

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

18 May 2018

COMMISSIONERS PRESENT: Bill Byrnes, Tom Jenkins, AJ LaVallie, Steve Sward (by phone), Bill Fry, and Chief Bob Kinniry.

ISLANDERS PRESENT: Rick Fox, Jackie Byrnes, JoAnn Beiermeister, Travis Parker, Zeke McDonald (by phone), Arthur Mason (by phone), and 734-626-6775 (Anonymous by phone).

1) CALL TO ORDER: Chairman Byrnes called the meeting to order at 10:00 AM.

2) MINUTES ~~(0:01:44 – 0:07:21)~~: Minutes of the 20 April Regular Meeting were discussed **Jenkins moved, LaVallie seconded, and all voted aye** to approve the minutes with corrections.

3) TREASURER'S REPORT ~~(0:07:21 – 0:16:24)~~:

- 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 new owners, and that he would post the recap of the financial documents into the minutes:
 - The Ad Valorem checking account had a 30 April ending accrued balance of \$5,462.69
 - The Ad Valorem Money Market Account had a 30 April ending accrued balance of \$843,533.85 (including \$878.12 in interest for April, \$42,126.35 and \$28,732.26 in tax & special assessment revenues in April respectively, and \$20 in a t-shirt sale)
 - The Friend's account had a 30 April ending balance of \$15,319.23 (no increase)
 - The Impact Fee account had a 30 April ending balance of \$4,596.04 (increase of \$950.66 in new impact fees)
 - There were no questions about the Balance Sheet
- Consolidated Income and Expense Report Ending 30 April: We were 58.33% into FY18 with Pay & Benefits at 53.97%, Operating Expenses at 44.23%, and Capital Investment at 20.23% (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:

- 41 ○ Pay and Benefits: Fry stated his views in last 2 meetings on Pay & Benefits in the
- 42 General Fund are still accurate but it isn't worth the time to convince the Board since
- 43 "it is what it is" from past Board decisions and guidance to the Chief
- 44 ○ 522-310: Sward again raised a concern about no meaningful bills for Legal Services
- 45 this FY (less than \$160 received and paid) and both Chair and Fry reported that they
- 46 had spoken or emailed asking for the bills as soon as possible
- 47 ○ 522-469: No invoices have been received yet for materials or labor from AMC-
- 48 recommended/Board approved Firelane Maintenance
- 49 ● Sward asked how tax revenues compared to past years and Fry said that we are slightly
- 50 ahead in collections, as evidenced by the 101% of budgeted discounts taken by
- 51 taxpayers, meaning that more people paid early and took advantage of the discounts.
- 52 ● There were no further questions about the Consolidated Income & Expense Report
- 53 ● **LaVallie moved** to accept the Treasurer's Report, **Sward seconded, all voted aye.**

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55 4) CHIEF'S REPORT ~~(0:16:24 – 0:25:05)~~:

- 56 ● Calls: 42 calls year to date, 8 last month
- 57 ● Brush Fire on 30 April: Chief was on island but off-duty since he was on-island to work
- 58 payroll with our bookkeeper. He was not made aware of the call until after the fire was
- 59 extinguished. The call came in directly to the Station, not 911, so the cell phone that
- 60 notifies him, our firefighters, and island volunteers never occurred. The fire did re-ignite
- 61 later but was again extinguished without any property damage or injuries. Chair added
- 62 that practice in the past that the truck siren was used. Chair also asked about the
- 63 Station Siren's status and Fry asked if those issues could be discussed during the Sol Vista
- 64 AAR in Old Business and the Chair agreed. Sward asked what caused the fire and Chief
- 65 responded that it was unknown. It wasn't a visible landscape debris pile but it started in
- 66 the brush on a vacant lot. And it wasn't mulch that self-ignited from heat generated by
- 67 decomposition or a piece of glass that heated by the sun, but there wasn't any evidence
- 68 of cause. Fox stated that he was impressed with the teamwork of the firefighters that
- 69 responded to the fire and Board agreed.
- 70 ● The Board accepted the Chief's Report

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73 5) ADDITIONS/CHANGES TO THE AGENDA & PUBLIC COMMENTS ON AGENDA ~~(0:25:05 –~~
74 ~~0:27:18)~~: Fry identified a typo of 1 Jun should have been 15 Jun, the June meeting date in New
75 Business B) and requested to add G) Remainder of FY18 and FY19 Meeting Schedules to New
76 Business. LaVallie asked to add H) Update on Trimming of the Park Trail to South Banks to New
77 Business. There were no public comments on the agenda changes and the Board approved the
78 changes.

