

Iona McGregor Fire District Board of Fire Commissioners
February 16, 2022
6:00 PM

Meeting called to order at 6:00 pm

Roll Call of Commissioners –

Present - Commissioners Andersen, Barbosa, Langford, and Louwers. Commissioner Walker was not present at start, arrived during invocation.

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda

The Election of Officers item was omitted from the original agenda and is being added as a 'walk-on' item. **Motion** (5840) to adopt the agenda as amended made by Commissioner Andersen, seconded by Commissioner Barbosa... carried

Public Input on Business Agenda Items – none

Public Recognition – none

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – January 19, 2022

Motion (5841) to approve the minutes of January 19, 2022 was made by Commissioner Barbosa with second from Commissioner Langford... carried

2) Financial Report – January 2022

Commissioner Walker questioned the amounts of monies currently held in Bank United adding that he worries about putting everything in one bank. CFO Winzenread and Mr. Pringle spoke of the protection we have even if bank goes under and not subject to FDIC limits. CFO Winzenread will continue to look at other financial institutions and report back. Following discussion, **motion** (5842) to approve the Financial Report of January 2022 made by Commissioner Langford with second from Commissioner Louwers... carried.

3) Surplus Item

CFO Winzenread addressed the item. Commissioner Walker questioned how the item became damaged? Could be wear, tear, age, etc. stated DC Wisdom. What will you do with them? Probably dumped as no value or usefulness. Commissioner Walker questioned why this has to be done for something that has no value. Attorney Pringle addressed his query. **Motion** (5843) to deem item as surplus and authorize Chief to dispose of in accordance with FS 274.06 made by Commissioner Louwers, second Commissioner Langford... carried.

4) Meeting Agenda Format

Commissioner Walker addressed the item as he brought forth for discussion. He reviewed the sample agenda that he supplied for review adding that input from the public should be after each item, before the board acts. Following his comments, he asked Board for support to adopt the new format as presented. After a brief discussion of the various agenda formats and statutory requirements, Commissioner Walker **moved** (5844) to table the item, meet with counsel and develop a sample agenda to be presented at next month's meeting. Motion was seconded by Commissioner Andersen. With four in favor, Commissioner Louwers opposed, motion carried.

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5) Executive Report

Chief Select Comer mentioned the Strategic Plan Update was included in with the Executive Report. Commissioner Walker identified that it should be separate agenda item and proceeded to question several items contained in the report. Assistant Chief Comer and Deputy Chief Guzman addressed the concerns. Having no other questions relating to the Executive Report, a **motion** (5845) to accept the Executive Report made by Commissioner Andersen with second offered by Commissioner Langford... carried.

4) Attorney Report

Mr. Pringle affirmed that he would talk with Commissioner Walker regarding his agenda concerns and ideas. He informed Board that there will be a draft to bring back to board for review and if changed, board will need to adopt resolution to amend the meeting process. Essence of requirement of public input is that can be done with current method or proposed. Regarding election of officers, after DVP Report, will address then. **Motion** (5846) to receive the Attorney Report was made by Commissioner Walker, seconded by Commissioner Barbosa... carried.

5) DVP Reports – Districts 7 & 25

Motion (5847) to accept the DVP Reports as submitted made by Commissioner Andersen, second by Commissioner Langford... carried.

6) Election of Officers

Attorney Pringle addressed the requirements in Florida Statute concerning Board Officer elections on the processes available for election of officers. He informed that Board must first decide on method and then process of election using method selected. Following attorney's procedural presentation, **motion** (5848) by Commissioner Walker to select procedure for election of Board Officers as ballot option of each seat by voice vote, seconded by Barbosa... carried.

Commissioner Walker added that he believes the officer positions should be rotated and every member should have opportunity to hold each office.

Commissioner Louwers nominated Commissioner Andersen to remain as Chair. Commissioner Walker nominates Commissioner Louwers as Chair. With no more nominations, a **motion** (5849) to close nominations was made by Commissioner Andersen and seconded by Commissioner Lanford... carried. Voting results were –

Those in favor of Commissioner Andersen as Chair – Commissioners Andersen, Barbosa, Langford, and Louwers; in favor of Commissioner Louwers – Commissioner Walker. With vote of 4-3, Commissioner Andersen remains as Chair.

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Nomination for Vice Chair opened by Commissioner Andersen.

Commissioner Walker nominates Commissioner Louwers as Vice Chair. Having no other nominations, Commissioner Andersen **moves** (5850) and Commissioner Barbosa seconds to close the Vice Chair nomination... Carried.

