

Upper Captiva Fire & Rescue District

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servicing the community with pride

Robert Kinniry, Chief: UpperCapFD@aol.com

BOARD OF COMMISSIONERS

REGULAR MEETING

20 April 2018

COMMISSIONERS PRESENT: Bill Byrnes, Tom Jenkins, AJ LaVallie, Steve Sward, Bill Fry (by phone), Attorney Richard Pringle (10:34 – 10:44 by phone) and Chief Bob Kinniry.

ISLANDERS PRESENT: Zeke McDonald, Deb Skinner, Rick Fox, Jackie Byrnes, DC John Cook, and CAPT Mac McMullen (by phone).

1) CALL TO ORDER: Chairman Byrnes called the meeting to order at 10:03 AM.

2) COMMISSIONER REPORTS (0:01:18 – 2:06:50):

A) LaVallie - Access-Way Maintenance Committee (AMC) (0:08:21 – 1:17:50):

- Chair proposed changing the agenda sequence by moving this topic before the Chief Search Committee update, since Fox hadn't arrived yet, called for public comment, and there being none, LaVallie updated the Board on the AMC meetings and documents since last month's Board meeting:
 - Proposed AMC Standards:
 - LaVallie walked the Commissioners through the AMC-approved/recommended standards, with the detailed document posted on the website after yesterday's AMC meeting
 - There were no comments, questions or disagreement with the document raised by the Board
 - Proposed AMC Priorities:
 - LaVallie walked the Commissioners through the AMC-approved/recommended 5 access-ways for priority work (North Airport, East Seair, Spanish Gold, Harbor Bend, and Rum) with the detailed cost estimate document also posted on the website after yesterday's AMC meeting
 - Spanish Gold is the only access-way that is AMC-recommended to proceed immediately
 - MAJ Contracting (MAJ) provided a bid proposal to work on Spanish Gold; Justice, as a member of the committee and owner of MAJ Contracting, abstained from the vote on recommending approval of the cost proposal
 - MAJ is only bidding on the labor, with the District direct-ordering the material
 - MAJ recommends that Chief Kinniry establish accounts with the various vendors for materials and delivery, saving the District sales taxes, possible

- 43 County-imposed barging fees, and the usual MAJ mark-up & handling fees
44 when they accomplish the purchases for their commercial customers
- 45 • Bids were solicited from other vendors by the AMC, with no interest or
46 response from NCIC, Davenport or SHC
 - 47 • Bid was received from Pavement Maintenance, INC (PMI) that included not
48 only Spanish Gold but the other AMC-recommended and their labor and
49 equipment rates were significantly higher than MAJ for Spanish Gold
 - 50 • Chair and Sward asked whether the correct process was followed to solicit
51 bids and Chief stated that we usually try to solicit 3 bids and, in this case, it
52 appears that NCIC, Davenport, SHC, PMI, and MAJ were solicited, meeting
53 the requirement, even though only PMI and MAJ submitted proposals
 - 54 • Fry stated that if the Board was going to burden the AMC with a bid process
55 that has never been used in the past, then that process, whatever it is, will be
56 followed for EVERY other District purchase requirement going forward. Fry
57 then asked the Chair for a point of order, asked the Chair to change the
58 agenda to call forward a vote to approve or disapprove the MAJ proposal, to
59 then ask for public comment on the agenda change, and then a Board vote to
60 approve or disapprove the MAJ proposal. Motion failed for lack of a second.
 - 61 • Sward asked which budget line would fund this work, if approved and Fry
62 stated that the Board approved a budget amendment last month for \$60,000
63 for firelane maintenance, split evenly between the General Fund and Special
64 Assessment, in anticipation of the AMC-recommended expenditures
 - 65 • Fox, a member of the AMC, reiterated that the MAJ proposal reviewed by the
66 AMC was extremely reasonable and about 1/2 what PMI proposed for the
67 Spanish Gold portion of their proposal, especially since MAJ didn't mark up
68 the cost of materials for purchase and handling, as usual for every other
69 contractor and LaVallie reiterated that MAJ is only bidding \$3,800 for labor
70 and the materials and barging would be direct-District purchase that are not
71 marked up in any way
 - 72 • At Sward's request, Chair called Attorney Pringle to confirm that what the
73 District has done in the past is legal and Pringle asked whether the District
74 had a written purchasing policy and Fry stated no but asked Chief to layout
75 that there is a past practice where at least 3 on-island contractors are
76 solicited in-person, email, or phone to submit a bid for construction and the
77 District selects from the submitted proposals. Pringle stated that:
 - 78 ○ Florida Statutes (FS) in Chapters 255 and 257 are the governing law, plus
79 the District's own policies for bidding and competitive selection processes
 - 80 ○ FS 255 requires advertising and competitive bids for construction greater
81 than \$200,000 and this proposal is well below that number
 - 82 ○ FS 257 requires advertising and competitive bids for professional services
83 greater than \$25,000, that the AMC/Board is not using professional
84 services, this Statute doesn't apply, and that this proposal is well below
85 that number
 - 86 • **Sward moved** that we accept the MAJ proposal for labor and District direct-
87 purchase for work on Spanish Gold, **Fry seconded, all voted aye.**

