners. New prices, new bulbs, new sales. Call: (910) 703-6912

Financial 500
505 Business Opportunity
HOME DELIVERY CARRIER
 NEEDED FOR DELIVERY OF THE FAYETTEVILLE OBSERVER IN PARKTON.
 Interested individuals must possess a valid NC driver's license and have reliable transportation.
 FOR MORE INFO PLEASE CONTACT: RON REDISH AT 910-257-5490.

HOME DELIVERY CARRIERS
 NEEDED IN LEE/ HARNETT COUNTIES FOR THE FAYETTEVILLE OBSERVER.
 Interested individuals must possess a valid NC driver's license and have reliable transportation.
 FOR MORE INFO PLEASE CONTACT: THOMAS HERBERT AT 910-261-4131.

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Stoney Point Fire Department



Proudly Serving
The Citizens of Cumberland County
for over 50 years



6/16/2015

2015 – 2020 Strategic Plan

Our Strategic Plan for Fiscal Years 2015-2019 describes the key policy and operational priorities for our fire district, and details our strategic performance goals, objectives and indicators of success over the next five years and identifies our deep commitment to public service. Our plan was created in accordance with the guidelines set forth in the Commission on Fire Accreditation International (CFAI) Fire and Emergency Service Self-Assessment Manual 8th Edition.

Stoney Point Fire Department Inc.

2015 – 2020 Strategic Plan

Planning Session April 19, 2015

Plan Approval by Board of Directors 06-16-2015

Message from Fire Chief ...

On behalf of the members of the Stoney Point Fire Department, we are proud to launch our new five (5) year Strategic Plan. This second generation plan invited comments from the general membership and from key stakeholders within our organization. As a result we made significant changes to our original 2009 – 2013 plan based on the comments and recommendation received.

Our Strategic Plan for Fiscal Years 2015-2020 describes the key policy and operational priorities for our fire district, and details our strategic performance goals, objectives and indicators of success over the next five years and identifies our deep commitment to public service. Our new plan continues to provide us the opportunity to be flexible while maintaining the focus on results.

The focus of this strategic plan is that it recognizes the incessant growth within our community as well as the associated customer service. Our plan realizes the challenges and the changing environment contributed to growth and demand and therefore charts our strategic direction.

Again, implementation of this plan and the detailed tasks will take the effort of many and everyone here at Stoney Point has a part to play in helping our department become a successful organization. The Vision has been cast; the path has been paved; now let's continue the journey together.

Freddy L. Johnson Sr.

Freddy L. Johnson Sr. CFO

Fire Chief

Stoney Point Fire Department

Executive Summary

This is the fourth comprehensive Strategic Plan that has been written over the last 9 of years for the Stoney Point Fire Department. The first plan was an attempt to set the department on a path to self-improvement and assist in beginning stages of the Accreditation process. The second plan guided us through our accreditation and reduction in our ISO classification. This plan will continue the tradition of taking the Stoney Point Fire Department to greater accomplishments. On the horizon we will start the process for our first reaccreditation in late 2016. This process will be even more challenging as many of the benchmarks have continued to grow and evolve. Also we have to be cognizant of the changes to the ISO grading changes that we will also have to look at over the next 5 years in order to maintain and hopefully improve our ratings. Lastly, we have to be able to position our organization to meet the ever changing demands of those we serve and this new Strategic Plan lays out that vision

The Strategic Planning Team held a meeting on April 19, 2015 at Station 19. At this meeting the group formulated the below planning document. This meeting generated passionate discussions from the group wanting to take the necessary actions to be the best fire department possible. Past decisions were discussed and current ways of doing business were reviewed. In the end, a Plan was developed and approved by all members of the team.

The Fire Department Board of Directors and members approved the Plan on June 16, 2015 and provided input on responsibilities for each Action Step of the Process.

The Strategic Plan identified 10 Strategic Initiatives and 30 Goals. Each goal had at least one action step with some more complex goals requiring multiple steps. Almost half of the action steps were related to our service delivery and training.

The Strategic Plan will be reviewed annually by the Board and Fire Department Staff with semi-annual periodic reporting and review to the organization. Periodic Reports will be made available to the Board of Directors and membership.

Process Description

The primary mission of your Stoney Point Fire and Rescue department is to protect life and property. We achieve this by striving for the highest level of professional skills and competence, and by focusing on both individual and organizational integrity. Our united team of emergency medical and rescue technicians, coupled with our fire protection unit are extremely responsive to the needs of our community within our district and the surrounding areas. We carefully manage resources and stay heavily involved within the community to promote fire prevention education. While keeping current and future needs in mind, we implement new and innovative tactics, techniques and procedures as we continue in our pursuit of excellence as a community service organization.

The Department understands the need to be good stewards with the limited resources we are given. We have developed a plan that attempts to be cost effective yet provide the most efficient fire service possible. The Department began by reviewing the Vision and Mission Statement that was adopted by our Board of Directors:

Vision Statement:

The vision of the Stoney Point Fire Department is to enhance its capability as a community resource within the next five years to meet the needs of its citizens, volunteers, and employees. This will be accomplished by embracing change and challenging ourselves to be under a constant state of improvement striving for excellence.

Mission Statement:

The Stoney Point Fire Department's mission is to protect its citizens and to create a safer community through coordinated training, education, prevention, investigation, emergency response and leadership.

