

# **FORT MYERS BEACH FIRE CONTROL DISTRICT**

**JANUARY 9, 2019  
BOARD OF FIRE COMMISSIONERS  
WORK SESSION & MEETING**



# **MATERIALS**



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## BOARD OF FIRE COMMISSIONERS WORK SESSION & MEETING

### AGENDA

**JANUARY 9, 2019**

**9:30 AM**

2755 ESTERO BOULEVARD, FORT MYERS BEACH PUBLIC LIBRARY  
FORT MYERS BEACH, FLORIDA 33931

#### **BOARD OF FIRE COMMISSIONERS**

LARRY WOOD  
CHAIR

RON FLEMING  
VICE CHAIR

BOB RAYMOND  
SECRETARY/TREASURER

JACKI LISZAK  
FIRE COMMISSIONER

JOHN BENNETT  
FIRE COMMISSIONER

**FIRE CHIEF**  
MATTHEW R. LOVE

1. Meeting Called to Order
2. Pledge of Allegiance
3. Adoption of Agenda [Discussion/Approval]
4. December 18, 2018 Regular Monthly Meeting Minutes [Discussion/Approval]
5. Restate Agenda Items [Information]
6. Public Input on Agenda Items
7. Unfinished Business
  - A. Facility Planning [Information/Discussion/Approval]
8. New Business
  - A. Commissioner Electronic Devices [Information/Discussion]
  - B. Board of Commissioner Shirts [Information/Discussion]
  - C. Future Work Session & Meeting Topic List Review [Information/Discussion]
9. Reports from IAFF Union Representatives Districts 3 and 15 [Information]
10. Fire Chief Remarks [Information/Discussion]
11. Public Input
12. Commissioners Remarks [Information]
13. Adjournment

**DRAFT MINUTES**  
**REGULAR MONTHLY MEETING OF THE**  
**FORT MYERS BEACH FIRE CONTROL DISTRICT**  
**BOARD OF COMMISSIONERS**  
TIME: 6:00 PM  
DATE: December 18, 2018  
PLACE: 2525 Estero Boulevard – Town Hall  
Fort Myers Beach, Florida 33931

IN ATTENDANCE: Chairman Wood, Vice-Chairman Fleming, Secretary/Treasurer Raymond, Commissioner Lyszak, Commissioner Bennett, Fire Chief Love, District members and members of the public.

**1. Meeting Called to Order**

**2. Pledge of Allegiance**

**3. Adoption of Agenda**

Chairman Wood called for a motion to approve the agenda. Vice-Chairman Fleming made a motion to approve the agenda. Commissioner Lyszak seconded. The motion was approved unanimously 5 – 0.

**4. Swearing In Ceremony for Driver Engineers Shaun Jensen & Alex Gonzalez**

**Break**

**5. November 30, 2018 Special Meeting Minutes [Discussion/Approval]**

Chairman Wood called for a motion to approve the November 30, 2018 meeting minutes. Secretary/Treasurer Raymond made a motion to approve the November 30, 2018 meeting minutes. Commissioner Bennett seconded. Motion approved unanimously 5 – 0.

**6. Treasurer's Report**

Chairman Wood requested Secretary/Treasurer Raymond to read the Treasurer's report for October 2018 and November 2018.

Secretary/Treasurer Raymond reviewed the summary of bank and investment account activities for the month ending in October.

- A. October 31, 2018 Department Checks #44395 through #44491 for a total of \$350,917.04. [Discussion/Approval]

Chairman Wood called for a motion to approve the October 2018 Treasurer's report. Commissioner Bennett made a motion to approve the department checks for October 2018. Commissioner Lyszak seconded.

Motion approved unanimously 5 – 0.

- B. November 30, 2018 Department Checks #44492 through #44571 for a total of \$251,052.64. [Discussion/Approval]  
Chairman Wood called for a motion to approve the November 2018 Treasurer's report. Vice-Chairman Fleming made a motion to approve the department checks for November 2018. Commissioner Bennett seconded. Motion approved unanimously 5 – 0.

**7. Fire Chiefs Report [Information]**

Chief Love highlighted items on the Chief's report as well as:

- Consumable savings with the Support Services Division
- Un-announced EMS Division Audit by the State
- Retreat Updates
- Renewal of the COPCN
- Changes to Statute 191
- Letter for Oath of newly sworn-in Commissioners
- Thank you Notes from Community

Vice-Chairman Fleming asked how the changes to Statute 191 would affect impact fees and special fees in regards to the short-term ordinance. Chief Love explained that this is separate from those fees.

