

Iona McGregor Fire District Board of Fire Commissioners
November 17, 2021
6:00 PM

Meeting called to order at 6:00 pm.

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

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda –

Chief Howard noted an addition to financial report was distributed prior to meeting for clarification purposes, and the addition of 2014 Ford Escape to the surplus listing.

Public Input on Business Agenda Items – none

Public Recognition – none

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – September 15th Tentative & September 22nd Final Millage & Budget Hearing, and September 15, 2021 monthly meeting – no October 2021 meeting
Motion (5818) to approve minutes of September 15th Tentative Budget and Regular meeting as well as Final Millage and Budget hearing made by Commissioner Barbosa, second Commissioner Langford... carried.

2) Financial Report – September 2021, October 2021
CFO Winzenread described corrected September packet, noting additional accounts on Balance Sheet recognizing year end and representing close to audit figures. Commissioner Walker questioned Bank United interest? CFO indicated current rate is attractive; however, if given another bank for comparison, he would entertain. Following discussion, **motion** (5819) to approve September and October 2021 financial reports as amended was made by Commissioner Langford with a second from Commissioner Barbosa... carried.

3) Surplus Items
Chief reiterated that the 2014 Ford Escape has been added. Commissioner Louwers asked if we could donate to local school before putting out for bid. Commissioner Langford asked if Commissioner Louwers' has a place that he knows of. Fort Myers High Tech always looking for, stated Commissioner Louwers. Commissioner Andersen informed he was good with donating locally. Following discussion, a **motion** (5820) to deem the 2010 Sutphen Pumper and authorize Chief to dispose of in accordance with FS 274.06 offered by Commissioner Louwers, second Commissioner Langford... carried.

Commissioner Louwers made **motion** (5821) to deem 2014 Ford Escape as surplus and be offered to Lee County Vo-tech School, Commissioner Andersen seconds... carries.

4) 2022 Meeting Dates
Proposed 2022 meeting dates were provided prior to meeting. **Motion** (5822) to approve 2022 dates as presented, January 19th, February 16th, March 16th, April 20th, May 18th, June 15th, July 20th, August 17th, September 21st, October 19th, November 16th, and December 14th made by Commissioner Andersen, seconded by Commissioner Louwers... carries.

Iona McGregor Fire District Board of Fire Commissioners

November 17, 2021

6:00 PM

5) Executive Report

Chief deferred to Assistant Chief Comer who introduced Executive Assistant Sarah Lavicka to the Board. He then added that included in report is the July through September Strategic Plan update. Chief Howard then introduced and welcomed Josh Wright as the new DVP for District 7. Commissioner Walker questioned goal 3 of the strategic plan report as to what it is. Assistant Chief Comer described the documentation necessary for the accreditation process; and gave a brief summary of the information and reporting. He added that site study visit is in December. Commissioner Walker asked for further information on the self-assessment. AC Comer addressed the intricate measuring components; and a sample of a performance indicator was shown. Chief then added that this was the quarterly report for the Strategic Plan which included information on the accreditation process. **Motion** (5823) to accept Executive Report made by Commissioner Barbosa, second Commissioner Andersen... carried.

6) Attorney Report

Mr. Pringle mentioned as a point of clarification on the surplus Ford Escape that Vo-tech is part of Lee County School District, and they can receive donations. He added that he continues to work on other items and is available for questions. Following address, a **motion** (5824) to accept the Attorney report was made by Commissioner Barbosa, second Commissioner Louwers... carried.

7) DVP Reports – Districts 7 & 25

There was no additional information from either DVP from submitted reports. Hearing no questions, a **motion** (5825) to accept DVP reports as presented was offered by Commissioner Barbosa, second from Commissioner Langford... carried.

Public Input on Non-Business Agenda Items – none

Commissioner Comments – Commissioner Louwers stated that it was nice the District received a house donation for us to have an opportunity to train with, and he would like to see others do same. He added that it was nice to see the news report on our training as well. Commissioner Andersen gave congratulations to all that have stepped into a new role and offered a welcome and congratulations to Executive Assistant Lavicka.

Adjournment

Motion to adjourn meeting made by Commissioner Walker with second from Commissioner Langford... carried.

Meeting adjourned at 6:32 pm.

