

Iona McGregor Fire District Board of Fire Commissioners

June 23, 2021

6:00 PM

Meeting called to order at 6:00 pm

Roll Call of Commissioners – Chair Andersen, Vice Chair Barbosa, Secretary Langford, Treasurer Louwers, and Commissioner Walker all present

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items – none

Public Recognition – None

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – May 19, 2021

Minutes were distributed prior to meeting. **Motion** (5788) to approve minutes of May 19, 2021 was made by Commissioner Barbosa, second Commissioner Langford... carried.

2) Financial Report – May 2021B

Financial report was submitted prior to meeting and CFO Winzenread was available for questions. Hearing none, a **motion** (5789) to approve May 2021 financial report made by Commissioner Andersen, second Commissioner Langford... carried. Chair Andersen

3) Audit Presentation

Jeff Tuscan with Tuscan and Associates introduced himself; and gave brief presentation of the District 2020 audit. It was noted that the opinion letter stated that compliance review was performed, and no significant issues were noted. Commissioner Walker questioned why website was reviewed as part of the audit. Mr. Tuscan informed that the auditor general has compliance guides which includes financial posting requirements on website. New law has come out this year that will require fire districts to have a performance audit. There are no standards currently for completion of the performance audit. State will present listing of pre-approved consultants. Additional disclosures will also be required to be included on website and audit in the coming year. Other changes and potential changes to the audit process was mentioned. There is no limit to what the consultants can require to be looked at and reviewed. Attorney Pringle stated that the new law was unanimously approved; and it is in addition to the financial audit. Implementation will be two years from now.

The financial graphs were briefly addressed. Net pension liability – law changed to require reporting of retirement liability based upon actuary study. Earnings estimate was reduced from 8% to 6.5% with actual earnings of 3%. Requirement of 90 days in reserves, approximately \$5,000,000 and 45 days of disaster funds, \$2,500,000. Commissioner Walker asked that if can't justify reserves have to reduce your rate? No current requirement although it was considered in 2006 but never passed. The assigning of reserves shows a financial plan for the future capital expenses of the district.

Following presentation and questions, **motion** (5790) to approve 2020 Audit as presented was made by Commissioner Andersen with second offered by Commissioner Langford... carried.

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4) Surplus Items

A listing of proposed surplus items was given prior to meeting. **Motion** (5791) to deem the items presented as surplus and authorize the Chief to dispose of in accordance with FS 174.06 was made by Commissioner Louwers, second Commissioner Andersen... carried.

5) Executive Report

The Executive Report was previously submitted. Chief Howard noted that Division Chief Steffens' eminent departure resulted in a promotional process with the succession of Inspector Mozes to the Fire Marshal position. He added that the district has been monitoring and discussing what the new audit requirements will entail, the defining of the performance audit, and the services being reviewed. Becoming an accredited organization will put the district in good standings with the legislatures and the accreditation reporting may be accepted in place of performance audit requirements. **Motion** (5792) to accept Executive Report made by Commissioner Langford, second Commissioner Barbosa... carried.

6) Attorney Report

Mr. Pringle stated that he agrees with Chief that performance work being done for accreditation is in excess of the anticipated requirements, and common sense would make exemption for audit; however, common sense is not always done. He added that he continues working on items for district and is available for questions. **Motion** (5793) to accept Attorney Report made by Commissioner Andersen, second Louwers Commissioner ... carried.

7) DVP Reports – Districts 7 & 25 – neither DVP present

Motion (5794) to accept DVP Reports as submitted was made by Commissioner Andersen, second Commissioner Barbosa... carried.

Public Input on Non-Business Agenda Items – none

Commissioner Comments – All thanked Mr. Tuscan and staff for the audit presentation and the work that went into it.

Adjournment

Motion to adjourn meeting was made by Commissioner walker, second Commissioner Langford...