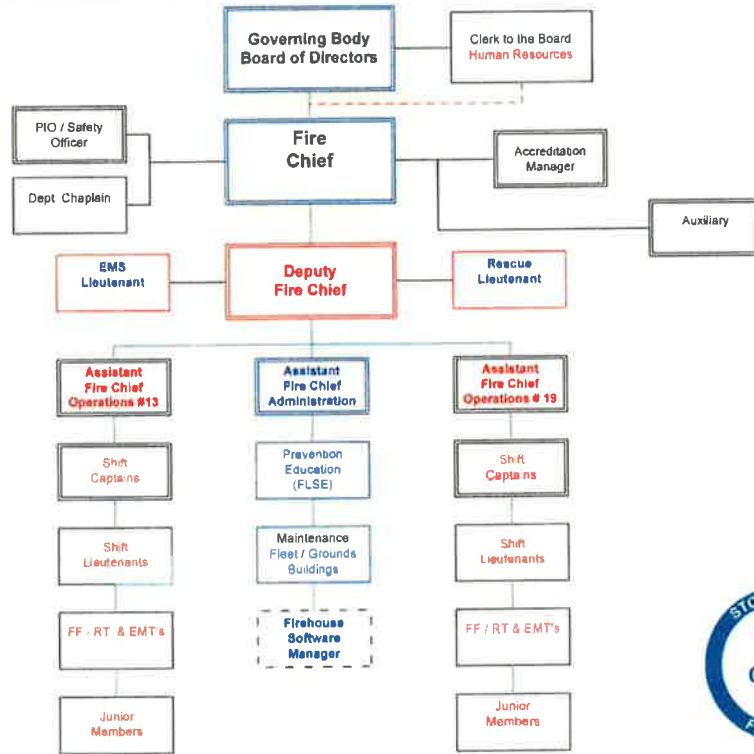
After this a brief overview of the process was conducted and the attendees were broken into work groups to help facilitate discussion and goal formulation. This process led to a lot of good discussion and a thorough understanding by all those involved in the importance of strategic planning and its role within our accreditation process.

Strategic Planning Team

2014	2015	2016	2017	2018
Board	Board	Board	Board	Board
Director Turlington	Director Turlington			
Director Townsend	Director Hall			
Officers	Officers	Officers	Officers	Officers
Chief Johnson Sr.	Chief Johnson Sr.			
D/C Johnson Jr.	D/C Johnson Jr.			
A/C Williams	A/C Williams			
A/C Johnson S.	A/C Johnson S.			
A/C Clouston	A/C Clouston			
A/C Murphy	A/C Murphy			
Captain Clary	Captain Clary			
Captain Kline	Captain Kline			
Captain Belcher	Captain Belcher			
Captain Hanzal	Captain Hanzal			
Captain Stoudt	Captain Stoudt			
Captain Parker	Captain Parker			
Lieut. Buie	Lieut. Buie			
Lieu. Long	Lieu. Long			
Lieut. Hughes	Lieut. Hughes			
Lieut. Robarge	Lieut. Robarge			
Lieut. Minick	Lieut. Austin			
FIREFIGHTERS	FIREFIGHTERS	FIREFIGHTERS	FIREFIGHTERS	FIREFIGHTERS
FF. Kuehn	FF. Preston			
N/A	FF. Preston			



Stoney Point Fire District 2014 – Organizational Chart



Approved by the BOD – 03/18/2014

The Stoney Point Fire Department achieves its mission and vision by building upon a system of values. We uphold professionalism as our core value. Our defining values also include: Integrity, Compassion, Service, Honesty, Stewardship, and Courtesy.

- Professionalism:** Our core value of professionalism defines who we are. We believe in upstanding and sound service to the community we serve. We take our role seriously and do all that we can to be a positive role model to the future generations.
- Integrity:** We believe in living by moral and ethical principles. We demonstrate our values by the way we live our lives in the public's eye and in the confines of the fire station.
- Compassion:** We believe in caring for our community members who are suffering from tragic events in their lives. We do all that is possible to assist in stabilizing the situation with a merciful attitude.
- Service Excellence:** We believe in providing the best possible service to the community where we live and work. We do all we can to meet the needs of our neighbors through a humble, competent, and well trained, efficient team.
- Honesty:** We believe in being truthful, ethical, and fair. We strive to say what we mean and mean what we say even in times when the truth may hurt. We are dedicated to disclosing the entire truth.
- Stewardship:** We believe in protecting and caring for the community's resources and wish to be held accountable for their current and future use. We place the needs of the community ahead of our own.
- Courtesy:** We believe in being kind and polite to our fellow firefighters and the citizens we serve.

In following paragraphs the steps the Strategic Planning Team identified the most important functions and services it provides and offers to the community. It was important to identify these services that are consistent with the critical needs of their customers. The members of the Stoney Point Volunteer Fire Department identified the following services in this list:

Services

- Fire Suppression
- Emergency Medical First Responder
- Rescue
- Hazardous Materials
- Risk Reduction

The following list of support programs, groups, and agencies provide assistance and support to our department and the services we provide.

