

Iona McGregor Fire District Board of Fire Commissioners

May 19, 2021

6:00 PM

Meeting called to order

Roll Call of Commissioners – present Commissioner Andersen, Commissioner Langford, Commissioner Louwers, Commissioner Walker all present; Commissioner Barbosa was absent, excused.

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda - none

Public Input on Business Agenda Items – none

Public Recognition – Megan introduced Connie Decicco and spoke of the recent CPR actions performed on a citizen suffering a cardiac even in February 2021. Connie shared her story and her husband, Brian, read a letter written by the victim and his sons. Following, Chief Howard presented Mrs. Decicco with a Citizen Award for her fast actions in performing the life-saving CPR.

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – April 21, 2021

Minutes were provided prior to meeting. **Motion** (5789) made to approve minutes as submitted was made by Commissioner Langford, seconded by Commissioner Louwers... carried.

2) Financial Report – April 2021

Financial Report was presented prior to the meeting. CFO Winzenread stated he was available for questions. Commissioner Walker questioned if the reported impact fees amount is normal. We receive roughly \$100,000 per year as average replied CFO Winzenread. He then added that we received the \$480,000 Lee Cares grant and it is in the bank. Following discussion, **motion** (5780) to approve Financial Report as presented made by Commissioner Andersen, second Commissioner Langford... carried.

3) Organization Chart – 2022

Chief stated needs to adjust the staffing and added that he is co-presenting the item with Assistant Chief. Assistant Chief Comer briefly described the proposed Organization Chart. After brief discussion on the proposed changes, a **motion** (5781) to adopt Organization Chart as presented to be effective following retirement of Chief Howard was made by Commissioner Walker, seconded by Commissioner Langford... carried.

4) 2021-2026 Strategic Plan

Chief stated that document is culmination of much work including interviewing external stakeholders and internal stakeholders. This is a performance indicator in the accreditation process. Commissioner Walker questioned the adopting of the Strategic Plan by the Commission; and sees much delegation to the Assistant Chief. Assistant Chief Comer mentioned that others are designated to goals within the plan, adding that oversight by Assistant Chief does not mean he is doing all the work, tasks are assigned to others. Following

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brief discussion, a **motion** (5782) to adopt the 2021-2026 Strategic Plan as presented was made by Commissioner Walker, second offered by Commissioner Louwers... carried. Commissioner Andersen thanked Assistant Chief and Chief for allowing him to be a part of the process.

5) Executive Report

Chief wishes to bring up a few items; one is flash updating of portable radios which is just under \$73,000 and the upgrading of fuel system is taking place between now and our next meeting with costs reflected on next month's financial report. Division Chief Hernden stated we currently use a manual system for entering fuel and are moving to Fuel Master system – automated with key cards and can automatically log fuel usage by vehicle. It is the same system that Fort Myers, Cape Coral, and Lee County uses. In emergency we can go to their fuel centers and the cost accounting would be automatic using key card for proper invoicing for use of their fuel. Following discussion, **motion** (5783) to accept Executive Report made by Commissioner Andersen, second Commissioner Langford... carried.

6) Attorney Report

Attorney Pringle informed that he had one item to clarify regarding the Strategic Plan. It is the connection between the community and the services provided by District. You, the Board, have the responsibility to adopt the plan and the Chief and employees have the responsibility to implement the plan. He added that the legislative session closed with bill passed pertaining to audit item – will be discussed following Governor's signature.

Motion (5784) to accept Attorney Report made by Commissioner Langford, second Commissioner Louwers... carried.

7) DVP Reports – Districts 7 & 25

DVP Mascarelli spoke of a recent MERT call that was dispatched to area agencies including Charlotte County, all of which cancelled from the call due to strong winds. Iona Marine 70 responded and picked up patient even though it was not their call. Commissioner Walker asked what time it was? DVP Mascarelli replied, 11:45pm is when call came in. Commissioner Walker then noted to DVP Mascarelli that Tim Lalor spoke so highly of him that he wanted to pass it on.

Chief interjected that he was made aware of delay in ability to provide the audit for Commission. We have one day to have this done – could have meeting on 16th and have 23rd for special meeting of audit or cancel meeting of 16th and have both on the 23rd? What is Board's pleasure. Commissioner Andersen will be out of town on 23rd but has no problem with having one meeting on 23rd. **Motion** (5785) to amend the agenda to add changing June meeting date was made by Commissioner Andersen, second Commissioner Langford... carried. After asking for public input and hearing none, **motion** (5786) to change the Board meeting date from June 16th to June 23rd was made by Commissioner Andersen with a second from Commissioner Langford... carried.