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- LaVallie thanked the Board for the approval and restated MAJ would be notified immediately that their proposal was approved, that Chief needs to coordinate with MAJ and the selected vendors to begin ordering materials for delivery, and the expected start/completion date of the Spanish Gold work will be late May, before rainy season begins. The remaining priority list may require purchase, delivery and on-island staging of the materials in late summer, with labor and work accomplished in early FY19 (October – December timeframe), after rainy season ends. Those will require future AMC recommendations for Board approval.
 - AMC Access-Way Matrix for Estimated Work Requirements and Costs:
 - LaVallie stated that this document is still a work in progress that remains in draft and hasn't been approved by the AMC for decision
 - Fry reiterated that the reason that this matrix and level of detail for cost estimates is required is as a supporting document for a future referendum resolution for a new special assessment or needed as an input for decisions and funding during the annual budgeting process, if funded out of General Funds
 - Sward asked the difference between pages 3 and 4 and Fry responded that they are working documents and the page 4 estimates just have less fill quantities
 - Safety Harbor Club Participation in the AMC Process for Maintenance and Possible Referendum:
 - LaVallie stated that this document was created by Fox as the Manager of SHC, reflecting the SHC position, not as a member of the AMC, that includes 3 options
 - Fox stated that the SHC Board voted to oppose a possible referendum and any future special assessments for SHC property owners in the Planned Unit Development (PUD)
 - Skinner asked whether that included the 40+ SHC "C Members" that don't own property inside the PUD? Sward responded that the SHC vote applied to the properties inside the PUD. Fox stated that the SHC Board vote was based on the access-ways that SHC already maintains with SHC member dues. Fry suggested that this part of the discussion was premature by weeks, if not months, until the Board begins discussions on whether to approve a resolution to go to referendum and a new special assessment. Board agreed.
 - South Banks Participation for Properties South of the State Preserve in the AMC Process for Maintenance and Possible Referendum:
 - LaVallie stated that this document was created by him to begin to layout issues related to State-maintenance of the main trail through the Park to get to South Banks homes
 - AMC agreed that a clear pathway through the state land needs to be maintained
 - LaVallie stated that the pathway is barely passable now, with seagrass well below 6' in height extending into the pathway in many areas and that somebody needs to maintain that path with brush trimming to our desired 15' high x 15' wide requirement, whether that is the State or the District is undetermined at this point
 - McMullen stated that his opinion is that we have NO ability to fight a structure fire on South Banks and Fry stated that better not be the Board's or Chief's

