

Iona McGregor Fire District Board of Fire Commissioners Agenda

April 20, 2022

6:00 PM

Meeting called to order at 6:00 pm

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

Opening Prayer and Pledge of Allegiance

Amendments to the Meeting Agenda – There were no amendments

Public Input on Business Agenda Items – none, no public present

Public Recognition - None

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – March 16, 2022

Minutes were presented prior to the meeting. Hearing no corrections, a motion to approve the minutes of the March 16, 2022 meeting was made by

Commissioner Langford with a second by Commissioner Barbosa.... Motion carried

2) Financial Report – March 2022

Financial reports were submitted prior to the meeting. Commissioner Walker asked what the district's policy was regarding CD's to diversify funds and if CD's were to be used he advised that the dispersant of funds should be spread across various CD's in order to stagger the interest earned. CFO Mark Winzenread will provide a list of CD options available at the next meeting. With no other business to discuss a motion to approve the financial report from the March 16, 2022 meeting was made by Commissioner Barbosa with a second by Commissioner Andersen.... Motion carried

3) Meeting Agenda Format – Continued from February 16, 2022 meeting

The proposed agenda format was submitted prior to the meeting. There was discussion regarding the current format of the board agenda with a new format presented by Commissioner Walker. Commissioner Walker was looking to streamline the agenda format in order to allow more opportunity for public input prior to the board taking any action on agenda items. Commissioner Louwers was not in favor of changing the format and felt that the current format worked. Attorney Pringle made comment that if a new agenda format was adopted then the board manual would have to be updated to include the change and this would happen at the next board meeting by a majority vote of the board. Commissioner Walker made a motion to approve the adoption of the proposed agenda format with a second by Commissioner Barbosa.... Motion carried

4) Executive Report

Executive report was submitted prior to the meeting. Commissioner Walker asked if Commissioner Andersen thought that his attendance at the CPSE conference was beneficial, Commissioner Andersen replied that he thought it was very beneficial and enabled him to see what the district is working towards in order to make the district an accredited agency. He went on to say that the seminars were very informative and covered a myriad of topics.

Chief Comer said that Commissioners are welcome to attend conferences in the future if they should wish to. Commissioner Walker mentioned that he would like to hear a chief report instead of executive and it was noted that this will be addressed in the new agenda format once adopted. A motion to approve

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the executive report was made by Commissioner Langford with a second by Commissioner Andersen.... Motion carried

5) Attorney Report

There was nothing to report. A Motion to approve the attorney report was made by Commissioner Andersen with a second from Commissioner Langford.... Motion carried

6) DVP Reports – Districts 7 & 25

With nothing to report no action required. A motion to approve the DVP reports was made by Commissioner Andersen with a second from Commissioner Barbosa.... Motion carried

Public Input on Non-Business Agenda Items – no input, no public present

Commissioner Comments –

Commissioner Barbosa commented how much his granddaughter enjoyed camp Braveheart, which she attended for a second time, he said she thoroughly enjoyed it. Chief Comer noted that this was a successful event and that we plan to hold it annually.

Adjournment –

A Motion to adjourn was made by Commissioner Walker and seconded by Commissioner Andersen.... Carried.

