

**FORT MYERS SHORES FIRE & RESCUE PROTECTION DISTRICT**  
**BOARD OF FIRE COMMISSIONERS**  
**September 15 2022**  
**MINUTES**

**Call Meeting to Order**

Commissioner Apperson called the meeting to order at 7:32 p.m. In attendance were Commissioners Apperson, Detzel, Ragen, Schneider, and Shewmaker. Also in attendance were Chief Dowaliby, Asst. Chief Rewis, Deputy Chief Lamb, Attorney Pringle, Admin. Asst. Howard, and Chaplain Cords.

**Pledge of Allegiance and Moment of Silence**

**Amendments to the Agenda**

New Business:

Discussion and possible action to choose a company for the Performance Audit.

Approval for emergency purchase of a new compressor for the station.

**Approval of Minutes**

The minutes for August 2022 were presented for approval. Commissioner Ragen made a motion to accept the minutes as presented. Commissioner Schneider seconded and the motion passed.

**Treasurer's Report**

Account balances at August 31, 2022 :

Operating Account: \$4,126,663.14; Impact Fee Account: \$1,521,9722.97; C.D.A.R.S. Accounts: \$5,758,785.17; Synovus Construction Account: \$2,733,662.62; Synovus Loan Payment Account: \$27,069.89

Commissioner Detzel made a motion to accept the Treasurer's Report. Commissioner Schneider seconded and the motion passed.

**Chief's Report**

## **Items of Interest**

- We are halfway through the Budget Hearings. One more step forward
- The Collective Bargaining Agreement has been signed by all parties and it will go into effect October 1<sup>st</sup>.
- We will discuss picking a firm to do the Performance Review in New Business.
- The HRA is set up and participants are currently setting up their individual access.
- Station 2 construction is set to begin on September 19<sup>th</sup>.
- Department physicals are set for the week of October 3<sup>rd</sup> and October 17<sup>th</sup>
- Birthdays: Captain Clouse, Engineer Hunt, Engineer Hunt's wife, FF Casey Gee's wife

## **Meetings Attended**

- East Lee County Chiefs

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

## **Attorney's Report**

Attorney Pringle will give his input on items as we get to them. He did note that he is not looking forward to Commissioner Apperson leaving the Board in November since she decided not to run for re-election this year.

## **Fire Prevention Division Report**

### **Current Construction:**

- Multi-family units in Portico
- Multi-family units in Pebblebrook in Verandah
- Greenwell Investment Properties – Multi-tenant office building and warehouse
- Oakview Community on Buckingham Road – 51 single-family homes

### **New Construction:**

- Hemmingway Pointe is going to begin clearing the property between Riverdale Shores and Portico on Buckingham Road

### **Projects Completed:**

- Portico multi-family units (2)

### **Revenues:**

- The division billed \$896.28 for the month

- 1 – Fire Flow Test - \$75.00
- 2 – New Building Shell - \$410.64 each

**Meetings Attended:**

- Lee County Fire Marshals & Inspectors
- Lee County Fire Chiefs
- Lee County Fire Arson Task Force
- Lee County Communications
- Rotary Meetings
- River Hall Community Development District
- Community Development meeting for Dollar General

**Inspections:**

- The division completed 14 inspections for the month of March including 4 re-inspections.

**General:**

- We have a few development orders for new construction that are going to be submitted to the county soon.

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

**Operations Division Report**

**Items of Interest**

- Structure fire – Keygrass Land (C-Shift)
- Structure fire – Automatic Mutual Aid with Tice FD (C-Shift)
- Strike Team /Task Force Leader 8/22-8/28
- NFM fire district chief officer coverage for Leroy Nottingham’s funeral
- Bunker Gear committee has started the process of selecting a vendor
- Call data August 1<sup>st</sup> – 31<sup>st</sup> = 193 calls for service, generating 277 vehicle responses (48% FMS81 zone, 52% FMS82 zone)
- Call data YTD (Jan. 1<sup>st</sup> -Aug. 31<sup>st</sup>) = 1,608 calls for service, generating 2,044 vehicle responses

