



**Sanibel Fire & Rescue District
Board of Commissioners Meeting Minutes**

DATE: Wednesday, July 10, 2024 @ 9:00 AM

ATTENDEES: Jerry Muench (Chairman) – *present via Microsoft Teams*
Bruce Cochrane (Vice Chairman)
Richard McCurry (Secretary Treasurer)

Kevin Barbot (Fire Chief)
John DiMaria (Deputy Chief)
Chris Jackson (Assistant Chief)
Larry Williams (Fire Marshal)
Greta Fulkerson (Administrative Assistant)

Tiffany Repecki (The Island Reporter) – *present via Microsoft Teams*

The meeting was called to order by Commissioner Cochrane. Commissioner Cochrane led the Pledge of Allegiance.

1. Minutes of the Previous Meeting

The minutes of the June meeting were reviewed. **A motion was made by Commissioner McCurry to accept the minutes as presented. The motion was seconded by Commissioner Cochrane. There was no discussion. The motion was approved unanimously.**

2. Fire Marshal Williams' Report

Fire Marshal Williams presented his report for the month of June, noting there had been 180 inspections and 82 plan reviews. Fire Marshal Williams reported that three buildings had been finalized at Casa Ybel, including the underground tanks for grills. The Atrium and Ocean's Reach had been CO'd, fire alarms in all three buildings at Sanibel Sea View had been completed, and nine buildings at Sanibel Arms West were almost completely done. Fire Marshal Williams noted that every building at Pointe Santo had been done and would be CO'd once the fire alarms were done. Two buildings at Sandalfoot were complete, the third was imminent. It was noted that letters are to be sent to general contractors to advise them they were acting unlawfully by allowing residents to move back into their units pre-maturely, which they should already know. Fire Marshal Williams clarified that residents were moving back into their property and not considering the entire building, contractors were telling people to move back in, which was the issue. As the District is partially liable, it is important that residents do not move back into their units until buildings are completely safe and ready.

3. Assistant Chief Jackson's Report

Assistant Chief Jackson presented his report, noting that Engine 179 is currently having air conditioning maintenance. A brush truck VIN number has been assigned by Ford and the chassis is currently being built with an expectation it will be with the breakdown company by mid-August. Assistant Chief Jackson presented pictures of a similar truck chassis and bed for reference. Assistant Chief Jackson noted that problems with the small leak on Engine 179 were continuing with repairs being delayed. Assistant Chief Jackson was pleased to report that the foundations for Station 172 were complete, the concrete test had been done and there should be six courses of block around the building by Friday. The first floor should be complete in around five weeks. Assistant Chief Jackson presented a drone video of the site.

4. Deputy Chief DiMaria's Report

Deputy Chief DiMaria presented his report, noting that call volumes were up by 35% from last year, with 749 calls so far. The target of 90% in under 120 seconds was being maintained. With regard to training, Deputy Chief DiMaria reported that natural gas training had been completed by an external company. A truck from Waste Management had been used in the training, which had been useful. Deputy Chief DiMaria highlighted that marine operations were maintained, new boat operators were being trained and there had been plans for rescue swimmer operations prior to the last event, with phase one being in the pool, phase two in the boat. Deputy Chief DiMaria reported there had been three or four events over the past month, recognizing the roles of Captain Wilkins, Firefighter Clement and Firefighter Shelby in the rescues. Deputy Chief DiMaria noted medical training on PXA for major trauma patients, that medication was now on trucks. Ongoing training was

noted around online pediatric emergencies through HandTevy, the plan was for everybody to be certified with that training.

With regard to the community, Deputy Chief DiMaria reported that CPR classes were scheduled over the coming months, also the retirement of Firefighter Carl Johanson, the 4th of July parade along with the annual water balloon fight at the Rec Center, and that Chief Barbot had been interviewed for a documentary.

5. Chief Barbot's Report

Chief Barbot presented the financial update, noting an outstanding amount of unpaid property taxes of \$88,000. Chief Barbot noted they were on track with budgets for personnel services and operating expenses, and that capital outlay was also on track. Chief Barbot noted that Captain Martin had 17 years of service with the District.

6. Business Agenda Items

I) Resolution 24-017 – Station 172 Builder's Risk Insurance

Chief Barbot outlined that Builder's Risk Insurance was a requirement because Federal and State funds were being used for the reconstruction of Station 172, it had been included in the cost given by Schenkel Shultz for building cost, however it had not been included as part of the general CMP contract received at \$7.5 million. Chief Barbot reported that he had obtained quotes for the policy from four agents, the lowest price was \$75,000.

Resolution 24-017 was read by Administrative Assistant Fulkerson. A motion was made by Commissioner McCurry to approve Resolution 24-017 regarding Builder's Risk Insurance. The motion was seconded by Commissioner Cochrane. There was no discussion. The motion was approved unanimously.