Approved by: _____

Print Name: _____

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For The Twelve Months Ended September 30, 2021 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,076,867			
Ad valorem taxes	20,049,066	\$ 20,136,907	\$ 87,840	100.44%
Permits, Fees & Special Assessments	95,000	38,894	(56,106)	40.94%
Intergovernmental	59,760	166,606	106,846	278.79%
Charges for services	51,000	52,350	1,350	102.65%
Interest Check/Demand Accounts	50,000	64,470	14,470	128.94%
Miscellaneous	54,122	314,649	260,527	581.37%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,358,948	20,773,876	414,928	102.04%

Total revenues and cash carry forward 30,435,815

Expenditures				
Personnel services				
Salaries	10,814,942	10,950,982	(136,040)	101.26%
Benefits	5,852,730	5,903,209	(50,479)	100.86%
Operating Expenditures				
Professional and contractual	848,093	726,191	121,902	85.63%
Travel	107,395	19,210	88,185	17.89%
Communications & freight	146,225	130,144	16,081	89.00%
Utilities, equipment rental, and insurance	282,478	262,950	19,528	93.09%
Repairs and maintenance	758,015	772,312	(14,297)	101.89%
Operational, small tools and equipment	427,225	395,603	31,622	92.60%
Fuel, supplies, and administrative	424,994	350,815	74,179	82.55%
Education and training	128,625	74,310	54,315	57.77%
Capital expenditures	1,427,000	1,421,500	5,500	99.61%
Debt service	100,045	100,045	0	100.00%
Total Expenditures	21,317,767	21,107,272	210,495	99.01%

Revenues over/(under) expenditures (958,819) \$ (333,396) \$ 625,423

Fund Balance/Cash Carry Forward 9,118,048

Total expenditures and reserves \$ 30,435,815

	SEPTEMBER	AUGUST
Cash Balances		
BankUnited - Operating	\$ 1,030,586	\$ 969,440
Petty Cash	-	-
	<u>1,030,586</u>	<u>969,440</u>
Investments		
General - SBA - Fund A	1,929,748	1,929,609
BankUnited Money Market	7,744,675	9,592,111
	<u>9,674,423</u>	<u>11,521,720</u>
Total Cash and Investments	<u>\$ 10,705,009</u>	<u>\$ 12,491,160</u>

Submitted for approval on November 17, 2021

Approved By: _____

(Signature)

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

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,211,193			
Ad valorem taxes	22,212,377	\$ -	\$ (22,212,377)	0.00%
Permits, Fees & Special Assessments	50,000	-	(50,000)	0.00%
Intergovernmental	67,960	-	(67,960)	0.00%
Charges for services	51,000	19,387	(31,613)	38.01%
Interest Check/Demand Accounts	54,000	1,677	(52,323)	3.11%
Miscellaneous	214,804	9,826	(204,978)	4.57%
Proceeds from debt	-	-	-	N/A
Total Revenues	22,650,141	30,890	(22,619,251)	0.14%

Total revenues and cash carry forward 32,861,334

Expenditures				
Personnel services				
Salaries	11,775,174	761,069	11,014,105	6.46%
Benefits	6,630,506	342,499	6,288,007	5.17%
Operating Expenditures				
Professional and contractual	844,455	51,028	793,427	6.04%
Travel	110,135	2,044	108,091	1.86%
Communications & freight	116,050	6,817	109,233	5.87%
Utilities, equipment rental, and insurance	289,131	62,243	226,888	21.53%
Repairs and maintenance	551,665	39,779	511,886	7.21%
Operational, small tools and equipment	470,060	11,102	458,958	2.36%
Fuel, supplies, and administrative	410,343	26,175	384,168	6.38%
Education and training	141,160	182	140,978	0.13%
Capital expenditures	249,600	-	249,600	0.00%
Debt service	75,034	-	75,034	0.00%
Total Expenditures	21,663,313	1,302,938	20,360,375	6.01%

Revenues over/(under) expenditures 986,828 \$ (1,272,048) \$ (2,258,876)

Fund Balance/Cash Carry Forward 11,198,021

Total expenditures and reserves \$ 32,861,334

	OCTOBER	SEPTEMBER
Cash Balances		
BankUnited - Operating	\$ 1,123,597	\$ 1,030,586
Petty Cash	-	-
	<u>1,123,597</u>	<u>1,030,586</u>
Investments		
General - SBA - Fund A	1,929,902	1,929,748
BankUnited Money Market	5,996,198	7,744,675
	<u>7,926,100</u>	<u>9,674,423</u>
Total Cash and Investments	<u>\$ 9,049,697</u>	<u>\$ 10,705,009</u>

Submitted for approval on November 17, 2021

Approved By: 
 (Signature)



Iona-McGregor Fire District Executive Report

Executive Summary/ November 2021:

GENERAL:

- Please see the July-September quarterly update for the Strategic Plan attached.
- The Executive Assistant to the Fire Chief position was filled. We would like to introduce and welcome Sarah Lavicka. Cynthia will be working with Sarah over the next several commission meetings to transfer those responsibilities related to commission meeting agenda/minutes.
- As of November 1st, the following personnel assumed new roles:
 - Deputy Chief of Operations-Khalid Aquil
 - Deputy Chief of Administration/Accreditation-Joel Guzman
 - Division Chief of Fire Training and Special Operations-John Wisdom
 - Division Chief of EMS/Health & Safety-Diana Hernden
 - Division Chief of Logistics-Brian Crisman
- The Technical Advisor Program (TAP) personnel will be here December 7th-9th for their site study/visit. After their visit, they will produce a report of suggestions we will need to address prior to finalizing accreditation efforts.

