

**FORT MYERS SHORES FIRE & RESCUE PROTECTION DISTRICT**  
**BOARD OF FIRE COMMISSIONERS**  
**July 15, 2021**  
**MINUTES**

**Call Meeting to Order**

Commissioner Apperson called the meeting to order at 7:30 p.m. In attendance were Commissioners Apperson, Detzel and Ragen. Commissioner Schneider was out of town. Also in attendance were Chief Dowaliby, Deputy Chief Rewis, Administrative Assistant Howard, Chaplain Cords, Captain Swindle, Engineer/DVP Hunt, John O’Grady, and members of the public, Chris Rubino, Anita Kressel, and James Shewmaker . We are sad to announce that Commissioner Kimball passed away at the end of June.

**Pledge of Allegiance and Moment of Silence**

**Prayer offered by Chaplain Cords**

Before offering a prayer Chaplain Cords read Commissioner Kimball’s Obituary published in the newspaper by his sister Barbara:

Edward Kimball, April 9, 1941 – June 27, 2021

Ed was a most caring, giving and jumble person. He gave of his time and energy, he gave of his concern for others, he gave of his knowledge and wisdom, and he gave of his finances whenever he saw a need. Ed loved sports, the outdoors, camping, fishing, and hunting. He was always doing projects in his garage. He was a DIY man. No job to big to handle, “Just move the wall 6 inches over!”

Ed was very involved in his community and was fire commissioner of Fort Myers Shores Fire Department. He was awarded Citizen of the Year in 2006 and Fire Commissioner of the Year in 2019. He loved all his men and they loved and respected him. Ed leaves behind a family and an extended family. He leaves two children and their spouses and six grandchildren, a brother and sister and sister-in-law, two nieces and other family members. He was predeceased by his ex-wife Sandy. He leaves behind his dear friend Janet and her family, who became his family, too.

Goodbye my beloved and treasured brother. My heart is broken, but the memory of you keeps me going. Earth’s loss is heaven’s gain.

**Amendments to the Agenda**

1. Old Business: Approval of Assistant Chief and Operations Deputy Chief job descriptions.

2. New Business: Approval of Accra Electric quote for electrical upgrades - \$5,130

**Presentations/Awards**

None

**Approval of Minutes**

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

**Treasurer’s Report**

<b>First Bank - General Fund</b>			
<b>Opening Balance</b>	<b>June 1, 2021</b>		<b>\$4,127,361.87</b>
<b>Credits</b>		<b>\$12,755.65</b>	
<b>Debits</b>		<b>\$349,367.02</b>	
<b>Ending Balance</b>	<b>June 30, 2021</b>		<b>\$3,790,750.50</b>
<b>First Bank - Impact Fee Fund</b>			
<b>Opening Balance</b>	<b>June 1, 2021</b>		<b>\$1,458,867.33</b>
<b>Credits</b>		<b>\$219.83</b>	
<b>Debits</b>		<b>\$0.00</b>	
<b>Ending Balance</b>	<b>June 30, 2021</b>		<b>\$1,459,087.16</b>
<b>First Bank - CDARS</b>	<b>Beginning Balance</b>	<b>Interest</b>	<b>Ending Balance</b>
<b>4 Week Public Funds CD</b>	<b>\$ 1,255,024.94</b>	<b>\$288.84</b>	<b>\$1,255,313.78</b>
<b>13 Week Public Funds CD</b>	<b>\$ 2,500,000.00</b>	<b>\$0.00</b>	<b>\$2,500,000.00</b>
<b>26 Week Public Funds CD</b>	<b>\$ 2,000,000.00</b>	<b>\$0.00</b>	<b>\$2,000,000.00</b>
<b>Total CDARS</b>			<b>\$5,755,313.78</b>
<b>Total</b>			<b>\$11,005,151.44</b>

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

**Chief’s Report**

I would like to thank Mr. Kimball for his years of service to the District. I would also like to thank him personally for his input over the years that have made me a better person.