With one candidate, Commissioner Louwers is successful and elected as Vice Chair.

Nomination for Secretary opened by Commissioner Andersen who nominates Commissioner Langford as Secretary. With no other nominees, **motion** (5851) to close nominations was made by Commissioner Andersen, seconded by Commissioner Barbosa... carried.

Commissioner Langford to remain as secretary.

Commissioner Andersen opens nominations for Treasurer. Commissioner Langford nominates Commissioner Walker as Treasurer. Having no other nominees, **motion** (5852) to close nominations was made by Commissioner Andersen, seconded Commissioner Langford... carried.

Commissioner Walker is elected as Treasurer

Public Input on Non-Business Agenda Items – none

Commissioner Comments – Commissioner Walker stated that he had meeting with Seth and believes this department is not up to speed with 21st Century in equipment, clothing, and other things; and he gives support to have the Chief see if we are doing the best job we can and report back. AC Comer stated next month should be Chief Howard's last meeting. AC Comer then states we cannot bring everything to the board but if there is something specific you would like reported on, make us aware and we will.

Commissioner Louwers stated that he respects all in the organization. He then asked if when we record our meetings, do we need to say that in our agenda in case the public does not know that it is being recorded. You can say that if you wish; however, it is not required, responded Mr. Pringle. Commissioner Louwers added that in one of the meetings he attends cell phones were discussed and another district had a question, and the cell phones were made public as part of public record. Attorney Pringle addressed the cell phone issue and believed that public record law was not intended to go that far and if member of public texting family would not be subject to public record but if between board member and another could be public record.

Commissioner Andersen stated that when Board comes into room, phones should be silent. We are here to do business; and everyone should have respect for everyone else. Everyone deserves the right to be heard without interruption. It takes away from that person's time. He requests that when you come into the room, silence phones, and discuss agenda items and board business.

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Adjournment

Motion by Commissioner Walker to adjourn meeting, seconded by Commissioner Langford...carried.

Meeting adjourned at 7:16p

Approved by: _____

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Four Months Ended January 31, 2022 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,211,193			
Ad valorem taxes	22,212,377	\$ 20,091,324	\$ (2,121,053)	90.45%
Permits, Fees & Special Assessments	50,000	38,192	(11,808)	76.38%
Intergovernmental	67,960	-	(67,960)	0.00%
Charges for services	51,000	29,267	(21,733)	57.39%
Interest Check/Demand Accounts	54,000	9,632	(44,368)	17.84%
Miscellaneous	214,804	69,186	(145,618)	32.21%
Proceeds from debt	-	-	-	N/A
Total Revenues	22,650,141	20,237,601	(2,412,540)	89.35%

Total revenues and cash carry forward 32,861,334

Expenditures				
Personnel services				
Salaries	11,775,174	3,705,329	8,069,845	31.47%
Benefits	6,630,506	2,345,641	4,284,865	35.38%
Operating Expenditures				
Professional and contractual	844,455	518,489	325,966	61.40%
Travel	110,135	11,660	98,475	10.59%
Communications & freight	116,050	26,524	89,526	22.86%
Utilities, equipment rental, and insurance	289,131	120,920	168,211	41.82%
Repairs and maintenance	551,665	140,549	411,116	25.48%
Operational, small tools and equipment	470,060	60,024	410,036	12.77%
Fuel, supplies, and administrative	410,343	137,681	272,662	33.55%
Education and training	141,160	39,065	102,095	27.67%
Capital expenditures	249,600	-	249,600	0.00%
Debt service	75,034	25,011	50,023	33.33%
Total Expenditures	21,663,313	7,130,893	14,532,420	32.92%

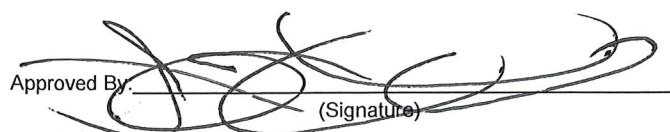
Revenues over/(under) expenditures 986,828 \$ 13,106,708 \$ 12,119,880

Fund Balance/Cash Carry Forward 11,198,021

Total expenditures and reserves \$ 32,861,334

	JANUARY	DECEMBER
Cash Balances		
BankUnited - Operating	\$ 1,989,996	\$ 1,933,811
Petty Cash	-	-
	<u>1,989,996</u>	<u>1,933,811</u>
Investments		
General - SBA - Fund A	1,930,513	1,930,277
BankUnited Money Market	19,403,535	21,200,084
	<u>21,334,048</u>	<u>23,130,361</u>
Total Cash and Investments	<u>\$ 23,324,043</u>	<u>\$ 25,064,173</u>

