

SANIBEL FIRE & RESCUE DISTRICT
Minutes of the Fire Commission Meeting
December 8, 2021

Commissioners –Chairman Jerry Muench, Vice Chair Bruce Cochrane, Secretary Richard McCurry
Fire Chief Bill Briscoe
Deputy Fire Chief Kevin Barbot
Division Chief Tim Barrett
Fire Marshal Larry Williams
Administrator Mary Hickey
Assistant Administrator Samantha Quinn

In attendance were the following: Firefighter Martin, Captain DiMaria, and the Breeze Newspaper.

Commissioner Muench opened the meeting at 9:00 AM. Commissioner Muench led the Pledge of Allegiance.

1st Order of Business: The minutes for the November 10, 2021, commission meeting were reviewed and accepted by the Board Members. A motion was made by Commissioner McCurry to accept the minutes as presented. The motion was second by Commissioner Muench. There was no discussion. The motion was approved unanimously.

2nd Order of Business: Administrator Mary Hickey reviewed the account balances and stated the District has received \$2,413,000 from the Ad Valorem taxes. The fund summary was broken down and reviewed; Administrator Hickey stated we are not making any interest. The District just started the third month in the approved budget and we are in good shape.

3rd Order of Business: Division Chief of Training Barrett reviewed the on-going training throughout the month of November. The next lecture by our Medical Director, Dr. Benjamin Abo, will be on December 21, 2021. Each shift continues with online Target Solutions training that tie into the lectures with the Medical Director. Firefighters are still practicing forceable entry drills. The District is looking at redesigning the fire tower. Swim training is coming up. The District attended an active shooter training and we are working on adjusting how our firefighters respond to an active shooter incident, this will more align with the Lee County Sheriff. We will be assisting with Ding Darling for their schedule pack test. CPR training continues across several large companies on the island.

4th Order of Business: Assistant Administrator Quinn went over the social media and website interactions:

Website visits for November: 9,184
Post Reach: 3,527
Post Engagement: 900
New Page Likes: 27
Total Page Likes: 2,208
Total Page Follows: 2,448

5th Order of Business: Fire Marshal Williams continues annual inspections. There is a new flip flop company set to open. Bailey's Hardware Store will be closed off for remodel work. Other projects coming up will be the demo of the theater. Commissioner McCurry asked, do you have a date? Fire Marshal Williams said, no, we are still waiting on a date from the city, but it will probably be pushed off until March 2022.

6th Order of Business: Deputy Chief Barbot reviewed the calls. November 2020, we responded to 110 calls and November 2021 we responded to 112 calls. Year-over-year calls are up 17% with calls totaling 1,589 compared to 1,345 YTD in 2020. Looks like we'll have our busiest year on record if we keep going. The security system is underway, about 2-3 weeks until it is fully complete at both stations. Captain Jackson and I have been working on a Beach Rescue Vehicle Grant through Firehouse Subs. The grant submission starts January 2nd, 2022, and we should have everything ready for that open enrollment. Brush 171 will be taken in to replumb, this ensures no cracks in the line. Hose testing was completed last month. The new treadmills should be here in about a week or a week and half. The Cascade System should be installed mid-December. A-Shift assisted with Christmas tree deliveries for the Lions Club. Fire Chief Briscoe stated we borrowed a pressure pump from Fort Myers Beach Fire, and we are going to look into purchasing it from them.

7th Order of Business: Resolution 2021-12-01. Chief Briscoe stated, we have a resolution for Lexipol for the purchase of State-Specific annual fire policy manuals and daily training bulletins with fire operations procedures, and grant services. Billing for the services will be paid as a one-time fee of \$23,293.45 and annually thereafter the District will be charged \$7,902.45. Funding for this purchase are at \$23,293.45 and are available in the general fund. Fire Chief Briscoe said, Kevin and I have spoken to several fire departments that use Lexipol and they are all very happy. Fire Chief Briscoe stated, the initial cost is \$23,000, we didn't budget for this but the funds that the District has saved on the budgeted items of the security system and the cascade system will pay for this policy. Commissioner Muench said, let's go over this. Deputy Chief Barbot stated, once we start the review process, every week there will have a meeting to go over a different policy section. This will continue each week until our policy meets all state and federal guideline. Once they complete the policy then monthly training will be sent out to all our employees. There are a lot of policies that the District has never implemented. Commissioner Muench asked if this was strictly for liability. Fire Chief Briscoe said, yes this is all about keeping our District safe from lawsuits. Deputy Chief Barbot stated the company serves over 2 million public safety personnel. Also, one of the primary things we liked is if they have a policy that they wrote, and if a lawsuit comes, they will 100% cover the cost. Commissioner Cochrane said, I'm good with it. Fire Chief Briscoe stated there are no quotes because we have a sole source letter stating they are the only company that provides this service, we were not able to find 3 bids. Administrator Hickey read Resolution 2021-12-01. **A motion was made by Commissioner Muench to accept the resolution for \$23,293.45 for the first year and \$7,902.45 thereafter as presented. The motion was second by Commissioner McCurry. There was no discussion. Upon being put to a vote the resolution was approved unanimously.**

8th Order of Business: The District budgeted for the air vault which is the second phase of the updates for the breathing air system. We need approval for the department to purchase.

9th Order of Business: Fire Chief Briscoe thanked Deputy Chief Barbot and Captain DiMaria for all their help at the Annual Award Ceremony

10th Order of Business: Chief Briscoe went over years of service. Captain Chris Jackson started December 1, 2003, for 18 years of service. Division Chief Barrett started December 14, 1998, for 23 years of service. Firefighter Arian Moore started December 27, 2016, for 5 years of service.

11th Order of Business: Commissioner Muench stated, I have a letter from Administrator Hickey that he read to everyone. It stated that Administrator Hickey is officially retiring from the District. Commissioner Muench stated, we, the commissioners, will accept your retirement, you'll be here for two more weeks, and start take leave until June. Assistant Administrator Quinn will be assuming the Administrator position. Fire Chief Briscoe said, we are going to look for someone to meet the needs of the front, might be a temporary employee until we find the right person. Commissioner McCurry said, congrats on your retirement, and leaving on December 23rd, is there anything else you are involved in? FASD? Administrator Hickey said, I will still be involved until I retire.

12th Order of Business: No Union or public items to discuss. Commissioner McCurry said, thank you for the Annual Award Ceremony, and also the Christmas decorations look fantastic.

Meeting adjourned at 9:34 AM

Commissioner Jerry Muench

Commissioner Bruce Cochrane

Commissioner Richard McCurry