Meeting adjourned at 6:58pm

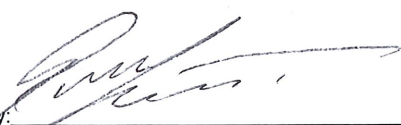
Approved by: _____

Print Name: _____

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

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,076,867			
Ad valorem taxes	20,049,066	\$ 19,720,421	\$ (328,645)	98.36%
Permits, Fees & Special Assessments	95,000	30,648	(64,352)	32.26%
Intergovernmental	59,760	166,606	106,846	278.79%
Charges for services	51,000	40,018	(10,982)	78.47%
Interest Check/Demand Accounts	50,000	44,409	(5,591)	88.82%
Miscellaneous	54,122	138,118	83,996	255.20%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,358,948	20,140,221	(218,727)	98.93%
Total revenues and cash carry forward	<u>30,435,815</u>			
Expenditures				
Personnel services				
Salaries	10,814,942	6,947,957	3,866,985	64.24%
Benefits	5,852,730	3,891,090	1,961,640	66.48%
Operating Expenditures				
Professional and contractual	848,093	600,059	248,034	70.75%
Travel	107,395	3,611	103,784	3.36%
Communications & freight	146,225	67,185	79,040	45.95%
Utilities, equipment rental, and insurance	282,478	195,402	87,076	69.17%
Repairs and maintenance	758,015	401,447	356,568	52.96%
Operational, small tools and equipment	427,225	241,466	185,759	56.52%
Fuel, supplies, and administrative	424,994	259,921	165,073	61.16%
Education and training	128,625	44,376	84,249	34.50%
Capital expenditures	1,427,000	665,462	761,538	46.63%
Debt service	100,045	75,034	25,011	75.00%
Total Expenditures	21,317,767	13,393,010	7,924,757	62.83%
Revenues over/(under) expenditures	<u>(958,819)</u>	<u>\$ 6,747,211</u>	<u>\$ 7,706,030</u>	
Fund Balance/Cash Carry Forward	<u>9,118,048</u>			
Total expenditures and reserves	<u>\$ 30,435,815</u>			
		MAY	APRIL	
Cash Balances				
BankUnited - Operating		\$ 987,157	\$ 856,113	
Petty Cash		-	-	
		<u>987,157</u>	<u>856,113</u>	
Investments				
General - SBA - Fund A		1,928,971	1,928,789	
BankUnited Money Market		<u>14,376,159</u>	<u>15,369,850</u>	
		<u>16,305,129</u>	<u>17,298,639</u>	
Total Cash and Investments		<u>\$ 17,292,286</u>	<u>\$ 18,154,751</u>	

Submitted for approval on June 23, 2021

Approved By: 
 (Signature)



Iona-McGregor Fire District Executive Report

Executive Summary/ June 2021:

GENERAL:

- Progress continues in document development needed for accreditation.
 - Final draft of the Community Risk Assessment/Standards of Cover (CRA/SOC) document is being compiled. We should have finalized in the next several weeks.
 - Several categories of the self-assessment document have been finalized. Writing continues on remaining categories with various deadlines for completion over the next several months.
 - Total project including Strategic Plan; CRA/SOC; Self-Assessment should be completed well before end of calendar year.
- A promotional process was conducted for the Fire Marshal position in anticipation of Ed Steffens retirement and Jackielou Mozes was identified as his successor.
 - Shadowing will commence immediately and we anticipate hiring a Fire Inspector as soon as possible to replace the Inspector position Jackielou will vacate.

OPERATIONS:

- We currently have 3 firefighter openings (1 on each shift), but also a few personnel out with injuries.
- Lieutenant promotional testing is on track for September with a least 2 openings initially
- Our probationary firefighters are progressing well
 - 3 have passed their 9-month evaluation and are in the final stretch of their 12-month probation
 - 2 have passed their 3-month evaluation and their initial paramedic credentialing assessment
 - They attended live fire scenario training recently in Bonita Springs with instructors and new personnel from other agencies
- Collaborative Technical Rescue training is going well and we intend to continue this monthly multi-agency effort
 - Urban Search and Rescue (USAR) membership and instruction delivery capacity continues to increase regionally
- July will have a theme of dive operations training for ALL
 - Repetition for our experienced dive team members
 - Increasing competency for newer dive team members
 - Increased awareness and supportive role practice for other members



Iona-McGregor Fire District Executive Report

LOGISTICS:

- Bathroom repairs at 74 are underway.
- New E71 was placed in service.
- SQ73 completion anticipated to be in early August.