Submitted for approval on February 16, 2022

Approved By:  (Signature)

IONA MCGREGOR FIRE DISTRICT (IMF)

ASSETS

CASH

Operating Account - BankUnited

\$ 1,989,995.55

Total CASH:

1,989,995.55

INVESTMENTS

Investments - SBA

1,930,512.88

Money Market - BankUnited

19,403,534.94

Total INVESTMENTS:

21,334,047.82

Total ASSETS:

\$ 23,324,043.37

LIABILITIES

LIABILITIES AND OTHER CREDITS

Accounts Payable

6,998.34

Total LIABILITIES AND OTHER CREDITS:

6,998.34

ACCRUED EXPENSES

FRS - Employee Contribution - ADMIN

4,605.16

FRS - Employee Contribution - OPS

20,408.23

Total ACCRUED EXPENSES:

25,013.39

Total LIABILITIES:

32,011.73

EQUITY

Retained Earnings-Current Year

13,106,707.59

Prior Year Revenues Over/(Under) Expenditures

(333,396.00)

Fund Balance

10,518,720.05

Total EQUITY:

23,292,031.64

Total LIABILITIES & EQUITY:

\$ 23,324,043.37



Iona-McGregor Fire District Executive Report

Executive Summary/ February 16, 2022:

General:

- We have one member with an anniversary this month. Firefighter Michael Garcia has been with the District for 10 years.
- Our Battalion Chief process concluded, and we have promoted Lt. Jason Martin (to BC); and Engineer Hinton (to LT).
- We are working on implementation of our document management system which will assist in meeting accreditation requirements for review and revision cycles.

Accreditation:

- We are almost finished with the *Self-Assessment Manual*. We are waiting on a few revisions. Additionally, we are in the process on creating formalized annual appraisals for each of our programs, i.e., EMS, Health and Safety, fire suppression.
- We are continuing to work on the Strategic Plan Update. We will be creating a focus team that represents our internal and external customers.

Operations:

- The tornado we had in mid-January was a unique and significant event for our district.
 - The stars aligned in a very positive way for optimal response to meet the immediate need.
 - The community continues to work through the devastation, and we have been able to provide assistance in numerous ways.
 - We conducted a multi-agency after action review that was productive and beneficial
- The county has experienced a few brush fires recently, and we remain alert with the dry and often windy conditions.
- Two of our probationary firefighters are less than 1 month from completing their 1st year; and the others are at the ½ way mark.

Logistics:

- T74 damage to the bucket has been repaired and is back in service.
- Working with finance to get our Adobe updated for all admin users
- Fuel system has been set up and running
- Met with Motorola and have begun updating the station tones and lighting
- Repairs were made to St 72 from tornado damage.

Prevention/Pub Ed:

Date: January 2022

INSPECTION VOLUME:	572
VIOLATIONS CLEARED: past year to date	444
CPR / AED CLASSES:	0
CHILD PASSENGER SAFETY:	1
PUBLIC EDU. EVENT(S):	0
FIRE INVESTIGATIONS:	1

Supervisor's Summary:

- (3) fire flow tests for new projects
- (3) new business permits signed off
- SFR structure fire investigation
- Vehicle donation to South Fort Myers High School
- Tornado Disaster Relief collection and distribution

Fire Training/Special Operations:

- Hazmat Technicians in the department participated with the FMFD Hazmat team in drills focused on monitoring equipment
- Lt. Quilty and Eng. Nichols conducted Blitzfire training for the department.
- DC Wisdom and BC Martin completed the final step in order to meet state certifications to teach Confined Space Ops training.
- Dive Team Members are conducting SCUBA skills at Mastique this month
- Members of the department had the opportunity to train on three separate acquired structures this month
 - One in Zone 72 that was utilized for training on vertical ventilation.
 - One in Zone 71 that allowed us the opportunity to conduct drills covering 1st and 2nd due operations with the City of Fort Myers FD. Each round included a single suppression apparatus from each department. Familiarization of trucks and tactics was covered in addition to the drill.
 - The third was in Zone 74 off N. Town and River Dr. The training conducted was left to the Lieutenants choice.
 -

EMS, Health and Safety:

- Added near miss reporting to SOGs.
- Medical Inservice scheduled for Feb. 24th
- BLS CPR Recertifications this month
- In process of evaluating video laryngoscope equipment