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80 6) OLD BUSINESS ~~(0:27:18 – 2:57:58)~~:

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82 A) Future Chief Interview Status ~~(0:27:18 – 1:22:08)~~:

- 83 ● Fry stated that all of the commissioner interviews have been completed and Sward
- 84 confirmed that he had completed his last one
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- Fry moved that he be appointed by the Board to begin compensation discussions with all 3 of the candidates to develop budget estimates, allowing the Board to evaluate each candidates proposed costs and number of shifts they will commit to, assuming that the Commissioners found all 3 met the required qualifications, as the Search Committee did.
 - LaVallie stated that all 3 are qualified to be our next Chief and asked, if there is a Commissioner favorite, why can't the negotiation be with just that one person.
 - Chair stated that if the Board doesn't make a selection today, we could lose one or all of these 3 very qualified candidates to other jobs, just as we did the other 3 that were qualified but removed themselves from further consideration earlier. Pringle suggests that once a candidate is selected, the negotiations begin between the Candidate, Pringle, and the Chair. Parker asked what was the salary limit for the position and the Chair responded that is what Fry is alluding to.
 - Fry stated that he agrees with the time essence that the Chair mentioned and, if negotiations begin with one candidate only and aren't successful, then it is another month before the next candidate can be identified for negotiations to begin, causing further delay, unless there are special meetings scheduled.
 - Fox asked whether the Board can establish an approved ceiling for the Chair to negotiate up to and, if the desired compensation is under the limit, the Chair would be authorized to make the offer of employment.
 - Sward suggested that first we should go around the table for each Commissioner to state their choice for #1 and maybe #2. Chair responded that he would pass out slips of paper for the Commissioners to write their favorite and return them to the Chair and that he would then ask Sward his preference before reading the written and names. LaVallie asked whether there was any benefit to writing down a #1 and a #2 name? Chair agreed. Sward stated Batz and Martin and Chair read 3 Batz and Martin and 1 Batz and Fields from the slips.
 - Chair asked Fox if he had discussions with Batz about compensation and Fox said that Batz volunteered that he currently makes \$65,000 in salary but, based on the cost of living here compared to Avon Park/Sebring, he would need \$600 more per month minimum or \$72,000 - \$75,000 total. He has a retirement benefit from Sebring and his goal is to move to another District to get a second pension. And he knows that we currently provide 25% of salary as a retirement contribution.
 - LaVallie said that as the only Chief candidate, he would plug in well to our District with immediate acceptance by our part-time staff, morale wise. He is coming from 2 very small departments in Sebring and Avon Park that have similar budget issues that we do and he understands the challenges of staffing positions with low pay. LaVallie also stated that Batz has some life changes that allow Batz to move from an area he has lived in since 1982, a son that is in EMT training to join the fire service, and that his wife wants to move to SW Florida. Those are the things that he talks to folks about as a financial planner when they no longer have obligations and Batz appears ready to make that next step.
 - Sward asked how Batz' visit went when he met with Jenkins and Byrnes. Byrnes stated that he owed a 30-day notice to Avon Park and is Florida certified now instead of having to wait until September for the out-of-state candidates. And that he is extremely fit as a firefighter. LaVallie asked him what his greatest strength is and he

- 131 said "I love the job" and that nearly all of his siblings and wife's siblings are in public
132 service. Jenkins stated that he took him on an island tour to the south end to show
133 him one of the biggest challenges. And that if they didn't move to North Captiva,
134 they would probably be moving to Englewood. Byrnes had a long interview with him
135 and drove him around the island and to the north end at North Airport and
136 Hummingbird and then to 155 Hummingbird and asked how he would fight a fire in
137 that location. From his response, Chair stated that it was apparent that Batz had
138 been thinking of that issue during the island ride around and provided a detailed
139 response that was excellent.
- 140 ○ Fry reminded everyone about the PAINFUL discussions last month about what the
141 limit was, expecting to have this conversation this month, and y'all just can't pick a
142 real limit. Fry agreed that Batz was probably the most qualified of the 3 but would
143 also likely be the most expensive of the 3. The first question should be whether our
144 requirement is the best candidate that any money will buy or a qualified candidate
145 that we can afford.
 - 146 ■ That Batz was the most vague of the 3 candidates about compensation but it
147 would need to include disability insurance (he didn't say whether that was
148 temporary, permanent or both), housing on both the mainland and the island,
149 and unclear about number of shifts to work other than the 3-1/2 shifts/week
150 that was advertised.
 - 151 ■ Martin, the next choice for 4 on the Board, was \$75,000 salary (that is \$84,000
152 with District-paid taxes, 10% retirement contribution or \$7500, 9-15 PTO days
153 working the same 3 shifts/week that he works now, but no housing since his wife
154 wouldn't come out to the island and he would stay in the Station. He wants
155 Employee & Spouse health/dental/vision, as well as a temporary & permanent
156 disability policy paying \$3750/month for lost salary plus \$225,000 term life
157 insurance policy but it seemed like he was negotiable on all of the insurance
158 except health/dental/vision. He also had a requirement for \$1500 annual
159 training allowance (about \$1700 in total cost to the district), a \$5000-\$10,000
160 relocation allowance, and an \$18,750 for a 3 month severance payment. All told,
161 Fry's estimate was that would be about \$52,000 more per year than we currently
162 pay for those 3 shifts.
 - 163 ■ LaVallie stated that housing is really the wild card
 - 164 ■ And Fry AGAIN reminded the Board that we can't set a real limit for anything.
165 LaVallie said "Come on Bill", and "That we'll get pretty close" and Fry repeated
166 the question. The first limit approved by the Board in November was \$206,000
167 for both positions and was increased to \$250,000 at the April meeting. So Fry
168 asked again "What is the number this month?" and LaVallie said "What
169 difference does it make at this point?" and "If you are going to insist on a hard
170 number, we'll give it to you but the fact is it is not really that relevant and that I
171 think we're going to be right in the ballpark, and I think this guy is good enough
172 that we shouldn't let 5 or 10 stand in the way of getting him."
 - 173 ■ Sward asked whether Batz was asking for housing both on the island and on the
174 mainland and Fry said it wasn't clear. That Fox already suggested a higher salary
175 to pay the higher cost of living & housing in our area and that he would have his

