

LEHIGH ACRES FIRE CONTROL AND RESCUE DISTRICT

COMMISSION MEETING

MINUTES

November 27, 2012

The November 27, 2012 regular Commission Meeting of the Lehigh Acres Fire Control and Rescue District Board of Commissioners was held at Lehigh Acres Fire Control and Rescue District Station 104, 3102 16th St SW, Lehigh Acres, FL 33976. The meeting was opened at 4:00pm by Commissioner Becker. Present were: Commissioner Carter, Re-elected Commissioners Adams and Becker; Newly elected Commissioners Kruse and Danis; Assistant Chief Bennett, Battalion Chief Wayne, Division Chief Nickell, Captains McDowell and Ketron, and Admin Assistant Platas. Attorney Pringle was also in attendance.

After the Pledge of Allegiance, Attorney Pringle gave the invocation.

Attorney Pringle read the Oath of Office to the four re-elected/new Commissioners:

Laurence Becker
David Adams
Jacqueline Danis
Catherine Kruse

ADOPTION OF AGENDA:

Commissioner Becker asked if there were any additions, corrections or deletions to the Agenda. Commissioner Carter motioned to approve the Agenda as presented. Attorney Pringle stated he was speaking with Battalion Chief Wayne and he requested to reverse the order of the last two Agenda items in New Business. Commissioner Adams seconded the motion. Motion carries.

CONSENT AGENDA:

- Special Commission Meeting October 19, 2012
- Regular Commission Meeting Minutes of October 30, 2012
- Treasurers Report

Commissioner Becker stated he wanted to clarify that the investigation with the Sheriff's office into the possible hacking into our computer system will still be on-going. Commissioner Becker motioned to approve the minutes with a second from Commissioner Danis. Motion carries.

Treasurer Report – Commissioner Adams motioned to approve the Treasurers Report with a second from Commissioner Carter. Commissioner Kruse asked if she could get the figures for the unaudited carry-forward for last fiscal year 2011/2012 and also get an idea of the unaudited loss for fiscal year 2011/2012 would be. Motion carries.

PUBLIC COMMENT ON AGENDA ITEMS:

Rob Robbins

DEPARTMENT REPORTS:

Assistant Chief Bennett spoke on the following items:

- Life Safety Events – thanked Janis Williams and Eddie Schreier for their help.
- Review the Commission packet and let us know if you want anything removed.

Battalion Chief Wayne spoke on the following items:

- 806 Emergency calls during October which reflects a 5% increase from last year.
- Possibly will start to run another unit – ambulance
- Had 4 resignations in the last 30 days. Policy on the Agenda to review. Revisions to allow us to hire the most qualified people that we can.
- Moving people around to try to alleviate OT.
- Everyone is compliant with their EMT and Paramedic certifications.

DVP:

Walt Stevens, President of SW FL Professional Firefighters and Paramedics
Brad Labar, District 6 DVP.

ATTORNEY PRINGLE:

Representative Caldwell's assistant forwarded an email to him regarding the Jan 29, 2013 delegation hearing. If the District wants any special legislation that they want to be heard, we need to take some action to move this along. We can put this on the December meeting agenda. The other item to be addressed is the fire assessment fee. Matt Caldwell or his assistant will be asked to attend next Commission meeting on December 18 and to speak on the assessment item and boundary changes and anything else we deem appropriate.

Attorney Pringle will hand out for review, the requested amendments to the Commission Manual that Commissioner Carter requested. It will be handed out tonight and added to next Agenda.

COMMISSION REPORTS:

Commissioner Carter stated the department's hurricane plan and the Hazardous Materials report need to be updated with new names and phone numbers. She also stated we need to start looking at Genesis Global and what they are doing. Their contract is soon to expire. Assistant Chief Bennett gave an update on Genesis Global.

UNFINISHED BUSINESS:

Standard Operating Procedure 100.17 - Use of Computer and Information Systems and Equipment – Commissioner Carter motioned to accept the 100.17 policy. After a slight discussion, motion has been withdrawn.

Commissioner Danis stated this needs to be revised because it's not employee friendly. It's too lengthy. Commissioner Carter thinks it is too lengthy also. Both Commissioners want something more employee friendly.

Commissioner Danis motioned for this document to be rewritten and revised in a simpler format to be easier to understand. Commissioner Kruse seconded the motion. There is no time limit. Bring back when revised. Motion carries.

NEW BUSINESS:

Re-Organization of the Board – Commissioner Becker thinks the process is making a nomination and then voting on from there. Everyone is in agreement.

Chairman position: Commissioner Adams nominated Commissioner Becker. Commissioner Danis nominated Commissioner Kruse. Commissioner Carter nominated herself. Commissioner Kruse motioned to close nominations for Chairperson. Second from Commissioner Carter. Motion carries.

Chairman position put to a vote:

Commissioner Becker – Commissioner Adams and Commissioner Becker

Commissioner Kruse – Commissioner Danis and Commissioner Kruse.