- 133 position. We have hose, 2 high pressure/high volume pumps on trailers pulled
134 by 2 utility vehicles, plus B191 (pick-up) and B192 (military 5-ton) with water
135 tanks, as well as the fire boat, to respond to brush and structure fires in South
136 Banks. If McMullen is stating that there has been no training or plan to
137 accomplish that, the Chief needs to resolve that issue IMMEDIATELY but we
138 MUST have the ability to respond to fires in South Banks, since they pay taxes for
139 that service. LaVallie and Byrnes agreed with Fry. Byrnes also stated that mutual
140 aid would be requested, many with high volume pumps on fireboats
- 141 ▪ Skinner stated that her conservation fund could pay for the trimming now, since
142 they keep pouring money into that fund, for maintaining the state land, not the
143 District. LaVallie suggested that she ask Clean Cut for a cost proposal, since they
144 are still on island and a competitive bid wouldn't be required by the SCCF.
 - 145 ○ Access-Way Trimming:
 - 146 ▪ LaVallie stated that Byrnes had provided his recommendations to the AMC for
147 \$15,000 each year as a budget estimate
 - 148 ▪ Chief stated that our minimum 15' High and 15' Wide is a minimum, more is
149 always better where the access-ways allow for tankers to pass each other going
150 both directions, if water tankers require refilling to fight a fire
 - 151 ● Funding Options for Access-Way Maintenance:
 - 152 ○ LaVallie's Restatement of Funding Options:
 - 153 ▪ There are pluses and minuses for both Referendum/Special Assessment and
154 General Fund
 - 155 ▪ But the decision is a Board decision, not an AMC decision and there won't be an
156 AMC recommendation to the Board
 - 157 ○ Fry stated that he had spoken with Mark Lawson, the attorney whose team
158 specializes in Referendums and Special Assessments for Fire Districts and would
159 discuss further once the Board makes a decision about proposing a new
160 referendum/special assessment
 - 161 ● LaVallie wanted to thank the AMC members: Rick Fox, Mark Justice, Travis Parker, and
162 Hart Kelley for the hard work and what has been accomplished in the last 22 days and
163 the Board agreed
- 164
- 165 B) Byrnes-Future Chief Search Committee (1:17:50 – 2:06:50):
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- 167 ● Fox updated the Board that the committee had completed their work and completed
168 categorization of the applicants:
 - 169 ○ The first category were deemed not to meet the minimum qualifications and Fox
170 asked the Board to remove them from further consideration. They were **John Soder,**
171 **Jeff Yoder, Daniel Wood, Randall Walter, Sidaqoh Hilly, Aliq Hickory, Melissa**
172 **Kaufmann, Calvin Brett, Carlos Palanto, and Vernon Grant. Sward moved, seconded**
173 **by Jenkins, vote was 4-1 (Fry against).**
 - 174 ○ The second category failed to respond to requests for additional information or
175 voluntarily withdrew and Fox asked the Board to remove them from further
176 consideration. **They were Mark Fodell and Paul G. Sward moved, seconded by**
177 **Jenkins, all voted aye.**