- 176 wife out on the island when he was on shift, so either way, we are paying for 2
177 places to live.
- 178 ■ McDonald stated “that the Board is nearly unanimous that Batz is the highest
179 qualified applicant and that is a really good place to start the negotiation. If we
180 start picking reasons why it won’t work to negotiate with him, we’re going
181 backwards”. Suggest going after the best candidate and if an agreement can’t be
182 reached, then go back to Martin or Fields to see if it is more workable. To
183 eliminate that choice because of possible financial demands is irresponsible.
 - 184 ○ Chair asked Fry what he meant by a limit and Fry said “total cost to the district” and
185 AGAIN reminded the Board that the limit approved by the Board in November was
186 \$206,000 for both positions and was increased to \$250,000 at the April meeting,
187 after painful discussions but that it might not really be a limit if it needed a couple or
188 5 or 10 thousand more.
 - 189 ○ LaVallie asked whether after hard negotiations over a week and, if no movement,
190 could the Board authorize negotiations with the next candidate or have to wait
191 another month. Fry stated that was nearly his original motion that failed to receive a
192 second.
 - 193 ○ Beiermeister stated that the workload here is way different and LaVallie said he was
194 told Avon Park is 15-16 calls/day and he might take less money.
 - 195 ○ Sward stated that the limit should be the current number for Chief Kinniry, which is a
196 little over \$100,000, “isn’t it Fry?”. Fry said it is \$30,000 more than it is actually
197 \$130,194. Fry pointed everyone to the spreadsheet sent last night for Chief’s current
198 compensation and Fry’s proposals for the details. Fox said that it isn’t comparing
199 apples to apples since Batz is more qualified than Kinniry so another \$5,000 or
200 \$10,000 should be okay. Kinniry stated that it could be a starting salary and offer
201 him future incentive raises. Sward then said to use \$120,000 after subtracting FICA
202 and Workman’s Compensation costs, since those are not salary or benefits.
 - 203 ○ Chair stated that if we want to get the negotiations started that he would be on the
204 island for another week, that he would then be in Fort Myers and that Pringle is in
205 Fort Myers. Fry asked why Pringle should be involved in compensation negotiations
206 since his role is to take the agreed numbers and put them into a contract that both
207 parties will sign.
 - 208 ○ Fox said if you start out negotiating with him with \$120,000 and it turns out be
209 \$127,000 or some other number, does that mean you have to come back to the
210 Board, delaying another month. Why don’t you just add another \$10,000? And Fry
211 said again that we really don’t have a limit. LaVallie said that we are negotiating
212 what the right limit should be. The private sector does this all of the time. Fry
213 agreed but in the private sector, they don’t know your negotiating strategy and
214 limits, or how strict the hirer will be about the numbers. LaVallie said he saw the
215 point.
 - 216 ● **Sward moved** that we authorize the Chair to begin negotiations with Batz, starting at
217 \$120,000 but not to exceed \$130,000, not including taxes, **seconded** by LaVallie.
 - 218 ○ Chair stated that he would be a little more comfortable if the high end could be a
219 “little higher for flexibility purposes” and suggested another \$10,000 since the range
220 is a small range and it could then be \$120,000 - \$140,000. LaVallie stated that if it

