

Iona McGregor Fire District Board of Fire Commissioners

March 17, 2021

6:00 PM

Meeting called to order at 6:00 pm

Roll Call of Commissioners –

Present: Commissioner Andersen, Commissioner Barbosa, Commissioner Langford, Commissioner Louwers, and Commissioner Walker.

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items - none

Public Recognition –

Assistant Chief Comer turned over to Community Relations Coordinator Contreras who introduced Gayle Frederick and her husband, Jack. Megan noted that Gayle performed CPR on her husband when he experienced a cardiac incident; adding that dispatch walked her through the entire process and she has never received CPR training. Mrs. Frederick then spoke about the event – she heard a guttural sound and when she called to her husband there was no reply. The 911 operator was wonderful. When crew showed up dispatch informed her; and she ran down and unlocked door. Once crew started, she called friend, Chuck Parsons, who came to her aide. They worked so hard and did not quit; and didn't give up. What the guys did, they are heroes to her as they worked so hard when she didn't think they had to.

The hospital suggested that he go to hospice and Gayle would not agree; they didn't want to treat him. Jack interjected that it was an electrical failure and not a heart attack. Gayle continued her story. He has been fighting pancreatic cancer since last August. Their 37th anniversary is at the end of the month and they didn't believe they would see Christmas or their anniversary. She is so grateful for the professionalism and that they worked so hard and didn't give up. Dr. Chuck Parsons said the crew was so professional and were so good that they should be recommended for an award.

Assistant Chief Comer noted that Gayle was joined by her family and friends. He added that we are very proud of our crews, but they would agree that Gayle is the hero. Seth presented her with a Citizen Lifesaving Award for the actions of November 12, 2020 utilizing CPR to a citizen. Her husband added that he looked forward to tonight to express his appreciation for all that was done for him. He has no memory of what happened but has been told, adding that Dr Parsons' response when called was that he was on his way. It was a prompt crew, beautifully trained and they would not give up. Doctors have said that he is a miracle to have survived. Jack concluded by saying that all of the team, including Gayle, are the heroes.

Once presentation concluded, Mr. & Mrs. Frederick, along with their guests, exited and the meeting continued.

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Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – February 17, 2021

Motion (5775) to approve minutes of February 17, 2021 made by Commissioner Barbosa, seconded by Commissioner Langford... carried.

2) Financial Report – February 2021

In CFO Winzenread's absence, Chief informed the financial report has been submitted and he is available for questions. Commissioner Walker questioned the \$500,000 'due from other governments' entry. Chief advised that the monies was for the reimbursement of overtime and other expenses of COVID through the CARES Act. This was reimbursement of the expenses over the last twelve months incurred due to the COVID-19 pandemic. Louwers questioned the Boulevard Tires expense and would like to review the detail invoice. Chief mentioned that we have a safety tread life; and the tire replacement is done on-sight providing a quick turnaround. Following questions, **motion** (5776) to approve February 2021 financial reports made by Commissioner Walker, second Commissioner Langford... carried.

3) Employment Agreement

Attorney Pringle noted that a proposed employment agreement is presented that has been negotiated with Seth Comer to begin with retirement of Chief Howard and continuing for approximately five (5) years. The agreement was provided last month and then continued to this month. Attorney is available for questions or explanations as needed. All Commissioners agree that agreement has been reviewed.

Commissioner Louwers stated that he has comments and questions and would like in public record. He began by informing that through the negotiation process a document was presented noting the Chief's performance to date and we should be proud to have someone with these skills and glad we could negotiate an agreement with him. Mr. Pringle will give a copy of the referenced document to all commissioners. The term of five (5) years – the only document to compare to was Chief Howard's and only difference is term of agreement, okay with but want talking point. How long was Chief Howard's? Commissioner Walker stated that the original for Chief Howard was presented at 10 years, but Chief Howard did not want that length.

Mr. Pringle noted Section 3, subsections of termination. He defined the without cause is without reason given adding that oft times if without cause occurs it is for political reasons. I'm good with it, stated Commissioner Louwers, just want to make mention of it. Mr. Pringle informed that there is a severance pay that would be made if without cause. There is also a provision that Chief Comer can be returned to his previous position prior to accepting the Chief's position. Several of the termination subsections were detailed by Mr. Pringle including the elimination of position which also required no less than 4 commissioners, with the exception of consolidation. If lesser position was retained following consolidation, the difference of chief pay and new position pay would be received for twenty weeks.