- 178 ○ The third category appeared to meet most of the requirements but failed to respond
179 to a request for a preliminary interview or voluntarily withdrew and Fox asked the
180 Board to remove them from further consideration. **They were Leslie Tillman, Keith**
181 **Mitchell, and Dale Deliches. Sward moved, seconded by Jenkins, all voted aye.**
182 ○ The fourth category appeared to meet the requirements and completed their
183 preliminary interview by the Search Committee and Fox asked the Board to approve
184 them as finalists for the Chief's position. They were Chief Brad Batz (FL), Deputy
185 Chief Tom Fields (NM), and LT Jason Martin (MI). Byrnes will explain to the Board
186 what needs to happen to get Fields and Martin certified in the State of Florida later
187 in the discussion. **Jenkins moved, seconded by LaVallie, all voted aye.**
- 188 • Byrnes updated the Commissioners on the suggested interview process that wouldn't
189 require Sunshine notice and public meetings:
 - 190 ○ Pringle advised that each commissioner schedule a separate phone or video
191 interview with each finalist
 - 192 ○ Chair asked Fry to contact the finalists to determine when the 3 finalists would be
193 available for the 15 separate interviews and provide their availability and contact
194 details to all of the commissioners
 - 195 ○ Sward asked whether a hiring decision would then be made at the May meeting or
196 would we pay for a North Captiva visit and an in-person interview? Byrnes asked
197 whether we are going to wait until October to schedule a hiring decision?
 - 198 ○ Fox stated that there have already been 3 qualified candidates that withdrew
199 because of the extended process
 - 200 ○ LaVallie stated that he had never done interviews for a technical position like Chief of
201 the District and asked if there were example questions that should be asked? DC
202 Cook stated that there are plenty of examples on YouTube
 - 203 ○ Fox suggested that the Commissioners need to focus on the personalities and "fit" of
204 the candidates in our unique island environment since the Search Committee has
205 beat technical skills to death with each applicant
 - 206 ○ LaVallie asked about the compensation requirements and Fox said that the Search
207 Committee mainly stayed away from any detailed discussions with individuals
 - 208 ○ **Fry moved** we terminate the Chief Search Committee with the thanks of the
209 Board for their completed work, releasing them from the Sunshine requirements,
210 **seconded by Jenkins, all voted aye.**
 - 211 • Byrnes updated the Commissioners on the process that Fields and Martin will be
212 required to accomplish for reciprocity of their Fire Officer certifications for Florida:
 - 213 ○ There are two different departments for Firefighting and Medical reciprocity
214 decisions:
 - 215 ▪ Fire Fighting: Submits a number of forms and certifications provided to Ocala Fire
216 Academy. Timing for the next round of reciprocity is the 2nd week of September.
 - 217 ▪ Medical:
 - 218 • National Registry: If they took the national registry tests and kept their
219 registration active, they have no additional requirements. And if they took
220 the national registry and let it lapse, they just need to apply for reinstatement
 - 221 • Michigan or New Mexico Registration: Will require equivalency and/or retest
222 in Lee County with "rapid reciprocity"

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C) Byrnes-House/Club Numbers: Chair completed the island survey and turned the information over to Chief. Chief reported that he had not taken any action yet.

3) MINUTES (2:06:50 – 2:14:19): Minutes of the 16 March Regular Meeting were discussed; Fry stated that he considered the Board’s and the Public’s remarks at the March meeting and is comfortable with the level of detail and time invested to create the minutes. Fry stated that he takes exception to the comments that he censors other Board members and the Public’s comments and only records his own views and words. Fry stated that the problem doesn’t seem to be censoring others but others saying things during the meetings that they would prefer not to have in the written minutes. **LaVallie moved, Sward seconded, and all voted aye** to approve the minutes with corrections.

4) TREASURER’S REPORT (2:15:00 – 2:26:32):

- 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, the open Special Assessment Accounts Receivable of about \$9,900, one house recently sold, we’ll rebill the owners, and that he would post the recap of the financial documents into the minutes:
 - The Ad Valorem checking account had a 31 March ending accrued balance of \$5,084.32
 - The Ad Valorem Money Market Account had a 31 March ending accrued balance of \$837,619.65 (including \$485.10 in interest for March, \$39,148.96 and \$27,938.97 in tax & special assessment revenues in March respectively, and \$30 in a cash deposit)
 - The Friend’s account had a 31 March ending balance of \$15,319.23 (increase of \$0.65 in interest)
 - The Impact Fee account had a 31 March ending balance of \$3,645.38 (increase of \$0.15 in interest)
 - There were no questions about the Balance Sheet
- Consolidated Income and Expense Report Ending 31 March: We were 50% into FY18 with Pay & Benefits at 46.26%, Operating Expenses at 42.29%, 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:
 - Pay and Benefits: Although we are currently below the overall straight-line spend rate, once we add our retirement contribution for Chief Kinniry of \$15,000 and Chief’s 21 days of Paid Time Off this year, it would cost about \$9,500 for replacement firefighters (or about \$5,000 if he just takes 11 days and accrues the rest), the percentage rate jumps to 54% (52.9% if 11 days of PTO taken this year). Fry also stated that he saw email traffic during the month of March, that there had been a significant uptick in unfilled shifts and that Chief may be understaffing some dates to get back to the monthly straight-line since the Board told him they weren’t concerned about overstaffing more qualified officers/paramedics. Chief took offense