- 221 went to \$130,000 and you were \$2000 apart and he would walk away for that small
222 amount, maybe Batz isn't the person for us. The range remains \$120,000 - \$130,000
223 ○ **Vote was 4-1 (Fry opposed)**
224 ○ Chair will contact Batz this afternoon and set a date to get together and that he will
225 notify the other two that they may still be under consideration.
226 ○ LaVallie asked what would happen next, if the negotiations are successful. Chair
227 stated that Batz would give 30-day notice to Avon Park and Sward said that at some
228 point Pringle would become involved to finalize the contract.
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230 B) Access-Way Maintenance Committee (AMC) ~~(1:22:08 – 1:49:47)~~:
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- 232 ● Spanish Gold: Slated for 15 & 16 June but the first barge of material did not come over
233 because of weather. We need 3 barge loads delivered by the 14 June. The Committee
234 also expanded the project from Oro Pesos to the airfield fence, without any new
235 material or expense but MAJ hasn't agreed to that yet.
236 ● Co-Op marina is charging us the usual barging fee of \$400/barge and Kelley spoke with
237 Lee Commissioner Manning to see if that fee can be waived for our project and the
238 request was denied. Although it is only \$1,200 for these 3 barges, we are talking about
239 \$50,000 - \$80,000 over the total project. Kelley recommends that the island send
240 qualified people to a County Commission meeting to make the request to the entire
241 commission in person. Chair said that he and Chief would be available.
242 ● Bids for Basic Maintenance: Once per week, a box-blade would scrape the roads.
243 ○ MAJ for an 8-hour workday on Saturdays for \$411/workday or basically \$50/hour.
244 The price doesn't include \$110/workday for oil, fuel, and maintenance and LaVallie
245 said that we have a box-blade that doesn't require maintenance and doesn't use that
246 much fuel
247 ○ NCIC for up to 7-hours per week, with a \$50/hour cost if a continuous 7 hours or
248 \$42/hour if the hours aren't continuous (like 2 hours, then 1 hour, then 4 hours);
249 NCIC's proposal doesn't have fuel either
250 ○ Committee had originally identified \$425 per week and LaVallie would like Board
251 approval to go up to \$450/week, using both MAJ and NCIC. Parker would oversee
252 the work that might not be every week, especially during rainy season
253 ● Detailed Project Matrix: Very detailed data for each access-way on the island that
254 becomes the detail cost estimate for the Commissioners to decide on the funding
255 source, either current funding or a second special assessment approved by referendum.
256 ● Does the Board have a request for any other information that aren't currently being
257 provided:
258 ○ Chair asked for proof of insurance from every contractor
259 ○ Fox asked for contractor license information
260 ● Chair thanked the AMC for their work, echoed by the Board
261 ● **Jenkins moved** that we approve the AMC request for up to \$450/week for access-way
262 maintenance out of their \$60,000 total budget previously approved by the Board,
263 **seconded** by Fry, **all voted aye**.
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- 265 C) House/Club Numbers ~~(1:49:47 – 1:50:29)~~: No update and tabled until a new Chief is
266 hired
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- 268 D) FY19 Budget Development Guidance ~~(1:50:29 – 2:02:01)~~: The only slide (Slide 6) that has
269 estimated numbers is the Special Assessment Pay & Benefits slide:
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- 271 • Sward’s Request to Add 5%-10% to Special Assessment Pay & Benefits: Fry initially
272 added the 10% as requested last month but realized that the difference between a FF-P
273 and a FF-EMT was only a 6% difference so that means that the proposed budget would
274 be the same as it would be for 2 paramedics
 - 275 • Byrnes Question About Having 2 Paramedics on Each Shift:
 - 276 ○ Fry stated that LaVallie’s comment last month that we can’t afford 2 paramedics per
277 shift isn’t accurate now since we ARE budgeting for a 2nd paramedic (once the EMT
278 and the “6% cushion” lines are added together and it is only \$80/year more than we
279 budgeted last year. So if these are the numbers for Special Assessment Pay &
280 Benefits, we CAN afford it. It now is a policy question whether the District wants to
281 change to 2 paramedics on each shift
 - 282 ○ So, Fry said the policy question is, does the Board want a plan to have 2 paramedics
283 on each shift or do we want to continue with the way we do now where it happens
284 2/3s of the time because “stuff happens”?
 - 285 ○ LaVallie said again that we can’t afford 2 paramedics per shift and Fry asked what he
286 thinks the cost difference is between having 2 paramedics and the 3 lines that the
287 Board want in the budget worksheet since the numbers total to the cost of 2
288 paramedics?
 - 289 ○ Fry said that if we aren’t going to make a decision to staff 2 paramedics, then we
290 shouldn’t budget for the same amount that 2 paramedics costs
 - 291 ○ Sward said that he wanted the extra 5%-10% as a “cushion”, LaVallie said that we
292 want Chief to manage to the perfect staffing model of 1 FF-P & 1 FF-EMT but
293 acknowledges that it is sometimes not possible and Fry said that a “cushion” hides
294 how close to the perfect staffing model the Chief actually is. Once we set a policy on
295 staffing, whatever it is, that is what we should fund to without any “cushion”.
 - 296 ○ Fry’s recommendation was rejected and Fry stated that the Board has decided that
297 “stuff happens” is our way since we aren’t going to make a coherent Board decision
298 about staffing or funding, that Chief continues with what he’s been doing, and he’ll
299 delete out “Byrnes 2 Paramedics/Shift” note on the final slide
- 300
- 301 E) Division Chief Duty Descriptions: No update and tabled until a new Chief is hired
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- 303 F) Status of FEMA Request for Public Assistance (RPA): Process is still going on, Chief
304 answers questions when asked and sends info, Fry asked what the specific number is on
305 the RPA and Chief said there isn’t one. Sward stated that the SHC cost submission was
306 rejected. Chief said that he has provided all information that they have asked for.
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- 308 G) Former Engine 191 Disposal: Chief stated that he was holding onto it with B192’s pump
309 problem but will now list it on govdeals.com

