

Iona McGregor Fire District Board of Fire Commissioners  
July 17, 2019  
6:00 PM

Meeting called to order at

Roll Call of Commissioners – Present are: Commissioners Louwers, Langford, Andersen, Barbosa, and Walker

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda – removal of item #7 Deferred Compensation

Public Input on Business Agenda Items

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – June 19, 2019

**Motion** (5644) to approve minutes made by Commissioner Andersen second Commissioner ...Barbosa... carried.

2) Financial Report – Jun 2019

Commissioner Walker sought clarification of several items which were addressed by CFO Winzenread including the various insurance policies, IT service fees, and Motorola radio and repeater purchased for the new BC vehicle. Following the brief discussion, a **motion** (5645) to approve June 2019 financial report was made by Commissioner Barbosa with second from Commissioner Andersen ... carried.

3) Budget Amendment

CFO Winzenread briefly addressed budget amendment which is done each year following the annual audit. Although not read into the record, the resolution title reads as, “**Resolution 2019-02, A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT, LEE COUNTY, FLORIDA, TO AMEND THE BUDGET AND FUND BALANCES FOR THE DISTRICT FOR THE 2018/2019 FISCAL YEAR; TO RESCIND ALL RESOLUTIONS IN CONFLICT; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR LIBERAL CONSTRUCTION; TO PROVIDE FOR SCRIVENER’S ERRORS; TO PROVIDE FOR AN EFFECTIVE DATE...** The District hereby increases the 2018/2019 cash carry forward account balance by \$348,352 with an equal increase in the Unassigned Fund Balance by \$348,352 to reflect the actual audited September 30, 2018 balance.” Following CFO Winzenread’s brief summary, a **motion** (5646) to adopt the budget amendment, Resolution 2019-02, was made by Commissioner Louwers, second Commissioner Langford... roll vote:

Commissioner James Walker –	<u>aye</u>
Commissioner Steven Barbosa –	<u>aye</u>
Commissioner Ethan Langford –	<u>aye</u>
Commissioner James Andersen –	<u>aye</u>
Commissioner Paul Louwers –	<u>aye</u>

Adopted unanimously.

4) Salary Administration Policy

Chief briefly addressed this is a program and not a policy. He then described the proposed program and the alignment with district goals. This program is structured process in reviewing the wages of other agencies in relation to ours and keep within the top third as discussed previously. The methodology in determination is described as the South Six departments and their competitive pays in relation to ours on a three-year basis including reviewing job descriptions. Following Chief's review of his proposed program, Commissioner Walker questioned the bonus portion of policy to which Chief informed that the language has been in from beginning do not know of any time when a bonus has been paid. Chief reiterated that this is being submitted to define the organizational goal of our salary administration program along with the methodology. Following brief discussion, **motion** (5647) to approve Salary Administration Program as amended with the striking of the last paragraph pertaining to bonuses was made by Commissioner Walker, second Commissioner Andersen... carried.

5) Proposed Budget Schedule

A proposed schedule of meeting dates for the upcoming budget process was previously submitted. **Motion** (5648) to approve proposed budget schedule as presented was made by Commissioner Andersen with a second offered by Commissioner Louwers. Attorney Pringle noted that the final millage and budget date is still pending, and date will be set at tentative millage and budget hearing. Following attorney's comment, motion carried.

6) DR-420

CFO Winzenread described the DR-420 information and the need for it to be filed as the tentative millage and the Tentative Millage and Budget hearing date is included on the TRIM notice. He further noted that historically, the maximum millage is placed on DR-420 because the millage can always be lowered but never raised from noticed amount. **Motion** (5649) to approve the filing of DR-420 as presented in draft was made by Commissioner Walker with a second from Commissioner Langford... carried.

7) Deferred Compensation Plan - removed

8) Executive Report

Chief added to filed report we are actively waiting on premium quotes for the provisions of the July 1<sup>st</sup> cancer presumptive law. Walker asked if insurance is biddable item, yes. Needs to meet statute and looked at many that do not meet the full requirements. League of Cities seems to meet and exceed in some areas the requirements. Continuing to look. Do Union heads get involved in this, questioned Commissioner Walker. Yes, there was a lot of support.

