

Iona McGregor Fire District Board of Fire Commissioners Minutes

March 16, 2010

6PM

Meeting called to order 6:02p.m.

Pledge of Allegiance and Opening Prayer observed

Roll Call: Present – Chairman Lees, Vice Chairman Taylor, Secretary/Treasurer Dorsett, Commissioner Barbosa, Attorney Pringle, Chief Elliott, members of Iona McGregor staff
Excused absence – Commissioner Brown as entered into record by Chairman Lees

Approval of Minutes – February 16, 2010 and February 17, 2010

Motion (4679.1)* to approve minutes of February 16th and 17th made by Commissioner Dorsett, seconded by Commissioner Barbosa...

Approval of Treasurer's Report – February, 2010

Motion (4680.1)* to approve February, 2010 Treasurers Report made by Commissioner Dorsett, seconded by Commissioner Taylor ... passed.

Agenda Items Requiring Action

- 1) Bylaws
- 2) Fire Fees
- 3) Electronic Communication – Elected Officials
- 4) Job Descriptions – ~~EVT, EVT Lead~~, Maintenance, DC Emergency Medical Services and Fire Training
- 5) Succession Planning
- 6) Special Meeting
- 7) Public Notice Requirements

Adoption of Agenda

Motion (4681) to adopt agenda as amended by removing from consideration the EVT and EVT Lead Job Descriptions made by Commissioner Dorsett , seconded by Commissioner Barbosa ...

Public Comment on Agenda Items – none

Chief's Report –

Additions to the Chiefs report included a summary given to Board of parcels the District may consider exempting from fire fees such as hospitals, churches and other governmental entities. As a member of FFCA legislative committee member, correspondence will be shared with Board and employees regarding pending legislation that impacts the District and its employees. Chief briefly discussed several pending legislative bills and their possible effect if passed. The 2008-2009 Audit process has begun. Creation of the financial policies for is in progress.

Division/Committee Reports –

DC Jorgensen expressed his appreciation for going to Tallahassee to attend the FASD legislative meeting.

Iona McGregor Fire District Board of Fire Commissioners Minutes

March 16, 2010

6PM

Attorney Report –

Several items that have comments are unfinished business – bylaws and possible rescission of them and the fire fees.

Unfinished Business –

1) Bylaws

After reviewing the existing bylaws, Attorney Pringle determined an amendment of bylaws can be made to abolish bylaws. Preference would be to rescind expeditiously and come back and adopt policies and procedures for meetings and absences of Board members at later date. It was suggested by Attorney Pringle the notice to rescind the bylaws can be published on the website.

Motion (4682) to notice rescinding bylaws on website and address at next regular meeting made by Commissioner Dorsett, seconded by Commissioner Taylor... passed.

2) Fire Fees

The District received presentations on fire fee formats and input from experts at the February special meeting. Chief and Attorney Pringle explained that a referendum to consider fire fee adoption would have to be placed on the August 24th 2010 primary ballot if the District intended to utilize this revenue source in the 2010-2011 budget year. Chief Elliott explained the ballot language must be provided to the elections office 120 days before the election. If the Board decides to pursue fire fees the timeline for a decision for the August primary is prior to or at the April 21st 2010 Board meeting. Chief Elliott explained part of the decision to be made is whether to pursue the variable rate or the flat rate fire fee. Attorney Pringle explained a Resolution to adopt fire fees requires a maximum amount and a consultant is needed to assist in determining this amount. More discussion regarding the fixed/variable rates ensued. . Senate Bill 216 which restricted District officials from explaining the ballot proposals was struck down by a Florida court in 2009. Following discussion, Commissioner Dorset stated that all members of Board are not present, and all members should be involved in the decision.

Motion (4683) to set special meeting for discussion of fire fees and ad valorem cap increase for August ballot made by Commissioner Dorsett, second by Commissioner Barbosa... amended by Chairman Lees to set special meeting for March 30th at 6:00p.m.; and seconded by Commissioner Taylor... carries.

3) Electronic Communication – Elected Officials

Chief Elliott explained some language needs to be added to the policy that addresses a procedure for reporting inadvertent inappropriate website visits. Archive language in the suggested policy will be re-addressed as well. **Motion** (4584) to table by Commissioner Taylor, seconded by Commissioner Dorsett... passed.

Iona McGregor Fire District Board of Fire Commissioners Minutes

March 16, 2010

6PM

Following this item, Attorney Pringle was excused from rest of meeting.

- 4) Job Descriptions – ~~EVT, EVT Lead~~, Maintenance, DC Emergency Medical Services and Fire Training

Motion (4685) to add ITLS Instructor to Division Chief Emergency Medical Services and Fire Training job description and approve as amended made by Commissioner Dorsett seconded by Commissioner Taylor.... passed.

Motion (4686) to adopt Maintenance job description made by Commissioner Dorsett, seconded by Commissioner Barbosa... carries.

New Business

- 1) Succession Planning

Draft of Succession Planning concept was submitted to Board for review. Chief explained this does not guarantee an employee participating in the Succession program a promotion. The goal of the Succession Plan is to provide employees an opportunity to prepare themselves for promotion to the Chiefs position though a series of activities along with mentoring and coaching. Chief further explained the plan is to have the program ready for adoption with the next budget. The concept was approved to proceed as described.

- 2) Special Meeting

This item was addressed in Unfinished Business Item #2 – Fire Fees.

- 3) Public Notice Requirements

Chief provided a brochure from the Breeze Corporation that offered an alternative vendor for the Districts legal notice and publication needs. Attorney Pringle advised the Breeze does meet the legal requirements for public notice. No action required, per Chair, this is for discussion purpose only.

DVP Report

Thanks for MDA Boot drive permission. See you Sunday at Lakes Park.

Public Comment – non agenda items – none

Commissioner Comments

Meat has been confirmed, per Chair. Lauri and Sue have done phenomenal job on everything else. Commission Dorsett asked if there was a specific time to be there. Chief stated that it starts at 11:00. There is nothing scheduled before 12:00 per PEIRO McMahon.

Adjournment

Motion to adjourn made by Commissioner Barbosa, seconded by Commissioner Dorsett...

Meeting adjourned 6:54p.m.

(* Motion number 4679 and 4680 were reused in error, adjusted to 4679.1 and 4680.1)