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H) Tanker 191 Replacement (Military 5-Ton): No update and tabled until a new Chief is hired

I) Disposal of Excess Utility Vehicles:

- Chief said that he doesn't have any excess utility vehicles
- Fry said that the Board approved 3 utility vehicles 3 years ago and started an annual cycle to sell the oldest one after buying a new one that reduced our maintenance costs on old utility vehicles and increased our resale return on 3-year old utility vehicles
- Chief said the only reason he bought a new 4x4 when he wanted a new 6x6 was that they no longer make a 6x6 model so Fry asked why isn't the oldest 4x4 excess then and that is what gets disposed of?
- Chief then said that the 6x6 isn't operational so Fry asked why he moved the small tank & pump unit off the 4x4 back onto the 6x6 since the small TPU was such a critical piece of equipment for the District and Chief said that the 4x4 can't carry the weight of the small TPU and Fry asked, didn't you tell us it was designed to go on the back of a 4x4 and Chief said that he never did say that. What he said was that it would FIT on the bed but the weight was too much for the 4x4
- So Fry asked again why we bought the 2nd 4x4 when he needed a new 6x6 and spent \$14,000 on it and Chief smiled and said it was only \$10,000 and Fry asked was that \$10,000 unimportant because it was "chump" change? No response provided.
- Tabled until a new Chief is hired

J) Station Exterior Renovations: Work started but work remains delayed and Fry reminded him that we have already paid 1/2 of our money

K) Sol Vista Fire AAR Update/Improvements ~~(2:16:18 – 2:57:58)~~:

- Chief stated that he believed this agenda item had been closed months ago
- Fry stated that it has been on every agenda since last October and the Board agreed that the issues have not been fully completed and the topic remains open
- Fry stated that the reason he wanted to hold discussion of the 30 April Brush Fire from the Chief's Report to the AAR discussion was that many of the shortcomings in management protocols that Chief reported were corrected after the Sol Vista fire still remain as shortcomings during the 30 April 2018 Brush Fire:
 - No 9-1-1 call that would have generated a mobile phone app message, since the call was made directly to the Station, not 9-1-1
 - No 9-1-1 mobile phone app message was generated by the County when Capt Larrimore notified Lee Control that the Station was responding to a brush fire, which also means that:
 - The rest of the county didn't know about the brush fire that, if it couldn't have been quickly brought under control, would have required County Mutual Aid
 - Volunteers didn't know about the fire other than Beiermeister thankfully called the Chair and others

