

LEHIGH ACRES FIRE CONTROL AND RESCUE DISTRICT

COMMISSION MEETING

MINUTES

February 28, 2017

The February 28, 2017 regular Commission Meeting of the Lehigh Acres Fire Control and Rescue District Board of Commissioners was held at the Lehigh Acres Fire Control and Rescue District Station 104, 3102 16th Street SW, Lehigh Acres, FL 33976. The meeting was opened at 5:00pm by Chairman Kruse. Present are: Commissioners Kruse, Anderson, Carter, Cunningham, and Commissioner Smith by Conference phone. Chief DiLallo, Assistant Chief Naranjo, Assistant Chief Bennett, Division Chief Nickell, Finance Mgr Anita Kressel, Administrative Director Platas, Administrative Assistant II Williams and Attorney Pringle were also in attendance.

After the Pledge of Allegiance, Pastor Leahy gave the invocation.

ADOPTION OF AGENDA:

Commissioner Kruse asked if there are any additions, corrections, or deletions to the Agenda. Commissioner Carter requests after Executive Summary #5 the Board take a 5 minutes recess. All Commissioners agreed.

Commissioner Carter motioned acceptance with the changes of adding a 5 minutes recess after Executive Summary #5, second from Commissioner Cunningham. Motion carried. 5/0

Chief DiLallo gave a brief presentation on the swearing in of our four new employees. Welcome Rebecca Guzman, Nathaniel Maynard, Ezra Soto and Aaron Wieland.

DEPARTMENT REPORTS: Chief DiLallo read a Thank you card from a resident regarding the excellent care her spouse received from our medics. Chief reviewed the Districts Emergency Response Summary report found in the commissioners book pages 54 through 68 highlighting patient transports, patient contacts, impact fees, EMS contacts, transports out of Lehigh, EMS & Fire training, Life Safety and Support Services Division. Chief reviewed the Financial Data Statistics and Anita Kressel; Finance Manager answered any questions the commissioners had. Other topics Chief update us on were:

- The supply location for EMS has been relocated in side of Station 102
- Chief Nickell is working on a new Bar Code System
- The new BC truck is in the works
- Update on the purchase of the land on Homestead Rd

- A final inspection of the new Engines were completed by Logistics
- Update on the Homestead Rd widening project
- Assistant Chief Naranjo updated the logo on uniforms and trucks
- We will be putting an Engine, Rescue and Brush truck in the Spring Festival Parade in March
- Department Physical will begin March 11th

Assistant Chief Bennett: Chief Bennett spoke on the Juvenile Fire Safety class, Spring Festival and the 1st aid tent we will be having at the Spring Festival, EMS Software update and going out for RFP's . Chief Bennett answered questions from commissioners regarding the EMS software.

Finance Manager Anita Kressel spoke about the options for credit card fees and saving an overall 32% for the district and public. She updated the commissioners on the general fund transfers. Tuscan will be in next week starting on the audit.

Chief Nickell talked about the parade and the new Engines that are expected to be delivered in the next few weeks. He explained the bar coding systems he is putting in place.

DVP: Chad Ketron stated moral is moving up and everything is looking positive. Commissioner Anderson did his ride along on his shift, this went great. We continue to move forward, actions speak louder than words and we all see everything moving along very well.

ATTORNEY REPORT: Attorney Pringle gave a report on the LAMSID litigation and the legislative changes on all government properties. Attorney Joshi can be available when and if needed during the Chief's contract Executive Summary topic.

COMMISSIONERS COMMENTS: Commissioner Anderson went on some ride a-longs and said they were very interesting cases. He would like to see more residents utilize the Lehigh hospital. The Paramedics and all employees were very professional. He apologized for the past, and learned a lot from the ride a longs. Commissioner Cunningham thanked the medics for the care with a mom and 6 year old at Wal-Mart. She witnessed great care with them. Commissioner Carter stated that our people are very professional and we are here for the community. Commissioner Smith questioned the Treasurers report and thinks we can get a better interest on our money and accounts.

PUBLIC COMMENT ON AGENDA ITEMS: Larry Becker spoke about the raises and insurance for commissioners, he feels strongly against it at this time. He is pleased to learn that Commissioner Anderson is learning all about the board.

CONSENT AGENDA:

- Workshop Minutes of January 14, 2017
- Regular Commission Meeting Minutes of January 17, 2017
- Treasurers Report

Commissioner Carter motioned to accept the consent Agenda with a second from Commissioner Anderson, Motion carries 5/0

UNFINISHED BUSINESS: None

NEW BUSINESS:

Spring Festival Fees- Chief Bennett spoke about the request from the Lehigh Acres Spring Festival Committee to waive all fees associated with the 2017 Spring Festival. Commissioner Anderson believes we need to cover at least some of our costs. LCSO gets paid for their services and public safety costs money and we need to cover our costs. After much discussion between commissioners, a motion was made:

Commissioner Anderson motioned to wave the fees for this year and put them on notice that for next year we need to have this on an Agenda in December or January to review the fee structure at that time and that there may be fees next year for them. A second by Commissioner Kruse. Motion passed. 4/1 with Commissioner Smith being the opposing vote.

Organizational Chart- Chief DiLallo has two objectives on the Organizational Chart. 1.) To approve an updated organizational chart to meet the needs of the District in the future. 2.) Approve to fill Assistant Chief of Administration position with interim position until the new budget year. Chief showed the current, old and proposed charts. After discussion, a motion was made.

