

LEHIGH ACRES FIRE CONTROL AND RESCUE DISTRICT

COMMISSION MEETING

MINUTES

February 15, 2011

The February 15, 2011 regular Commission Meeting of the Lehigh Acres Fire Control and Rescue District Board of Commissioners was held at the Microtel Inn and Suites, 1320 Business Way, Lehigh Acres, FL. The meeting was opened at 4:00 PM by President Berndt. Present were Commissioners Berndt, Adams, Carter, Becker and Shea; Chief Donald Adams, Fire Marshal Ken Bennett, Finance Manager Ben VanKlingeren and Administrative Assistant Susan Platas. Attorney Richard Pringle was also in attendance.

After the Pledge of Allegiance, Commissioner Berndt asked Chief Adams to give the invocation.

ADOPTION OF AGENDA:

Commissioner Berndt asked if there were any additions, corrections or deletions to the Agenda. Chief requested to add Presentation of an Axe for Lt. Norman under Department Reports; also to discuss Walk On Items under New Business. Commissioner Carter motioned to approve the amended Agenda with a second from Commissioner Adams. Motion carries.

CONSENT AGENDA:

- Fire Board Regular Meeting Minutes of January 20, 2011
- Treasurers Report

Commissioner Carter motioned to approve the minutes with a second from Commissioner Adams. Motion carries. Commissioner Becker motioned to accept the Treasurers Report with a second from Commissioner Adams. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS:

None.

DEPARTMENT REPORTS

Chief Adams spoke on the following items:

- Presented an Axe to Lieutenant Gerald Norman for his 25 years of dedicated service.
- Fire Marshal Bennett received an award for Safety from the Sons of the American Revolution.
- We need to either add a part time employee or full time employee to aid with the additional office staff duties.
- Tice Fire Dept rec'd SAFER Grant. We have 6 employees from Tice. Not sure how many we will lose to their rehiring.
- 2010 Annual Report was handed out to Commissioners

DVP 6 and 19:

None.

DEPARTMENT ATTORNEY:

Attorney Pringle spoke on the Consent Agenda stating if there is an item a Commissioner wishes to discuss at the meeting, they may pull the item off the Consent Agenda. You will then motion to approve the rest of the Consent Agenda. Then you move to approve the item pulled off the Consent Agenda.

Genesis Global Contract has been prepared.

With regards to the Homestead Road widening he has requested a copy of the mapping. He will be meeting with a representative of DOT to review.

COMMISSIONER REPORT:

Commissioner Shea spoke on a couple points. He was asked to sign some payroll checks. He is recommending the adoption of a policy requiring all direct deposits. Also, in lieu of the upcoming budget, he would like to explore the county health options and bring to the Board. He also wants to appoint a community person to the negotiating team. Commissioner Berndt stated the County is no longer accepting people to piggyback on to their plan. He also questioned the direct deposit program. Commissioner Becker stated he doesn't know if by law we can insist everyone go direct deposit.

Commissioner Carter spoke on her recent visit to Emmittsville, MD to become a CERT Program Manager. She also agrees we should go direct deposit for payroll checks.

Chief stated we have to do both according to the IAFF contracts.

UNFINISHED BUSINESS:

Workshop In March – Chief stated Commissioner Shea requested this be placed on the Agenda to have a workshop sometime in March for the topics of the 5 Year Plan and the 2011/12 budget. The CERT Team and ambulance billing will be in a future workshop. The workshop will be March 8, 2011 from 2:00pm to 5:00pm. Commissioner Carter motioned to hold a workshop on Tuesday March 8, 2011 from 2:00pm to 5:00pm to discuss the above with a second from Commissioner Adams. Motion carries.

Genesis Global Technologies - Chief is asking Commissioners to approve entering into a contract for Genesis Global Technologies for our computer technology needs. Discussion was on whether this company could update our website. Direction was given to Chief to have Genesis Global look at the website and let Commissioners know if they can update and the cost. Commissioner Shea moved that the Commissioners adopt the agreement with Genesis Global for the District's technological services vendor with a second from Commissioner Carter. Commissioner Shea amended his motion to authorize a 100 hour block of service time. Commissioner Carter seconded the amendment. Motion carries.

NEW BUSINESS:

Voluntary Sale of Frontage on Homestead Rd. – Chief asked the Board what direction they wish to take on the voluntary sale of the frontage of the Homestead Road station. Attorney Pringle recommended tabling this topic until a further date. He stated it was too early to vote on this item at this time. Commissioner Shea asked if there were any real interference of taking the frontage off the Homestead Road station. Chief stated no real impact. Commissioner Shea moved this item be tabled. Commissioner Carter stated she feels we really need to stay on top of those plans. Commissioner Berndt seconded the motion. Attorney Pringle stated he will meet with a representative. If he feels Commissioners need to be updated, he'll put it on the Agenda. Being put to a vote, the motion carries.