- Training
- Emergency Communications
- Preplanning
- Information Technology
- Fire Investigation
- Public Fire Education
- EMS - Transport
- Code Enforcement
- Red Cross
- Budget / Finance
- Law Enforcement
- Accreditation
- County Emergency Management
- Planning
- State Fire Marshal's Office
- Firefighter Health and Safety
- Automatic Mutual Aid-Fire Departments
- Recruitment and Retention
- Community College Programs
- Fire Administration
- Human Resources
- Community Outreach Programs
- Civic Organizations

S.W.O.T. ANALYSIS

The Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis is designed to have the department's members identify their positive and less-than-desirable attributes. The agency participated in this analysis and recognized its strengths and weaknesses, as well as the possible opportunities and potential threats. This format was derived from the Monroe NC Fire Department Strategic Plan which was assembled by the Center for Public Safety Excellence (CPSE) as a part of the Technical Advisor Program.

Strengths

It is important for our department to identify our strengths in order to assure that they we are capable of providing the services requested by customers and to ensure that our strengths are consistent with the issues facing the organization. Often, identification of organizational strengths leads to the channeling of efforts toward primary community needs that match those strengths. Programs that do not match organizational strengths or the primary function of the organization should be seriously reviewed to evaluate the rate of return on precious staff time. Through a consensus process, the Strategic Planning Team defined our strengths as follows:

- Quality and number of personnel Equipment – air-packs, personal gear
- Apparatus
- Personal commitment
- Education (Training, formal education)
- Teamwork
- Upgrades (facilities, equipment, etc)
- Leadership
- Communications equipment (radios)
- Proficient in the services provided
- Response capabilities
- Training facilities – Tower, props
- Preventive Maintenance. – Apparatus, hydrants, equipment
- Fire Prevention Program
- City and County Fire Investigation Program
- NCRRS Rating – Class 3 (Achieved new rating to a Class 3 - 2013)
- Accreditation
- Customer Service
- Pay / Benefits
- Shift Schedule
- Community Support
- Safety focus
- Department Interoperability
- Good working relationships with community
- Good working relationships with local emergency service agencies
- Grant success
- Depth of response capability

Performance or lack of performance within an organization depends greatly on the identification of weaknesses and how they are confronted. While it is not unusual for these issues to be at the heart of the organization's overall problems, it is unusual for organizations to be able to identify and deal with these issues effectively on their own.

For any organization to either begin or to continue to move progressively forward, it must not only be able to identify its strengths, but also those areas where weaknesses may have been identified. These areas of needed enhancements are not the same as threats to be identified later in this document, but rather those day-to-day issues and concerns that may slow or inhibit progress. The following items were identified by the Strategic Planning Team as weaknesses:

Weaknesses

- Need to develop mentorship program
- Communications – external
- Performance measures of response Operational inconsistencies between shifts
- Experience of personnel (seasoned leaders)
- Enhanced Physical fitness, health & wellness program
- Apparatus maintenance by a certified emergency vehicle technician
- IT support for increased use of technology
- Enhance public fire education programs to be in conjunction with new ISO requirements
- Challenges of maintaining minimum staffing for both paid and volunteer levels (membership demographics)
- Consistent employee accountability
- Professional development

The opportunities for an organization depend on the identification of strengths and weaknesses and how they can be enhanced. The focus of opportunities is not solely on existing service, but on expanding and developing new possibilities both inside and beyond the traditional service area. Many opportunities exist for Stoney Point Fire Department. The Strategic Planning Team identified the following opportunities:

Opportunities

- Development of new firefighting tactics based on new research trends
- Grants (AFG, SAFER)
- Volunteer recruitment
- Military presence
- Availability of training and certification programs within the state
- Contractual partnerships
- State Firemen's Association
- Regional Response HazMat Team
- NC Office of State Fire Marshal
- NC Office of Emergency Medical Services
- NC Office of Emergency Management
- NC Fire Chiefs Association

- Community Support and Involvement
- Industry
- Media
- Accreditation
- Utilization of subject matter experts
- National Fire Academy

To benefit from any opportunity, the threats to the organization, with their new risks and challenges, must also be identified in the strategic planning process. By recognizing threats, an organization can greatly reduce the potential for loss. Fundamental to the success of any strategic plan is the understanding that threats are not completely and/or directly controlled by the organization. Some of the current and potential threats identified by the Strategic Planning Team are:

Threats

- Growth of municipalities causing annexation
- Retention and training of volunteer members
- Maintaining current contractual status with adjoining municipalities
- Competition for federal grant funding
- Vacant structures (firefighter safety, loss of revenue, adjacent properties) due to recession
- Natural disaster
- State, national policy changes
- Litigation Loss of support from municipal departments
- Loss of grant dollars Increase of arson for profit
- Fire loss - direct or indirect
- Unfunded mandates
- Rising cost of fire equipment, apparatus, fuel and maintenance
- Long term retention
- Loss of benefits due to budgetary impacts at the county, state and federal level

Critical Issues and Gap Analysis

After reviewing Stoney Point Fire Department's services, the organizational strengths and weaknesses, and the opportunities and threats, the Strategic Planning Team identified critical issues and service gaps that face our department. By conducting the Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis, the agency was able to produce a list of issues and gaps that provided the foundation for the establishment of goals and objectives, in order to meet the future vision of the Stoney Point Fire Department.