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Commissioner Louwers mentioned the salary was gathered from sampling of other districts and Chief Howard's transitional pay. Attorney added that the comparison of Chief Howard's salary at April, 2022 compared favorably with a slight reduction for Chief Comer. Salary was proposed by Seth Comer and when attorney reviewed all other agencies' Chief salaries it appeared to be favorable. When the inclusion of benefits in the agreement were questions by Commissioner Louwers, Mr. Pringle informed that the recommendation is that benefits be included in agreement as it is set and not subject to change without amendment of agreement. There is also an element of transparency when all is included in agreement. Commissioner Louwers concluded his inquiry by stating he was good with hours worked provision and thanked attorney for his work and explanations. Commissioner Walker asked if Comer negotiated himself or used an attorney. Seth affirmed that he negotiated himself.

Following discussion, a **motion** (5777) to approve Employment Agreement with Seth Comer as presented and authorize Chair to execute made by Commissioner Walker, second Commissioner Louwers. Roll vote –

Commissioner Walker, yes

Commissioner Louwers, yes

Commissioner Langford, yes

Commissioner Barbosa, yes

Commissioner Andersen, yes. With all in favor, passes unanimously.

4) Executive Report

Assistant Chief Comer commented that next visit for Strategic Plan is on 29th and 30th. We have 20-30 employees as internal stakeholder and would love to have a commissioner included. This would be three consecutive 8-hour days. Commissioner Andersen will look into his schedule and let know if available. Commissioner Langford will also look at his availability. Commissioner Walker stated that it is a good report but why isn't report put in minutes? He then made a **motion** (5778) to accept Executive Report and have included in minutes as attachment, seconded by Commissioner Barbosa... carried.

5) Attorney Report

Mr. Pringle thanked board and noted he believes that the Board is functioning well together and the administration as well. He is impressed with what Chief Howard and the administration has done; and appreciates the opportunity to represent you. **Motion** (5779) to accept attorney report by Commissioner Andersen, second Commissioner Barbosa... carried.

6) DVP Reports – Districts 7 & 25

Neither DVP present. **Motion** (5780) to accept the DVP reports as presented made by Commissioner Andersen, second Commissioner Barbosa... carried.

Public Input on Non-Business Agenda Items – none

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Commissioner Comments

Commissioner Barbosa asked if anyone knows about HB1103 in Tallahassee. It seems that we already do what they are asking for. Attorney Pringle stated that he watched one of the committee meetings and it seems there are several things going on regarding Special Districts. It was one that was most concerning to him. Oversight is being done and the requested additional reporting is an additional task but one that you can do. The comments seemed to be about how many special districts there are in Florida and that they all have taxing abilities. Could foresee changes made to Special Districts as a whole. Mosquito Control and fire districts were identified and discussed. Chief added that this has been broached in past and there has been talk of having Commission Forum of all independent fire districts, adding that this has been discussed for the past 30 years.

Adjournment

Motion to adjourn made by Commissioner Langford, second Commissioner Andersen...

Meeting adjourned at 6:57p.m.

Approved by: _____

Print Name: _____

IONA MCGREGOR FIRE DISTRICT (IMF)

ASSETS

CASH

Operating Account - BankUnited

\$ 761,599.95

Total CASH:

761,599.95

INVESTMENTS

Investments - SBA

1,928,378.17

Money Market - BankUnited

18,355,755.89

Total INVESTMENTS:

20,284,134.06

DUE FROM OTHER GOVTS

Due From Board of County Commissioners

481,937.50

Total DUE FROM OTHER GOVTS:

481,937.50

Total ASSETS:

\$ 21,527,671.51

LIABILITIES

LIABILITIES AND OTHER CREDITS

Accounts Payable

6,417.56

Health Insurance Rebate

302.39

Total LIABILITIES AND OTHER CREDITS:

6,719.95

ACCRUED EXPENSES

FRS - Employee Contribution - ADMIN

4,004.50

FRS - Employee Contribution - OPS

18,077.94

Total ACCRUED EXPENSES:

22,082.44

Total LIABILITIES:

28,802.39

EQUITY

Retained Earnings-Current Year

10,980,149.07

Prior Year Revenues Over/(Under) Expenditures

773,892.13

Fund Balance

9,744,827.92

Total EQUITY:

21,498,869.12

Total LIABILITIES & EQUITY:

\$ 21,527,671.51

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Five Months Ended February 28, 2021 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,076,867			
Ad valorem taxes	20,049,066	\$ 18,593,138	\$ (1,455,928)	92.74%
Permits, Fees & Special Assessments	95,000	18,819	(76,181)	19.81%
Intergovernmental	59,760	99,917	40,157	167.20%
Charges for services	51,000	21,461	(29,539)	42.08%
Interest Check/Demand Accounts	50,000	23,402	(26,598)	46.80%
Miscellaneous	54,122	66,626	12,504	123.10%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,358,948	18,823,363	(1,535,585)	92.46%

Total revenues and cash carry forward 30,435,815

Expenditures				
Personnel services				
Salaries	10,814,942	4,079,906	6,735,036	37.72%
Benefits	5,852,730	2,474,205	3,378,525	42.27%
Operating Expenditures				
Professional and contractual	848,093	475,046	373,047	56.01%
Travel	107,395	3,171	104,224	2.95%
Communications & freight	146,225	45,186	101,039	30.90%
Utilities, equipment rental, and insurance	282,478	139,423	143,055	49.36%
Repairs and maintenance	758,015	159,362	598,653	21.02%
Operational, small tools and equipment	427,225	153,774	273,452	35.99%
Fuel, supplies, and administrative	424,994	203,038	221,956	47.77%
Education and training	128,625	28,745	99,880	22.35%
Capital expenditures	1,427,000	31,337	1,395,663	2.20%
Debt service	100,045	50,022	50,023	50.00%
Total Expenditures	21,317,767	7,843,214	13,474,553	36.79%

Revenues over/(under) expenditures (958,819) \$ 10,980,149 \$ 11,938,968

Fund Balance/Cash Carry Forward 9,118,048

Total expenditures and reserves \$ 30,435,815

	FEBRUARY	JANUARY
Cash Balances		
BankUnited - Operating	\$ 761,600	\$ 1,140,613
Petty Cash	-	-
	<u>761,600</u>	<u>1,140,613</u>
Investments		
General - SBA - Fund A	1,928,378	3,428,095
BankUnited Money Market	<u>18,355,756</u>	<u>17,349,019</u>
	<u>20,284,134</u>	<u>20,777,115</u>
Total Cash and Investments	<u>\$ 21,045,734</u>	<u>\$ 21,917,727</u>

Submitted for approval on March 17, 2021

Approved By: _____

(Signature)



Iona-McGregor Fire District Executive Report

Executive Summary/ March 2021:

GENERAL:

- We are looking forward to the next site visit of the Center for Public Safety Excellency (CPSE) Technical Advisors (TAP) which will be March 29th-31st. The purpose of this visit will be to conduct the next phase of the Strategic Planning process with our internal stakeholders. All participants will be committing to all 3 days. We were directed to have participants from across all ranks and Divisions from the organization to obtain the most benefit in the process. It is not a requirement, but we would like to have 1 Commissioner participate. Please let Chief Howard know ASAP if you are available to commit for the 3 days.

OPERATIONS:

- We are currently one (1) firefighter short of full staffing (80 of 81) shift personnel, with two new hires coming on board.
- County training cooperative has resumed, and we look forward to continued collaboration as agencies recommit to working together.
 - March 2-4th placed focus on multi-company operations
- The busiest portion of brush fire season is now through the start of summer rain patterns and we are hoping for a mild year.
- After a challenging 2020, we are slowly beginning to re-engage in external training and hope to expand on that throughout the year.
- A few personnel were able to attend the Orland Fire Conference for valuable hands-on training (some as instructors) with other fire service professionals.

LOGISTICS:

- E71 acceptance testing scheduled for March 22-24 in Ohio. Expected delivery Early April. Operational late April.
- SQ73 in production. Late May-Early June anticipated completion.
- Hands on evaluation for future air pack replacements beginning next month.
- Marine 70 motor replacement end of month.

Prevention/Pub Ed:**Date: March 2021**

INSPECTION VOLUME:	760
VIOLATIONS CLEARED: past year to date	257
% OF MANDATED INSPECTIONS AVERAGE:	98%
CPR / AED CLASSES:	5
CHILD PASSENGER SAFETY:	3
PUBLIC EDU. EVENT(S):	0
EAP PRESENTATIONS:	0
FIRE INVESTIGATIONS:	0

SUPERVISOR'S SUMMARY:

- Busy month; inspections near record volume
- Megan has been working with new recruits to learn more about FD
- New Occupancies permits remain strong/steady

TRAINING/EMS:

- We completed three days of Vent, Enter, Isolate, Search (VEIS) Training. This training prepares the firefighter to perform search by accessing livable space through a window, isolating the room from the fire, searching for victims, and removing theme from the structure.
- All personnel participated in the Air Management Drill- During this drill, firefighters get into their bunker gear and self-contained breathing apparatus (SCBA) and perform a series of physical activities to evaluate how well they manage their air.
- Haz-Mat Technicians participated in the monthly, regional, Haz-Mat training.
- Crews participated in the Lee County Cooperative Training. This month's training involved multi company drills in single family residential structures.
- New Hire began their 2-week orientation.