**Meetings attended**

- Lee County Fire Chiefs Association
- East Lee County Chiefs

- Officers meeting
- Weekly staff meetings
- River Hall CDD

### **Training**

- Daily functional fitness with crews
- Hydrants and water system
- Fireground size-up class at Estero FD
- FP&L annual fire inspections with AC Rewis
- High Rise operations at Shell Pointe
- Rope Rescue operations at Shell Pointe
- District familiarization
- Fireground tactics with all shifts
- EMS-ESO/HER documentation, vital signs & patient assessment
- Bank of America building – training for the next week before the building is demolished
- Saturday, September 24<sup>th</sup> at Franklin Locks – National Public Lands Day open to everyone

Commissioner Ragen made a motion to accept the Operations Division Report. Commissioner Shewmaker seconded and the motion passed.

### **Training Report**

- Daily Training: Functional training and circuit style workouts; truck checks; SCBA and gear checks; Target Solutions
- Monthly Training: Ladder inspection and proper use; one pre-incident plan per shift; R.I.T. drills; Fire Ground drills; Hydraulics/Apparatus; EMT
- Upcoming Training: Dr. Atiyeh in-service September 19<sup>th</sup>; Co-op September 20<sup>th</sup>, 21<sup>st</sup>, and 22<sup>nd</sup>
- A-Shift: Rope Rescue training at Shell Pointe; FF Salyer and FF Glenn completed Man vs. Machine class; Tactics with Chief Lamb; Dr. Atiyeh in-service
- B-Shift: Rope Rescue training at Shell Pointe; Capt. Swindle Aerial class; Tactics with Chief Lamb; FF Schumacher completed the Swiftwater Tech class
- C-Shift: Rope Rescue at Shell Pointe; Tactics with Chief Lamb; FF Peterson has been working on his FO1 classes; FF Peterson completed the Man vs. Machine class

Commissioner Shewmaker made a motion to accept the Training Report. Commissioner Detzel seconded and the motion passed.

### **Public Input on Agenda Items**

None

### **Old Business**

Administrative Employment Agreements were provided to commissioners for review prior to the meeting. Chief Dowaliby and Attorney Pringle addressed several questions regarding wages, seniority, retirement, and incentives. There was discussion about raises based on dollar amount vs. percentage raises. The District switched to hourly dollar amount increases several years ago to make raises equal among the employees and keep the top ranks from increasing at a much faster rate than the lower ranks. There was a question about the wording of a provision relating to the payout of accrued vacation hours at retirement. Attorney Pringle will update the wording in all three agreements to clarify.

Commissioner Ragen made a motion to approve Deputy Chief Lamb's agreement as presented. Commissioner Apperson seconded. The motion failed to pass with two votes in favor and three against.

After further discussion Commissioner Detzel made a motion to approve Deputy Chief Lamb's agreement at a wage of \$135,000 instead of \$138,000 with other provisions as presented. There was no second and Commissioner Detzel withdrew the motion.

Commissioner Schneider made a motion to approve Administrative Assistant Howard's agreement as presented. Commissioner Detzel seconded and the motion passed unanimously.

Commissioner Ragen made a motion to approve Assistant Chief Rewis' agreement as presented. Commissioner Detzel seconded and the motion passed unanimously.

Commissioner Ragen made a motion to approve Deputy Chief Lamb's agreement as presented. Commissioner Apperson seconded. The motion failed to pass with two votes in favor and three against.

Commissioner Schneider made a motion that Deputy Chief Lamb's agreement be approved with the proposed pay raise on October 1, 2022, and the addition of the proposed incentives only after the Deputy Chief's probationary period ends on February 14, 2023. Commissioner Shewmaker seconded and the motion passed unanimously.

### **New Business**

1. Approve FY 2022-2023 meeting schedule.

Commissioner Schneider made a motion to hold the fiscal year 2022-2023 Board of Fire Commission meetings on the third Thursday of each month, at 7:30 pm, at the Crossroads Baptist Church. Commissioner Ragen seconded and the motion passed.