OPERATIONS:

- Our Lieutenant promotional process concluded, and 2 new officers have been promoted (Lt. Fischer and Lt. Gonzalez). Additionally, 3 firefighters have been promoted to Engineer (Eng. Raden, Eng. Duval, and Eng. Dingle).
- We are working on a Battalion Chief process with the retirement of BC Ashman
 - BC Palijan has been temporarily assigned to A-shift
- Our probationary firefighters are adjusting well with just about 3 months of time at IMFD. We look forward to their continued progress.
- We had a MERT incident during the Roar Offshore races allowing some of our personnel to positively intervene. (DC Wisdom can share more).
- TRT members had a unique training opportunity at Shell Point to work on rope rescue methods, and we look forward to more similar training opportunities there.
- A few of our members attended training in Ft. Lauderdale in late September; and some of our personnel attended the Women in Fire Conference in Washington (DC Hernden can share more).
- We have less than 1 month remaining in hurricane season, but remain alert for late season storms.
- With Fall here, we anticipate our seasonal increase in call volume, however, there has already been a notable increase in out of state visitors during the summer months.

Logistics

- Logistics has met with Finance to go over the budget and PO processes.
- Fuel Master has completed their installation of the hardware and software. We are close to fully uploading the information needed to go online with the fueling system.
- Contacted SFEV to transition schedule needed repairs for apparatus
- Had SFEV complete repairs to T74 correcting power issue with aerial bucket.
- E79 is having the starter rebuilt.
- E75, E72 general repairs have been completed.
- Replaced 2 broken dishwashers for stations (73&74)
- Station Painting has been completed; Final walk around is schedule for this week.

Prevention/Pub Ed:

Date: September & October 2021

INSPECTION VOLUME:	341
VIOLATIONS CLEARED: past year to date	30
CPR / AED CLASSES:	6
CHILD PASSENGER SAFETY:	0
PUBLIC EDU. EVENT(S):	22
EAP PRESENTATIONS:	0
FIRE INVESTIGATIONS:	0

Supervisor's Summary:

- Finalized new 6-story, 195,000ft² medical facility @ Shell Point. Prevention personnel conducted in-building communication testing and Operations crews rotated through all three shifts familiarizing themselves with the structure.
- Also tested & finalized new in-building communications systems throughout Healthpark Hospital & Golisano Children's Hospital.
- 7 fire flow tests for upcoming new construction projects
- Inspector Cooper joined division full-time September 17th
- Great coverage provided by Megan and multiple news outlets for underground fire main break at Harbour Isles (sinking car)
- Fire Prevention Month visits allowed us to reach 1,543 children
- Collaborated with Lee County Sheriff's Office for Golisano Children's Hospital Event
- Hosted Blood Drive for Lee Health

Fire Training/Special Operations:

- Marine 70 at Roar Offshore Races with MERT group over 2 days (1 for tuning runs, 1 race day). A-Shift had a fantastic response to a medical emergency for one of the boat operators. Multiple overturned boats during race day that were mitigated by MERT group.
- Monthly (October) TRT Training occurred at A-Budget towing covering VMR with neighboring departments
- Squad 73 completed rope operations from new Larsen Medical Facility at Shell Point
- FL-TF6 members were recognized by the USAR Board of Directors for their deployment to Surfside
- Over 80 members rotated through the EVOC course at Word of Life Church over 3 days
- Acquired structure training on November 8th, 2021. A-shift rotated crews through home in Town and River primarily focused on search operations
- Monthly (November) TRT Training has begun. TRT members from IMFD, and local departments are rotating through Station 73 to drill on use of torch, various tools, and techniques for non-traditional rescue situations
- Members are currently participating in live fire training at BSFD Station 24 with the Co-op. Two members are serving as instructors and several crews are rotating through multiple live burn scenarios.
- Monthly dive training began this week covering SCUBA skills for all Dive Team members
- Module 1 evaluations began this week for 10 probationary employees hired in August.