II). Resolution 24-018 – Set Tentative Millage for Fiscal Year 2024-2025

Chief Barbot reported that there had been a meeting with the property appraiser, where they were advised that any home that was uninhabitable post January 1st of this year would not be reflected on tax roles for the upcoming year. Chief Barbot shared the Sanibel Fire Tentative Millage Fiscal Year 2024-2025 presentation.

A question was raised around whether grants were available, Chief Barbot reported not, although the state had pledged assistance. Chief Barbot noted that appropriation of funding would not come into the District until after July 2025, because the state budget started on July 1st.

It was suggested that if money were to come in for 2025 they could carry it over to the next year's budget. Chief Barbot agreed that it could be carried over, adding that if the Board used reserves in the next fiscal year the funds could be used to replenish funds already used.

Chief Barbot clarified that he was asking the Board to go back to the 1.7 amount for millage rates and to go back to a pre-Hurricane Ian budget amount, which would give time to work on the budget and present that to the Board in September.

Resolution 24-018 was read by Administrative Assistant Fulkerson. A motion was made by Commissioner Cochrane to approve Resolution 24-018, setting the Tentative Millage for Fiscal Year 2024-2025. The motion was seconded by Commissioner McCurry. There was no discussion. The motion was approved unanimously.

III) Resolution 24-019 – Budget Amendment No. Four

Chief Barbot outlined where there were minor changes from July 2023 to October 2023, and that he was proposing minor budget amendments.

Resolution 24-019 was read by Administrative Assistant Fulkerson. A motion was made by Commissioner McCurry to approve Resolution 24-019, amending the FY 2023 budget. The motion was seconded by Commissioner Cochrane. There was no discussion. The motion was approved unanimously.

IV) Board Approval Needed for Policies

Chief Barbot requested Board approval for:

Policy 200 – Organizational Structure

Policy 205 – Liability Claims

Policy 209 – Post Incident Analysis

Policy 211 – Solicitation of Funds

Policy 213 – Limited English Proficiency Services

Policy 329 – Ride Along Program

Policy 330 – Grocery Shopping on Duty

Policy 700 – Use of District and Personal Property

These had been emailed to the Commissioners for review. Commissioner McCurry wondered whether approval could be made uniform, rather than being for fiscal year 2023-2024 and approval being sought every year. Chief Barbot agreed he would change that.

Action:

Chief Barbot to change to a uniform approval for policies.

Commissioner Muench expressed concern about the ride-along policy. Chief Barbot responded that most ride-alongs were vetted by officers and that the Chief Officer would have the ultimate decision on whether they are carried. Chief Barbot noted the policy had always been in place but hadn't been standardized. Chief Barbot noted that most ride-alongs were students in EMT or Paramedic school or were in fire school, anybody from a local school under the supervision of firefighters would be under their own insurance policy. Chief Barbot

assured Commissioner Muench that anybody carried was not privy to any personal or medical information. Chief Barbot confirmed there was no log for ride-along passengers, but he would implement one.

Action:

Chief Barbot to implement a log for ride-along passengers.

A motion was made by Commissioner Cochrane to approve all policies listed above. The motion was seconded by Commissioner McCurry. There was no discussion. The motion was approved unanimously.

V) Fire Chief Annual Evaluation

Chief Barbot requested Board approval for the Fire Chief Annual Evaluation, Commissioner McCurry recalled that the Chair, Commissioner Muench, had approved that last year. Commissioner Muench wondered whether there was a pay raise included. Commissioner McCurry suggested the whole contract would be looked at and would include a pay review. Chief Barbot confirmed he had another three years left on his contract.

The Board agreed that Chief Barbot should continue, with a review of all criteria in September at the budget workshop.

7. Commissioner Items

It was proposed to cancel the August Fire Commissioner meeting and hold the next meeting on September 18th at 3:30 PM, which would be followed by the Final Budget Hearing at 5:01 PM.

A motion was made by Commissioner Cochrane for the cancellation of the August meeting, the next meeting to be held on September 18th at 3:30 PM, to be followed by the Final Budget Hearing at 5:01 PM. The first budget hearing mandated by the State to be on September 5th at 5:01 PM. The motion was seconded by Commissioner McCurry. There was no discussion. The motion was approved unanimously.

8. Union Items

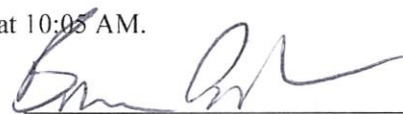
No items to discuss.

9. Public Input

No input to discuss.

There being no further business, the meeting was adjourned at 10:05 AM.

Commissioner Jerry Muench



Commissioner Bruce Cochrane



Commissioner Richard McCurry