Commissioner Lyszak requested additional information regarding the Chat with the Chief Sessions.

**8. Restate Agenda Items**

**9. Public Input on Agenda Items**

*No public input was provided*

**10. Unfinished Business**

*No unfinished business*

**11. New Business**

A. Surplus Asset Donation [Discussion/Approval]

Chairman Wood called for a motion to approve the surplus asset donation. Vice-Chairman Fleming made a motion to approve the donation, sale or trade of asset 1235 as deemed appropriate by staff and in accordance with all the laws and rules of the State of Florida. Commissioner Bennett seconded. Motion approved unanimously 5 – 0.

**12. Reports from Union Representatives Districts 3 and 15 [Information]**

*No reports provided*

**13. Fire Chief Remarks[Information/Discussion]**

Chief Love wished everyone Happy Holidays!

#### **14. Public Input**

*No public input was provided*

#### **15. Commissioners Remarks**

Vice-Chairman Fleming stated that he was pleased with the two promotions and he is happy that our members are striving to promote. Vice-Chairman Fleming gave accolades to the Command Staff for their great work. Vice-Chairman Fleming reported that he is very proud of the outcome of the un-announced audit of the EMS Division. Vice-Chairman Fleming stated that he is proud to be a Commissioner of this organization.

Commissioner Bennett wished everyone Happy Holidays.

Secretary/Treasurer Raymond stated that he is looking forward to the upcoming retreat. Secretary/Treasurer Raymond wished Chief Love and his wife a good vacation.

Commissioner Lyszak wished everyone a happy and healthy Holiday Season. Commissioner Lyszak thanked the on-duty staff that will be working through the Holidays.

Chairman Wood stated that he attended the giftwrapping party before the meeting and it was nice to see our members participating and having fun. Chairman Wood stated that the toy delivery is on Thursday. Chairman Wood discussed fire articles he has read recently and the lives and properties that have been saved due to Firefighters quick response. Chairman Wood thanked the staff for the cake and congratulated the Firefighters on their new promotions.

#### **16. Adjournment**

6:50 pm

# **FORT MYERS BEACH**

## **FIRE CONTROL DISTRICT**

**BOARD OF FIRE COMMISSIONERS**  
**WORK SESSION & MEETING**

**UNFINISHED BUSINESS**  
**MATERIALS**



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## BOARD OF FIRE COMMISSIONERS MEETING

### “Blue Sheet” AGENDA ITEM INFORMATION

**AGENDA CATEGORY:** Unfinished Business ITEM 7A  
**AGENDA ITEM:** Facility Planning  
**SUBJECT:** Ongoing infrastructure review & options  
**OTHER:** N/A

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#### **ACTION**

[Information/Discussion/Approval](#)

#### **PURPOSE**

Provide the Board of Fire Commissioners with a historical catch-up regarding facility planning for future infrastructure and sustainment, and receive Commissioner feedback.

#### **HISTORY**

In several previous meetings, and as a result of the long-term facility assessment conducted in 2017 and 2018, discussions have taken place in regards to the planning process and funding options for District facility needs.

In this meeting, staff will provide an overview of the process to date, highlight recent updates, funding information, and solicit direction and discussion from the Commissioner group.

#### **RECOMMENDATION**

Staff recommends Commissioners review the information presented and discuss and/or approve the next steps in infrastructure planning/funding.

# **FORT MYERS BEACH FIRE CONTROL DISTRICT**

**BOARD OF FIRE COMMISSIONERS  
WORK SESSION & MEETING**

**NEW BUSINESS  
MATERIALS**





# FORT MYERS BEACH FIRE CONTROL DISTRICT

## BOARD OF FIRE COMMISSIONERS MEETING

### “Blue Sheet” AGENDA ITEM INFORMATION

**AGENDA CATEGORY:** New Business ITEM 8A  
**AGENDA ITEM:** Commissioner Electronic Devices  
**SUBJECT:** Device selection slated for Commissioner use  
**OTHER:** N/A

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#### **ACTION** [Information/Discussion](#)

#### **PURPOSE**

Provide the Board of Fire Commissioners with examples and options to select from in implementing the previously directed Board of Fire Commissioner electronic devices.

#### **HISTORY**

In the previous budget cycle the Board directed allocations to be include for the implementation of electronic devices for Commissioners. This project was held until the newly elected Board was able to determine which devices they desire.

#### **RECOMMENDATION**

Staff recommends Commissioners review the information presented and discuss and/or direct the items to be procured.



