



Town of Clayton
Clayton Fire Advisory Board Agenda
Thursday, September 26, 2024
Clayton Fire Station One
325 W. Horne Street

1. CALL TO ORDER

2. OPENING REMARKS

3. APPROVAL OF MINUTES

a. Minutes

- July 25, 2024

Presenter: Heidi Holland, Town Clerk

[July 25, 2025 Minutes](#)

POTENTIAL ACTION: Adoption of Minutes

4. REPORTS FROM FIRE CHIEF

5. OTHER BUSINESS

6. ADJOURNMENT

a. Adjourn

POTENTIAL ACTION: Motion To Adjourn



**Town of Clayton
Fire Advisory Board Minutes
Thursday, July 25, 2024 at 6:00 PM
Clayton Fire Station One
325 W. Horne Street**

Board Members Present:

Jason Thompson
Stacey Turner
Chris Carter
Daryle Harris
Joel Gates
Karen Patterson
Stacey Turner
Jeffrey Stallings

Staff Present:

Council Liaison Michael Sims
Heidi Holland, Town Clerk
David Ranes, Fire Chief

Board Members Absent:

None

1 CALL TO ORDER

a) Stacey Turner called the meeting to order at 6:00 p.m.

2 OPENING REMARKS

3 APPROVAL OF MINUTES

a) Minutes
• March 28, 2024
Presenter: Heidi Holland, Town Clerk

Adoption of Minutes

RESULT:	CARRIED 8-0
MOVER:	Jeffrey Stallings
SECONDER:	Daryle Harris
YES:	Jason Thompson, Stacey Turner, Chris Carter, Daryle Harris, Joel Gates, Karen Patterson, Stacey Turner, and Jeffrey Stallings
NO:	None

4 REPORTS FROM FIRE CHIEF

- a) Chief Raney stated since the last meeting, on May 30, 2024, Fire Marshal Tony Atkinson retired. He shared the importance of this position because the critical fire code must be administered fairly. A recruitment for that position occurred; 19 people from across the country applied which was then narrowed down to four. Michael Tatum, who comes with 14 years' experience, was selected. He starts on July 29, 2024.

Captain Chris Carter has been promoted to Battalion Chief of Training and Safety. Since the passing of Jason Dean, the department has lacked training. Someone was needed in this position to focus on training. He would also serve as the Fire Department Safety Officer in this position.

The department is currently recruiting for the position of Deputy Fire Chief of Operations, which has been vacant since February. This role involves overseeing day-to-day operations. We are conducting a national search for this position, which will run for three weeks. An assessment will be conducted to identify the most suitable candidate.

The department is also recruiting for a Community Risk position. This position has been funded but not filled. This position would oversee reviewing child safety seats, bike safety, elderly safety, etc. They would work with community groups and the public to educate ways to prevent injuries. Fire Marshal Tatum would work to fill this position.

The department is also recruiting a relief driver, this would also be a Master Fire Fighter position. They are advertising internally right now. This position would be a firefighter 75% of the time and a relief driver 25% of the time.

He discussed the struggle with staffing trucks. He stated they have applied for the SAFER grant which would provide 6 positions. If they get the award, the government would cover these positions for 3 years at 100%. If they are not awarded, Council has approved these positions beginning in September.

He shared information on a new fire station. He is working with a landowner on Hwy 42. An offer was made, and he is waiting to hear back from them. He is working with ADW Architecture Firm to design fire station 3. He is working on the preliminary work right now. This station would take 3 years to build from start to finish.

He presented the strategic plan at a previous Council work session. Once adopted, it will serve as the roadmap for the next 3-5 years. He mentioned that an analysis was conducted by NC Fire Chief Consulting prior to his arrival and hopes to receive a follow-up on that within the next week.

Discussion began on the fire department working towards being accredited. He stated becoming accredited is a 3-4 year process. Discussed were the steps needed to get there. Working towards this accreditation allows the fire department to take a deep look at what is being done internally. There would be more discussion on this down the road.

He provided an update on the new fire truck. Last week staff traveled to Wisconsin to look at final construction. It is scheduled to be delivered tomorrow but would not go into service for a couple weeks. Receiving this new truck would allow the department to retire one of the older trucks out of the fleet. This new truck would be on display at one of largest fire shows on the east coast, the week of August 6.

There was a discussion on the pay cycle. NC Fire Consulting evaluated the system and recommended switching to a 14-day/106-hour cycle instead of the current 28-day/212-hour cycle. He has discussed this with the Executive Team and plans to present it to the Council at a future work session.

There was a discussion on the use of Electric Vehicle blankets. He has assigned Capt. Evans to create a training outline and policy, which need to be in place before implementation.

Chief Raney asked board members what they would like from the board. One suggestion was to keep board members informed about any events they might want to attend to show their support. It was also shared that Fire Marshal Michael Tatum will be sworn in at the Council meeting on August 5, 2024, and they are welcome to attend.

5 OTHER BUSINESS

6 ADJOURNMENT

a) Adjourn

With nothing further, the meeting was adjourned at 6:47 p.m.

Motion To Adjourn

RESULT:	CARRIED 8-0
MOVER:	Jason Thompson
SECONDER:	Karen Patterson
YES:	Jason Thompson, Stacey Turner, Chris Carter, Daryle Harris, Joel Gates, Karen Patterson, Stacey Turner, and Jeffrey Stallings
NO:	None

Duly adopted this the 26th day of September 2024.

Stacey Turner, Chair

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk and Clerk to the Board

July 25, 2024
Minutes