#1.) Commissioner Anderson motioned to accept the organizational chart as presented. Commissioner Carter second, Motion passed all in favor. 5/0

#2.) Commissioner Anderson motioned to approve Chief DiLallo to fill the Chief of Administration position, second by Commissioner Carter. Motion passed all in favor. 5/0

Chief Employment Agreement- Chief DiLallo presented an agreement then turned the floor over to the Chair; Commissioner Kruse updated everyone on all of the past commission meetings regarding the Chief's job requirements. Attorney Pringle explained the version of the contract, the changes Chief made and Attorney Joshi's input. During discussion, Chief's job description was discussed as well. A motion was made on the Fire Chiefs job description prior to his employment agreement.

Commissioner Anderson motioned to approve the current job description and requirement's adding # 4 Work Environment and #2 Qualifications and Requirements from the previous job

description. He would like to see these added in all job descriptions. Second by Commissioner Carter. Motion passed. 5/0 (approved job description attached)

Commissioner Kruse made a motion by giving direction to Attorney Pringle and Attorney Joshi to go into formal negotiations with the Chief; Commissioner Smith stated Attorney Joshi being the lead lawyer. Commissioner Cunningham second. Roll call vote:

Commissioner Anderson aye

Commissioner Cunningham aye

Commissioner Kruse aye

Commissioner Smith aye

Commissioner Carter aye

Motion passed 5/0

Attorney Contact- Commissioner Kruse spoke on who is authorized to contact the department attorneys and when it is appropriate to do so. In the past, the Board Chair and the Chief were the only personnel who could contact department attorneys at free will. This has created repetitive contacts on similar subjects and unnecessary high attorney bills. A few comments from a past employee in the audience was allowed and after much discussion between commissioners, Attorney Pringle gave recommendations to the board on how to handle this. After much discussion, a motion was made.

Commissioner Anderson motioned to have only the Chair and the Chief to call Attorney's and the Chief to disseminate information on to the Board members, with a second by Commissioner Kruse. Motion passed. 4/1 with Commissioner Smith being the opposing vote.

District 6 Collective Bargaining Agreement- Chief DiLallo is Requesting the Board to approve and give authorization for him to open up the District 6 collective bargaining agreement. There are three (3) articles in the current District 6 Collective Bargaining Agreement that would be negotiated. Chief stated this was to clean up some language and there would be no fiscal impact to the District.

- 1) Article 7 Wages
- 2) Article 9 Hours of work
- 3) Article 22 Clothing Allowance

Commissioner Carter asked if Attorney Joshi would be involved in this and Chief stated that he would be the only one negotiating and Attorney Joshi would be looking at it for a final review. Commissioner Anderson motioned to allow Chief DiLallo to open up the three articles as listed with a second by Commissioner Carter, motion carries. 5/0

Recess 7:21 pm

Resumed 7:29 pm

Contracts & Agreements- Commissioner Anderson suggested all current contracts and agreements must be reviewed by the Board with amounts above \$3,000.00. Commissioner Smith and Anita are working together at this time on a spread sheet to show any checks written on amounts above \$5,000.00 after some discussion a motion was made:

Commissioner Anderson motioned to have all Commissioners review all contracts and agreements on an excel sheet, discussion. Motion withdrawn.

Commissioner Smith motioned to table this topic until next month's commission meeting. Commissioner Carter second. Motion passed. 5/0

Trading Parcels- Commissioner Anderson would like to talk about trading parcels with Tice Fire District. Commissioner Kruse suggested talking to Dr. Granito regarding Astoria and Varsity Lakes area. With no motion, the Board gave direction to the Chief to look into this and get back to them.

Plaques & Photos- Commissioner Anderson would like plaques with pictures for all current and former Chiefs since day one be made and put up at our training/commission room for all to see. The Board gave direction to the staff to look into doing this. There was no motion made.

District Representative to Attend Community Meetings- Commissioner Anderson would like to appoint a representative to attend the Community Council meetings. Attorney Pringle recommended not to appoint or to take any official action to appoint a specific person to attend community meetings, but to, freely allow someone to attend in our behalf as a guest only with no voting authority, not as a member or decision maker. The Board understood his direction, no motion made.

Commissioners Stipend- Commissioner Anderson would like to raise the dollar amount on commissioner's monthly pay and acquire health insurance that the department would pay for to include all Board members. Attorney Pringle stated Section 191.005 subsection 4 prohibits by law to take this topic up tonight; as it was not properly noticed in the paper prior to this evenings meeting. Commissioner Carter suggested tabling this topic until budget time and Commissioner Cunningham agreed. A motion was made:

Commissioner Anderson motioned to increase the stipend and insurance for the commissioners on next month commission meeting and to properly notice in the paper as per State Statute 14 days prior to the board meeting, Second by Commissioner Kruse. Motion passed. 3/2 Commissioner Carter and Cunningham being the opposing vote.

Fire Chief Job Description and Annual Evaluation Procedure- The majority of this was discussed under the fire chief employment agreement, therefore Commissioner Smith is withdrawing the Job Description. He is asking all Commissioner's to review and make any changes to the procedure they see fit, bring to the Chief for review and return it at a later meeting.

PUBLIC COMMENT: John Benson resident spoke on how commission meetings were being run.

COMMISSIONERS CLOSING REMARKS: Commissioners thanked everyone for coming out and welcomed the new employees.

ADMINISTRATIVE CLOSING REMARKS: Chief DiLallo thanked the public and the board. Congratulations to Captain Ketron.

ADJOURN: 8:29 pm



Commissioner Anderson, Secretary