# FORT MYERS BEACH FIRE DEPARTMENT

100 VOORHIS STREET · FORT MYERS BEACH, FLORIDA 33931  
MAILING ADDRESS: POST OFFICE BOX 2880 · FORT MYERS BEACH, FLORIDA 33932

## Board of Commissioner Electronic Device Options

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### 1. HP 15 Silver (or comparable)



HP 15 Silver Fusion Laptop 15.6", Intel Core i3-8130U, Intel UHD Graphics 620, 1TB HDD + 16GB Intel Optane Memory, 4GB SDRAM, DVD, 15-da0032wm

**Approximately \$400.00 (\$450-\$500 with case)**

**Board Total: \$2,250-\$2,500**

### 2. Acer TravelMate (or comparable)



Acer TravelMate P2510-G2-M-320E-15.6" – Core i3 8130U – 4 GB RMA – 500 GB

**Approximately \$650.00 (\$700-\$750 with case)**

**Board Total: \$3,500-\$3,750**

### 3. Ipad Pro 12 with Keyboard



2.9-inch iPad Pro

Wi-Fi models – 1.39 lbs. (631 grams)

Wi-Fi + Cellular models – 1.4 lbs. (633 grams)

**64GB: Approximately \$850.00**

Keyboard

Advanced Technologies

Fully Portable, Full-Size Keyboard

Folds to Create a Slim, Lightweight Cover

**Approximately \$170.00**

**Total: Approximately \$1,020.00 (\$1,070-\$1,120 with case)**

**Board Total: \$5,350-\$5,600**



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## BOARD OF FIRE COMMISSIONERS MEETING

### “Blue Sheet” AGENDA ITEM INFORMATION

**AGENDA CATEGORY:** New Business **ITEM 8B**  
**AGENDA ITEM:** [Board of Commissioner Shirts](#)  
**SUBJECT:** Discussion on uniform options  
**OTHER:** N/A

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#### **ACTION** [\[Information/Discussion\]](#)

**PURPOSE**  
To discuss shirt options and for the newly elected Commissioners to be able to have input on Commissioner attire.

**HISTORY**  
Historically, Fire Commissioners have been provided with uniform options to represent the District at meetings and other events.

**RECOMMENDATION**  
[Staff recommends Commissioners discuss options and provide staff with direction moving forward.](#)



# FORT MYERS BEACH FIRE CONTROL DISTRICT

## BOARD OF FIRE COMMISSIONERS MEETING

### “Blue Sheet” AGENDA ITEM INFORMATION

**AGENDA CATEGORY:** New Business ITEM 8C  
**AGENDA ITEM:** [Future Work Session & Meeting Topic List Review](#)  
**SUBJECT:** Review the list of items presented at the November 30, 2018 Meeting  
**OTHER:** N/A

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#### **ACTION** [\[Information/Discussion\]](#)

#### **PURPOSE**

Provide the Board of Fire Commissioners with the list compiled at the November 30, 2018 Work Session and Meeting under the topic titled: Future Work Session & Meeting Items [Discussion].

#### **HISTORY**

This item was added to the November 30, 2018 agenda at the direction of Commissioner Fleming to solicit topics the Board would like to discuss in the future. Staff noted the discussion and put together the attached list.

At this meeting the Board is presented with the list and is asked to provide staff input as to which topics the Board would like to see on upcoming agendas, and when prior to staff beginning the research process for each item.

\* Commissioners should note that some items presented have been added to the upcoming Board Retreat.

#### **RECOMMENDATION**

Staff recommends Commissioners review the information presented and discuss when and what topics should be added to future agendas.



# FORT MYERS BEACH FIRE DEPARTMENT

100 VOORHIS STREET · FORT MYERS BEACH, FLORIDA 33931  
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## Future Board of Fire Commissioner Work Session Topics

*From the November 30, 2018 Meeting*

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1. Tour of Facilities
  - a. FMBFD Fire Station and Headquarters
  - b. Emergency Operations Center
  - c. Fire Dispatch Center
2. Term Limits
3. Board Officer Rotations
4. Consent Agenda Implementation
  - a. Minutes
  - b. Financial Reports
5. Alternative EMS Service Delivery
  - a. Motorcycles
6. Public/Private Partnerships for Drone Operations
7. ISO 1 Rating Parameters
8. Sub-Station Operation in Times Square Area for Rescue 31
9. Board Uniforms
10. Area of Responsibility (Coordinates, Map, etc.)