## **Items of Interest**

- There are people in the audience who are interested in filling Mr. Kimball's position. Since there are only three Commissioner at the meeting I think it would be prudent to let them introduce themselves but for the Board to forestall deciding until there are four Commissioner in attendance. Mr. Pringle is going to send a memo outlining the Board's options for filling the seat.
- Three of our personnel were deployed with the USAR teams to the Surfside condo collapse. Engineer Pledger and Firefighters Peterson and Janey were there for a week.
- Union negotiations are set for July 28<sup>th</sup> at 9 a.m. We will discuss VEBA and Promotions.
- Mr. Pringle is not here but he told me that he has delivered a 40 page contract to Fortress Secured/Summit Construction and is waiting for their attorney to read and revise it. He would like us to not move forward with any more discussions with Summit until he gives us further direction.
- Under New Business we will discuss the 2021/2022 budget. I would like to see us approve the preliminary budget at 2.25 mills. During the budget process we can always lower the rate but we can not increase the rate after this month's meeting. You received two proposals that we will talk about.
- Under Old Business I would like to see you approve the new Job Descriptions for Assistant Chief and Deputy Chief. We do not need to decide on filling these positions at this time, but I would like to have them in place so we can fill them if needed.
- Department anniversaries: FF Curt Peterson (3 years)
- Birthdays to celebrate this month: Commissioner Apperson, Pastor Cords, Engineer Simmons, FF Mimbs and Engineer Pledger's oldest son.

## **Meetings Attended**

- Chiefs Association Meeting
- Officers meeting

## **Training Attended**

- Captain Swindle will give the Captains' Training Report
- I am taking a Quantitative Analysis class

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

**Attorney's Report** – Attorney Pringle was not in attendance due to illness.

**Fire Prevention Division Report**

- Current Construction: Multi-family units in Portico; Publix at Buckingham
- New Construction: None to report
- Projects Completed: None to report
- Revenues: The Division billed \$450 for the month.
- Meetings Attended: Lee County Fire Marshals and Inspectors Association; Lee County Fire Chiefs Association; Lee County Communications Committee
- Prevention Education: Youth Fire Setters Intervention Course (Instructor/Program Manager)
- Public Education: A-Shift visited the summer camp at Manatee Park
- Inspections: The division completed 20 various fire inspections for the month of June including 6 re-inspections.
- General Information: The new Firefighters and our Volunteer Firefighters attended an EVOC (Emergency Vehicle Operations Course)

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

**Training Report**

- **Daily Training:** Functional training and circuit style workouts; Truck checks; SCBA & Gear checks; Target Solutions
- **Monthly Training:** Ladder inspections and proper use; 1 pre-incident plan per shift; R.I.T. drills; Fire ground skills; Hydraulics/Apparatus; EMT
- **Upcoming Training:** Tice TRT Training – August 20<sup>th</sup>; Structure Tech Class – August 23<sup>rd</sup>, September 1<sup>st</sup>
- **Training Needs:** None

- **A-Shift:** Training with Tice at FPL; Captain Jones is working on college classes for his Bachelors Degree; Probationary Firefighter Task Book training; Probationary Firefighters completed EVOC
- **B-Shift:** Engineer Pledger and Firefighter Janey deployed with USAR to Surfside; Captain Swindle and Firefighter Schumacher attended Structural Operations class; Fire Schumacher is working on his Firefighter Task Book; Marine operations
- **C-Shift:** Meeting with Pierce for new engine build; Spec'ing out brush truck build; Target Solutions; Pre-plan new Publix

### Public Input on Agenda Items

Pastor Cords suggested planting a tree at Station 2 in honor of Commissioner Kimball.

### Old Business

1. Update on contract with Fortress Secured: Mr. Pringle was not in attendance but Mr. O'Grady from Fortress said everyone seems very confident that the contract will be worked out.
2. Job Descriptions: Assistant Chief – Chief would like to move Deputy Chief Rewis into the Assistant Chief position at the beginning of the next fiscal year. The Assistant Chief's job description is an update of Pete's job description. Commissioner Apperson clarified that the only action tonight is to approve the job description and Chief said yes and verified that they are the same job descriptions that were tabled a couple of months ago.

Commissioner Detzel made a motion to accept the Assistant Chief job description.

Commissioner Apperson seconded and the motion passed 3-0.

Deputy Chief job description: Chief said that there has been and continues to be some dispute about bringing in someone from the outside. He feels that we need to at least get the job description approved so he can work on succession planning for when he leaves. He also noted that we would not bring a Deputy Chief in until January so there will be time for further discussion during and after budget approval. The main contention is the paramedic requirement and I think the residents in the District will want that sometime in the future and if we are going to continue to provide "Service Beyond Expectation" we need to be able to offer it. I think it is important that a Deputy Chief has the certifications and the teaching experience to set up and run a paramedic program and that is a requirement in the job description.

Commissioner Ragen asked if the Deputy Chief will be somebody who can train our people or

will it be somebody who will run all the medical calls. Chief Dowaliby said this is step one in a five to eight year program to get paramedics on the trucks.

Commissioner Ragen made a motion to approve the Deputy Chief job description.