Meeting adjourned at 7:12 pm

Approved by: _____

Commissioner Langford: Secretary

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

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,211,193			
Ad valorem taxes	22,212,377	\$ 20,995,141	\$ (1,217,236)	94.52%
Permits, Fees & Special Assessments	50,000	38,192	(11,808)	76.38%
Intergovernmental	67,960	-	(67,960)	0.00%
Charges for services	51,000	36,388	(14,612)	71.35%
Interest Check/Demand Accounts	54,000	16,100	(37,900)	29.82%
Miscellaneous	214,804	69,186	(145,618)	32.21%
Proceeds from debt	-	-	-	N/A
Total Revenues	22,650,141	21,155,007	(1,495,134)	93.40%
Total revenues and cash carry forward	<u>32,861,334</u>			
Expenditures				
Personnel services				
Salaries	11,775,174	5,504,243	6,270,931	46.74%
Benefits	6,630,506	3,294,568	3,335,938	49.69%
Operating Expenditures				
Professional and contractual	844,455	578,114	266,341	68.46%
Travel	110,135	23,297	86,838	21.15%
Communications & freight	116,050	74,763	41,287	64.42%
Utilities, equipment rental, and insurance	289,131	179,690	109,441	62.15%
Repairs and maintenance	551,665	246,753	304,912	44.73%
Operational, small tools and equipment	470,060	119,065	350,995	25.33%
Fuel, supplies, and administrative	410,343	223,617	186,726	54.50%
Education and training	141,160	55,136	86,024	39.06%
Capital expenditures	249,600	35,434	214,166	14.20%
Debt service	75,034	50,022	25,012	66.67%
Total Expenditures	21,663,313	10,384,704	11,278,609	47.94%
Revenues over/(under) expenditures	<u>986,828</u>	<u>\$ 10,770,304</u>	<u>\$ 9,783,476</u>	
Fund Balance/Cash Carry Forward	<u>11,198,021</u>			
Total expenditures and reserves	<u>\$ 32,861,334</u>			
		<u>MARCH</u>	<u>FEBRUARY</u>	
Cash Balances				
BankUnited - Operating		\$ 1,896,585	\$ 2,449,888	
Petty Cash		-	-	
		<u>1,896,585</u>	<u>2,449,888</u>	
Investments				
General - SBA - Fund A		1,931,221	1,930,742	
BankUnited Money Market		<u>17,159,295</u>	<u>17,906,339</u>	
		<u>19,090,516</u>	<u>19,837,081</u>	
Total Cash and Investments		<u>\$ 20,987,100</u>	<u>\$ 22,286,969</u>	

Submitted for approval on April 20, 2022

Approved By: _____

(Signature)



Iona-McGregor Fire District Executive Report

Executive Summary, April 2022:

GENERAL:

- The district is currently evaluating our human resource needs.
- In March, staff attended the “Excellency” conference in Orlando. This is the annual conference from the Center for Public Safety Excellence (CPSE). This conference focuses on quality improvement and elements of accreditation. Commissioner Andersen was invited to attend as the Chair of the board, and we appreciate his taking time off work to make himself available to attend. I believe he found the experience very educational and valuable.

OPERATIONS:

- We had two promotions from our engineer process with FF Lockwood and FF Bodiot starting their new engineer positions in the middle and end of March respectively.
 - Engineer Lockwood-A-shift/Station 74 assignment
 - Engineer Bodiot-B-shift/Station 74 assignment
- Division Chief-Fire Training and Special Operations Wisdom is 6 months into his 1-year promotional probationary period and progressing well. The administrative restructuring is paying dividends:
 - Increased fire related training (including more acquired structures)
 - Increased membership of Technical Rescue Team (TRT) and Urban Search and Rescue (USAR)
 - Increased department hosted training courses (and more opportunities forthcoming)
 - Increased consistency in shift operations through shared training and special operations team leader accountability
- EMS, Health & Safety (Division Chief Hernden) continues to take shape with new initiatives, formalization of EMS support internally/externally, and review of numerous processes
- BC Mascarelli helped coordinate participation of 5 IMFD personnel with Boat Operator Search and Rescue (BOSAR) training in late March
 - We intend to keep supporting this valuable training for our water operations personnel
- Our new Battalion Chief (Martin) is nearly 2 months into his tenure as the shift command of A-shift and progressing well
 - He has contributed to instruction for 2, internal technical rescue courses since February
- We are continuing to support external training opportunities and take the lead on regional collaborative training opportunities
 - Orlando Fire Conference (February)
 - Fire Department Instructor’s Conference (April)

- International Association of Fire Chiefs (IAFC) Hazardous Materials Conference (June)
- Personnel development continues to be a focus with noted increase in college course enrollment inquiries
- Brush fires have been almost a daily occurrence (regionally) and we will continue to maintain our operational readiness
- We had three structure fires in March (17th, 28th, and 31st) with quick and efficient response.
 - One resulted in a life saved by A74 personnel and is a shining example of our commitment to the community

Accreditation:

- We have completed most of the self-assessment of the organization. We are working with our technical advisors to complete the program appraisals. The program appraisals look at all the district's programs, i.e., training, community outreach, technical rescue, hazardous material, health and safety, and marine operations, and ensures we are setting goals and objectives to produce outcomes that fulfill the performance indicators of the program. The appraisal then compares achievements for the year against the establish goals.
- Meetings have been scheduled with the program managers to review and update the strategic plan. The goal is to align some of the organization's program goals to the strategic plan. We will also work on workflows to guide each program manager through the year.
- We continue to work with the National Fire Operations Reporting System (NFORS) to build the district's data analysis platform to obtain better data to improve our service delivery.