Previous Month ▾

Feb 1, 2021 - Feb 28, 2021 ▾

55%

FIRE
Percentage of Total
Incidents

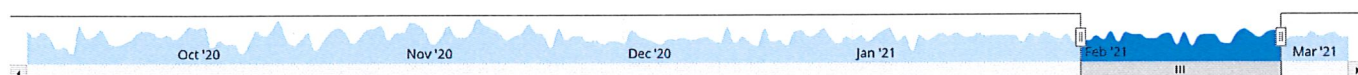
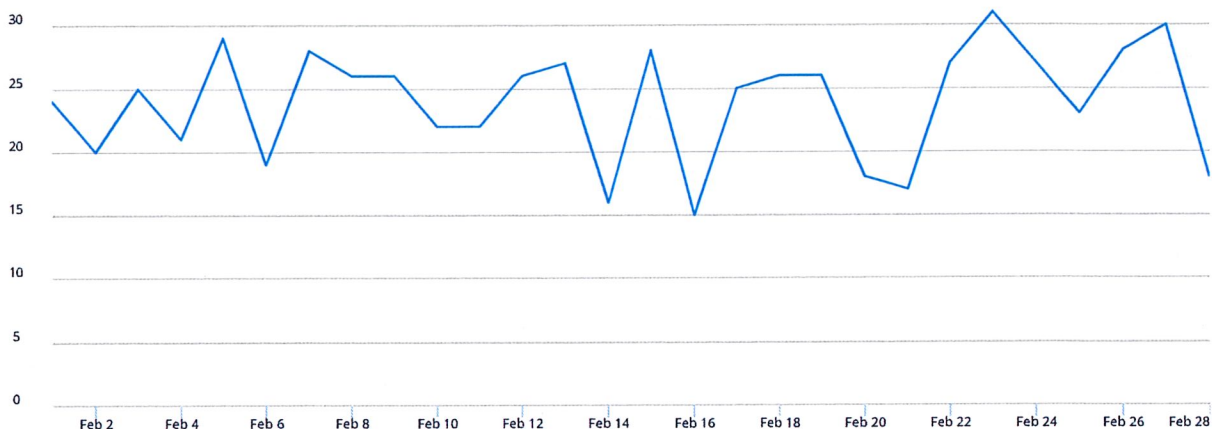
45%

EMS
Percentage of Total
Incidents

670

INCIDENTS
In Selected Time Slice

28

DAYS
In Selected Time Slice

Counts

% Rows

% Columns

% All

Week Ending	2/7/21	2/14/21	2/21/21	2/28/21	3/7/21	3/14/21	3/21/21	3/28/21	4/4/21	4/11/21	4/18/21	4/25/21	5/2/21	Total
(11) Structure Fire				3										3
(13) Mobile property (vehicle) fire	1													1
(15) Outside rubbish fire				1										1
(25) Excessive heat, scorch burns with no ignition				1										1
(30) Rescue, emergency medical call (EMS), other	3	6	2	8										19
(31) Medical assist	21	13	9	11										54
(32) Emergency medical service (EMS) incident	47	55	58	66										226
(35) Extrication, rescue	1		1											2
(36) Water or ice-related rescue		1												1
(41) Combustible/f.. spills & leaks				1										1
(44) Electrical wiring/equipm. problem	1	2		1										4
(50) Service call, other				1										1
(51) Person in distress			1											1
(52) Water problem				1										1
(55) Public service assistance	21	19	16	13										69

Week Ending	2/7/21	2/14/21	2/21/21	2/28/21	3/7/21	3/14/21	3/21/21	3/28/21	4/4/21	4/11/21	4/18/21	4/25/21	5/2/21	Total
(56) Unauthorized burning	1		1											2
(61) Dispatched and canceled en route	61	56	62	67										246
(62) Wrong location, no emergency found			1											1
(70) False alarm and false call, other	1	3	2	1										7
(71) Malicious, mischievous false alarm	1	3		3										7
(72) Bomb scare			1											1
(73) System or detector malfunction	6	1		4										11
(74) Unintentional system/detect... operation (no fire)	1	6	1	2										10
Total	166	165	155	184										670