Appointing the Negotiation Team – Chief is requesting the Board to appoint a negotiating team for District 6. Chief Adams, Ken Bennett, Ben VanKlingeren, Richard Pringle and the firm of Kunkle, Miller and Hament. Commissioner Shea stated he doesn't understand why we would pay for two sets of Attorney's. Commissioner Berndt motioned to appoint the preceding negotiation team with a second from Commissioner Becker. Commissioner Shea asked about having a public member appointed to the negotiation team. Attorney Pringle stated it is a very limited session but is very confidential. You don't have a court reporter and no notice is needed for these executive sessions. Being put to a vote, the motion carries.

NIMS (National Incident Management System) – Chief Adams stated that in 2006 it stated any elected officials need to have the IS700 and ICS 100. Commissioner Carter recommends taking ICS 200 and IS800 also.

Fire Suppression Officer – Chief Adams is requesting the Board to transfer funds to fill this position. Dr. Granito's report strongly recommends that we have a fire suppression trainer. Chief stated we have a reserved position in District 6, a Captain position. He would like to see the Board approve transfer of funds, give authorization on working on the Captain position. Commissioner Carter stated she would like to see the job description before it's done. Commissioner Shea asked what has happened to the funds from our most recent resignation. We need to fill the EMS position, possibly making that a Captain. Commissioner Shea asked why can't we review this at the workshop. Chief stated we don't have time to wait for a workshop. These are critical positions, He is asking the Board to transfer the money from personnel reserves. Commissioner Shea asked what Chief intends to do with the position that was vacated. Chief stated to fill it in house. Commissioner Berndt stated he is in favor for promoting from within. He also believes in an "exit" program to where they can move back down if the fit isn't right. Commissioner Shea stated limiting things to a small group to choose from, does not work. Commissioner Berndt stated employees have seen outsiders perform and feel they can do better.

Commissioner Carter motioned that we approve the position and we can transfer the money and concurrent with that she wants the job descriptions updated with a second from Commissioner Berndt. This will be limited to in-house selection Chief stated. Chief stated for the record, he is the Fire Chief and he will hire the best person for the job. He feels confident we have good people in-house. Commissioner Adams asked that in 2012, what will happen with this position. Chief stated that this position will continue to be there. He stated he did that once, laying off staff members, and will not lay this person off. Commissioner Berndt stated if the bottom falls out, you'll still have the need for a fire trainer and still have the need for a medical trainer. This person will also be the Safety Officer, which is a requirement from NIMS stated Commissioner Carter. Being put to a vote, the motion carries 4-1, with the opposing vote from Commissioner Shea. Commissioner Shea feels it should be an open positing. This should possibly be a lateral move....this does not seem to be a well thought out way forward. Commissioner Berndt stated you need to make sure whether it's through peer review or your office, that these job descriptions are updated and applicable to the position.

Spring Festival March 2011 – Fire Marshal Ken Bennett stated that the Lehigh Acres Spring Festival Committee requested to write off the fees for the Spring Festival and also write off the ambulance fees for having the ambulance be there for three days. It is a total of \$4,895 requested to be written off. Commissioner Adams motioned that the Board waive the \$4895 fee for the Spring Festival with a second from Commissioner Becker. Being put to a vote, the motion passed.

Walk on Items – Chief stated that often things are walked-on when things come up. People don't have enough time to look at the issues and make an informed decision. He would like to not have walk-on's on the Agenda. Emergency cases only. He requests to establish some type of policy that walk-on's don't happen on a routine basis. Commissioner Berndt referred to the Commissioner Handbook. Page 6. Commissioner Berndt stated someone could ask to have it walked on, but if we follow our own wording in the handbook he thinks we'll be ok.

PUBLIC COMMENT:

John Benson, a part-time resident spoke on the training stating there is nothing more important than your training.

COMMISSIONERS COMMENTS:

Commissioners congratulated Lt. Norman on his retirement.

Commissioner Carter talked about having Committees.

Commissioner Shea stated Commissioners are to set overall policy and review management performance. He doesn't feel we should be in any way trying to micromanage. He would be reluctant to see Commissioners go two, three, or four levels down and start messing around. He also commented on the budget suggesting another 5% decrease in ad valorem taxable value.

Commissioner Adams thanked the public for coming out.

Commissioner Berndt commented on the new format on the Agenda and explanations that come with the topics. He likes this a lot. He wanted to comment it's 2011. He also asked Chief when you fill these jobs, make sure they are in there with you and that you get the job descriptions done.

ADMINISTRATIVE COMMENTS:

None.

Adjourn 5:58pm.