- 268 to that comment and Fry apologized and withdrew it. Sward stated that we are well
269 under on the consolidated numbers when both General Fund and Special
270 Assessment are totaled but Fry reminded the Board that for Pay & Benefits
271 specifically, our referendum approval says the Special Assessment is supposed to
272 only pay for one FF-Paramedic and one FF-EMT, not subsidize the officers in the
273 General Fund. Doing that might be considered a technical violation of our
274 referendum approval and use of those funds; that is why they are reported
275 separately. Sward then said if we take 1/2 of Chief's retirement and 1/2 of Chief's
276 PTO, we are still under the 50% number in the consolidated total and Fry again said
277 that you would have to add the \$198,300 in the GF total plus \$7,500 plus \$5,000
278 makes it about \$211,000 and doubling that would be \$422,000 and we only
279 budgeted \$412,000 so we would potentially be \$10,000 over budget. Sward still
280 wants to add the General Fund and Special Assessment and, even though we might
281 be below in Special Assessment, Fry stated that it was immaterial since we have a
282 referendum and resolution requiring tracking by fund for Pay & Benefits.
- 283 ○ 522-310: Sward again raised a concern about no meaningful bills for Legal Services
284 this FY (less than \$160 received and paid)
 - 285 ○ 522-469: Trimming costs have been fully posted but we still have \$60,000 for surface
286 maintenance that we spoke about this morning
 - 287 ● There were no further questions about the Consolidated Income & Expense Report
 - 288 ● **LaVallie moved** to accept the Treasurer's Report, **Sward seconded, all voted aye.**

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290 5) CHIEF'S REPORT (2:26:50 – 3:01:30):

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- 292 ● Calls: 34 calls year to date, 10 last month
 - 293 ● Station Renovations underway; there's been a delay because of weather and other work
294 by the contractor and it will take 3-4 weeks once he starts
 - 295 ● High Volume Pump's Heavy Duty Primer was approved by Ten-8 and will be ordered and
296 installed at no additional cost to the District
 - 297 ● Bonfire Patrol has restarted with no reported incidents
 - 298 ● No update on Sol Vista Fire AAR
 - 299 ● No update on the Hurricane IRMA AAR but will start doing his hurricane checks next
300 month. LaVallie asked whether the hurricane checklist has captured all of the ideas that
301 were identified during the AAR and Chief responded that it was as much as he thought it
302 should. LaVallie said again that he would like to see the Hurricane Checklist and Chief
303 said that he thought he had provided it but Fry reminded the group he had not. Chair
304 asked about the Hurricane Preparedness presentation for islanders this month that was
305 to be conducted before folks departed for the season and Chief had not scheduled or
306 completed that since "it got by" him.
 - 307 ● New Engine 191 is now in service and former Engine 191 still has water and hose on it in
308 case it is needed as back-up and Fry asked how long it will be retained. DC Cook said
309 that there are some minor parts that will be switched to the new engine in days, not
310 weeks. Fry again thanked Cook for his work in getting the "new" old engine out to the
311 island and in service.