The list below reflects the issues identified by the Strategic Planning Team that pose the greatest risk to the department's services and organizational well-being. The group also identified gaps in the agency's activities that need to be filled in order to provide the levels of service it has pledged itself to fulfill.

Critical Issues and Service Gaps

- Impact of annexation on the remainder of the fire district
- County Communications and inability to benchmark times accurately
- Professional development for volunteer and career members

- Ability to integrate with city and county Emergency Management
- Firefighter health and wellness
- Training – approach, opportunities, facilities
- Equipment and apparatus maintenance system development

Strategic Initiatives

Initiatives were broken down into ten categories which were reflective of the same ten categories used by the Center for Public Safety Excellence. These were:

Category I: Governance and Administration

Category II: Assessment and Planning

Category III: Goals and Objectives

Category IV: Financial Resources

Category V: Programs

Category VI: Physical Resources

Category VII: Human Resources

Category VIII: Training and Competency

Category IX: Essential Resources:

Category X: External Systems Relationship

Each category was reviewed and discussed as a whole and in work groups. After each category was discussed each work group formulated three action items that they wanted to see addressed. Each group presented a short summary. At the end of all the presentations the group, as a whole, picked the top three items which were then placed in that category as goals to be accomplished.

Category I: Governance and Administration

Goal- The SPFD will ensure that documents, policies, and related documents are reviewed and updated as in accordance with best practices.

Ongoing Objective(s)

Objective 1

Policy team will meet annually and review all policies of the department and recommend changes by May of each year.

Tasks

1. Review needed SOG's and revisions of current SOG's annually.
2. Submit for approval all policies as they are completed to the Chief.
3. Complete policy development on the prescribed policy development process each year.
4. SOG's will be reviewed and assessed annually.
5. Develop internal webpage with Forms and Policies.

Objective 2

Maintain the policy manual that is broken down into the following categories annually:

Category I: Governance and Administration

Category II: Assessment and Planning

Category III: Goals and Objectives

Category IV: Financial Resources

Category V: Programs

Category VI: Physical Resources

Category VII: Human Resources

Category VIII: Training and Competency

Category IX: Essential Resources:

Category X: External Systems Relationship

Objective 3 –

Board of Directors will review on an annual basis in June the organizational structure of the Department and approve:

Tasks

Chief prepares report justifying the various changes in the structure.

1. Board reviews report.
2. Report is approved on structure
3. Policy manual is updated to reflect any changes in Category 1 and Category 7

Category II: Assessment and Planning

Goal- Develop necessary infrastructure and support mechanisms to extrapolate necessary data to complete the SPFD Standards of Cover document in accordance with industry best practices.

Ongoing Objective(s)

Objective 1

The Department shall revise the current risk assessments to include needed fire flow, evaluation of probability, assessment of consequence, occupancy risks, community demographics and community risks of all hazards identified in each Fire Demand Zone and updated by June.

Tasks

1. Update list of all business, public assembly and other buildings within the district using county tax and mapping records by September 2014.
2. GPS all new businesses and upload all data to county GIS to ensure accuracy and thoroughness.
3. Complete new and deficient risk assessments by September 2015.
4. Make final revisions to the Risk Analysis and have approved by the Board of Directors by December 2014.

Objective 2 –

Revise Risk Analysis and Hazard assessment to support development of the new Standards of Cover (SOC) document.

Tasks

1. Develop new risk and hazard analysis December 2014.
2. Study all new structures, hazards, and proposed developments June 2015.
3. Construct new Risk Hazards analysis documents December 2015.

Category III: Goals and Objectives

Goal- Develop and maintain a functional strategic plan that will enhance the capacity of the Board of Directors, Officers, and Firefighters of the SPFD to communicate with the community.

Objective

Objective 1

Develop new Standards of Cover to meet the revised Risk Hazards Analysis that will be completed and approved by December 2015

Ongoing Objective(s)

Objective 2

Develop, implement, and maintain a new five year strategic plan that focuses on the 10 strategic categories.

Tasks

1. Officers and Board will meet in April 2014 to author a new strategic plan in accordance with CFAI guidance.
2. Accreditation manager shall ensure the accurate and timely execution of all elements of the strategic plan working through the Chief to ensure all elements are carried out in a timely manner.
3. Board of Directors needs to review, discuss, and approve the new strategic plan by the June 2014 Board meeting.

Objective 3

Maintain a Standard of Response Coverage Policy in conjunction with Risk Analysis to include response and on-scene expectations for all types of hazards identified by December 2015.

Tasks

1. Review a GIS needs list and meet with county GIS manager to seek assistance.
2. Review needed reports in conjunction with Firehouse RMS manager to facilitate report templates to help construct SOC.
3. Research and develop necessary historical, cultural, census, and other data to place into the SOC.

Objective 4

Maintain all reporting requirements for annual Accreditation Compliance Report (ACR).

Tasks

1. Download current ACR format and disseminate to Chief Officers.
2. Review response data, strategic plan, and Self-Assessment Manual (SAM) monthly to ensure all goals and objectives are being met.
3. Review progress on all items at the monthly officers meeting.
4. Report any deviations or areas of concern to the Accreditation Manager.

Category IV: Financial Resources

Goal- Enhance the budgetary planning process in order to be able to more accurately plan and report expenditures and develop necessary funding streams for supporting the departments mission.