Logistics:

- Logistics worked with Motorola and Lee County Emergency Dispatch, updating the district's radios in preparation of Lee County Communications transitioning to a digital communication system (P25). This has been an ongoing project for approximately five years. The district purchased the appropriate radios several years ago in anticipation of the change to the new dispatch system. P25 radios are a direct replacement of analog radios, however, add the ability to transfer data as well as voice. P25 Has become the standard communication system for public safety organization and government agencies in the US. The County went live with the new system March 30, 2022.
- The district's fire apparatus continues to be rotated through South Florida Emergency Vehicles (SFLEV) for preventive maintenance, repairs, and pump testing.
- Preventative maintenance has been scheduled for the TNT vehicle hydraulic extrication tools. These tools are located on Squad 73 and provide the additional asset to the unit to complete more complex extrication events.
- We have contacted the Genesis manufacturer and anticipate the Genesis unit preventative maintenance to be conducted in late April. The Genesis Battery powered extrication tools are located on all first out apparatus excluding the rescue vehicles
- A focus group was formed to work on the purchase of a rescue vehicle. The focus group has had several meetings and discussed the possibility of going back to a "box type" vehicle or a pickup truck instead of an SUV. The focus group also discussed the equipment that will be carried and how it will be configured.

- The office furniture is set to be delivered and installed on April 6th and 7th. The offices will now have a more functional set up designed for each member of the administrative staff offices.

Prevention/Pub Ed:

Date: April 2022

TOTAL INSPECTIONS & ACTIVITIES:	558*
ANNUAL INSPECTIONS (EXISTING):	351
VIOLATIONS CLEARED:	81
CPR / AED CLASSES:	13
CHILD PASSENGER SAFETY:	0
FIRE EXTINGUISHERS TRAINING:	1
PUBLIC EDUCATION EVENTS:	2
FIRE INVESTIGATIONS:	1

Supervisor's Summary:

- On March 18th, IMFD hosted our 2nd Annual Camp Brave Heart. This girls' empowerment camp is aimed toward young girls, grades 6th-9th. The goal is to provide insight into the many different fire service careers, discuss women in the fire service (currently at 4%), build confidence, work on team building, inspire and empower. We had 24 campers in attendance this year.
- Our Community Relations Coordinator (CRC), in conjunction with Lee County Emergency Management, hosted a weather preparedness seminar at our Palmetto Palms community. There were at least 75 residents in attendance, in addition to Chief's Comer, Guzman, & Aquil.
- Our CRC presented a Citizen Life Saving Award to a resident who participated in an IMFD CPR class and went on to assist in a cardiac emergency to help save a life.
- On March 31st, an origin and cause fire investigation was performed at a residence within the Iona Ranch Mobile Home Community. The area of origin was located under the master bedroom window, with the most probable cause of the fire being electrical.

- Our office performed (5) hydrant flow tests for upcoming, new construction projects.

*Activities include hydrant flow testing for remodel/new construction projects, emergency vehicle gate access testing, Knox Box key installation, follow-up for fire protection systems (contractor inspections).