- 312 • FEMA Request for Public Assistance: Now working with the assigned coordinator for
313 claims submission
- 314 • “Old” Engine 191 Disposal: Chair stated that Pringle reminded him that if over \$5,000
315 there are special requirements in advertising the sale but not if under \$5,000. Chief
316 stated that govdeals.com satisfies the requirement since it is posted on that website as
317 public information. Fry asked Chief to confirm that, if Pringle is requiring advertising in
318 the News-Press that nobody reads, that it have a meaningful reserve that, if it isn’t met,
319 it would then be listed on the govdeals.com site so that the Tele-Squirt debacle wasn’t
320 repeated. Chief agreed that was his thought as well.
- 321 • Radios: DC Cook has acquired four refurbished 800 Motorola radios, with a usual cost of
322 \$5000 each, and DC Cook got them donated by a vendor since Pine Island/Matlacha FCD
323 is buying new radios and the Board thanked him profusely
- 324 • Draft Point Signs: LaVallie asked whether they would be coming back down and Chief
325 said he doesn’t want to take them down, even though there has been a past fear that
326 they would be stolen.
- 327 • Point House Trail: DC Cook reported that concrete pilings were buried in the center of
328 the road, presumably to raise the crown on the road, but the pathway wasn’t properly
329 backfilled and would have been dangerous for all vehicles except the utility and military
330 vehicles. The tender and fire engine would have sunk or run off the road. DC Cook
331 reported it to Chief and Chief took pictures and submitted it to code enforcement.
332 LaVallie stated that ironically that if the pilings remain, that saved the AMC about \$9,000
333 in fill and now the road is nicely crowned.
- 334 • New SHC Harbor Bend: Fry asked if SHC has opened their new entrance/closed the old
335 entrance and, if yes, has the roadwork been verified that the width, height, and slope of
336 the road will allow our vehicles to turn onto Bartlett? Chief responded it is still a work in
337 progress, they have decreased the slope, widened the Bartlett Parkway side of the path,
338 and that it is not opened for traffic yet. LaVallie said that it was exactly 15’ wide and 15’
339 high.
- 340 • ISO Survey Results – 6 March 2018: Chair asked about status and that past preliminary
341 results were returned in 30 days. Chief said he hadn’t heard back but that he will touch
342 base with ISO before the next meeting
- 343 • 17 March Golf Cart Fire on Pirate Drive: Chair stated it was quickly put out by a
344 maintenance person that was there but homeowner reported that she attempted to call
345 9-1-1 from her house phone and it didn’t connect. After further discussion, it was
346 determined that the homeowner was using NCIC’s voice over internet protocol (VOIP)
347 phone service like MagicJack or Vonage, rather than CenturyLink in the home and that
348 apparently neither NCIC nor the homeowner have paid the fee to register the house line
349 with E-9-1-1, as required for VOIP lines. There may be some large number of homes
350 provided with NCIC VOIP service that may not have E-9-1-1 service on the island. Chief
351 will need to follow up with NCIC to determine what houses and owners are impacted
352 and Chief needs to make sure that the homeowners are aware of the problem and how
353 to resolve it.
- 354 • Brush Piles: Chair had 6 reports, 3 that he worked himself with the owners that were
355 resolved and 3 that he turned over to Chief that are still there. Chief said that he turned

356 them over to Code Enforcement for resolution and will be on island shortly. Sward asked
357 Chief to add SHC Lot 9 at the Gazebo Lane to the list for Code Enforcement.

- 358 • Volunteer Certified Firefighters: No update
- 359 • The Board accepted the Chief's Report

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361 7) ADDITIONS/CHANGES TO THE AGENDA & PUBLIC COMMENTS ON AGENDA (3:01:30): No
362 public comments on the agenda

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364 8) OLD BUSINESS (3:01:40 – 3:13:50):

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366 A) Division Chief Duty Descriptions: No update since there are still no written duty
367 descriptions. Chief stated that he has delegated it to a part-time division chief and it isn't
368 their primary duty.

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370 B) Firefighter-EMT New Hires: Some new hires are already on board and it's working. Chief
371 stated that there are still problems with some dates that just won't fill on the calendar
372 which means to Fry and LaVallie that we still need more EMTs. Every time this topic
373 comes up, Chief and staff conflate two different issues; first not enough people willing to
374 take schedule every shift and second, mandated/last minute cancelations for
375 family/health emergencies. The first is solved with more people for the shift and the
376 second is having pool hires that fill in at the last minute without any promise of a
377 minimum number of monthly shifts on a scheduled basis, unless they are more reliable
378 than the "old-timers".

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380 C) Status of FEMA RPA: Covered in Chief's report

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382 D) Tanker 191 Replacement: No update

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384 9) NEW BUSINESS:

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386 A) Russ Weyer Contract Renewal (3:13:50 – 3:18:20):

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388 • This is the annual contract to create the Special Assessment Methodology and
389 Assessment Roll. Fry asked Weyer to reset his rate for 2018/2019 back to the level of
390 2 years ago, after the one-time increase last year, and he agreed.