- 354 ▪ And the Chief didn't know about the fire until after it was initially out, since he
355 was on-island but not on duty, without receiving a call from Capt Larrimore or
356 others
- 357 ○ Neither the Station siren nor the engine siren were apparently fully used during the
358 entire drive to the location of the fire
- 359 • Chair stated that he knows that when a call comes into the Station, the firefighters
360 immediately leap into action, focused on getting to the fire scene quickly rather than
361 sitting down and thinking about who should be called but:
- 362 ○ Our contract with Chief doesn't require him to respond to a fire if he is off-duty, on or
363 off the island
- 364 ○ Agreed with Fry that Lee Control should have been notified so that the call would be
365 "toned out", letting the rest of the County know that we were responding to a fire
- 366 ○ Agreed with Fry that sirens should be used, rather than being overly concerned about
367 noise complaints from Islanders
- 368 • LaVallie agreed with Fry that the first procedure, if we receive a direct call to the Station,
369 should be a notification of dispatch to Lee Control to be "toned out"
- 370 • Fry again stated that the purpose of the AAR back in October was that is the way to
371 systematically identify, document, and solve shortcomings, without pointing fingers of
372 blame at anyone since it is always more important to "fix the problem, not fix the blame"
- 373 • McDonald stated that the siren was installed at the Station ... then dropped off the call
- 374 • Jenkins stated that he only knew about the fire, as well, based on a different call from
375 Beiermeister and LaVallie again repeated that we need to solve the problems
- 376 • Chair asked the Chief if the Station siren works and the Chief stated that it does
- 377 • Sward stated that if there is a situation when the Chief is NOT on duty, the duty officer
378 should call the Chief directly by phone for fires, not necessarily medical calls, whether he
379 is on duty or not. The Chief shouldn't first hear about a fire call from Islanders.
- 380 • Chief brought in Capt Larrimore to explain what happened:
- 381 ○ Larrimore stated that they spoke with Lee Control by radio that "the fire was down"
- 382 ▪ LaVallie asked did that mean Lee Control received the call but didn't follow their
383 procedures and "tone out" the call? Larrimore said yes
- 384 ▪ Fry asked was the first time that Lee Control was notified was when the fire was
385 out or on dispatch? Larrimore stated that it was on dispatch, that "we always call
386 on dispatch"
- 387 ▪ Larrimore said what the problem was is that "we have a radio that wasn't working
388 very good and that was the problem"
- 389 ▪ Fry asked how many radios do we have with a problem and Larrimore pointed at
390 the charging stand and said we have 4 radios. Fry asked what about the new
391 radios and Chief stated that they are still being programmed and not on island
- 392 ▪ Larrimore then said that they took 2 radios with them and he had "Matt" talking
393 to dispatch and Fry asked why all 4 firefighters didn't have a radio? Isn't the
394 process that every firefighter carry a radio on response. Larrimore "4, we only
395 had 4 that day" and Fry asked again, that you had 4 firefighters on duty, that we
396 had 4 radios available but you said you only had 2 radios with you, with one
397 apparently not working. Larrimore said that "he didn't have one at the time",
398 "the other 3 were okay"

- 399 ▪ LaVallie then asked again if standard operating procedure is that when you receive
400 a direct fire call, you notify dispatch immediately? Larrimore said “Yes”
- 401 ▪ LaVallie then asked if Lee Control is supposed to then “tone it out” and Larrimore
402 said “They did!”
- 403 ▪ Fry said then the next question to the Chief was why didn’t his phone receive an
404 alert when he said that he had fixed the app on his phone and Chief said he asked
405 the Dispatcher when he called them and he didn’t have an answer for it.
- 406 ▪ Larrimore said that sometimes with new operators at Lee Control, some things
407 just don’t get done “and they had us going a different way. And yes that happens,
408 sometimes a lot”. Fry asked did you elevate the issue to the Lee Control
409 supervisor, the Director above that department or anyone in between and Chief
410 said no. Larrimore said that when we have a problem, we call Lee Control and
411 they fix it.
- 412 ▪ LaVallie said that he can’t think of another fire district in the County with the
413 sensitivity that we have that we are remote, we need backup, and this is a very
414 critical issue. We need to solve this.
- 415 ▪ LaVallie stated to Larrimore that “it wasn’t on you” and Fry thanked Larrimore for
416 walking the Board through the sequence of events since Chief didn’t know the
417 details. Larrimore again stated that “We let’em know the fire was out” and Fry
418 asked again, how could you notify them the fire was “out” when you rolled on
419 departing the Station and Larrimore said “Once we got in there and knocked it
420 down, we let’em know that” so Fry asked again that you just said you notified
421 them on the being OUT but did you let them know when you departed the Station
422 that you were enroute to a fire? Larrimore repeated that he made the call on a
423 radio that wasn’t working and Fry asked again whether he repeated the call to
424 Control after he got to the scene when he figured out his radio didn’t work?
- 425 ▪ LaVallie stated that it sounded like to him that Lee Control really didn’t know
426 about the fire or that we had responded.
- 427 ○ Apparently the radio that Larrimore said wasn’t working hasn’t been identified, since
428 Chief was unaware that one wasn’t working and all 4 were in the charging cradles
- 429 ○ Larrimore said that it sounds like the Board is more concerned about the radios and
430 notifications, than fighting the fire and Fry & LaVallie said that the Public and Board
431 had already said that the fight was extremely successful and well executed.