Prevention/Pub Ed:

Date: June 2021

INSPECTION VOLUME:	850
VIOLATIONS CLEARED: past year to date	202
% OF MANDATED INSPECTIONS AVERAGE:	98%
CPR / AED CLASSES:	0
CHILD PASSENGER SAFETY:	3
PUBLIC EDU. EVENT(S):	2
EAP PRESENTATIONS:	0
FIRE INVESTIGATIONS:	1

SUPERVISOR'S SUMMARY:

- New Fire Marshal identified ! Jackielou Mozes
- Process for replacement inspector is underway
- Another busy month; inspection volume high, catching up after Covid
- New Occupancies permits 12 this last month

TRAINING/EMS:

- Quarterly Module Test was administered to all probationary employees, and they passed.
- We have two Firefighters that have entered the paramedic credentialing program.
- Three days of Lieutenants choice training was conducted by all crews at station 74's training tower.
- Probationary Firefighters participated in live burn training at the Bonita Springs FD training Facilities.
- Monthly dive and TRT training conducted with our Special Team Leaders.
- Conducted the Fire Marshals process.
- Worked on the data analysis for the Standards of Cover.
- Continuing to work on *Category 8-Trainin and Competency*, of the Self- Assessment Manual.

Previous Month ▾

May 1, 2021 - May 31, 2021 ▾

51%

FIRE

Percentage of Total Incidents

49%

EMS

Percentage of Total Incidents

785

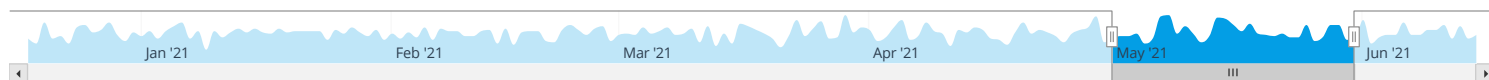
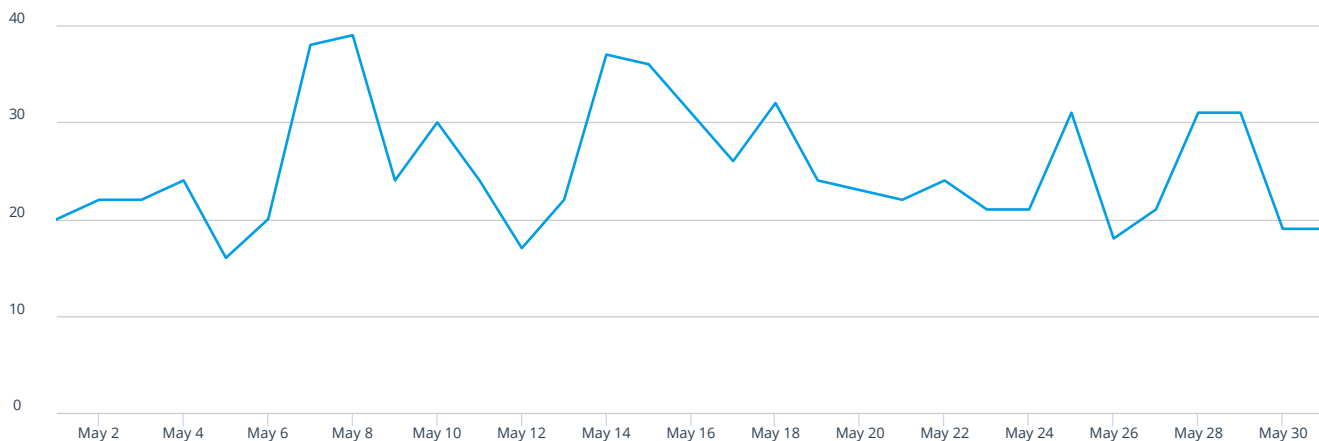
INCIDENTS

In Selected Time Slice

31

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

% All

[illegible]

Week Ending	5/2/21	5/9/21	5/16/21	5/23/21	5/30/21	6/6/21	6/13/21	6/20/21	6/27/21	7/4/21	7/11/21	7/18/21	7/25/21	Total
(50) Service call, other		2		1										3
(51) Person in distress				1										1
(52) Water problem			1		1									2
(55) Public service assistance	7	22	20	20	26	1								96
(61) Dispatched and canceled en route	18	44	51	46	57	9								225
(62) Wrong location, no emergency found		1	2	2	1									6
(65) Steam, other gas mistaken for smoke			1		1	1								3
(70) False alarm and false call, other			1											1
(71) Malicious, mischievous false alarm			1	1	1									3
(73) System or detector malfunction		1	1	1	2									5
(74) Unintentional system/detect... operation (no fire)	1	4	8	2	2									17
Total	42	183	197	172	172	19								785