Commissioner Apperson seconded. Commissioner Detzel said he is on the fence about making a paramedic requirement part of the job description because it would leave some of our guys out who might be interested. Commissioner Apperson said she is under the impression that none of our guys are interested in the position whether the paramedic requirement is in it or not. Chief Dowaliby said he was not sure there is no interest, but everyone who has said anything about it has stated that they are not interested. He also said that by removing the paramedic requirement from the job we would be pushing back the ability of the District to offer that increased level of service to the community for years. Commissioner Apperson and Commissioner Ragen both said that as residents of the District, they support the idea of working toward offering a paramedic program. Commissioner Ragen asked for clarification of whether the Deputy Chief would be able to train our personnel who might be interested in becoming paramedics. Chief Dowaliby explained that we are not a training facility so we could not do that type of training, but once the personnel are in or have completed paramedic school part of the job of the Deputy Chief would be able to do continuing training and get the program up and running, as well as doing all of the necessary administrative work required. Commissioner Apperson also noted that the job description can be changed by the Board in the future if they choose. Commissioner Detzel said he is not sure if the department is large enough or has enough interest among the personnel to support a paramedic program. Commissioner Detzel chose to abstain from voting. Commissioner Apperson and Commissioner Ragen voted yes to approve the job description.

### **New Business**

1. Budget comparison of 2.00 mills vs. 2.25 mills. At 2.00 mills we actually have a decrease in our ad valorem due to a decrease in tangibles, just like we had an increase in tangibles last year. Chief Dowaliby reviewed each section of the budget and noted that the increased revenues at the 2.25 mills would go directly into funding for the new station.
2. Approve preliminary millage for completion of the DR-420: Chief Dowaliby asked the Board to approve the preliminary millage of 2.25 mills.

Commissioner Apperson made a motion to set the preliminary millage rate at 2.25 for fiscal year 2021-2022. Commissioner Ragen seconded and the motion passed.

3. Set preliminary budget hearing date, time and location. We recommend setting the preliminary budget hearing on Thursday, September 9, 2021 with the intention of holding the final budget hearing on Thursday, September 23, 2021. Those dates do not conflict with the County or School Board meetings.

Commissioner Detzel made a motion to hold the preliminary budget hearing on Thursday, September 9, 2021 at 7:30 at Station 1. Commissioner Ragen seconded and the motion passed.

4. Approve lift kit installation on the Deputy Chief's staff vehicle for \$2,310.12.

Commissioner Ragen made a motion to approve the expenditure. Commissioner Detzel seconded and the motion passed.

5. MOU with Lee County Human Resources for health insurance. Updates the current MOU to include a monthly administrative fee equivalent to 1% of the total value of the plan's medical, pharmacy and dental insurance costs. The new fee will be effective January 1, 2022 and will be approximately \$18.67 per month for each active employee and retiree. The county has not previously charged for the administrative costs of the plan.

Commissioner Detzel made a motion to approve the MOU. Commissioner Ragen seconded and the motion passed.

6. Accra Electric – upgrades and repairs to lighting in the living quarters \$5,130. Since we did the roof last year in an effort to better insulate the living quarters we are having a situation with condensation in the fluorescent lights. This will remove all the old lighting and replace it with LED lights that will hopefully solve that problem. We have requested but not received other quotes.

Commissioner Detzel made a motion to approve up to \$5,130 for the electrical work pending receipt of the other quote if we can get one. Commissioner Apperson seconded and the motion passed.

**Public Input on Non-Agenda Items:** Members of the public who are interested in being appointed to the Board of Commissioners to fill Mr. Kimball's vacant seat until the next general election introduced themselves:

James Shewmaker, veterinarian who has opened a practice in the old Winn Dixie plaza. He lives in River Hall.

Chris Rubino, moved to the area a year ago. He gave his condolences for the loss of Commissioner Kimball and said he would be interested in serving on the Board. He has an extensive background and education in finance and leadership.

Anita Kressel, lives in Portico and works in the finance department of another fire district. She has 10 years experience with the fire department and also has extensive education in finance and accounting.

**Union Report:**

DVP Hunt attended the Union meeting. We are continuing negotiations for the VEBA.

**Comments from Commissioners:**

Commissioner Ragen was pleased that some of our personnel went to Surfside. He knows it was not easy but he was pleased that we were represented.

Commissioner Detzel expressed his sadness at the passing of Commissioner Kimball. He will be missed. Commissioner Apperson also said how much Commissioner Kimball will be missed. She thanked James, Chris and Anita for coming to the meeting.

**Adjourn**

Commissioner Detzel made a motion to adjourn. Commissioner Ragen seconded and the motion passed. Meeting was adjourned at 8:37 p.m.