Ongoing Objective(s)

Objective 1

Develop a Capital Improvement Plan for apparatus and buildings plan should establish by (summer 2010):

Tasks

1. Dollar amount and definition for determining a capital asset.
2. Lifecycle management plan for SCBA, PPE, Boats, ATV, and other like equipment.
 - a. Sold 1994 Quality Pumper/Tanker (1931)
 - b. Sold 1998 Pierce Service Unit (1361)
3. Apparatus Committee currently making recommendations for replacements.
4. Purchased new Rescue Boats.
5. Develop standing committees to develop needs based specifications for all equipment that is designated as a capital purchase.
6. Planning process started for replacement of SCBA's with a three year implementation – 2014

Objective 2

Explore opportunities for increasing the development of both traditional and non-traditional sources of revenue (grants):

Tasks

1. Apply for all Fire Act Grants annually
2. Research other alternative funding sources

Objective 3

Develop necessary fiscal controls as recommended by peer team December 2011.

Tasks

1. Collect all necessary information for annual audit.
2. Confer with CPA on needed materials and submit by needed date in order to present at the Annual meeting of the Board of Directors in June.
3. Ensure all needed follow up documents are forwarded to the CPA during the audit to assist in completing the audit.
4. Present the annual audit and any exceptions during the annual meeting for Board approval.

Objective 4 – (New)

Establish Capital Improvement list for apparatus maintenance building, PPE, and develop urban interface capability.

Tasks

1. Identify fleet replacement and reduction potential.
 - a. Sold 1994 Quality Pumper/Tanker (1931)
 - b. Sold 1998 Pierce Service Unit (1361)
 - c. Sold 2007 Ford Pick-Up (1362)
 - d. Apparatus Committee currently making recommendations for replacements.
2. Purchase new Rescue Boat.
3. Establish apparatus spec committee.
4. Build and finish departmental maintenance facility.
5. PPE replacement of 10 sets of gear annually.
6. Life span analysis of current SCBA.

Category V: Programs

Goal- Develop capacity to capture, analyze, and make adjustments to the programs and activities of the SPFD to facilitate the use of industry best practices for service delivery.

Ongoing Objective(s)

Objective 1

Analyze turn-out times as required by CPSE and post monthly.

Tasks

1. Develop reporting on shift change log that shows the turn out and response time at the beginning of a shift and end of a shift.
2. Integrate these reports into a monthly report to the Chief to ensure service delivery at stated levels within the SOC.

Fire Suppression

Objective 1

Continue to work with the County to establish dispatch protocols and procedures to meet requirements set forth by NFPA in order to increase accuracy of time logs for all calls .

Tasks

1. Continue dialogue with county Emergency Services Director to communicate the needs as it relates to the requirements of the FESSAM and NFPA.
2. Track adherence of county dispatch to the needed requirements of the NFPA 1221 requirements.
3. Meet periodically with ESD to help determine any other needed improvements.

Fire Prevention / Life Safety / Public Education

Objective 1

Review and on an annual basis programs that will help enhance and provide a means to deliver fire prevention and life safety programs to the citizens of the district.

Tasks

1. Child passenger safety program is maintained and required competencies are met annually.
2. Continue adopt a highway program on a quarterly basis and document
3. Continue to develop Community Mentoring and other Community Oriented Programs.
4. Continue and develop community programs to accomplish the following:
5. Meet with 90% of school aged children within the Fire District K through 1

Fire Investigation Program

Objective 1

Maintain support for Cumberland County Arson Task Force through agency agreements, training, and assisting with equipment and staff during investigations.

Tasks

1. Interact at monthly Chief Meetings with Cumberland County Sheriffs Office investigation staff.
2. When requested SPFD staff and personnel should assist with investigations and collection of investigative materials.
3. Support budget needs of the Arson Task Force through the Chief's Association and other viable funding streams.
4. Ensure 100% of all fire incidents that occur within the district have an origin and cause investigation completed.

Technical Rescue

Objective 1

Maintain current status as a rescue provider in accordance with the NC Rescue and Emergency Medical Services Association Heavy Rescue standard and prepare for re-inspection 2016.

Tasks

1. High Angle
2. Medical responder unit
3. Still water – Purchase new boat – New units purchased in 2014
4. Swift water – Purchase new boat – New Units purchased in 2014
5. Wilderness search
6. Heavy rescue
7. Rescue resource provider

Objective 1

Develop and participate in a periodic all hazards drills to evaluate the department's performance in preparedness, planning, and response.

Tasks

1. Utilize the annual Trail event to exercise the following components of an all hazards response:
 - a. Development of multi operational period IAP's.
 - b. Response to large scale planned event(s).
 - c. Logistical considerations of large scale planned events.
 - d. Developing and exercising various MOA's and Aid agreements.

Objective 2 –

Create Multi-jurisdictional training category in Firehouse.

Tasks

1. Create training category in order to track training events with all automatic aid partners that participate in a multi hazard drill.
 - a. Solicit support from County EM and COF to help plan the drill (December 2014).
 - b. Determine the type of drill, location, and goals of the exercise (June 2015).

