

**Upper Captiva Fire & Rescue District**

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***servicing the community with pride***

**BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**16 March 2018**

COMMISSIONERS PRESENT: Bill Byrnes, Tom Jenkins, AJ LaVallie, Steve Sward, Bill Fry (by phone), Attorney Richard Pringle (10:05 – 10:57 by phone) and Chief Bob Kinniry.

ISLANDERS PRESENT: JoAnn Beiermeister, Zeke McDonald, Georgia Murphy, Rick Fox, Arthur Mason, Rich Gross, DC John Cook, FF Garretto, and John Mejia (by phone).

1) CALL TO ORDER: Chairman Byrnes called the meeting to order at 10:05 AM.

2) COMMISSIONER REPORTS:

- A) Fry-Independent Financial Audit: Fry asked Jeff Brown of Ashley, Brown & Company to present his independent audit findings
- Brown stated that the Independent Audit of the financial statements ending 30 September 2018 was completed. Pages 1-2 describe the requirement for the audit and with the conclusion of their audit, they are able to issue a “clean, unmodified, unqualified opinion”. Key points were that:
    - The District had revenues greater than expenditures
    - The District underspent budgeted expenditures in both the General Fund and Special Assessment
    - The audit did not identify any deficiencies in internal controls that would be considered a material weakness
  - Sward asked why capital assets on Page 8 decreased from \$618K to \$476K?
    - Brown stated that most of the decrease would be from depreciation of \$47K, unless the District purchased new equipment that would cause capital assets to increase
    - Fry reminded the Board that we “wrote off” \$97K for construction in process from the failed 2012 referendum for the station addition
  - Public Comment:
    - McDonald thanked Brown for the glowing report but stated that previous Boards took these audit reports as a confidential report that should be “close hold” and not generally available to the Public. Brown stated that these reports are public record and that, after Brown forwards the Board-approved audit to the State, the Auditor General posts the reports to a state website, with 5 years of reports available to the

- public. McDonald stated that in some past years, the Board was told to keep the document “close to the chest” and in some years, the individual Board copies were collected after the meeting. Fry added that in compliance with State Law, our website has a link to that website in the bottom right corner of the main page.
- Pringle stated that [Section 189.069](#) of the Florida Statutes applies to Special Independent Districts and requires posting the audit, approved budgets, and meeting agendas, among other documents. McDonald asked Pringle if it was required by that statute that unapproved documents like minutes be posted on the website before approval by the Board. Pringle stated that the public records law includes draft unapproved minutes and Section 189.069 says that all information that is related to an agenda meeting is supposed to be included on the website at least 7 days prior to the meeting date. Fry stated that those monthly meeting documents remain on the website for at least one year after the meeting and Pringle said that was correct. McDonald asked whether posting unapproved and potentially incorrect minutes to the website is a public service. Pringle responded that they are not the formal minutes until they are approved and Fry stated that they have an “Unapproved Draft” watermark on the documents, until they are approved by the Board at the next meeting, when they are reposted to the website.
  - Fry asked the Chair that since these last public comments didn’t relate to the audit contents, would he ask the Public whether there were any remaining audit-specific questions. Chair started to ask for public comment on the audit.
  - Pringle interrupted that question and reminded the Board that the audit needed to be approved by the Board and reflected in the minutes as such but that he noticed that there was no New Business item to approve the audit report. Fry stated that he normally makes a motion to approve the audit AFTER the public comment period is ended.
  - Chair again asked for public comment and there were no further comments.
  - **Sward moved** to approve the audit as presented, **seconded by Jenkins, all voted aye.**
  - Chief thanked Bookkeeper Lynch for all of her hard work and efforts to make the audit a success.