391 • **Fry moved** to approve the Weyer contract and have the Chair to sign the agreement,
392 **seconded by Sward, all voted aye.**

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394 B) Budget Development Guidance (3:18:33 – 4:36:17):

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396 • Page 1: Actual Money Market Accounts Balances in First Quarter, FY18:

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398 ○ What is the minimum and maximum balances the Board desired at the beginning of
399 FY19 (1 October 2018) and the maximum ending balance for FY19 (30 September
400 2019)? Fry recommends between \$150,000 and \$200,000.

- 401 ○ McDonald asked again whether the issue is Reserves; an operating reserve to pay the
402 operating costs in October and November and a contingency reserve for
403 emergencies. Fry agreed that the desired amount of the Operating Reserve is the
404 question that Fry is asking about and the Board agreed with \$150,000 as the
405 minimum and Jenkins stated \$150,000 is the maximum and the Board agreed. The
406 contingency reserve is covered with the \$500,000 bank line of credit.
407
- 408 ● Page 2&3: Assumptions & Facts for Pay & Benefits for FY19; are they True or False (if
409 3 Commissioners view them as False, they will be modified or deleted in the next
410 presentation update):
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- 412 ○ #1: True
413 ○ #2: False; deleted
414 ○ #3: True
415 ○ #4: False .. or maybe true; the limit may be \$250,000 .. or not, according to 3
416 members of the Board, since compensation for a new Chief and Chief Kinniry is
417 unknown
418 ○ #5: True; with either monthly renewal or termination of the contract, not
419 termination of Chief Kinniry's employment
420 ○ #6: True; since Chief Kinniry's total compensation will decrease if a new Chief is
421 hired
422 ○ #7: True; \$18,000 minimum if Chief refuses contract modification and self-
423 terminates employment on 30 September 2018, assuming that Chief takes 11 days of
424 PTO before 30 September 2018 (\$5,000 severance payment if District terminates
425 contract but continues Chief's employment and accrued PTO is not paid out)
426 ○ #8: False; LaVallie agrees with Fry that Chief should hire enough EMTs to staff the
427 lowest cost model.
428 ■ Sward stated that perfection is rarely attained and we should add 5-10% to the
429 budget to cover that lack of perfection
430 ■ Byrnes stated that we really should be staffing not one paramedic but two
431 paramedics, both for patient safety and if we need to evacuate a patient on the
432 boat, we would still have one paramedic left on-island. Many of our paramedics
433 are "nervous and concerned" that they might miss something, without a 2nd
434 paramedic on shift. Fry said that means that that we shouldn't have any EMTs on
435 Chief's scheduled shifts at all. That we only need EMTs for Chief's 3 days off each
436 week and his PTO, and the push the last 3 months by the Board for Chief to hire
437 more EMTs should be halted immediately. No change was approved.
438 ○ #9: False; Board is terminating permission for the current Chief to hire a 2
439 shifts/week "full-time" Operations Division Chief until a new Chief is hired
440 ○ #10: True
441 ○ #11: True
442 ○ #12: True
443
- 444 ● Page 4: Assumptions for 2 Chief's Pay & Benefits for FY19; based on the November
445 Board decision to the Search Committee that total costs for 2 Chiefs would be held to

446 \$206,000, reallocations between Chief Kinniry's line and the new Chief would be
447 required (or the new Chief costs will be \$57,000 less than Chief Kinniry's current
448 costs):