- c. Hold stakeholder meetings for planning of the drill and developing timetables (August 2015).
- d. Conduct drill and associated debriefings and hot washes (January 2016)

Category VI: Physical Resources

Objective 1

Use Firehouse for dollar amounts and time tracking for all maintenance (spring 2014)

Tasks

1. Transfer and all data for inventory control and asset tracking into Firehouse (summer 2014) currently 85% compliant at Station 13 and 19.

Objective 2

Meet with vehicle and apparatus replacement committee to determine replacement by June 2014.

Tasks

1. Using objective 4 in Category 4 develop a list of apparatus replacement needs.
2. Charge the committee to start developing unit capability and considerations.
3. Engage manufacturers to determine potential costs.
4. Seek opportunities to engage in multi-unit purchasing agreements.

Category VII: Human Resources

Objective 1

Review retirement options and determine if a change is needed and moving into the NCSFA retirement system.

Tasks

1. Determine feasibility of changing and the benefits of changing.
2. Implement new system if approved July 1 of year if approved.
3. Complete necessary surrender documents and fees to complete transfer of retirement system.

Objective 2 –

Implement new shifts in order to ensure supervision of staff and volunteers.

Tasks

1. Develop 12 hours shifts, 7 days a week positions for supervision.
2. Fully implement daytime volunteer shift coverage 7am – 7pm. Currently Sunday, Tuesday, Thursday, and Friday.
3. Establish minimum staffing of 6 employees at Station 13 and 3 employees at Station 19.
4. Rewrite SOG's on minimum staffing.
5. Review or update job description as it relates to new 12 hours shift supervisors.
6. Update response policies to reflect new staffing model.

Category VIII: Training and Competency

Goal- Review and develop necessary programs and requirements for the professional development of all personnel at all levels within the SPFD.

Ongoing Objective(s)

Develop a list of minimum competencies based on required subjects for fire, rescue, and EMS and the associated hours (January 2013).

Tasks

1. Identify all required subjects for each service delivery area.
2. Develop a list of recommendations for minimum hours to be presented to the Chief and then officers.
3. Implement policy as directed after feedback from all officers and approval of the Chief.

Objective 1

Maintain currency on the implementation of the new requirements of the ISO grading requirements as it pertains to training and implement any needed changes.

Tasks

1. Review OSFM website for any announcements.
2. Compare and contrast current training requirements with any new requirements in the grading schedule.
3. Develop plan to meet any requirements of the new grading schedule to maximize potential credit.

Objective 2

Continue to ensure that at a minimum the below training subjects are offered 100% of the time on an annual basis.

Tasks

1. Benchmark drills (NFPA 1410)
2. Multi-company drills (2 per year/company)
3. Night Drills (2 per year/company)
4. Single company drills (2 per year/company)
5. Mutual Aid Drills (2 per year/company)
6. Annual Driver Operator Training (12 hours)
7. Annual Officer Training (12 hours)
8. Annual RIT Training
9. Annual RT Training
10. Annual FF Training (240 hours)
11. SCBA evolutions

Category IX: Essential Resources

Goal- Enhance relationships with the public utilities in order to facilitate the maintenance, tracking, and testing of hydrants within the district.

Ongoing Objective(s)

Objective 1

Maintain Hydrant Inspection Program of all public hydrants within the district.

Tasks

1. Program will include inspection of all hydrants twice a year.
2. Confirmation of flow rates annually. Hydrant painting and maintenance will be the responsibility of the hydrant owners.
3. Integrate all hydrant locations into GIS and Firehouse RMS.

Category X: External Systems Relationship

Goal- Identify the external relationships necessary to provide sustainability of the SPFD over the next 10 years at the local, state, and federal levels of government.

Objective 1

Develop and maintain external relationships at the local, state, and federal level.

Tasks

1. Meet with and develop open communication with the elected leaders of the County Commissioners, Town of Hope Mills and the City of Fayetteville annually.
2. Disseminate departmental information contained with the Standards of Cover, Strategic Plan, and other sources to local leaders in order to facilitate a clear understanding of the level of service the SPFD provides.
3. Educate local, state, and federal elected officials on the challenges facing the volunteer fire service. This can be facilitated by the participating in the North Carolina Legislative Day, Congressional Fire Services Institute, and local community organizations.
4. Develop and train all department personnel on roles and responsibilities of the department in accordance to the county Emergency Operations Plan (county contract).
5. Maintain positive relationships with City and County agencies through participation in the County Chief's Association at monthly meetings and participation in automatic and mutual aid contracts.

Objective 2 –

Establish contractual relationship with Town of Hope Mills (New) and City of Fayetteville (Fayetteville – Recurring Annually). (Hope Mills Contract signed in July 2014 – 5 Years)

Tasks

1. Review tax value of all properties in the contract areas and determine the percent of change.
2. Present any changes to the Board of Directors that need to be presented for change.
3. Present changes to the administration of the City of Fayetteville and Town Hope Mills.
4. Negotiate contract terms and sign as required by contract.

Officer Development Program

IAFC's Annual Conference & Expo

FRI 2015



FIRE-RESCUE INTERNATIONAL



August 26-29, 2015

Georgia World Congress Center
Atlanta, GA

Premier Media Partner



Presented by the IAFC



AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



CUMBERLAND
★
COUNTY ★
NORTH CAROLINA

MELISSA C. CARDINALI
Assistant County Manager


W. TRACY JACKSON
Assistant County Manager

OFFICE OF THE COUNTY MANAGER

May 27, 2015

MEMORANDUM

TO: STONEY POINT FIRE DISTRICT

FROM: AMY H. CANNON, COUNTY MANAGER 

SUBJECT: RECOMMENDED FUNDING FOR FISCAL YEAR 2015-2016

Your funding level for Fiscal Year 2016 as recommended by the County Manager is stated below:

RECOMMENDED FIRE DISTRICT 10.0 cent: \$ 956,289

If you have any questions, please contact the budget office at 678-7749.