B) LaVallie- Access Way Surface Maintenance:

- LaVallie re-forwarded two documents to Pringle for legal review and comment last month:
  - Pringle stated that the current draft was “legally sufficient”
    - McDonald asked why docking was included in the document and Pringle stated that it is part of the enabling legislation as a direct quote
    - Beiermeister asked for a brief summary and LaVallie stated that the two documents have been posted on the website for the past week but the documents quote the legislative enabling statute

- Sward asked if the listing of roads was all-encompassing or would roads be added or deleted and LaVallie stated “No”, that is the starting point for the proposed Committee
- McDonald stated that he noticed there was no mention of tropical storm events or emergency situations and was that an oversight on purpose. LaVallie stated that details of that nature would be worked by the committee
- **Fry** asked the Board to approve 3 New Business Agenda items 1) to approve the final draft document as the AMC charter, 2) to nominate and approve a slate of possible committee members, and 3) to direct the Chief to publish meeting dates for the proposed AMC to comply with Sunshine Law requirements. All agreed, with Pringle’s blessing. Fry asked Chair to call for public comment since we were again making an agenda change, Chair asked for public comment, and there were none on the agenda change
- **Fry moved** that the final draft document as posted on the website be considered the initial charter for the Access-Way Maintenance Committee, **seconded by** Jenkins.
  - Chair called for further public comment and there was none
  - **All voted aye.**
- Fry, having already asked to add 3 New Business agenda items asked to advance the 2<sup>nd</sup> item and ask LaVallie whether he had a slate of at least 4 names to propose as members of the newly approved AMC. Chair asked for public comment on the agenda change and there were none.
  - LaVallie stated that he had 4 names for Seats 1, 2, 3, and 4; that Seats 1 and 3 would be 1-year appointments since the AMC charter states that those are appointed in odd-years and Seats 2 and 4 would be 2-year appointments since the AMC charter states that those are appointed in even-years (and this is an even year).
    - For Seat 1, LaVallie proposed Travis Parker, whose background is in real estate and property management
    - For Seat 2, LaVallie proposed Mark Justice, whose background is in construction, pavers, and barging materials out to the island
    - For Seat 3, LaVallie proposed Rick Fox, Manager of Safety Harbor Club, whose background is in HOA management and CPA/public accounting with his fiscal management capabilities
    - For Seat 4, LaVallie proposed Hart Kelley, who had a role in the former road commission and played a role in the actual development of our District enabling legislation as a former fire commissioner
    - All have agreed to serve, if appointed by the Board
    - Fry asked if the Board or the public had any further names to nominate to any of the committee seats and Sward stated that he would like to nominate a present member of the Fire Department to be on the committee to evaluate the work of the committee and Chief stated that LaVallie was a representative of the Fire Department, as a commissioner, and that should be sufficient. Chair stated that we had a similar issue with road trimming where Chair led the effort, begun before he became a member of the Board, and he brought in the Chief to consult and approve the work, as needed. Beiermeister agreed that LaVallie will

represent the District. Mason asked why placing the document on the website was sufficient? Mason would prefer to have the documents printed and passed out, let the community discuss it, and the Board take the vote next month. Chief stated that the documents are on the website, it has been a discussion topic for a year now at meetings and in the minutes, and the first draft was discussed at the last meeting. LaVallie stated that this meeting only covers forming the committee and allowing them to begin developing a proposed plan. Mejia stated that most of the public is aware of this issue, is glad that this issue is finally coming up to vote and he doesn't believe further tabling of this needs to occur.

- **LaVallie nominated** Travis Parker to Seat #1 for 1 year, effective March each year, **seconded by Fry**.
  - McDonald asked if it was true that the Commissioner appointed as the Chair of the AMC must serve on the committee for their entire term on Commission.
  - Fry asked if this Board has abolished the 13<sup>th</sup> or 14<sup>th</sup> Amendments? Any member of the Board or Committee can resign at any time and Pringle agreed.
  - Beiermeister asked if LaVallie resigns as Chair of the AMC or the Board, would his successor automatically become the replacement chair and Fry stated the successor would be by vote of the Board.
  - Sward asked whether the committee members would require bonding or insuring like Board members and Fry reminded everyone that the committee members don't have decision making authority, that it is the Board that approves work plans, awarding of contracts, and payment of contractors. LaVallie stated that it was no different than the Chief Search Committee, without any powers to select or hire.
  - LaVallie asked the Chair to call for the vote.
  - **All voted aye.**
- **LaVallie nominated** Mark Justice to Seat #2 for 2 years, effective March each year, **seconded by Jenkins**.
  - Chair asked for public comment and there was none.
  - **All voted aye.**
- **LaVallie nominated** Rick Fox to Seat #3 for 1 year, effective March each year, **seconded by Jenkins**.
  - Chair asked for public comment and there was none.
  - **All voted aye.**
- **LaVallie nominated** Hart to Seat #4 for 2 years, effective March each year, **seconded by Jenkins**.
  - Chair asked for public comment and there was none.
  - **Passed 4-1 (Sward opposed).**
- Fry, having already asked to add 3 New Business agenda items asked to advance the 3<sup>rd</sup> item and ask LaVallie if he had developed proposed meeting dates for the new committee. LaVallie stated that he would propose scheduling the meetings every Thursday at 1PM at the Safety Harbor Club House, starting on Thursday, 29 March, which leaves sufficient time for the dates to be published, in compliance with the Sunshine Law.