Previous Month ▾

Jan 1, 2022 - Jan 31, 2022 ▾

43%

FIRE

Percentage of Total Incidents

57%

EMS

Percentage of Total Incidents

957

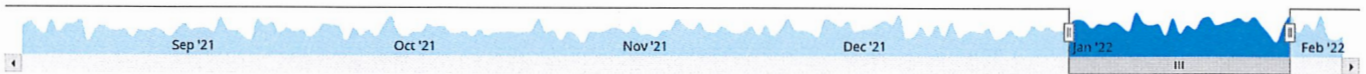
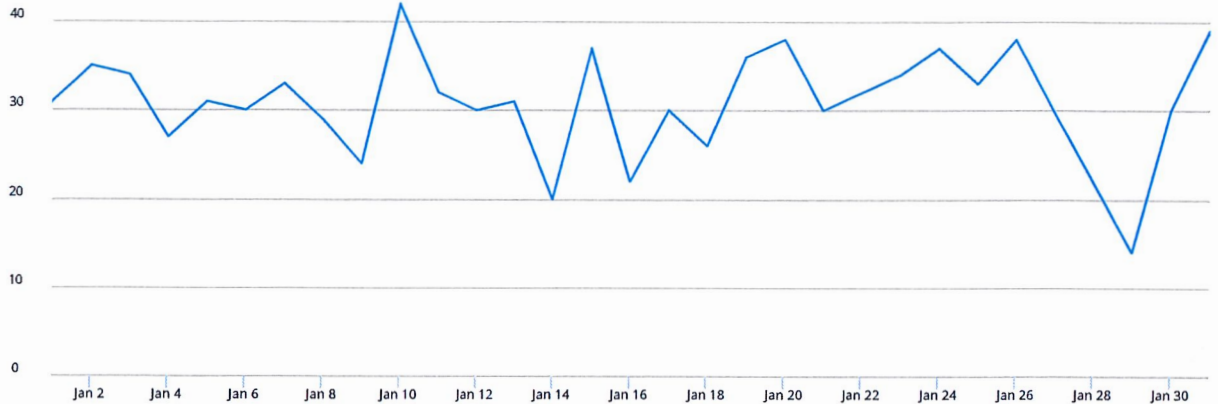
INCIDENTS

In Selected Time Slice

31

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	1/2/22	1/9/22	1/16/22	1/23/22	1/30/22	2/6/22	2/13/22	2/20/22	2/27/22	3/6/22	3/13/22	3/20/22	3/27/22	Total
(10) Fire, other		2												2
(11) Structure Fire		1	1											2
(13) Mobile property (vehicle) fire	1	2		1										4
(14) Natural vegetation fire				1										1
(15) Outside rubbish fire			1	1	1									3
(17) Cultivated vegetation, crop fire			1	1										2
(25) Excessive heat, scorch burns with no ignition				1		1								2
(30) Rescue, emergency medical call (EMS), other	2	12	7	10	2									33
(31) Medical assist	5	22	32	27	23	5								114
(32) Emergency medical service (EMS) incident	29	84	86	96	87	19								401
(35) Extrication, rescue		2			1	1								4
(36) Water or ice-related rescue		1												1
(40) Flammable gas or liquid condition, other		1												1
(41) Combustible/f.. spills & leaks		1												1
(42) Chemical release, reaction, or toxic condition			1											1

Week Ending	1/2/22	1/9/22	1/16/22	1/23/22	1/30/22	2/6/22	2/13/22	2/20/22	2/27/22	3/6/22	3/13/22	3/20/22	3/27/22	Total
(44) Electrical wiring/equipm. problem			4	2										6
(46) Accident, potential accident			1	1										2
(48) Attempted burning, illegal action					1									1
(50) Service call, other			1	1										2
(51) Person in distress		1												1
(52) Water problem					2									2
(53) Smoke, odor problem					1									1
(54) Animal problem or rescue			1											1
(55) Public service assistance	7	25	23	30	32	1								118
(60) Good intent call, other			1											1
(61) Dispatched and canceled en route	21	44	43	43	46	6								203
(62) Wrong location, no emergency found			1											1
(65) Steam, other gas mistaken for smoke			1	4	1									6
(67) HazMat release investigation w/no HazMat				1										1
(70) False alarm and false call, other		3				1								4
(71) Malicious, mischievous false alarm			1											1
(73) System or detector malfunction		2			6	1								9
(74) Unintentional system/detect... operation (no fire)	1	5	5	6	1	4								22
UNK			3											3
Total	66	208	214	226	204	39								957