Fire Training/Special Operations:

- Hazmat Technicians from A Shift participated with the FMFD Hazmat Team in a full drill.
- Members from Station 72 C shift attended a Probie Burn Day at BSFD Station 24. PFF Visnic and PFF Huber were included on this training. They rotated through 3 separate scenarios covering fire attack, primary search, and VES operations. Probationary firefighters were also able to spend some time in the burn simulator studying fire behaviors such as rollover and thermal layering.
- 6 members took the Boat Operator Search and Rescue (BOSAR) course at the Cape Coral Yacht Club during the last week of March. This class gives emergency responders a learning framework to become more proficient with skills necessary to operate in the maritime environment and conduct search and rescue operations. Our own BC Mascarelli is an instructor at this event hosted by National Association of State Boating Law Administrators (NASBLA).
- The department conducted an in-house course on Vehicle Machinery Operations at Station 73. Several members participated in this class which gives them a state certification in this discipline when the 40-hour course is complete. The course covers vehicle extrication techniques that firefighters encounter on the road such as side-outs, dash lifts, and basic stabilization techniques.
- FF Rine attended a Confined Space course at the Florida State Fire College. Tuition for this class was covered by a state funding awarded to FL TF-6. This course, along with the previously listed VMR Ops course, is part of the coursework for members to achieve the USAR Rescue Specialist certification.
- Squad 73 had an opportunity to train with the FMPD Rappel Team at Station 74 Tower.
- DC Wisdom is currently attending a Plans Manager course in Ocala for TF-6. Plans Managers in the USAR realm conduct meetings and briefings, collect and synthesize information, document progress, and prepare for incident closing activities. The funding for this course was provided by the same state funds that are covering the Confined Space course listed earlier.

EMS, Health and Safety:

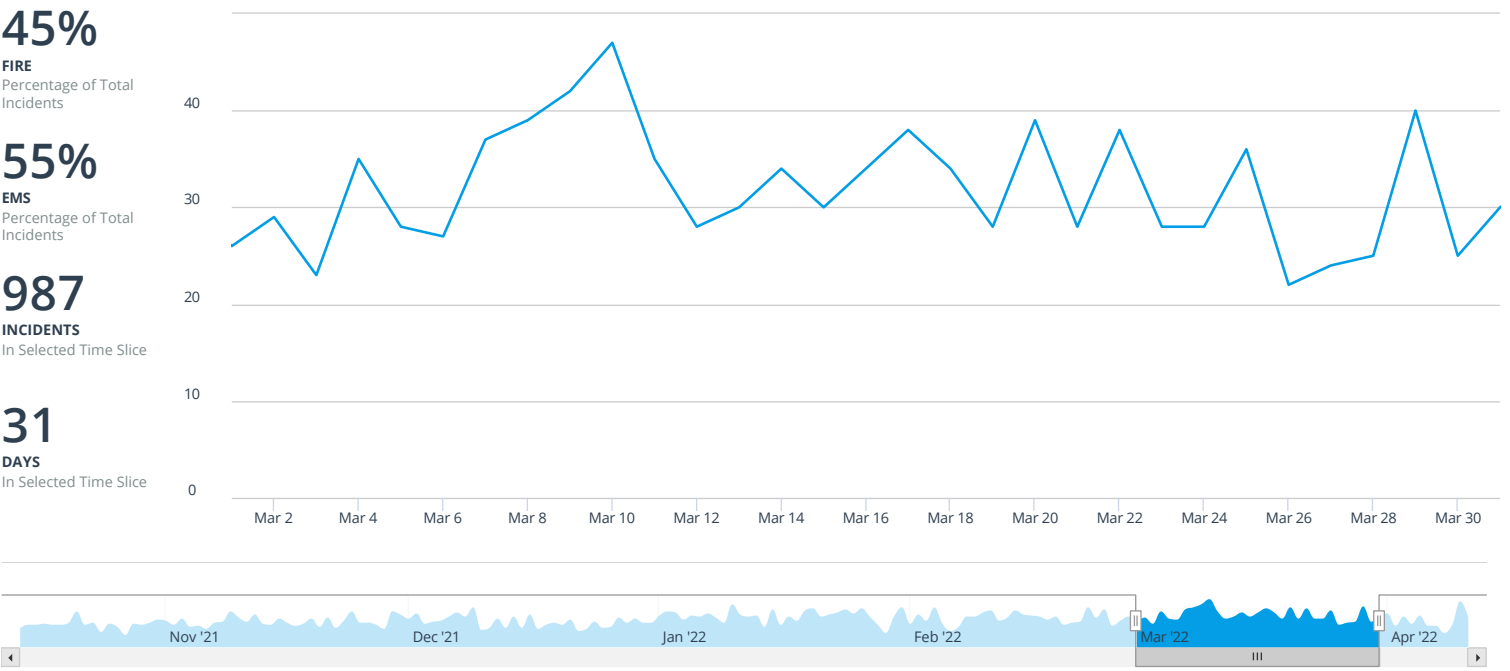
- In March, five members of the district attended the Tactical Strength and Conditioning (TSAC) certification course through the National Strength and Conditioning Association (NSCA). NSCA's Tactical Strength and Conditioning (TSAC) Program is designed to help tactical facilitators increase the performance, readiness, and longevity of tactical professionals while decreasing the likelihood of fitness-related injuries. Since 2005, the TSAC program has been helping military, law enforcement, fire and rescue, protective services, first responders, and other emergency services increase effectiveness and lower costs through a combination of cutting-edge research, proven training methods, and field experience. DC Hernden, DC Wisdom, FF West, FF Guillery, and FF Schmidt completed the four-day class, and are in the process of completing their certification through the NSCA. With the knowledge and resources gained through this program, this