- **Fry moved** that we direct the Chief to publish the proposed dates for weekly meetings of the AMC in the News Press for the next 6 months, **seconded by Jenkins**.
  - McDonald stated that before we vote on it, there needs to be a schedule identified and Fry stated that LaVallie just stated every Thursday at 1PM at the Safety Harbor Clubhouse.
  - Beiermeister asked if those meetings are open to the public and LaVallie said yes.
  - Chair stated that the dial-in procedure would also be supported for those that can't attend in person.
  - **All voted aye.**
- Pringle reminded the Board that the committee will satisfy the Sunshine Law requirements by providing public notice, at a public location, with minutes to be completed. If a meeting is canceled, the law only requires a notice posted on the door of the published meeting location, before the time the meeting was scheduled to start.
- LaVallie asked if there were any further agenda items that require Pringle's attendance. Pringle said that he only had one item and that is to propose an agenda item for the April meeting to announce which Board seats are up for election in 2018 and the qualification period is from Noon, 18 June to Noon, 22 June. Mason asked how many seats and LaVallie said Seats 1, 2, and 5 (LaVallie, Jenkins, and Byrnes).
- Sward asked whether Pringle had been submitting monthly statements and Pringle said that he had not but will do that. Pringle departed the call at 10:57

C) Byrnes-Future Chief Search Committee:

- Fox updated Board that the application period ended on 28 February. The committee has analyzed the applications and Byrnes reviewed the applications to see who met the minimum requirements and there are 6 qualified applicants.
  - Completed phone interviews with 3 applicants yesterday; two are from out of state and one is from Avon Park
  - One of the 6 applicants withdrew when he understood the shift hours that he would have to work on the island
  - One applicant is in Afghanistan as the Fire Chief for the American Embassy and will return to the US in two weeks
  - The committee hasn't been able to connect by phone with the 6<sup>th</sup> applicant yet
- Beiermeister asked if they were aware about how remote the island is. Fox stated that the committee was surprised about how much information they have gotten from the internet. Some had strengths in forestry fires. LaVallie asked if the last two would be interviewed face-to-face and Fox stated that they would probably just be by telephone since they are out of state/country.
- Fox stated that they have not discussed compensation with the candidates since that is a Board decision but that we may need to offer them more than we originally believed.
- Murphy asked why video conferencing wasn't possible and Fry stated that Skype was free.