Commissioner Carter – Commissioner Carter

Commissioner Carter was out due to one vote. Another vote was taken and the results were:
Commissioner Becker – Commissioners Adams, Becker and Carter.
Commissioner Kruse – Commissioners Danis and Kruse.
Commissioner Becker is Chairperson.

Vice Chairperson:

Commissioner Becker nominated Commissioner Kruse for Vice Chair. Commissioner Danis motion to close nominations with a second from Commissioner Kruse. Motion carries 5-0.

Sec/Treas –

Commissioner Becker nominated Commissioner Adams. Commissioner Danis motioned to close nominations with a second from Commissioner Carter. Motion carries.

MEETING TIMES AND DATES – Commissioner Carter stated that due to the fact we have new Commissioners, she would like to recommend we change the meetings to 6:00pm. Commissioner Carter motioned that we change the time to 6:00pm for the regularly schedule monthly Commission Meetings with a second from Commissioner Danis. Motion carries.

DATES – Commissioner Becker stated this is the last Tuesday of every month. Commissioner Carter motioned that we keep the dates the same with a second from Commissioner Kruse. Motion carries.

COMMISSIONER HANDBOOK AND FLORIDA LAW – Attorney Pringle stated in the past he has performed a workshop about the Sunshine Law and the Commissioners Handbook. We can set this up as a workshop time if the Board desires. Commissioner Carter motioned that we move on with the workshop with a second from Commissioner Kruse. Janis will coordinate the dates and times. Motion carries.

Standard Operation Procedure 120.01 / Employment Review Process – Entry Level Operations Position – We revised this to allow for a better selection of candidates for open positions. Commissioner Carter motioned to accept with a second from Commissioner Adams. Past Deputy Chief Bill Liedtke spoke regarding the CPAT and the history of going with this. Bill suggests to go through CPAT first then review other candidates. Commissioner Becker stated he didn't want to have all this work put back on the employees to review backgrounds and such. That was the purpose of CPAT. They do the background work for you. He would like to see a little bit of both. Commissioner Kruse states it will open the door more if we get rid of the CPAT. She is looking at putting people in positions as soon as possible. She is in favor of going outside of CPAT right now. Battalion Chief Wayne stated we can either hire off the CPAT list or not. Motion was to accept 120.01 as presented. Motion carries.

Commission Handbook – Commissioner Carter stated we tried to set up a policy that walk-ons go to the Chief first. She does not like voting on something without the background data. She wants to have the policy added that we have background data before we vote on any item brought to the Board.

Commissioners will read the information at their own pace and vote on it next Commissioner Meeting. This will be on the Agenda for December.

Commissioner Carter also stated when the chair wants to make a motion, they should pass the gavel to the Vice Chair. She wants this added to the Commissioner Handbook.

Interim Fire Chief – Assistant Chief Bennett stated he would like Commissioners to consider filling the position of fire chief with an interim chief until such a time when it can be filled permanently.

Commissioner Danis motioned to appoint an interim chief with a second from Commissioner Adams. Commissioner Danis stated Battalion Chief John Wayne has stellar credentials. He has everything we are looking for when we look at the Chief's qualifications.

Commissioner Kruse asked if we could meet again December 18th and stay co-chief for now and make the decision December 18.

Battalion Chief Wayne stated there are things that need to be handled and one person needs to take the helm.

Being put to a vote (to hire an interim Chief) motion carries 3-2, with the opposing votes from Commissioner Kruse and Carter.

Commissioner Danis motioned to appoint Battalion Chief John Wayne as interim Chief with a second from Commissioner Adams. He will be making the salary that Chief Adams left at. The duties will be the same as the past fire Chief. 40 hour week. Start December 10th. Motion modified to include working under the chiefs job description as far as work goes, but otherwise to be under the District 19 terms with grievances and such. Modified approved by Commissioner Danis and approved by Commissioner Adams. Put to a vote, the motion carries 5-0.

Position of Fire Chief - Commissioner Carter stated we need to update the Chief's job description. Commissioner Carter motioned that we accept the current job description as written and use that to advertise for a Chief position with a second from Commissioner Adams. During discussion, it was determined using the entire job description to include the qualifications.

Commissioner Kruse stated we may want to consider lowering the education level. It was determined that a Bachelors degree was needed.

Commissioner Carter modified her motion -Motion to adopt the job description including the requirements and qualifications as currently written. Second by Commissioner Adams. Motion passed.

Process for selecting a permanent Chief – Attorney Pringle will bring options to the next meeting.

Commissioner Adams wants Jan 11, 2013 deadline to receive applications. Commissioner Becker thinks we can wait till the next meeting to discuss the procedures.

Attorney Pringle stated we really won't be able to look at applications until the Feb meeting and that would be tight.

Commissioner Carter – motioned to table this item with further input from staff and attorney for the Dec meeting with a second from Commissioner Kruse. Motion passed 4-1 with the opposing vote from Commissioner Adams. Motion passed.

PUBLIC COMMENT:

Ralph Hemingway
Walt Stevens

COMMISSIONERS COMMENTS:

None.

6:51pm



David Adams, Secretary