

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING AGENDA**

DATE: July 20, 2022

6:00 P.M.

**6061 SOUTH POINTE BOULEVARD
FORT MYERS, FL 33919**

NOTE: THE BOARD MEETING IS BEING RECORDED AND ALL STATEMENTS MADE DURING THE BOARD MEETING ARE SUBJECT TO BEING MADE AVAILABLE TO OTHERS AS A PART OF THE BOARD MEETING PUBLIC RECORD.

NOTE: ALL PHONES AND ELECTRONIC DEVICES MUST BE PUT ON THE SILENT MODE PRIOR TO THE BEGINNING OF THE BOARD MEETING AND REMAIN ON SILENT MODE THROUGHOUT THE ENTIRE BOARD MEETING UNTIL ADJOURNMENT.

Meeting Called to Order: 6:00 pm

Roll Call of Commissioners: Commissioners Andersen, Barbosa and Walker were all present. Commissioner Langford participated via conference call. Commissioner Louwers, absent excused

Opening Prayer and Pledge of Allegiance

Recognitions: **Citizen Life Saver, Autumn Earle & her dog NOAA**

A citizen life saver award was presented to Autumn Earle and her dog NOAA as dog started barking to alert his owner that something was happening outside. When Autumn looked outside she saw a red glow and smoke coming from the neighbor's house. She was able to notify the neighbors and call 911 and everyone made it out safely. Chief Comer presented the award to both Autumn and NOAA the dog. The homeowner expressed his gratitude to Autumn, NOAA and the Iona Fire District for their prompt response and compassion and said they went above and beyond to make sure his family were comfortable and had everything they needed after the fire was out.

Adoption of Meeting Agenda, Including Amendments: A motion to adopt the agenda as presented with no amendments was made by Commissioner Barbosa with a second by Commissioner Andersen Motion carried

[Approval of Previous Board Meeting Minutes:](#) Minutes were presented prior to the meeting. With no corrections a motion to approve the minutes of the June 22, 2022, meeting was made by Commissioner Langford with a second by Commissioner Barbosa Motion carried

Approval of Financial Report: Financial report was submitted prior to the meeting. With no additional questions a motion to approve the financial report was made by Commissioner Andersen with a second by Commissioner BarbosaMotion carried

Chief's Report: The Chief's report is as presented but I would like to add that Sarah Lavicka, executive assistant has added the addition hyperlinks to the agenda to ease the use of the documents presented.

Commissioner Walker asked about the fire training /spec ops tanker training to which Division Chief Wisdom responded that it consisted of industry experts and took place at Bonita, they had static displays as well as a classroom portion and some basic entry and stabilization of vehicles. Commissioner Walker also asked about the hazmat training and Div. Chief Wisdom said that the city of Fort Myers each month sends hazmat techs to drill with regional teams as that's who we'd be working with if there was a need. There was some further discussion regarding other training and then a motion to approve the Chief's report was made by Commissioner Andersen with a second by Commissioner BarbosaMotion carried

Attorney's Report: Attorney Pringle mentioned that, in his opinion, the Strategic plan is a very useful document and a plan that the district can use in its daily operations and a tool that can be used for decision making.

DVP's Reports: Nothing to report

Public Input on Business Agenda Items [Note: Prior to Board action being taken on each of the Business Agenda Items below, members of the public will have up to three (3) minutes per person to make public comment on each of the Business Agenda Items after the Commissioners have had their discussion.]

Business Agenda Items

1. Audit Engagement Letter

- a. Discussion of agenda item

Current audit engagement was for 2019 to 2021. CFO Winzenread said that we can extend the current engagement or put it out to bid. Some discussion ensued

- b. Public input – none present
- c. Board action

Commissioner Walker made a motion to approve the 3-year extension of the audit engagement letter with Tuscan & Company, P.A., with a second by Commissioner BarbosaMotion carried

2. Update Bank Signature Cards

- a. Discussion of agenda item

With the retirement of Chief Howard, the signature cards for our checking and money market accounts need to be updated to remove his signing authority. Current signers need to re-sign. CFO Winzenread recommended the board approve the updated signature cards and the bank's public entity resolution forms for our checking and money market accounts.

- b. Public input – none present
- c. Board action

Commissioner Barbosa made motion to approve the resolution and to authorize the execution of the resolution with a second by Commissioner AndersenMotion carried

3. [Certification of Taxable Value \(Form DR-420\)](#)

- a. Discussion of agenda item

Request the Board authorize Chief Comer to file the Certification of Taxable Value Form DR-420 with a current year proposed millage rate of 2.5000 mills and a first public budget hearing date of September 14, 2022. We must submit this by mid-August. Completion and filing of Form DR-420 is a requirement in the annual Truth in Millage (TRIM) and budget processes. It was noted for the record this is not the final adoption, this is just for form DR-420 purposes.

At this time Chief Comer recommended setting the dates for a couple of budget workshops, 8/17/2022 and 8/31/2022. After some discussion it was determined that one budget workshop should be scheduled for 8/31/2022 at 6:00 pm.

- b. Public input – none present
- c. Board action

Commissioner Andersen made a motion to set the proposed millage rate to 2.5000 mills, for truth in millage purposes, DR-420, and to set the tentative first budget hearing date of September 14, 2022 at 5:05 pm. With a second by Commissioner BarbosaMotion carried

Commissioner Andersen made a motion to approve scheduling a budget workshop on 8/31/2022 at 6:00pm with a second by Commissioner BarbosaMotion carried

4. [FYE 2022 Strategic Plan update](#)

- a. Discussion of agenda item

Chief Comer said that there was nothing new to add to the strategic plan from what was presented by Deputy Chief Guzman last month and the final draft was submitted prior to the meeting for final approval. Appendices include updates rather than an update to the whole strategic plan document however it was noted that the original strategic plan was updated to reflect the new organizational chart and Chief message.

- b. Public input – none present
- c. Board action

Commissioner Barbosa made a motion for the board to adopt the updates to the FYE2022 strategic plan with a second by Commissioner Andersen ...Motion carried.

Public Comments on Non-Business Agenda Items [Note: Any member of the public will have up to three (3) minutes to make public comments on any non-business agenda item topics.]

No public present.

Commissioner Comments on Non-Business Agenda Items:

No additional comments related to non-business items.

Commissioner Walker made a motion to adjourn the meeting with a second by Commissioner Andersen Motion Carried

Meeting adjourned at 6:47pm