- Fox stated that the Committee intends to have a least 3 candidates to present to the Board and Byrnes stated that he has done his best to explain how remote the island is and how long they are expected to fight a fire before mutual aid arrives and the New Mexico applicant said that he is in a county that is 5,500 square miles and that on one of his first calls, it took 45 minutes to arrive at the scene.
- Fry asked 2 questions:
  - Do they know how dysfunctional our Board and Community are from their internet searches? (laughter) Fox said that they didn't mention any concerns about that.
  - Do we need to add an agenda item for making a decision about a new Fire Chief at the April or May meetings? Fox said that he wasn't sure if it was April or May yet but April is a possibility.
- Sward stated that April was his last on-island meeting and he would prefer that the Committee make their recommendations at that meeting.
- Fry asked if it is an April agenda item, whether copies of background investigations, applications, resumes, and qualifications would be provided at least 7 days before the April meeting to post on the website?
  - Fox asked whether personnel information was private and how to present the information to the Board and Fry said anything that the applicants send to the Committee or the Board is public information and the meeting is open to the public.
  - Byrnes stated that he would check with Pringle to confirm what information was releasable and Fry said the specific question is what data fields in the applications, resumes, and background investigation documents should be redacted (like social security number, date of birth, etc.) before posting but that all of the information is public information and not protected.
  - Fox asked whether the Chief or the firefighters can be excluded from the meeting where the applicants are presented or interviewed by the Board. Fry again stated it was a public meeting and they can't be forced to leave.
  - Murphy suggested that Pringle should be consulted since she believes that personnel issues might be excluded.
  - Beiermeister asked if any of them would live on the island and Fox said that none of the first 3 was interested in living on the island. Beiermeister asked if any have families and he stated that 1 of 3 does have children, one in junior high and one in senior high, and Byrnes has provided details about Island Girl and schools.
- Board dialed in Pringle again to ask the questions and Byrnes asked Pringle:
  - What information, if any, in regard to the applicants needs to be posted on the website before the meeting, such as resumes, applications, things like that, if anything:
    - Pringle stated that those documents are public records and can be requested at any time
    - Pringle stated that we can post anything that we want to such as just names or an agenda item summary that briefly says the topic, brief discussion, fiscal impact statement, recommendation or decision asked of the Board. That is sufficient or just put the names on the web.

- Byrnes asked if the agenda shows recommended names, is that sufficient and Pringle said that the key issue is letting the public know that the topic is going to be discussed, what might be decided, and allow the public the chance to make a presentation.
- Murphy asked whether personnel issues are included by the Sunshine Law? Pringle responded that personnel issues are public records but some information is protected under public records law. Murphy asked whether the Board can go into executive session for personnel issues under Sunshine Law. Pringle stated that they cannot but there is an exception for bargaining unit contract negotiations. Murphy then asked if the Board is interviewing candidates for the Fire Chief, can the Board go into executive session, for that purpose. Pringle stated “No ma’am. If the Board members want to interview candidates, they can do it on a one-on-one basis but if they interview the candidates together, it is a Sunshine Law-compliant event.”
- Fox asked if the Chief or the firefighters can be asked to leave the meeting during the presentation or interview process and Pringle stated it was an open meeting. You can ask anything but it is a public meeting and neither the candidates nor current District-employees can be required to leave when other candidates are interviewed.
- LaVallie asked whether Fry was able to hear what Pringle said and Fry stated that he heard everything that Pringle said ... and “it sounded like everything one of us said”.

D) Byrnes-House/Club Number Address Cross-Reference:

- Chair asked Fry if anything had been done after Chair and Fry updated the documents 2 years ago. Fry stated the PDFs, Excel spreadsheets, and Word documents were provided to Chief Pepper and Chief Kinniry 2 years ago and to Chief Kinniry again 6-8 months ago.
- Chief said that the list is carried with the vehicles every day but isn't sure when the last time it was updated.
- Chair stated that it should be updated at least annually because houses are sold, houses are renamed, some join and leave clubs, and not knowing where a house is located is just as bad as going to the wrong house. We need to stay current on this.
- Beiermeister commented that a large number of house numbers are obscured and unreadable and Chair stated that last Spring, we were down to single digits for houses lacking visible numbers but after IRMA, we have about 30. Chair sent an email to all of the property managers with those 30.
- Murphy asked if she calls 9-1-1 and it shows her address as 466 Gulf Bend Drive but her SHC street plaque shows 11, the SHC Club number, not the street number. Chair stated that might be an issue for SHC to update some of the metal signs.
- Chief stated that he is updating the fire emergency stickers that will allow owners to enter not just their club numbers but the physical address of the house for renters.