Following June meeting change, Commissioner Andersen continued with DVP Reports.

Motion (5787) to accept DVP Reports as presented made by Commissioner Andersen, second Commissioner Langford... carried.

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Public Input on Non-Business Agenda Items – none

Commissioner Comments – Commissioner Walker read a comment for the record, “I would like to respond for the record regarding comments made by my colleague Commissioner Paul Louwers at the April 21, 2021 commission meeting. First of all I personally think your heart and soul is committed to your position as commissioner; but that does not give you the authority, or any commissioner, to judge or give your opinion on the character or performance of any commissioner. I ask you and all commissioners leave your opinions and emotions at the door and for you to conduct yourself in a professional and dignified manner. I strongly point out when we are having a public meeting the only purpose is for commissioners to pass on matters before them. Respectfully, Commissioner Jim Walker.” Commissioner Louwers noted that he wished to respond, stating, “as commissioner, if I feel offended, I should be able to say I’m offended.” Following a brief interaction between the two, Commissioner Andersen interjected that he was ending the conversation and should continue with meeting.

Adjournment

Motion to adjourn meeting made by Commissioner Walker, second Commissioner ...
Langford.

Meeting adjourned at 6:58 p.m.

Approved by: _____

Print Name: _____

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Six Months Ended March 31, 2021 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,076,867			
Ad valorem taxes	20,049,066	\$ 18,920,509	\$ (1,128,557)	94.37%
Permits, Fees & Special Assessments	95,000	18,819	(76,181)	19.81%
Intergovernmental	59,760	135,568	75,808	226.85%
Charges for services	51,000	30,260	(20,740)	59.33%
Interest Check/Demand Accounts	50,000	31,016	(18,984)	62.03%
Miscellaneous	54,122	79,601	25,479	147.08%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,358,948	19,215,772	(1,143,176)	94.38%

Total revenues and cash carry forward 30,435,815

Expenditures				
Personnel services				
Salaries	10,814,942	4,967,166	5,847,776	45.93%
Benefits	5,852,730	2,904,548	2,948,182	49.63%
Operating Expenditures				
Professional and contractual	848,093	509,597	338,496	60.09%
Travel	107,395	3,171	104,224	2.95%
Communications & freight	146,225	54,132	92,093	37.02%
Utilities, equipment rental, and insurance	282,478	157,273	125,205	55.68%
Repairs and maintenance	758,015	305,494	452,521	40.30%
Operational, small tools and equipment	427,225	171,030	256,195	40.03%
Fuel, supplies, and administrative	424,994	218,272	206,722	51.36%
Education and training	128,625	31,476	97,149	24.47%
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	9,403,517	11,914,250	44.11%

Revenues over/(under) expenditures (958,819) \$ 9,812,255 \$ 10,771,074

Fund Balance/Cash Carry Forward 9,118,048

Total expenditures and reserves \$ 30,435,815

	MARCH	FEBRUARY
Cash Balances		
BankUnited - Operating	\$ 636,741	\$ 761,600
Petty Cash	-	-
	<u>636,741</u>	<u>761,600</u>
Investments		
General - SBA - Fund A	1,928,595	1,928,378
BankUnited Money Market	17,363,152	18,355,756
	<u>19,291,748</u>	<u>20,284,134</u>
Total Cash and Investments	<u>\$ 19,928,489</u>	<u>\$ 21,045,734</u>

Submitted for approval on April 21, 2021

Approved By: 
(Signature)



Iona-McGregor Fire District Executive Report

Executive Summary/ April 2021:

GENERAL:

- A 3 day Strategic Planning session was conducted March 29th-31st. This was the "internal stakeholders" work group that utilized the information gathered from the "community stakeholder" work session to develop the strategic goals and objectives for the next 5 years. We appreciate Commissioner Andersen's participation and valuable input in the process. We have a draft document and a Strategic Plan focus group is now revisiting and making any necessary revisions to the draft plan to ensure clarity moving forward.
- On the 19th and 20th of April, we had administrative staff receive two days of instruction for the "self-assessment" process. This is one of the major components of accreditation. We will be evaluating and writing to how we address 250 performance indicators.