2. Approve renewal of FMIT Workers Compensation Insurance policy at \$57,052 for FY 2022-2023.

Commissioner Schneider made a motion to approve the renewal as presented. Commissioner Detzel seconded and the motion passed.

3. Approve VFIS Insurance renewals:

Commissioner Detzel made a motion to approve the renewal of the Liability, Auto, and Excess policy for \$36,355.75. Commissioner Schneider seconded and the motion passed.

Commissioner Shewmaker made a motion to approve the renewal of the Volunteer Accident and Sickness policy for \$1,594.00. Commissioner Schneider seconded and the motion passed.

Commissioner Detzel made a motion to approve the renewal of the Special Risk Death Benefit policy for two years for \$1,620.00. Commissioner Ragen seconded and the motion passed.

4. Approval of Group Cancer Policy through either VFIS for \$4,574.00 or United Badges for \$4,019.76.

After reviewing the benefits of each policy Commissioner Ragen made a motion to approve the United Badges Group Cancer policy. Commissioner Schneider seconded and the motion passed.

5. Approve moving \$324,820.44 from First Bank to Synovus Loan Payment account for FY 2022-2023 automatic loan payments.

Commissioner Schneider made a motion to approve moving the funds. Commissioner Shewmaker seconded and the motion passed.

6. Approval for digital archiving with SMARSH.

SMARSH will archive our Facebook page, Twitter, texts (on district owned phones), and email in one central platform. The one-time setup fee is \$4,200.00 and ongoing charges will be \$1,637.60 for the first year. Future annual charges will be based on the number of accounts we have archived but should remain stable as long as we do not add any accounts.

Commissioner Detzel made a motion to approve the archiving with SMARSH. Commissioner Schneider seconded and the motion passed.

7. Declare the following fixed assets surplus, authorize disposal, and authorize removal from the assets list under Florida Statute 274.06. All of the assets listed are completely depreciated and have no remaining resale value due to their condition and age, and have been replaced.
  - a. Thermal Imaging Camera - #2003-059-3, original cost \$9,634
  - b. GPS - #2006-096-3, original cost \$1,885
  - c. Vehicle Stabilizers and Lift Bags - #2006-111-3, original cost \$18,396
  - d. Firehouse Reporting Software - #2007-126-3, original cost \$9,045
  - e. Firehouse Cloud upgrade - #2016-201-3, original cost \$2,255
  - f. Rescue Randy Training Mannequin - #2007-135-3, original cost \$1,328
  - g. Garage Doors - #2009-160-2, original cost \$10,235
  - h. Bunker Gear - #2010-167-3, original cost \$2,035
  - i. Bunker Gear - #2012-171-3, original cost \$2,146
  - j. Bunker Gear - #2012-172-3, original cost \$2,146
  - k. Bedroom Flooring - #2013-177-2, original cost \$3,299
  
8. Performance Review: We received three bids in response to our request last month for a company to do the Performance Review in compliance with the recently passed Florida Statute requiring all Special Districts beginning with Fire Districts to have a Performance Review every five years starting in fiscal year 2023. The Board had the choice to either make a decision based on the bids tonight, call a special meeting to review the proposals, or wait until the October meeting to make a decision. The three bids came in at \$50,000 from BJM; \$69,412 from MGT; and \$25,000 from Special District Services. All three companies are qualified to provide the Performance Review and all three have been chosen by at least one other Fire District in the county.

Commissioner Detzel made a motion to accept the bid from Special District Services for the Performance Review. Commissioner Ragen seconded and the motion passed.

9. Approval of emergency purchase of a new compressor for the station from Tractor Supply for \$1,299.99.

Commissioner Detzel made a motion to approve the purchase of the compressor.

Commissioner Ragen seconded and the motion passed.

**Public Input on Non-Agenda Items:**

None

**Comments from Commissioners:**

Thanks to everyone, be safe.

Commissioner Apperson also thanked the Board members.

**Adjourn**

Commissioner Detzel made a motion to adjourn. Commissioner Schneider seconded and the motion passed. Meeting was adjourned at 9:46 p.m.