- 449
- 450 ○ Fry asked Chief if there was any disagreement with the numbers without response
 - 451 ○ Sward said that we have had the discussion before that some of these numbers
 - 452 aren't really part of Chief's pay package. We provide housing to the part-time
 - 453 firefighters that sleep in the Station and don't charge them part of the electric bill.
 - 454 ○ Fry asked Chief again "Do you work 4 shifts/week"? Chief said "yes"
 - 455 ○ Fry asked Chief "Is your annual salary \$60,000"? Chief said "yes"
 - 456 ○ Fry asked Chief "Is your retirement contribution 25% of your annual salary of
 - 457 \$60,000 or \$15,000"? Chief said "yes"
 - 458 ○ Fry asked Chief "Do you get 5 weeks of PTO that equates to 21 days each year"?
459 Chief said "21 days"
 - 460 ○ Fry asked Chief "Is your housing allowance \$14,400, \$600/pay period, or
461 \$1,200/month"? Chief said "yes"
 - 462 ○ Fry asked Chief "Did we approve a \$2,600 increase in 2016 to pay the increased taxes
463 for the new housing allowance"? Chief said "yes"
 - 464 ○ Fry asked Chief "Is your health insurance employee & spouse"? Chief said "yes"
 - 465 ○ Fry said "Do you trust me that the cost for Workman's Compensation and FICA taxes
466 on the taxable payroll lines for Chief is about \$9,800 per year?" and Chief said "I
467 trust you"
 - 468 ○ Fry said that it sounded like all of Chief's lines are true and the new Chief column is
469 the \$74,000 that is left of the \$206,000 approved by the Board in November for both
470 positions which means that the slide is true but that reallocations between the two
471 positions will likely be negotiated
 - 472 ○ Chief again stated that housing shouldn't be included as compensation and Sward
473 said it is the cost of having Chief on the island 4 nights per week
 - 474 ○ LaVallie said that it really shouldn't be counted as part of his total compensation
475 since we don't charge the part-timers for housing in the station
 - 476 ○ Fry said that he would delete the word "Compensation" from the slide and change it
477 to "Total Costs for the Position" since whether it is money in Chief's pocket or not,
478 these are all costs to the District that reside in the "Pay and Benefits" bucket in the
479 budget and the Board agreed it is a cost in Pay & Benefits category
 - 480
 - 481 ● Page 5: Chief Kinniry's Pay & Benefits in FY17 & FY18 is a recap for past decisions of
482 the Board and pointed out that the \$400 extra shift pay was 25 shifts worked in
483 Calendar Year 2017, equating to \$10,000 additional on Chief's 2017 W-2 to the IRS, on
484 top of the \$60,000 base salary and \$14,400 housing allowance totaling \$84,400
 - 485
 - 486 ○ Chief agreed that is was \$10,000 extra in his paycheck last year but it wasn't an
487 added cost to the District since he was paid that instead of a part-time FF that wasn't
488 available and Fry agreed but it is still on his W-2 and was in his various checks
 - 489 ○ Fry said that the extra shift pay was put in the contract with his hope that it would
490 moderate annual requests for raises but that hasn't turned out to be the case

- 491 ○ Chief said that wasn't true, that he never asked for raises and Fry asked if the
492 numbers are incorrect? LaVallie asked Chief if he was motivated to work extra shifts
493 for the money or just to fill in shifts that can't be scheduled by part-timers? LaVallie
494 asked Chief if he likes filling in the blanks to make more money? Chief responded
495 that he likes making more money, not working extra shifts but it is like a part-time
496 job for him, just like the other firefighters part-time job is on-island.
497 ○ Slide is true
498
499 ● Page 6: Questions to Answer at Next Meeting: These are homework for the Board to
500 figure out what the Operations and Capital costs are going to be.
501
502 ○ Will change the referendum questions to "Is the Board going to propose to the
503 Community a referendum and new special assessment to fund access-way surface
504 maintenance" ?
505 ○ Board members and Chief need to be prepared to discuss and answer these
506 questions next month
507
508 C) Notice of Elections in 2017 (4:36:17 – 4:41:20): The 3 positions that are up for Election
509 are Seat 1 (Jenkins) & Seat 2 (LaVallie), both for 4 years. Seat 5 (Byrnes) is for 2 years to
510 fulfill the remainder of McDonald's unexpired term.
511
512 D) Disposal of Former Engine 191: Update tabled until next meeting
513
514 E) Votes on Chief Search Committee: Moved forward under Commissioner Reports
515
516 F) Votes on Access-Way Maintenance Committee: Moved forward under Commissioner
517 Reports
518
519 10) PUBLIC COMMENT: None
520
521 11) NEXT DATE: The next Regular Monthly Meeting is Friday, 18 May at 10AM.
522
523 12) ADJOURN – **Moved by Fry, seconded by LaVallie**; meeting adjourned at 2:47PM.
524
525 Respectfully submitted,
526
527
528
529 Bill Fry
530 Secretary/Treasurer