3) MINUTES: Minutes of the 16 February Regular Meeting were discussed; **Jenkins moved**, **Sward seconded**, and **all voted aye** to approve the minutes with corrections. McDonald's commented that he vehemently agreed with LaVallie's comments about too much detail and

believes that Fry's editorial comments are pointed only towards the Secretary's viewpoint, where comments from the other Board members and the Public are excluded from the minutes. The Board should require more factual minutes from the Secretary. The Board and Secretary should recognize that these are permanent minutes of this august body and editorializing by the writer of those minutes is unseemly. Chair asked if Fry heard that and Fry said "yes". LaVallie said that Fry should understand the spirit of what was said by him and McDonald, that there must be some middle ground and is, in a more pointed way, his concerns as well. Sward stated that there are different philosophies in taking minutes and Fry's is more a full-text version, rather than a more truncated version, eliminating a lot of the individual commentary, there was discussion about the issue, and a decision was made, without the need for a more detailed recitation of everyone's comments. Sward recognizes that this is an additional burden on Fry but that he would be okay with a more truncated version from 10-12 pages to 2-3 pages. Fry said that he would be happier if these were only 1-hour meetings and there weren't the opportunities for folks to say words that we don't want to put in the minutes. Beiermeister said that it seems like Fry is putting the emotions that he felt and the rest of you don't want the emotions put into the minutes. LaVallie reminded Beiermeister that because of the Sunshine Law, this is the only time we can discuss issues but, even if those things are said, it isn't appropriate to put them into the minutes and that is the flavor of the comments. Byrnes stated that the tapes are still available and that he remembers when past minutes were always less than 2 pages when Andrea Pepper and Marcia Andrews did them.

#### 4) TREASURER'S REPORT:

- Balance Sheet: Fry stated that there were no unexpected outstanding liabilities other than the usual transfers of expenses between the General and Special Assessment Funds and that he would post the recap of the financial documents into the minutes:
  - The Ad Valorem checking account had a 28 February ending accrued balance of \$5,922.23
  - The Ad Valorem Money Market Account had a 28 February ending accrued balance of \$842,665.36 (including \$358.05 in interest for February, \$49,937.28 and \$31,211.85 in tax & special assessment revenues in February respectively, and \$1,000 in a cash donation)
  - The Friend's account had a 28 February ending balance of \$15,318.22 (increase of \$0.43 in interest)
  - The Impact Fee account had a 28 February ending balance of \$3,645.14 (increase of \$0.52 in interest)
  - There were no questions about the Balance Sheet
- Consolidated Income and Expense Report Ending 28 February: We were 42% into FY18 with Pay & Benefits at 38.46%, Operating Expenses at 46.5%, and Capital Investment at 19.64% (but we have committed 100% of Capital funding with the \$50K in High Pressure/High Volume pump & trailer). Nearly all lines are within the ballpark of being on the straight-line path, other than Workman's Comp in Pay & Benefits and that is just timing with advance payment of premiums, with the exceptions of:



- 522-310: No meaningful bills have been received for Legal Services this FY (less than \$160)
- 522-469: Trimming costs have been full posted but the Special Assessment Fund hasn't received its allocation yet, but overall, we are 100% complete
- 522-510: Office supplies are at 52.14%; a significant portion of that is likely from printing meeting documents for Commissioners for documents posted on the District's webpage
- 522-520: Other Operating Supplies is at 78.54%, Treasurer asked for detail from Bookkeeper but didn't receive it so, unless Chief can explain, there is no information at this time
- 522-521: Chief needs to provide more detail to Bookkeeper Lynch for credit card fuel charges, both past and present, since she hasn't received any indication that ground equipment fuel purchases have been made for diesel or unleaded gas (all fuel charges have been applied to Special Assessment as marine fuel) and continuing that current process of charging everything to Special Assessment may be a technical violation of Special Assessment funding. Chief stated that he will revert from credit card payment on Monday's to monthly invoicing and payment by check.
- There were no questions about the Consolidated Income & Expense Report
- **LaVallie moved** to accept the Treasurer's Report, **Jenkins seconded, all voted aye.**