- 432 ● This topic is tabled until a new Chief is hired

433
434 L) Hurricane IRMA AAR Update/Improvements & Season Prep:

- 435
- 436 ● Chief stated that he believed this agenda item had been closed months ago
- 437 ● Fry stated that it has been on every agenda since last October and the Board agreed that
438 the issues have not been fully completed and the topic remains open
- 439 ● This topic is tabled until a new Chief is hired

440
441 M) Fire & Hurricane Checklists and SOPs:

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- 486
- Chief stated that he believed this agenda item had been closed months ago, after providing individual Board members copies of the checklists and SOPs
 - Fry stated that Chief only provided him SOGs that, based on the dates on the documents, they had not been updated in years and the Board agreed that the issues have not been fully completed and the topic remains open
 - Chief handed out his Hurricane checklist:
 - Fry stated that it doesn't have any of the post-hurricane activities like coordinating with Lee EOC for barge & propane resupply
 - Fry stated that it has nothing about submitting a FEMA RPA within 30 days of the hurricane, as required by FEMA, remembering we missed the deadline late last year
 - Fry stated that it has nothing about conducting an Islander hurricane preparations presentation BEFORE Islanders departed the island for the Season and many are gone now
 - And there may be other things identified in the AAR that aren't on the checklist
 - Fry stated again the point to doing this AAR process is to document it so that the next time it happens, maybe in another 10 years, that the next chief or the one after him knows about it
 - Chair stated that one Islander emailed him about Island Girl being the designated the emergency boat evacuation and when Islanders called to schedule their departure, Island Girl told them their boats were already out of the water, 2 days before the official evacuation was ordered.
 - Fry said that wasn't exactly true; that Chief and McMullen did the notifications in person about when Island Girl and NCIC were going to end operations (Wednesday afternoon for Island Girl and Friday noon for NCIC) AND Sirabian & Fry used the UCCA email list to notify every email address about that information
 - Fry repeated that he believes the Chief and District did EVERYTHING right on IRMA up to the point they closed out the Station and left the generator/propane active, running out all of the propane
 - But instead, SHC viewed that it was Chief's fault that SHC closed up early and left on the last Island Girl on Wednesday instead of coordinating with NCIC, Boats & Fun, or private charter for a Friday departure, using that additional time to prep SHC-member homes before the hurricane
 - Fry said the point remains that there are things like the pre-hurricane prep briefing for Islanders before Season ends that didn't happen since most seasonal Islanders are gone now, that those things are not on a checklist as a memory aid, and the Board is failing to force the Chief to JUST DO IT and is accepting his NOT doing it
 - Chair pointed out at the 27 October meeting minutes that Chair McDonald directed Chief to coordinate with Lee EOC to see if Island Girl could be replaced with other, more reliable providers and be designated for evacuations. Chief responded about notifications before IRMA and Fry said that he didn't answer the Chair's question "Did you coordinate with Lee EOC last fall as McDonald directed?" and Chief said "No, it apparently just got by"
 - Lots of anger and frustration that was not detailed for the minutes since it was unproductive

- 487 • This topic is tabled until a new Chief is hired
488
- 489 N) Volunteer Certified Firefighters & Support Services Programs: No update and tabled until
490 a new Chief is hired
491
- 492 O) ISO Survey Results Status: Chief contacted ISO, they told him to be patient, what else can
493 he do and Fry said that it looks like this is tabled until a new Chief is hired
494
- 495 P) NCIC-Provided Internet Phone Service and E-9-1-1:
496
- 497 • Chief notified Brillhart at NCIC that there was a problem but didn't know what was being
 - 498 done, if anything
 - 499 • Fry stated that "An action passed is not an action completed" and just telling Brillhart
 - 500 wasn't enough
 - 501 • LaVallie asked does it mean that many things on this list you're just not going to do?
 - 502 • Fry said that it looks like this has to be tabled until a new Chief is hired
503
- 504 Q) Status on Heavy Duty Primer Pump: The heavy duty primer pump was delivered at no
505 cost and was installed on the new high volume/high pressure pump, and it is now up and
506 running
507
- 508 R) Status of New Donated Radios: Awaiting completion of programming
509
- 510 S) Status on New Firefighter-EMT Hiring: Additional Firefighter hiring is suspended until a
511 new Chief is hired
512
- 513 9) NEW BUSINESS ~~(2:57:58 – 3:46:35)~~:
514
- 515 A) 2018/2019 Fire Services Assessment ~~(2:58:37 – 3:01:50)~~:
516
- 517 • Fry asked whether the Board wanted to reduce the 2019 Fire Services Special Assessment
 - 518 or keep it the same?
 - 519 ○ LaVallie asked for Fry's recommendation and Fry said to keep it the same at \$447,400,
 - 520 net after the 4% early-payment discounts
 - 521 ○ Board agreed
 - 522 • **Fry moved** that we remove the exemption for Salty Approach LLC on the airstrip
 - 523 exemption from the Fire Services Special Assessment, as the only non-tax exempt entity
 - 524 exempt from the assessment that isn't submerged or a dock. **Motioned failed due to lack**
 - 525 **of second. No changes proposed for the exemption list**
526
- 527 B) Chief Kinniry Evaluations Required by 15 June 2018 ~~(3:01:50 – 3:06:30)~~: Board agreed that
528 each member will conduct a written annual performance evaluation before the next meeting
529
- 530 C) Chief Kinniry Contract Renewal Options ~~(3:06:30 – 3:19:40)~~:
531

