

MINUTES  
WORK SESSION MEETING & REGULAR MEETING OF THE  
FORT MYERS BEACH BOARD OF FIRE COMMISSIONERS  
TIME: 9:00 AM  
DATE: January 24, 2017  
PLACE: 3043 Estero Boulevard, Station 31 – Training Room  
Fort Myers Beach, Florida 33931

IN ATTENDANCE: Chairwoman Morris, Vice-Chairman Schindler, Sec./Treasurer Raymond, Commissioner Fleming, Commissioner Wood, Fire Chief Matthew Love, District members and members of the public.

**1. Meeting Called to Order**

**2. Pledge of Allegiance**

**3. Adoption of Agenda**

Chairwoman Morris called for a motion to adopt the agenda. Chief Love requested to add 11D – COPCN Approval under “new business”. Sec./Treasurer Raymond made a motion to adopt the amended agenda. Commissioner Fleming seconded. Motion approved unanimously 5 – 0.

**4. December 20, 2016 Regular Meeting Minutes [Discussion/Approval]**

Chairwoman Morris called for a motion to approve the December 20, 2016 meeting minutes. Vice-Chairman Schindler made a motion to approve the December 20, 2016 meeting minutes. Commissioner Fleming seconded. Motion approved unanimously 5 – 0.

**5. Treasurer’s Report**

Chairwoman Morris requested Sec./Treasurer Raymond to read the Treasurer’s report for December 2016.

Sec./Treasurer Raymond reviewed the summary of bank and investment account activities for month ending December 31, 2016.

- A. December 31, 2016 Department Checks #42561 through #42639 for a total of \$208,886.98. [Discussion/Approval]

Chairwoman Morris called for a motion to approve the December, 2016 Treasurer’s report. Commissioner Fleming made a motion to approve the department checks for December, 2016. Vice-Chairman Schindler seconded. Motion approved unanimously 5 – 0.

**6. Chiefs Report [Information]**

Chief Love highlighted items on the Chief’s report, as well as:

- Retirement recognition for Tom May and JP Duncan at the February 21<sup>st</sup> Board meeting.
- FASD handout passed out regarding June conference.
- FASD meeting in Lehigh.

- Fresh Market event inspection discussion.
- Statistical data report discussion. (annual vs. calendar report)

**7. Attorney Report [Information]**

Chairwoman Morris gave an update regarding the White case.

**8. Restate Agenda Items [Information]**

**9. Public Input – Agenda Items Only**

None

**10. Old Business**

A. Commissioner Retreat Update [Information/Discussion]

Chief Love presented the different options for the Board retreat. The Board discussed the options and chose to go with presentations from Greater Naples Fire. Staff will work to solidify the event and provide further details.

B. Board of Fire Commissioners Policy Manual [Information/Discussion]

Chairwoman Morris reviewed the list of information for creating and updating the Board’s policies. Chief Love will put the suggested information into a draft form for the Board to review and discuss.

Chief Love suggested that the Board table items 10C and 11C due to time constraints. Vice-Chairman Schindler made a motion to table item 10C. Commissioner Wood seconded. Vice-Chairman Schindler made a motion to table item 11C. Commissioner Fleming seconded.  
Motion approved unanimously 5 – 0.

C. Long-Term Facility Planning Update [Information] - TABELED

**11. New Business**

A. Updated Job Description & Pay Schedule Approval [Discussion/Approval]

Chief Love and the Board discussed each position change in detail. Chairwoman Morris called for a motion to approve the updated job descriptions and pay schedule presented. Commissioner Wood made the motion. Vice-Chairman Schindler seconded.  
Motion approved unanimously 5 – 0.

B. Audit Committee Report and Recommendation [Discussion/Approval]

Commissioner Wood gave a report regarding the audit committee bid process. Commissioner Wood stated that the audit committee recommends that Tuscan remain the District’s auditor for one more year and then to use Ashley Brown & Company for the next three years subject to successfully negotiating the rate. Chairwoman Morris made a motion to have Tuscan remain as the auditor for one more year and for the audit committee to engage with negotiating a contract with Ashley Brown & Company for next year. Vice-Chairman Schindler seconded.  
Motion approved unanimously 5 – 0.

C. Compensation Assessment Planning [Information/Discussion] – TABELED

D. COPCN Approval [Information/Approval]

Chief Love explained that the COPCN is due for renewal. Chairwoman Morris called for a motion to approve the COPCN. Vice-Chairman Schindler made a motion to approve. Commissioner Wood seconded.

Motion approved unanimously 5 – 0.

**12. Reports from Union Representatives Districts 3 and 15**

None

**13. Remarks of Commissioners**

Commissioner Fleming stated that Scott Baker from the Town of Fort Myers Beach wanted him to pass on to the Chief Love that he was impressed with our service.

Commissioner Wood stated that he appreciates the time and organization of the meetings.

Chairwoman Morris mentioned a water rescue team called the “Sea Rats” and stated that she is looking for more information regarding this group.

**14. Public Input**

Fort Myers Beach resident John Pohland asked for District information regarding the White hearing, Board retreat, and negotiations.

**15. Adjournment**

Meeting adjourned at 1:03 pm.