#### 5) CHIEF'S REPORT:

- Calls: 7 calls last month; including a golf cart fire
- ISO Survey Results – 6 March 2018: Believes that no points were lost in the survey compared to 5 years ago and Chief has identified opportunities for bonus reports
- FEMA Request for Public Assistance: No update from FEMA but he contacted them. Still don't know if they have waived the late reporting requirement. Fry asked if he had provided a copy of his latest detailed calculations for the FEMA claim to the rest of the Board and he said no. Fry reminded Chief that there were errors and omissions in what he initially provided to Fry, that the document needs to be corrected, and then provided to the rest of the Board. Chair agreed that Fry asked Chief to do that at the last meeting.
- Engine 191 Replacement Status from Pine Island/Matlacha FCD: Detailing stickers applied, DC Cook and Capt Tyrell have performed lots of work during their PIMFDC shifts, with about \$2,000 in preventative maintenance completed. Tires can be moved from our current truck to the new truck, if the existing tires are in worse shape.
- Tanker 191 Replacement Status (5-Ton): Division of Forestry still hasn't moved it from Lake City; this is a cargo transport with a crane that will have to be removed when it is converted to be our replacement T-191, so measurements for the planned skid-mounted tank & pump unit can't be determined until we have the truck in Fort Myers.
- Station Exterior Renovations: Now underway but there have been some delays with the rain and cold weather.
- Equipment:
  - GovDeals.com: Old Skiff Tower was sold for about \$1100, as previously reported but still waiting for the check and expect it by the end of the month

- 6x6 Utility Vehicle: Not planning to sell the vehicle at this time since Polaris is not producing the 6x6 at this time. Fry stated that we discussed the 6x6 two meetings ago, that it was our oldest vehicle, and that once it was fixed, it would be better to sell it early for some money than to wait until it is broken, can't be repaired and is worthless later. Fry again recommended to the Board that we direct the Chief to sell the vehicle now that it is repaired, he has told us that the small tank & pump unit will fit on the short bed 4x4 that we just bought, that we have a requirement for 3 utility vehicles, and that we now have 4. Chief stated that the small tank & pump unit will FIT on the 4x4 but it is slightly overweight. Fry stated that we should then sell the oldest 4x4 since we have a requirement for 3 and not 4. LaVallie asked why we need 4 and Chief stated that since a new 6x6 isn't available, he needs both for back-up. Sward stated that we should defer to the Chief since he says that he needs it and look at it again in a couple of months. Fry reminded everyone that the risk is that we have a large future repair and maintenance bill or that it can't be fixed and it is unsellable. Chief stated that he needs them if one breaks down, he has a back-up and if both break down, and he needs a back-up.
- LCEC: They were supposed to come out last week to evaluate moving the transformer box on Point House Trail but couldn't because their boat wasn't available. Chief offered to pay to bring them out on Island Girl or on our crew boat but they said that they have to use an LCEC boat.
- High Volume/High Pressure Pump: In service but the heavy duty primer pump was not installed, even though Chief paid extra for the heavy duty primer pump. The one on the older pump may not have been installed by the manufacturer but the one on the new pump is the same type as the one that failed on first use at the Adams fire 5 years ago. Not sure if we have to pay extra for the right thing or not.
- Fencing and Easements: Chief and LaVallie met with County Planners and Lee County Code Development group. Their documents DO show the land easements are shown for specified purposes, that access-ways are a specified purpose, that putting fencing into the easements require permits, that they didn't recall permitting any of those fences. LaVallie stated that we should be careful for what we ask the County to do. If we want to take the "kinder, gentler approach" first, then the County could come out, fine them, and make them take it out. Fry suggested that Chief identify the 5-10 worst offenders, talk with the owners, and, if not resolved, provide the addresses to the County for enforcement. Fry reminded LaVallie that, before LaVallie joined the Board, he suggested that same thing more than 2 years ago to identify the worst offenders for the County to resolve.
- Volunteer Support Services (VSS): Update provided by FF Garretto
  - Current program is a support program where volunteers have to remain outside of the hot zone but they can perform equipment delivery, firefighter rehab, off-island firefighter transportation to the fire, etc.
  - Combination Professional/Volunteer Districts qualify for things like Division of Forestry grants for excess military vehicles but those volunteers must be Florida Fire

Academy certified-volunteers and Chief hopes to find recent graduates who want to volunteer without pay for experience, before they are hired by another District

