

Upper Captiva Fire & Rescue District

4511 Hodgepodge Lane

P.O. Box 322

Pineland, FL 33945



servicing the commu.

Phone: 239-472-8899 / Fax: 239-472-1582

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41

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 ~~(0:0:57 – 0:19:57)~~: 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

- 42 public. McDonald stated that in some past years, the Board was told to keep the
43 document “close to the chest” and in some years, the individual Board copies were
44 collected after the meeting. Fry added that in compliance with State Law, our
45 website has a link to that website in the bottom right corner of the main page.
- 46 ○ Pringle stated that [Section 189.069](#) of the Florida Statutes applies to Special
47 Independent Districts and requires posting the audit, approved budgets, and
48 meeting agendas, among other documents. McDonald asked Pringle if it was
49 required by that statute that unapproved documents like minutes be posted on the
50 website before approval by the Board. Pringle stated that the public records law
51 includes draft unapproved minutes and Section 189.069 says that all information
52 that is related to an agenda meeting is supposed to be included on the website at
53 least 7 days prior to the meeting date. Fry stated that those monthly meeting
54 documents remain on the website for at least one year after the meeting and Pringle
55 said that was correct. McDonald asked whether posting unapproved and potentially
56 incorrect minutes to the website is a public service. Pringle responded that they are
57 not the formal minutes until they are approved and Fry stated that they have an
58 “Unapproved Draft” watermark on the documents, until they are approved by the
59 Board at the next meeting, when they are reposted to the website.
 - 60 ● Fry asked the Chair that since these last public comments didn’t relate to the audit
61 contents, would he ask the Public whether there were any remaining audit-specific
62 questions. Chair started to ask for public comment on the audit.
 - 63 ● Pringle interrupted that question and reminded the Board that the audit needed to be
64 approved by the Board and reflected in the minutes as such but that he noticed that
65 there was no New Business item to approve the audit report. Fry stated that he
66 normally makes a motion to approve the audit AFTER the public comment period is
67 ended.
 - 68 ● Chair again asked for public comment and there were no further comments.
 - 69 ● **Sward moved** to approve the audit as presented, **seconded by Jenkins, all voted aye.**
 - 70 ● Chief thanked Bookkeeper Lynch for all of her hard work and efforts to make the audit a
71 success.
- 72
- 73 | B) LaVallie- Access Way Surface Maintenance ~~(0:19:57 – 0:52:23)~~:
- 74
 - 75 ● LaVallie re-forwarded two documents to Pringle for legal review and comment last
76 month:
 - 77 ○ Pringle stated that the current draft was “legally sufficient”
 - 78 ■ McDonald asked why docking was included in the document and Pringle stated
79 that it is part of the enabling legislation as a direct quote
 - 80 ■ Beiermeister asked for a brief summary and LaVallie stated that the two
81 documents have been posted on the website for the past week but the
82 documents quote the legislative enabling statute

