

**FORT MYERS SHORES FIRE & RESCUE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
June 17, 2021
MINUTES**

Call Meeting to Order

Commissioner Apperson called the meeting to order at 7:32 p.m. In attendance were Commissioners Apperson, Detzel, Ragen and Schneider. Commissioner Kimball was absent (excused). Also in attendance were Chief Dowaliby, Deputy Chief Rewis, Attorney Pringle, Captain Jones, Engineer/DVP Hunt, and Administrative Assistant Howard.

Pledge of Allegiance and Moment of Silence

Amendments to the Agenda

None

Presentations/Awards

None

Approval of Minutes

The minutes for May 2021 were presented for approval. Commissioner Detzel made a motion to accept the minutes as presented. Commissioner Ragen seconded and the motion passed.

Treasurer's Report

First Bank - General Fund			
Opening Balance	May 1, 2021		\$4,317,276.42
Credits		\$35,388.96	
Debits		\$225,303.51	
Ending Balance	May 30, 2021		\$4,127,361.87

First Bank - Impact Fee Fund			
Opening Balance	May 1, 2021		\$1,458,557.64
Credits		\$309.69	
Debits		\$0.00	
Ending Balance	May 30, 2021		\$1,458,867.33
First Bank - CDARS	Beginning Balance	Interest	Ending Balance
4 Week Public Funds CD	\$ 1,254,736.17	\$288.77	\$1,255,024.94
13 Week Public Funds CD	\$ 2,500,000.00	\$0.00	\$2,500,000.00
26 Week Public Funds CD	\$ 2,000,000.00	\$0.00	\$2,000,000.00
Total CDARS			\$5,755,024.94
Total			\$11,341,254.14

Commissioner Ragen made a motion to accept the Treasurer’s Report. Commissioner Detzel seconded and the motion passed.

Chief’s Report

Items of Interest

- I would like to send a demand to bargain letter to the Union. It will be in New Business.
- Under Old Business I will update you on Station 2 progress.
- Mr. Pringle will update you on the contract with Fortress/Summit.
- Deputy Chief Rewis will discuss expenses needed for the brush truck in Old Business.
- We have received a bid for the VEBA program actuary study from Bolton Partners and we are awaiting one from Foster and Foster.
- Please remember to submit your financial disclosures by July 1st. You should have received them in the mail.
- The garage doors were installed.
- The permit for fencing the property we purchased from Verandah has been issued and we should have it installed next week.
- We had our first meeting with Summit Construction. Kyle Kitchens from Studio AD Architect was present.
- Department anniversaries: None for June

- Birthdays to celebrate this month: Deputy Chief Rewis, Captain Jones, FF Schumacher, Captain Jones' son and youngest daughter, Captain Clouse's son, Engineer Mann's son, and FF Salyers' oldest son.
- Wedding anniversaries: FF Mimbs and his wife (4 years)

Meetings Attended

- Chiefs Association
- Officers meeting
- Met with South Trail FD about a VEBA 501(c)(9)
- Medical Branch conference call
- Medical Care Council

Training Attended

- Captain Jones will give the Captains' Training Report
- Rope Rescue Training

Commissioner Ragen made a motion to accept the Chief's Report. Commissioner Schneider seconded and the motion passed

Attorney's Report

- Additional meeting schedule approved at the May meeting has been advertised and the list provided to you. All of the meeting dates are two weeks before or two weeks after our regular monthly meeting for the next nine months. They are for the purpose of discussing any business but specifically to make sure we are able to address any items pertaining to Station 2 in a timely manner without having to schedule special meetings. Many of these will not be necessary and they can be canceled by posting a sign on the door if we do not need them. We will try to be careful of your time and not waste it in meetings whenever possible. The meetings have been noticed as regular meetings which will give you the ability to take action on any business including the construction of the station.
- I have been in discussion with Fortress Secured working on the contract. There are some items specifically relating to the Public Private Partnership that also need to be included. The contract negotiations are not delaying the discussions with Summit Construction.

- The lots belonging to the Volunteers have been sold and the proceeds from the sales are in my escrow account waiting to be transferred to the new volunteer corporation when they have a bank account set up. The paperwork incorporating the volunteer company is finalized.

Commissioner Detzel made a motion to accept the Attorney's Report. Commissioner Ragen seconded and the motion passed

Fire Prevention Division Report

- Current Construction: Multi-family units in Portico; Publix (Buckingham)
- New Construction: None to report
- Projects Completed: Multi-family unit in Portico
- Revenues: The Division billed \$560.64 for the month.
- Meetings Attended: Lee County Fire Marshals and Inspectors Association; Lee County Fire Chiefs Association; Lee County Communications Committee; ESO Checklist & Asset Management online meeting; Station 2 Kick-off discussion
- Prevention Education: Company Inspection with Shar Beddow (Deputy Fire Marshal, North Collier Fire)
- Public Education: CPR/AED – First Aid class for teachers and staff at Sonshine Christian Academy (32 people); B-Shift took the engine to River Hall Amenities Center for a birthday party
- Inspections: The division completed 27 various fire inspections for the month including 7 re-inspections.
- General Information: Lee County has received a Development Order request for a new commercial occupancy building with 8 bays (possibly a Tire Choice) on Palm Beach between Upcohall and Poinciana.