- Sol Vista Fire AAR Updates/Improvements: No updates, Chief considers it a closed issue. Fry asked if the Board was ready to drop this off the agenda. Fry asked 2 months ago for the updated or recently created District checklists and SOPs that are in the AAR and Chief responded that he has the County SOGs. LaVallie stated that the AAR was a tool for the FFs to get better and he sees no need for continuing the topic on the agenda.
- IRMA AAR Updates/Improvements: No updates. Chair asked if there would be a Hurricane Preparedness meeting for islanders BEFORE season ends so that seasonal folks can prepare their homes before they leave.
- The Board accepted the Chief's Report

7) ADDITIONS/CHANGES TO THE AGENDA & PUBLIC COMMENTS ON AGENDA: No public comments on the agenda

8) OLD BUSINESS:

A) Officer Additional Duty Descriptions:

- Chief handed out copies of Chief, Deputy Chief, and Firefighter Paramedic/EMT to attendees at the table. Since Fry wasn't provided copies, he asked if they included Operations Division Chief, Support Division Chief, and ALS Division Chief and the response was still no.
- Fry stated that last month, this topic included discussion about \$5K-\$10K overspend for having two officers on each C-Shift. As requested by the Board at the last meeting, Fry did a more precise calculation of the budget impact of having two officers on the C-Shift, as well as not having sufficient EMTs for the shifts:
  - Budgeted: The budget baseline is 1 officer, 1 paramedic, and 2 EMTs for each shift (Chief counts as one of the EMTs on each shift that he works)
  - Approved with Denison Hiring: 1 officer (Denison), 1 paramedic, and 2 EMTs (costs roughly \$1,100 more per year) which is negligible and why Fry stated the conversion for Denison was budget neutral, if he was the officer on shift
  - Least Cost: 1 officer/paramedic (Denison) and 3 EMTs saves \$5,467 over current budget, if more EMTs are hired
  - Two Officers at \$19.05/Hour and Two EMTs: 1 officer/paramedic (Denison), 1 officer and 2 EMTs costs about \$1,067 over current budget, again a negligible difference
  - Chiefs "FAIR" Schedule: 1 officer, 1 officer/paramedic (Denison), 1 paramedic (sometimes 2) and 1 EMT costs about \$13,133/year over current budget (more if it is two paramedics and no EMT)
- Since Chief doesn't want to offer lower rates for C-Shift officers at \$19.05 and Fry stated that another way to pay for this is to "SELL ONE OF THE DAMN UTILITY

VEHICLES, pick something else to reduce, or we take it out of the reserves like we usually do since we can't make any hard decisions."

- LaVallie stated that we have increased problems if we hire a 2<sup>nd</sup> Chief and additional EMTs, that should probably wait until a new chief is hired. Wants the issue tabled for 60-90 days, until a new chief is hired. Taking this out of reserves at the end of the year is okay.
- Sward again stated that our current percentage for Pay & Benefits shows that it isn't a budget concern at this point.

B) Requests for Contractor Information on 2<sup>nd</sup> Station Apartment: Tabled indefinitely since Fry stated that potential contractors won't spend any efforts on it since they don't believe the Board will ever make a decision to proceed.

9) NEW BUSINESS:

A) Budget Amendment 2018-003:

- LaVallie read Resolution 2018-031618 aloud and Chair asked for public comments.
- Fry stated that this adjusts the Beginning Fund balances to match the numbers in the approved audit at the start of the meeting and adds \$30,000 from each fund for fire access-way maintenance, along with other more minor adjustments.
- **LaVallie moved** to approve the resolution, **seconded by** Jenkins

B) Beach Bonfire Patrols: Chair asked whether, with cold weather and peak rental season starting, Chief had restarted beach patrols. Chief stated that he had not but could.

10) PUBLIC COMMENT: Mejia was the last Public Participant but had no further comments. Reminder that the St. Patrick's Day Open House, sponsored by the Friends of the Fire Department, is tomorrow from 11:30AM – 1:00PM.

11) NEXT DATE: The next Regular Monthly Meeting is Friday, 20 April at 10AM.

12) ADJOURN – **Moved by LaVallie, seconded by Jenkins**; meeting adjourned at 13:02PM.

Respectfully submitted,

Bill Fry  
Secretary/Treasurer