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

- 127 represent the District. Mason asked why placing the document on the website
128 was sufficient? Mason would prefer to have the documents printed and passed
129 out, let the community discuss it, and the Board take the vote next month. Chief
130 stated that the documents are on the website, it has been a discussion topic for a
131 year now at meetings and in the minutes, and the first draft was discussed at the
132 last meeting. LaVallie stated that this meeting only covers forming the
133 committee and allowing them to begin developing a proposed plan. Mejia stated
134 that most of the public is aware of this issue, is glad that this issue is finally
135 coming up to vote and he doesn't believe further tabling of this needs to occur.
- 136 ○ **LaVallie nominated** Travis Parker to Seat #1 for 1 year, effective March each year,
137 **seconded by Fry.**
 - 138 ▪ McDonald asked if it was true that the Commissioner appointed as the Chair of
139 the AMC must serve on the committee for their entire term on Commission.
 - 140 ▪ Fry asked if this Board has abolished the 13th or 14th Amendments? Any member
141 of the Board or Committee can resign at any time and Pringle agreed.
 - 142 ▪ Beiermeister asked if LaVallie resigns as Chair of the AMC or the Board, would his
143 successor automatically become the replacement chair and Fry stated the
144 successor would be by vote of the Board.
 - 145 ▪ Sward asked whether the committee members would require bonding or
146 insuring like Board members and Fry reminded everyone that the committee
147 members don't have decision making authority, that it is the Board that approves
148 work plans, awarding of contracts, and payment of contractors. LaVallie stated
149 that it was no different than the Chief Search Committee, without any powers to
150 select or hire.
 - 151 ▪ LaVallie asked the Chair to call for the vote.
 - 152 ▪ **All voted aye.**
 - 153 ○ **LaVallie nominated** Mark Justice to Seat #2 for 2 years, effective March each year,
154 **seconded by Jenkins.**
 - 155 ▪ Chair asked for public comment and there was none.
 - 156 ▪ **All voted aye.**
 - 157 ○ **LaVallie nominated** Rick Fox to Seat #3 for 1 year, effective March each year,
158 **seconded by Jenkins.**
 - 159 ▪ Chair asked for public comment and there was none.
 - 160 ▪ **All voted aye.**
 - 161 ○ **LaVallie nominated** Hart to Seat #4 for 2 years, effective March each year, **seconded**
162 **by Jenkins.**
 - 163 ▪ Chair asked for public comment and there was none.
 - 164 ▪ **Passed 4-1 (Sward opposed).**
 - 165 ● Fry, having already asked to add 3 New Business agenda items asked to advance the 3rd
166 item and ask LaVallie if he had developed proposed meeting dates for the new
167 committee. LaVallie stated that he would propose scheduling the meetings every
168 Thursday at 1PM at the Safety Harbor Club House, starting on Thursday, 29 March,
169 which leaves sufficient time for the dates to be published, in compliance with the
170 Sunshine Law.

- 171 ○ **Fry moved** that we direct the Chief to publish the proposed dates for weekly
172 meetings of the AMC in the News Press for the next 6 months, **seconded by Jenkins**.
173 ▪ McDonald stated that before we vote on it, there needs to be a schedule
174 identified and Fry stated that LaVallie just stated every Thursday at 1PM at the
175 Safety Harbor Clubhouse.
176 ▪ Beiermeister asked if those meetings are open to the public and LaVallie said yes.
177 ▪ Chair stated that the dial-in procedure would also be supported for those that
178 can't attend in person.
179 ▪ **All voted aye.**
- 180 ● Pringle reminded the Board that the committee will satisfy the Sunshine Law
181 requirements by providing public notice, at a public location, with minutes to be
182 completed. If a meeting is canceled, the law only requires a notice posted on the door
183 of the published meeting location, before the time the meeting was scheduled to start.
- 184 ● LaVallie asked if there were any further agenda items that require Pringle's attendance.
185 Pringle said that he only had one item and that is to propose an agenda item for the
186 April meeting to announce which Board seats are up for election in 2018 and the
187 qualification period is from Noon, 18 June to Noon, 22 June. Mason asked how many
188 seats and LaVallie said Seats 1, 2, and 5 (LaVallie, Jenkins, and Byrnes).
- 189 ● Sward asked whether Pringle had been submitting monthly statements and Pringle said
190 that he had not but will do that. Pringle departed the call at 10:57
191
- 192 | C) Byrnes-Future Chief Search Committee ~~(0:52:23 - 1:18:39)~~:
193
- 194 ● Fox updated Board that the application period ended on 28 February. The committee
195 has analyzed the applications and Byrnes reviewed the applications to see who met the
196 minimum requirements and there are 6 qualified applicants.
- 197 ○ Completed phone interviews with 3 applicants yesterday; two are from out of state
198 and one is from Avon Park
- 199 ○ One of the 6 applicants withdrew when he understood the shift hours that he would
200 have to work on the island
- 201 ○ One applicant is in Afghanistan as the Fire Chief for the American Embassy and will
202 return to the US in two weeks
- 203 ○ The committee hasn't been able to connect by phone with the 6th applicant yet
- 204 ● Beiermeister asked if they were aware about how remote the island is. Fox stated that
205 the committee was surprised about how much information they have gotten from the
206 internet. Some had strengths in forestry fires. LaVallie asked if the last two would be
207 interviewed face-to-face and Fox stated that they would probably just be by telephone
208 since they are out of state/country.
- 209 ● Fox stated that they have not discussed compensation with the candidates since that is a
210 Board decision but that we may need to offer them more than we originally believed.
- 211 ● Murphy asked why video conferencing wasn't possible and Fry stated that Skype was
212 free.