Commissioner Ragen made a motion to accept the Prevention Report. Commissioner Detzel seconded and the motion passed.

Training Report

- **Daily Training:** The new employees are taking the courses they need for their Pump Operator and Rope Rescue Technician certificates. All shifts continue to participate in various functional training an circuit style workouts, Target Solutions training, truck checks, SCBA and Gear checks.
- **Monthly Training:** All shifts attended a Company Inspections class. Special thanks to Chaplain Cords for bringing dinner for each shift.
- **Upcoming Training:** Firefighter Safety : Operations in Light Frame Construction and Florida Truss Law – May 26, 27, 28, 2021: Rope Rescue Training with Tice – June 26, 2021: Company Inspections Class: Foam Ops – June 30, July 1st and 2nd
- **Training Needs:** None
- **A-Shift:** Extrication training with Tice FD; FF's Glenn and Salyers took Rope Ops course; New SCBA pack training; Capt. Jones college classes; Company Inspections; FF's Glenn and Salyers designed a new company inspection form; Marine 81; Low angle rescue drill and the marina
- **B-Shift:** Target Solutions classes; FF Schumacher completed Hydraulics and Apparatus class; FF Janey – Man vs. Machine class; Probationary FF task book; FO1 task book completed for FF's Gee and Janey; Capt. Swindle and Eng. Hunt continue college classes; Pump Operator training with Engineers
- **C-Shift:** Probationary FF training; FF Taylor attending Rope Tech course June 14 – 18; Capt. Clouse and Eng. Poulton attended the first meeting to kick off station 2 design; Truck workgroup narrowed the search and will be meeting with the other shifts next week

Commissioner Schneider made a motion to accept the Training Report. Commissioner Ragen seconded and the motion passed.

Public Input on Agenda Items

None

Old Business

1. Approval for upgrades and equipment for the new brush/rescue truck. We originally budgeted \$60,000 for a new brush truck not including equipping it, but the truck from North Fort Myers became available and we purchased it for \$12,500 and thought we could equip it for around \$40,000. We have quotes and estimates for the necessary equipment which comes in just over

\$40,000. We would like to request approval to spend up to \$45,000 for the equipment just in case some of the estimates come in higher. That will still make the total less than the original budget of \$60,000.

Commissioner Ragen made a motion to approve expending up to \$45,000 equipping the new truck. Commissioner Schneider seconded and the motion passed.

New Business

1. Approval to open negotiations with the Union for Article 32: Promotions

We need to clean up the language in this article prior to promotional testing.

Commissioner Schneider made a motion to approve opening negotiations on Collective Bargaining Agreement, Article 32: Promotions. Commissioner Ragen seconded and the motion passed.

Attorney Pringle requested that the Board also appoint the Chief and Attorney Pringle as the negotiating team for the District. Commissioner Schneider made the motion, Commissioner Detzel seconded and the motion passed.

2. Administrative contract updates

The Deputy Chief and Administrative Assistant's contract amendments are to allow them to participate in the VEBA once it is started. Chief Dowaliby's contract amendment last year added language to allow him to participate in the VEBA, but he would like to amend his contract to pay him \$400 per month toward his post-employment insurance at age 65 instead of allowing him to participate in the VEBA. This will avoid having withdrawals from the VEBA for his insurance benefit so the VEBA has a chance to grow without withdrawals for several years.

Commissioner Schneider made a motion to approve the second addendum to the Chief's employment agreement. Commissioner Ragen seconded and the motion passed.

Commissioner Ragen made a motion to approve the first addendum to Debbie Howard's employment agreement that adds a section allowing her to participate in the VEBA when it is set up. Commissioner Detzel seconded and the motion passed.

Commissioner Detzel made a motion to approve the second addendum to Deputy Chief Rewis' employment agreement. Commissioner Schneider seconded and the motion passed.

Chief Dowaliby also thanked the Union for agreeing to allow the administrative personnel to participate in the VEBA so we can have one VEBA instead of separate agreements.

Public Input on Non-Agenda Items:

None

Union Report:

None

Comments from Commissioners:

Commissioner Apperson asked everyone to please keep Commissioner in their thoughts and prayers.

Adjourn

Commissioner Detzel made a motion to adjourn. Commissioner Ragen seconded and the motion passed. Meeting was adjourned at 8:09 p.m.