

AGENDA

REGULAR MEETING

BOARD OF COMMISSIONERS

MONDAY, April 1, 2019

1:00 P.M.

- I. Call to Order**
- II. Roll Call**
- III. The Pledge of Allegiance**
- IV. Public Comments**
- V. Approval of Minutes**
- VI. Voting Items**
 - 1. 2017/2018 Yearly Audit – Joe Meyers**
 - 2. Health Insurance – Doug Zaragoza**
 - 3. Tierra Verde EMS and Fire Budget 2019/2020**
 - 4. Lealman EMS Budget 2019/2020**
 - 5. Ice Machine Station 21**
 - 6. FMLA Policy Proposal**
- VII. Secretary's Report**
- VIII. Chief's Report**
- IX. Commissioner's Report**
- X. Old Business**
- XI. New Business**
- XII. Good of the Organization**
 - 1. Thank You Letters**
- XIII. Adjournment**

**Lealman Special Fire Control District
Commissioner's Meeting Minutes
March 4, 2019**

I. The meeting was called to order at 1:00 with Chairman Ron Kemerer presiding.

II. Roll call of commission members:

Present: Jay Alexander, Kathleen Litton, Rebecca Harriman, Ron Kemerer and Vivian Campbell

Absent:

III. The Pledge of Allegiance

IV. Public Comment

V. Approval of Minutes

There is a motion to accept the February 4, 2019 minutes as written.

Motion: Vivian Campbell

Second: Kathleen Litton

Vote: 5-0

VI. Voting Items

1. D.C. Wunderle told the commission that Andrew Kicklighter passed his test and is now a EVT Level one. He also told the commission that he and Andrew met with Chief Mixon from Pasadena FD and discussed the possibility of Lealman doing their vehicle maintenance. D.C. Wunderle went over the additional cost of the insurance as well as what we would charge for Andrews hourly rate as well as after hours call rates. D.C. Wunderle asked for a vote to approve the outside maintenance as well as purchasing the Garage Keepers Liability insurance.

There is a motion to move forward with the revenue generating maintenance program and to purchase Garage keeper /liability insurance in the amount of \$17,183.00.

Motion: Kathleen Litton

Second: Jay Alexander

Vote: 5-0

2. D.C. Wunderle also went over some quotes he received for fork lifts. He also suggested to the commission that he could look at machinery actions to see if he could get a good deal there.

The commission would like D.C. Wunderle to continue looking into other avenues for purchasing a fork lift.

VII. Secretary's Report

VIII. Chief's Report – Chief Graham went over his report with the commission. He also brought them up to date on what is going on with the Data Driven Focus Group.

****The commission broke for a break at 2:15****

****The commission reconvened at 2:29****

IX. Commissioner's Report

1. Commissioner Jay Alexander has nothing to report.
2. Commissioner Rebecca Harriman told the commission that there have been some county meetings regarding capital improvements in the Lealman area. They are talking about changing narrowing 54th Avenue to one (1) lane in each direction so they can put in a median and plant flowers. She is concerned about the amount of traffic it will cause in her neighborhood.
3. Commissioner Litton asked Commissioner Harriman when the LCD meetings were. Commissioner Harriman told her she could find that information on the county web site.
4. Commissioner Vivian Campbell has nothing to report.
5. Commissioner Ronald Kemerer has nothing to report.

X. Old Business

1. Chief Graham told the commission that he is moving back the employee appreciation luncheon because Commissioner Litton will be out of the country.

XI. New Business

1. Chief Graham went over the legislative updates. He told the commission that they are working to push through the cancer presumption. He also told them about the ADA compliance for websites, they are trying to get it changed to only have to put the agenda on the websites.

XII. Good of the Organization:

1. Chief Graham told the commission about the VIP party they had before the awards dinner.

XIII. Citizens to be Heard:

XIV. Adjournment: There is a motion to adjourn at 3:17.

Motion: Rebecca Harriman

Second: Kathleen Litton

Vote: 5-0

Ronald Kemerer, Chairman

Rebecca Harriman, Secretary/Treasurer

Chief's Report

April 1, 2019

Injuries / Sickness / FMLA

- 1.) Off Duty Medical / Injuries / FMLA:
Larry Thompson – Is off on Sick Leave.
Scott Schlindwein – Is off on

- 2.) In the Line of Duty FMLA/Injuries:

Updates:

- 3.) 5490 43rd Street Property – Fence has been completed and looks really nice. The additional fencing has definitely improved security for the area.

- 4.) Data Driven Focus Group – Verbal update on the last meeting on March 29, 2019.

- 5.) Station 21 – Roof estimate – Captain Guiles has obtained 3 bids and I have forwarded them to Craig Hare for the county's decision on what they want to do. We provided bids for metal and shingle roof systems. (No change).

- 6.) Station 19 Penny Project – I sent a letter to Bureau Director Jim Fogarty on the request for a new Station 19 Project for \$3.6 million dollars. This amount was based on an average of three recently built fire stations in Pinellas County. A lot more discussion will follow on this item as we prepare to build this project. Verbal update. They met and I am waiting to see what happens next. (No change).

- 7.) Yearly Audit – On the agenda for presentation.

- 8.) Division Chief Millican – Lt. Dean has agreed to help DC Millican manage the activities while he is away. DC Millican remains on detail to Tallahassee and returns to participate in the DDFG meetings.

- 9.) New Hires – Six (6) new hires started March 18, 2019 and will be on orientation for 3 to 6 weeks.

- 10.) Mechanics Truck and New Engine – Have been ordered and will take several months to receive.

- 11.) Tierra Verde – Fire and EMS budgets will be sent to the county on April 5, 2019 for this year's TVFD draft budget. Everything is based on the county work sheets, the county formulas, and submission process.

- 12.) **Lealman EMS – The EMS budget will be sent to the county on April 5, 2019 for this year’s Lealman EMS draft budget. I have also requested a partial FTE for the EMS administrative supervision. The extra funding is not reflected on our budget, however if the county authorizes the additional funding, it will be added to our EMS budget automatically.**
- 13.) **Lealman Fire – Staff is currently working on a draft budget we should have the document completed soon.**
- 14.) **Fork Lift – Staff continues to work on this project.**
- 15.) **Maintenance Contracts – I have forwarded to South Pasadena Fire Department a hold harmless agreement that our attorney, Andy Salzman sent to me. Their fire chief has sent the agreement to their attorney and we are waiting to hear back. As soon as we have a go ahead on the agreement, we will purchase the insurance that the commission authorized last meeting and then begin the additional contract work.**