- 213
- 214
- 215
- 216
- 217
- 218
- 219
- 220
- 221
- 222
- 223
- 224
- 225
- 226
- 227
- 228
- 229
- 230
- 231
- 232
- 233
- 234
- 235
- 236
- 237
- 238
- 239
- 240
- 241
- 242
- 243
- 244
- 245
- 246
- 247
- 248
- 249
- 250
- 251
- 252
- 253
- 254
- 255
- 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.

- 256 ○ Byrnes asked if the agenda shows recommended names, is that sufficient and Pringle
257 said that the key issue is letting the public know that the topic is going to be
258 discussed, what might be decided, and allow the public the chance to make a
259 presentation.
- 260 ○ Murphy asked whether personnel issues are included by the Sunshine Law? Pringle
261 responded that personnel issues are public records but some information is
262 protected under public records law. Murphy asked whether the Board can go into
263 executive session for personnel issues under Sunshine Law. Pringle stated that they
264 cannot but there is an exception for bargaining unit contract negotiations. Murphy
265 then asked if the Board is interviewing candidates for the Fire Chief, can the Board
266 go into executive session, for that purpose. Pringle stated "No ma'am. If the Board
267 members want to interview candidates, they can do it on a one-on-one basis but if
268 they interview the candidates together, it is a Sunshine Law-compliant event."
- 269 ○ Fox asked if the Chief or the firefighters can be asked to leave the meeting during the
270 presentation or interview process and Pringle stated it was an open meeting. You
271 can ask anything but it is a public meeting and neither the candidates nor current
272 District-employees can be required to leave when other candidates are interviewed.
- 273 ○ LaVallie asked whether Fry was able to hear what Pringle said and Fry stated that he
274 heard everything that Pringle said ... and "it sounded like everything one of us said".
275

276 | D) Byrnes-House/Club Number Address Cross-Reference ~~(1:18:39 – 1:27:23)~~:

- 277
- 278 ● Chair asked Fry if anything had been done after Chair and Fry updated the documents 2
279 years ago. Fry stated the PDFs, Excel spreadsheets, and Word documents were provided
280 to Chief Pepper and Chief Kinniry 2 years ago and to Chief Kinniry again 6-8 months ago.
 - 281 ● Chief said that the list is carried with the vehicles every day but isn't sure when the last
282 time it was updated.
 - 283 ● Chair stated that it should be updated at least annually because houses are sold, houses
284 are renamed, some join and leave clubs, and not knowing where a house is located is
285 just as bad as going to the wrong house. We need to stay current on this.
 - 286 ● Beiermeister commented that a large number of house numbers are obscured and
287 unreadable and Chair stated that last Spring, we were down to single digits for houses
288 lacking visible numbers but after IRMA, we have about 30. Chair sent an email to all of
289 the property managers with those 30.
 - 290 ● Murphy asked if she calls 9-1-1 and it shows her address as 466 Gulf Bend Drive but her
291 SHC street plaque shows 11, the SHC Club number, not the street number. Chair stated
292 that might be an issue for SHC to update some of the metal signs.
 - 293 ● Chief stated that he is updating the fire emergency stickers that will allow owners to
294 enter not just their club numbers but the physical address of the house for renters.
295

296 | 3) MINUTES ~~(1:27:23 – 1:40:27)~~: Minutes of the 16 February Regular Meeting were discussed;
297 **Jenkins moved, Sward seconded**, and **all voted aye** to approve the minutes with corrections.
298 McDonald's commented that he vehemently agreed with LaVallie's comments about too much