234-C Overhill Drive
Mooreville, NC 28117
Phone: 704-714-1471
Fax: 704-660-6774

Quote No: Q5407
Date: 6/8/2015
Prepared for: NANCY PETERS, A/P
Prepared by: Janna Neisler
Terms: NET UPON RECEIPT
Customer PO:

Bill To:	Ship To:
Seamless Account No: 202014 Stoney Point Fire Department 7221 Stoney Point Rd FAYETTEVILLE, NC 28306	CITY OF FAYETTEVILLE 467 HAY ST FAYETTEVILLE, NC 28301-5565

Item No	Description	Qty	Price Ea.	Extended
3661246	PANASONIC : Win7 (Win8 COA), Intel Core i5-3340M 2.70GHz, vPro, 13.1in XGA Touch, 500GB(7200rpm), 4GB, Intel WiFi a/b/g/n, TPM, Bluetooth, Dual Pass (Upper:WWAN/Lower:Selectable), 4G LTE Multi Carrier, Emissive Backlit Keyboard, No Drive, Toughbook Preferred CF-31WBLAHLM	4	3,312.29	13,249.16
3791947	CF-WGP311A - PANASONIC GPS Kit for CF-31 MK1, Mk2, Mk3	4	323.04	1,292.16
DATA_INST	Heartland Integration Labor for CF-WGP311A - GPS kit for the CF-31 MK4	4	135.00	540.00
SHIPPING	HEARTLAND HANDLING FEE of \$15 a unit	4	15.00	60.00
SHIPPING	FREE SHIPPING FOR EQUIPMENT	1	0.00	0.00
INOTE	SEAMLESS MOBILITY SOLUTIONS IS REPRESENTED UNDER PANASONIC NC STATE CONTRACT HOLDER 204B	0	0.00	0.00

Sub Total: 15,141.32
Sales Tax: 1,022.10

Total Quoted Amount: 16,163.42

Accepted By : _____
Authorized Signature

Date : _____

Proposal is Valid Until Wednesday, July 8, 2015
20% Re-stocking Fee on All Returns

Delivery Lead Time Available Upon Request
Maintenance Contracts are Available

This Proposal is Subject to Seamless Mobility Solutions' Standard Terms and Conditions (see attachment)

Thank You for Choosing Seamless!



Seamless
Mobility Solutions, Inc.

234-C Overhill Drive
Mooresville, NC 28117
Phone: 704-714-1471
Fax: 704-660-6774

Quote No: Q5407
Date: 6/8/2015
Prepared for: NANCY PETERS, A/P
Prepared by: Janna Neisler
Terms: NET UPON RECEIPT
Customer PO:

- THESE TERMS AND CONDITIONS APPLY TO ALL TRANSACTIONS, LEASES, CONDITIONAL SALES, CHATTEL MORTGAGES, RETAIL INSTALLMENT CONTRACTS, AND RENTAL AGREEMENTS MAY CONTAIN APPLICABLE TERMS AND CONDITIONS PRINTED THEREIN.
1. **ACCEPTANCE.** This document is an offer by the Buyer, which will become a contract when acknowledged in writing by Seamless Mobility Solutions, Inc. and the banking negotiation or other use of the down payment shall not constitute an acceptance hereof by Seamless Mobility Solutions, Inc. (Seller hereinafter). It is agreed that sales are made only on the terms and conditions herein. Seller shall not be bound by terms and conditions in Buyer's purchase order or elsewhere unless expressly agreed to in writing. In the absence of written acceptance of these terms, acceptance of or payment for purchases hereunder shall constitute an acceptance of these terms and conditions. Any contract evidenced by this document is assigned to Seamless Mobility Solutions, Inc.
 2. **DEFINITIONS.** All references to Seller herein shall mean Seamless Mobility Solutions, Inc. and all references to Buyer shall mean the Customer named in the attached document.
 3. **SHIPPING AND HANDLING.** Shipping and Handling charges when shown separately in the attached document include (prepaid) domestic surface and airfreight which will be included on the invoice. (e.g., UPS, Parcel Post, Common Carrier.) Freight charges are subject to frequent changes and in consideration of Seller's agreement to hold to the charges stated, Buyer agrees to pay such amount without regard to the actual charges applicable at the time of the shipment. It is understood that Seller will not have to provide Buyer with any copies of carrier freight bills.
 4. **DELIVERY AND TITLE.** Unless otherwise stated on the attached form, all deliveries are FOB Seller's business location. Shipping and delivery dates are best estimates only. Seller reserves the right to make deliveries in installments and the contract will be severable as to such installments. Delivery delay or default of any installment shall not relieve the Buyer of its obligation to accept and pay for remaining deliveries. Claim for shipment shortage shall be deemed waived unless presented to Seamless Mobility Solutions, Inc. in writing within forty-five (45) days of delivery of each shipment. **IN NO EVENT SHALL SEAMLESS MOBILITY SOLUTIONS, INC. BE LIABLE FOR INCREASED COSTS, LOSS OF PROFITS OR GOOD WILL OR ANY OTHER INCIDENTAL OR CONSEQUENTIAL DAMAGES** due to late or non delivery of products. Title to products sold shall pass to Buyer at the FOB point. Seller shall retain a security interest and the right of possession in the products until Buyer makes full payment. Buyer agrees to cooperate in whatever manner necessary to assist Seller in perfection on said security interest upon request.
 5. **COMMERCIAL WARRANTY.** Seamless Mobility Solutions, Inc. provides no warranty for products sold unless otherwise noted in writing on the attached form. Manufacturers of products sold provide warranties of varying periods and coverage. Written copies of manufacturer's warranties are available upon request.
 6. **EQUIPMENT PERFORMANCE.** Because each radio system is unique, Seller disclaims liability for range, coverage, or operation of the system as a whole except by a separate written agreement by an officer of the Seller.
 7. **PAYMENT.** The Buyer shall make payment in accordance with the terms stated on the other side of this document at Seamless Mobility Solutions, Inc., P.O. Box 65163, Charlotte, North Carolina, 28265-0163 or at such other place as Seamless Mobility Solutions, Inc. may designate. Payment shall be made upon delivery unless stated otherwise on the attached document.
 8. **TAXES.** Except for the amount, if any, of state and local tax stated on the other side of this document, the prices set forth herein are exclusive of any amount for Federal, State and/or local excise, sales, use, property, retailer's occupation, or similar taxes. If any such excluded tax is determined to be applicable to this transaction or Seller is required to pay or bear the burden thereof, the prices set forth herein shall be increased by the amount of such tax and any interest or penalty thereon, and the Buyer shall pay to the Seller the full amount of any such increase no later than ten (10) days after receipt of an invoice therefore.
 9. **TERMINATION AND CANCELLATION.**
 - A. Seller shall not be liable for any delay or failure to perform due to any cause beyond its control Causes include but are not limited to strikes, acts of God, acts of the Buyer, interruptions of transportation or inability to obtain labor, materials, or facilities, default of any supplier, or delays in FCC frequency authorization or license grant. The delivery schedule shall be considered extended by a period of time equal to the time lost because of any excusable delay. In the event Seller is unable to wholly or partially perform because of any cause beyond its control, Seller may terminate any contract without liability to Buyer.
 - B. Buyer may by written notice to Seller within fifteen (15) days of the date hereof cancel any contract arising hereunder, for other than the default of the Seller and at its convenience, in which event Buyer shall pay Seller twenty percent (20%) of the total price of all products and accessories listed on the attached document as a restocking charge.
 10. **TECHNICAL ASSISTANCE.** Warranties shall not be enlarged and no obligation or liability shall arise out of Seller's rendering of technical advice, facilities, or service in connection with Buyer's purchase of the products furnished.
 11. **FCC MATTERS.** The Buyer is solely responsible for obtaining any licenses or other authorizations required by the Federal Communications Commission (FCC) and for complying with FCC rules and with the rules and regulations of any other federal, state, or local regulatory agency. Neither Seller nor any of its employees is an agent or representative of the Buyer in FCC matters or otherwise. Seller, however may assist in the preparation of the license application.
 12. **CONTROLLING LAW.** This document and the rights and duties of the parties shall be governed and interpreted according to the laws of the State of North Carolina.
 13. **FINAL ACCEPTANCE.** Failure to make a claim within five (5) days after receipt of each product covered hereby shall constitute an irrevocable acceptance thereof.
 14. **LIMITATION OF LIABILITY.** Seller's total liability is limited to the total price of the products sold hereunder. Buyer's sole remedy is to request Seller at Seller's option to either refund the purchase price, or to repair or replace products that are not as warranted. In no event will Seller be liable for incidental or consequential damages. No action shall be brought for any breach of this contract more than one (1) year after the accrual of such cause of action except for money due upon open account.
 15. **WAIVER.** The failure of Seller to insist in any one or more instances, upon the performance of any of the terms, covenants, or conditions herein, or to exercise any right hereunder shall not be construed as a waiver or relinquishment of the future performance of any such term, covenant, or conditions or the future exercise of such right, but the obligation of the Buyer with respect to such future performance shall continue in force and effect.
 16. **GENERAL.**
 - A. Buyer acknowledges that it has read and understands these terms and conditions and agrees to be bound by them, that it is the complete and exclusive statement of the agreement between the parties and supersedes all proposals, oral or written, and all other communications between the parties relating to the subject matter hereof.
 - B. No modification hereof shall be binding upon Seller unless such modification is in writing signed by a duly authorized representative of Seller.
 - C. If any part is contrary to, prohibited by or deemed invalid under applicable laws or regulations, such provision shall be deemed omitted to the extent so contrary prohibited or invalid, but remainder shall not be invalidated and shall be given effect so far as possible.

IMPORTANT:
DIRECT INQUIRIES ABOUT THIS ORDER TO SEAMLESS MOBILITY SOLUTIONS, INC. AT 234-C Overhill Drive, Mooresville, NC. 28117.
PLEASE SPECIFY SALES ORDER NUMBER.