OPERATIONS:

- Our two new hires are adjusting well with their B-shift (73) and C-shift (72) assignments.
 - Their orientation concluded March 16th after 2 dynamic weeks; and covered a wide range of topics (engine/truck operations, communications, regional overview, RIT/survival, etc.).
- We are in the planning stages of a Lieutenant promotional process later in the year after the recently announced June 2021 retirement of Lt. Greenberg (A75).
- Brush fires have been sporadic, and we maintain a state of readiness.
- We have an unplanned training cooperative in April at the Bonita Springs Dog Track prior to demolition.
 - This is a wonderful opportunity to train on a large commercial structure that does not occur often.
- We had our next round of Fire Academy recruit ride time on March 19th. This is a day of realistic exposure at the end of their firefighter certification program; and it also yields potential future candidates.
- The training plan for the remainder of the year is developing and we look forward to continued progress.

LOGISTICS:

- Marine 70 motors and fire pump have been replaced.
- Old Marine 70 motors were sold at auction (approximately \$27,000)
- Semi-annual gear cleaning and inspection currently in progress
- New E71 is in process of equipment install and should be ready for service in a few weeks.
- New Squad Q73 is in production with an estimated delivery of late July.

Iona-McGregor Fire District Executive Report

Prevention/Pub Ed:

Date: April 2021

INSPECTION VOLUME:	807
VIOLATIONS CLEARED: past year to date	196
% OF MANDATED INSPECTIONS AVERAGE:	95%
CPR / AED CLASSES:	4
CHILD PASSENGER SAFETY:	3
PUBLIC EDU. EVENT(S):	1
EAP PRESENTATIONS:	0
FIRE INVESTIGATIONS:	0

SUPERVISOR'S SUMMARY:

- Another busy month; inspections near record volume
- New Occupancies permits have remained strong/steady

TRAINING/EMS:

- The two new hires performed well during their two-week orientation and are now assigned to regular duty. They will be on probationary status for a year.
- Monthly Technical Rescue and Dive training was conducted by team leaders.
- Conducted three days of single company fire training. This training focused on the functions of the second due apparatus on a fire at a two-story single-family dwelling.
- The Training Division staff participated in the organizational strategic planning.
- The Division created an Emergency Medical Services Focus group to work on improving the EMS delivery to our citizens.
- The Department held three days of Lieutenant's choice training at our training tower.

Custom ▾ Mar 1, 2021 - Mar 31, 2021 ▾

52%

FIRE
Percentage of Total
Incidents

48%

EMS
Percentage of Total
Incidents

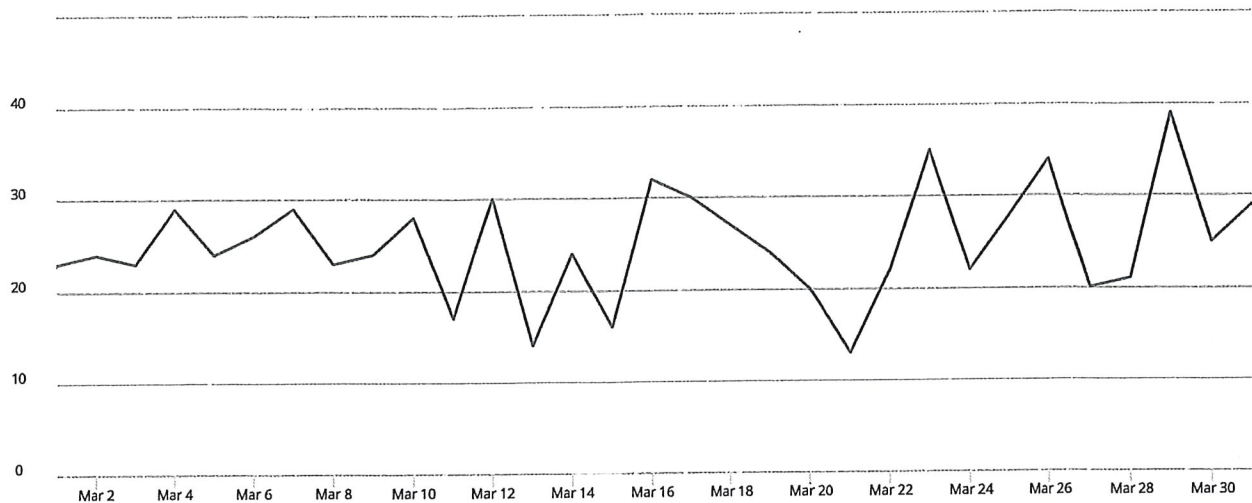
775

INCIDENTS

In Selected Time Slice

31

DAYS
In Selected Time Slice

[illegible]

[illegible]