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

319

320 | 4) TREASURER'S REPORT (~~1:40:27~~ - ~~1:45:02~~):

321

322 • Balance Sheet: Fry stated that there were no unexpected outstanding liabilities other
323 than the usual transfers of expenses between the General and Special Assessment Funds
324 and that he would post the recap of the financial documents into the minutes:

325 ○ The Ad Valorem checking account had a 28 February ending accrued balance of
326 \$5,922.23

327 ○ The Ad Valorem Money Market Account had a 28 February ending accrued balance
328 of \$842,665.36 (including \$358.05 in interest for February, \$49,937.28 and
329 \$31,211.85 in tax & special assessment revenues in February respectively, and
330 \$1,000 in a cash donation)

331 ○ The Friend's account had a 28 February ending balance of \$15,318.22 (increase of
332 \$0.43 in interest)

333 ○ The Impact Fee account had a 28 February ending balance of \$3,645.14 (increase of
334 \$0.52 in interest)

335 ○ There were no questions about the Balance Sheet

336 • Consolidated Income and Expense Report Ending 28 February: We were 42% into FY18
337 with Pay & Benefits at 38.46%, Operating Expenses at 46.5%, and Capital Investment at
338 19.64% (but we have committed 100% of Capital funding with the \$50K in High
339 Pressure/High Volume pump & trailer). Nearly all lines are within the ballpark of being
340 on the straight-line path, other than Workman's Comp in Pay & Benefits and that is just
341 timing with advance payment of premiums, with the exceptions of:

- 342 ○ 522-310: No meaningful bills have been received for Legal Services this FY (less than
343 \$160)
- 344 ○ 522-469: Trimming costs have been full posted but the Special Assessment Fund
345 hasn't received its allocation yet, but overall, we are 100% complete
- 346 ○ 522-510: Office supplies are at 52.14%; a significant portion of that is likely from
347 printing meeting documents for Commissioners for documents posted on the
348 District's webpage
- 349 ○ 522-520: Other Operating Supplies is at 78.54%, Treasurer asked for detail from
350 Bookkeeper but didn't receive it so, unless Chief can explain, there is no information
351 at this time
- 352 ○ 522-521: Chief needs to provide more detail to Bookkeeper Lynch for credit card fuel
353 charges, both past and present, since she hasn't received any indication that ground
354 equipment fuel purchases have been made for diesel or unleaded gas (all fuel
355 charges have been applied to Special Assessment as marine fuel) and continuing that
356 current process of charging everything to Special Assessment may be a technical
357 violation of Special Assessment funding. Chief stated that he will revert from credit
358 card payment on Monday's to monthly invoicing and payment by check.
- 359 ● There were no questions about the Consolidated Income & Expense Report
- 360 ● **LaVallie moved** to accept the Treasurer's Report, **Jenkins seconded, all voted aye.**

361

362 | 5) CHIEF'S REPORT ~~(1:45:02 – 2:35:10)~~:

363

- 364 ● Calls: 7 calls last month; including a golf cart fire
- 365 ● ISO Survey Results – 6 March 2018: Believes that no points were lost in the survey compared to
366 5 years ago and Chief has identified opportunities for bonus reports
- 367 ● FEMA Request for Public Assistance: No update from FEMA but he contacted them. Still
368 don't know if they have waived the late reporting requirement. Fry asked if he had
369 provided a copy of his latest detailed calculations for the FEMA claim to the rest of the
370 Board and he said no. Fry reminded Chief that there were errors and omissions in what
371 he initially provided to Fry, that the document needs to be corrected, and then provided
372 to the rest of the Board. Chair agreed that Fry asked Chief to do that at the last meeting.
- 373 ● Engine 191 Replacement Status from Pine Island/Matlacha FCD: Detailing stickers
374 applied, DC Cook and Capt Tyrell have performed lots of work during their PIMFDC
375 shifts, with about \$2,000 in preventative maintenance completed. Tires can be moved
376 from our current truck to the new truck, if the existing tires are in worse shape.
- 377 ● Tanker 191 Replacement Status (5-Ton): Division of Forestry still hasn't moved it from
378 Lake City; this is a cargo transport with a crane that will have to be removed when it is
379 converted to be our replacement T-191, so measurements for the planned skid-mounted
380 tank & pump unit can't be determined until we have the truck in Fort Myers.
- 381 ● Station Exterior Renovations: Now underway but there have been some delays with the
382 rain and cold weather.
- 383 ● Equipment:
 - 384 ○ GovDeals.com: Old Skiff Tower was sold for about \$1100, as previously reported but
385 still waiting for the check and expect it by the end of the month