- 532 • Chief decided that he didn't want to negotiate a replacement month-to-month contract
533 and agreed with the mutual termination of his contract by 30 September 2018 or earlier,
534 depending on when a new Chief is hired
- 535 • No discussions occurred on changes to compensation that are tabled until a new chief is
536 hired

537

538 D) Brush Pile Notices and District Policy ~~(3:19:40 – 3:25:47)~~:

539

- 540 • Fry stated that there was discussion last month during our meeting and then a
541 discussion at the last UCCA that indicated that either our policy on notifications to Code
542 Enforcement wasn't being followed or one didn't exist:
- 543 ○ Chair stated last month that he had 3 brush piles that he worked with owners before
544 ISO that were quickly resolved
 - 545 ○ Chief stated that his 3 brush piles after the ISO, he notified Code Enforcement without
546 contacting the owners
- 547 • Fry asked the Board to direct the Chief to work with property owners FIRST and that he
548 get the Chair's permission BEFORE calling Code Enforcement
- 549 • Board agreed that no more calls to Code Enforcement until a new Chief is hired

550

551 E) Brush Fire & Open Burning Notices: Fry stated that the open burning notice has been on
552 the website for more than a year now and open burning is strictly banned

553

554 F) UCCA Kayak Launch Site ~~(3:27:24 – 3:28:10)~~: UCCA has decided not to sell the right-of-way
555 so there is no impact on our draft point at that location

556

557 G) FY18 and FY19 Meeting Schedules ~~(3:28:10 – 3:33:17)~~: Fry will provide the proposed
558 schedule to members will verify their availability for July & August at the June meeting

559

560 H) Park Trail Trimming by North Captiva Conservation Fund ~~(3:33:17 – 3:42:20)~~:

561

- 562 • Clean Cut did a superb job, paid for by the North Captiva Conservation Fund (NCCF)
- 563 • The bill for the trimming exceeded the funds in the NCCF, Skinner paid Clean Cut and is
564 asking for a donation from the District as reimbursement of the difference
- 565 • Board decided that we would not provide any funding since we didn't have the
566 opportunity to compete or negotiate better terms. Options for NCCF remain:
- 567 ○ Ask UCCA to approve a donation email to the UCCA email list
 - 568 ○ Ask UCCA to provide a donation to the NCCF
 - 569 ○ Ask NCIC to refund the water tax charges that Clean Cut billed

570

571 I) Invoice for the New High Volume/High Pressure Pump & Trailer (Added at Chief's Request)
572 (3:42:20 – 3:42:41): Invoice received and should be paid on 31 May and reflected on the
573 end-of-May financial reports

574

575 J) Purchase Replacement of Pump for B192 (Added at Chief's Request) ~~(3:42:41 – 3:46:35)~~:

576

- 577 • Chief requested up to \$5,000 to purchase a replacement pump that reportedly failed
578 during the 30 April Brush Fire
- 579 • **Fry moved** that we approve up to \$5,000 to purchase a replacement pump for B192 and
580 that we approve a waiver of District policy that a 2nd and 3rd bid requirement, due to
581 urgency, seconded by LaVallie, **all voted aye.**
- 582 • When will Ten-8 have the pump delivered, when will it be installed, and when will B192
583 be back in service? No idea

584

585 10) PUBLIC COMMENT: 734-626-6775 (asked to remain Anonymous) asked who the new Chief
586 was going to be and Fry stated that the Board selected Chief Batz as #1 and LT Martin as #2 and
587 that the Chair would begin negotiations with Chief Batz Monday. She asked if the Board was
588 aware of the complaints against Chief Batz found on Google and the Board said that we were.

589

590 11) NEXT DATE: The next Regular Monthly Meeting is Friday, 15 June at 10AM.

591

592 12) ADJOURN – **Moved by Fry, seconded by LaVallie;** meeting adjourned at 1:50PM.

593

594 Respectfully submitted,

595

596

597

598 Bill Fry

599 Secretary/Treasurer

UNAPPROVED DRAFT