EMS, Health and Safety

- 6 newly credentialed paramedics
- 2 paramedics in the credentialing process
- Flu and COVID-19 vaccines and boosters administered by DOH last week



Previous Month ▾

Oct 1, 2021 - Oct 31, 2021 ▾

47%

FIRE
Percentage of Total Incidents

53%

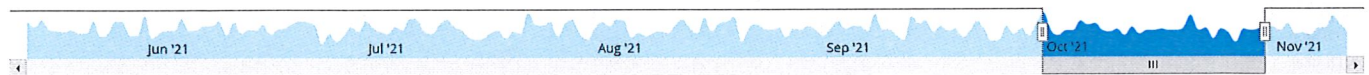
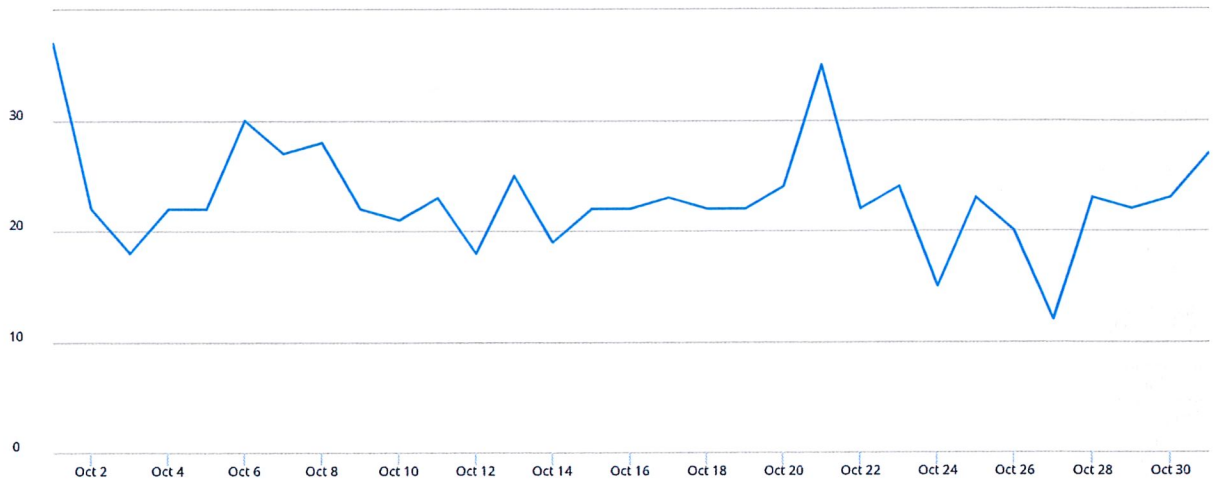
EMS
Percentage of Total Incidents

715

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	10/3/21	10/10/21	10/17/21	10/24/21	10/31/21	11/7/21	11/14/21	11/21/21	11/28/21	12/5/21	12/12/21	12/19/21	12/26/21	Total
(11) Structure Fire		1		1										2
(12) Fire in mobile property used as a fixed structure					1									1
(13) Mobile property (vehicle) fire				1										1
(30) Rescue, emergency medical call (EMS), other	2	4	6	4	4									20
(31) Medical assist	19	15	18	18	21									91
(32) Emergency medical service (EMS) incident	19	76	50	62	58									265
(35) Extrication, rescue	3	2	1											6
(40) Flammable gas or liquid condition, other			1											1
(41) Combustible/f.. spills & leaks		1		1										2
(42) Chemical release, reaction, or toxic condition				1										1
(44) Electrical wiring/equipm. problem		1	1		2									4
(46) Accident, potential accident		1												1
(50) Service call, other					1									1
(51) Person in distress					1									1

Week Ending	10/3/21	10/10/21	10/17/21	10/24/21	10/31/21	11/7/21	11/14/21	11/21/21	11/28/21	12/5/21	12/12/21	12/19/21	12/26/21	Total
(52) Water problem	1		1											2
(54) Animal problem or rescue		1												1
(55) Public service assistance	8	15	14	15	22									74
(57) Cover assignment, standby at fire station, move-up			1											1
(60) Good intent call, other			1											1
(61) Dispatched and canceled en route	19	37	50	40	30									176
(62) Wrong location, no emergency found				3										3
(65) Steam, other gas mistaken for smoke					1									1
(66) EMS call where party has been transported		2												2
(70) False alarm and false call, other			1	1	1									3
(71) Malicious, mischievous false alarm		1												1
(73) System or detector malfunction	3	9	1	4	3									20
(74) Unintentional system/detect... operation (no fire)	3	6	6	7	5									27
NULL				6										6
Total	77	172	152	164	150									715