- 386 ○ 6x6 Utility Vehicle: Not planning to sell the vehicle at this time since Polaris is not
387 producing the 6x6 at this time. Fry stated that we discussed the 6x6 two meetings
388 ago, that it was our oldest vehicle, and that once it was fixed, it would be better to
389 sell it early for some money than to wait until it is broken, can't be repaired and is
390 worthless later. Fry again recommended to the Board that we direct the Chief to sell
391 the vehicle now that it is repaired, he has told us that the small tank & pump unit
392 will fit on the short bed 4x4 that we just bought, that we have a requirement for 3
393 utility vehicles, and that we now have 4. Chief stated that the small tank & pump
394 unit will FIT on the 4x4 but it is slightly overweight. Fry stated that we should then
395 sell the oldest 4x4 since we have a requirement for 3 and not 4. LaVallie asked why
396 we need 4 and Chief stated that since a new 6x6 isn't available, he needs both for
397 back-up. Sward stated that we should defer to the Chief since he says that he needs
398 it and look at it again in a couple of months. Fry reminded everyone that the risk is
399 that we have a large future repair and maintenance bill or that it can't be fixed and it
400 is unsellable. Chief stated that he needs them if one breaks down, he has a back-up
401 and if both break down, and he needs a back-up.
- 402 ● LCEC: They were supposed to come out last week to evaluate moving the transformer
403 box on Point House Trail but couldn't because their boat wasn't available. Chief offered
404 to pay to bring them out on Island Girl or on our crew boat but they said that they have
405 to use an LCEC boat.
- 406 ● High Volume/High Pressure Pump: In service but the heavy duty primer pump was not
407 installed, even though Chief paid extra for the heavy duty primer pump. The one on the
408 older pump may not have been installed by the manufacturer but the one on the new
409 pump is the same type as the one that failed on first use at the Adams fire 5 years ago.
410 Not sure if we have to pay extra for the right thing or not.
- 411 ● Fencing and Easements: Chief and LaVallie met with County Planners and Lee County
412 Code Development group. Their documents DO show the land easements are shown for
413 specified purposes, that access-ways are a specified purpose, that putting fencing into
414 the easements require permits, that they didn't recall permitting any of those fences.
415 LaVallie stated that we should be careful for what we ask the County to do. If we want
416 to take the "kinder, gentler approach" first, then the County could come out, fine them,
417 and make them take it out. Fry suggested that Chief identify the 5-10 worst offenders,
418 talk with the owners, and, if not resolved, provide the addresses to the County for
419 enforcement. Fry reminded LaVallie that, before LaVallie joined the Board, he suggested
420 that same thing more than 2 years ago to identify the worst offenders for the County to
421 resolve.
- 422 ● Volunteer Support Services (VSS): Update provided by FF Garretto
- 423 ○ Current program is a support program where volunteers have to remain outside of
424 the hot zone but they can perform equipment delivery, firefighter rehab, off-island
425 firefighter transportation to the fire, etc.
- 426 ○ Combination Professional/Volunteer Districts qualify for things like Division of
427 Forestry grants for excess military vehicles but those volunteers must be Florida Fire