group will be working toward improvement of physical fitness resources and education throughout the district, with an emphasis on injury prevention and comprehensive return to work programs.

- DC Hernden will be attending the Journal of Emergency Medical Services (JEMS) conference in addition to the Fire Department Instructor's Conference (FDIC), co-located in Indianapolis April 24-30. Training and educational classes will be offered for both disciplines, as well as an expansive expo with the latest equipment and technology available to emergency services.
- Gear Wash, LLC will be onsite at Station 74 April 11-21, 2022, to perform advanced cleaning, inspection, and repair of all bunker pants, coats, and helmets in accordance with NFPA 1851 (a standard set by the National Fire Protection Agency that turnout gear be inspected, cleaned, and repaired by a certified agency twice a year). All suppression and investigation personnel will rotate their gear through. Proper cleaning and repair of bunker gear helps ensure the safety and protection of members entering hazardous environments and reduces the exposure to off-gassing of carcinogenic compounds and other potentially harmful contaminants encountered in the execution of duties while responding to all forms of emergency calls.

Previous Month ▾

Mar 1, 2022 - Mar 31, 2022 ▾



Counts % Rows % Columns % All

Week Ending	3/6/22	3/13/22	3/20/22	3/27/22	4/3/22	4/10/22	4/17/22	4/24/22	5/1/22	5/8/22	5/15/22	5/22/22	5/29/22	Total
(11) Structure Fire	1		1		2									4
(12) Fire in mobile property used as a fixed structure					1									1
(13) Mobile property (vehicle) fire			1											1
(25) Excessive heat, scorch burns with no ignition					1									1
(30) Rescue, emergency medical call (EMS), other	4	1	1	5	2									13
(31) Medical assist	31	17	22	22	11									103
(32) Emergency medical service (EMS) incident	66	115	109	93	45									428
(34) Search for lost person		2	2		1									5
(35) Extrication, rescue	1	1		1	1									4
(36) Water or ice-related rescue			2	1	1									4
(41) Combustible/f... spills & leaks				1										1
(44) Electrical wiring/equipm.. problem	1	3		1	3									8
(50) Service call, other		2		1										3
(51) Person in distress			1											1
(52) Water problem		2	3											5

Week Ending	3/6/22	3/13/22	3/20/22	3/27/22	4/3/22	4/10/22	4/17/22	4/24/22	5/1/22	5/8/22	5/15/22	5/22/22	5/29/22	Total
(53) Smoke, odor problem					1									1
(54) Animal problem or rescue				1										1
(55) Public service assistance	16	20	27	18	11									92
(60) Good intent call, other		1	1											2
(61) Dispatched and canceled en route	36	80	53	51	32									252
(62) Wrong location, no emergency found		2			2									4
(65) Steam, other gas mistaken for smoke		1	1											2
(70) False alarm and false call, other	1	1	1	3	1									7
(71) Malicious, mischievous false alarm	1													1
(73) System or detector malfunction	1	6	8	2										17
(74) Unintentional system/detect... operation (no fire)	9	4	4	4	5									26
Total	168	258	237	204	120									987