Chief Hernden addressed the mental health ride-time program for clinicians. Ensure that in time of crisis the clinician has better understanding of the job and the responsibilities. There is a listing of clinicians that should be released online within the next few months of vetted providers to be matched with needs. Khalid also addressed the ride-time program of fire academy students as well.

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Commissioner Walker inquired if there is a game plan for what the public relations person is going to be doing. Chief Steffens replied that although she completed the course to become AED instructor, she is the coordinator of the program and only will fill in as instructor if the 15 instructors are not available. He briefly spoke of the CPR/AED scheduling, adding that the Strategic Plan details the game-plan of the CPR program and the other department programs as well. DC Steffens noted that we are just getting to point where we can make the car seat program viable, adding that it takes about an hour to do one car seat and we have had three persons complete the certification program. We are looking to be able to provide spontaneous (walk-in) car seats and schedule a quarterly program of class for multiple.

**Motion** (5650) to receive Executive Report made by Commissioner Langford, second Commissioner Andersen... received.

9) Attorney Report

Mr. Pringle states that the discussion of bringing to board group of policies was in last meeting and that he, Chief and Commissioner Walker have discussed. Plan is to assemble all that are on books with recommendations for removal of non-relevant policies along with codification stating that all policies not codified are rescinded at time of adoption. It is proceeding as directed. Following attorney's **motion** (5651) to receive Attorney Report made by Commissioner Louwers, second Commissioner Langford... carried.

10) DVP Reports – Districts 7 & 25

DVP Tansey stated Board had addressed anything there were concerns with.

Public Input on Non-Business Agenda Items

Attorney Pringle stated that a clarification of non-business items is anything not actionable during the board meeting and board will confirm that this is time district receives information but does not have response to as not prepared. Commissioner Walker questioned if there are any topics not to be discussed by board. Attorney instructed not to respond, just receive the public input. If item that may come back in the future or an employment item, it is not responded to or discussed at board meeting. District has a labor attorney which should be present for anything employment related. Also, anything that is confidential, should not be discussed. If this is being brought, attorney will bring to attention. Commissioner Walker then asked if any member of the public wished to comment, please state name and address for the record.

Deborah Ringsmuth of 9033 Ligon Court, Fort Myers, 33908 introduced herself adding that she has had homes in district for over 40 years and considers herself a friend of the fire district and promotes it. She informed that she's known most of the people for a long time and has great respect but in last couple of years noticed change in administration versus guys that ride the trucks, seen hostile workplace where persons are not free to discuss personal or mental problems and it will ultimately affect the department; and it should be something the board and commissioners should know about. Board should speak to guys and BC's and they should not be retaliated for speaking or punished through non-promotion. They're very professional but impact of hostility will affect district.

Anything further, questioned Commissioner Walker?

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Mrs. Ringsmuth stated that she would like to have feedback and believes it needs to be discussed. Commissioner Walker replied that he appreciates comments, adding that he has gone to stations and spoken to the crews and spoken with the chief. Commissioners Louwers, Barbosa, Langford and Andersen also said they appreciate the public input and appreciate her coming in. Commissioner Andersen added that he also went station to station and told everyone his door is open. If individual having issue can contact any one of us. If something needs to change, we will make that happen. Commissioner Walker asked attorney to prepare language for review which creates pathway for employees to have their concerns heard by Board. Mrs. Ringsmuth reiterated that she has nothing but generally good things to say, but there is room for improvement; and she is trying to help in a positive way.

Commissioner Comments

Commissioner Barbosa mentioned an article in the news says that firefighters are happiest profession in America.

Adjournment

Motion to adjourn made by Commissioner Louwers, seconded by Commissioner Langford... carried.

Meeting adjourned at 7:37 p.m.

Approved By: \_\_\_\_\_

Print Name: \_\_\_\_\_