- 428 Academy certified-volunteers and Chief hopes to find recent graduates who want to
429 volunteer without pay for experience, before they are hired by another District
- 430 • Sol Vista Fire AAR Updates/Improvements: No updates, Chief considers it a closed issue.
431 Fry asked if the Board was ready to drop this off the agenda. Fry asked 2 months ago for
432 the updated or recently created District checklists and SOPs that are in the AAR and
433 Chief responded that he has the County SOGs. LaVallie stated that the AAR was a tool
434 for the FFs to get better and he sees no need for continuing the topic on the agenda.
 - 435 • IRMA AAR Updates/Improvements: No updates. Chair asked if there would be a
436 Hurricane Preparedness meeting for islanders BEFORE season ends so that seasonal
437 folks can prepare their homes before they leave.
 - 438 • The Board accepted the Chief's Report
- 439

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

442
443 8) OLD BUSINESS:

444
445 A) Officer Additional Duty Descriptions ~~(2:35:10 – 2:50:00)~~:

- 446
447 • Chief handed out copies of Chief, Deputy Chief, and Firefighter Paramedic/EMT to
448 attendees at the table. Since Fry wasn't provided copies, he asked if they included
449 Operations Division Chief, Support Division Chief, and ALS Division Chief and the
450 response was still no.
- 451 • Fry stated that last month, this topic included discussion about \$5K-\$10K overspend
452 for having two officers on each C-Shift. As requested by the Board at the last
453 meeting, Fry did a more precise calculation of the budget impact of having two
454 officers on the C-Shift, as well as not having sufficient EMTs for the shifts:
 - 455 ○ Budgeted: The budget baseline is 1 officer, 1 paramedic, and 2 EMTs for each shift
456 (Chief counts as one of the EMTs on each shift that he works)
 - 457 ○ Approved with Denison Hiring: 1 officer (Denison), 1 paramedic, and 2 EMTs (costs
458 roughly \$1,100 more per year) which is negligible and why Fry stated the conversion
459 for Denison was budget neutral, if he was the officer on shift
 - 460 ○ Least Cost: 1 officer/paramedic (Denison) and 3 EMTs saves \$5,467 over current
461 budget, if more EMTs are hired
 - 462 ○ Two Officers at \$19.05/Hour and Two EMTs: 1 officer/paramedic (Denison), 1
463 officer and 2 EMTs costs about \$1,067 over current budget, again a negligible
464 difference
 - 465 ○ Chiefs "FAIR" Schedule: 1 officer, 1 officer/paramedic (Denison), 1 paramedic
466 (sometimes 2) and 1 EMT costs about \$13,133/year over current budget (more if it
467 is two paramedics and no EMT)
- 468 • Since Chief doesn't want to offer lower rates for C-Shift officers at \$19.05 and Fry
469 stated that another way to pay for this is to "SELL ONE OF THE DAMN UTILITY

- 470 VEHICLES, pick something else to reduce, or we take it out of the reserves like we
471 usually do since we can't make any hard decisions.”
- 472 • LaVallie stated that we have increased problems if we hire a 2nd Chief and additional
473 EMTs, that should probably wait until a new chief is hired. Wants the issue tabled for
474 60-90 days, until a new chief is hired. Taking this out of reserves at the end of the
475 year is okay.
 - 476 • Sward again stated that our current percentage for Pay & Benefits shows that it isn't a
477 budget concern at this point.

478

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

482

483 | 9) NEW BUSINESS ~~(2:50:00 – 2:54:00)~~:

484

485 A) Budget Amendment 2018-003:

- 486
- 487 • LaVallie read Resolution 2018-031618 aloud and Chair asked for public comments.
 - 488 • Fry stated that this adjusts the Beginning Fund balances to match the numbers in the
489 approved audit at the start of the meeting and adds \$30,000 from each fund for fire
490 access-way maintenance, along with other more minor adjustments.
 - 491 • **LaVallie moved** to approve the resolution, **seconded by Jenkins**

492

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

495

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

499

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

501

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

503

504 Respectfully submitted,

505

506

507

508 Bill Fry

509 Secretary/Treasurer