

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Cedar Hammock Fire Control District**

October 19, 2023

CALL TO ORDER

The regular meeting was called to order by Vice Chairman Findlay at 6:00 p.m. The following commissioners were present: Richard G. Findlay, John Stevens, and Samuel A. Reasoner. Commissioners Ronald Getman and Marnie Matarese were absent with good cause.

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Pavkovich led the invocation, which was followed by the Pledge of Allegiance.

QUORUM

Vice Chairman Findlay confirmed a physically present quorum for the meeting. The meeting was properly advertised.

CONSENT AGENDA

Vice Chairman Findlay asked if there was any discussion of the minutes from September 21, 2023. There was no discussion.

ACTION: Commissioner Reasoner moved to accept the Consent Agenda. Commissioner Stevens seconded the motion. The motion passed unanimously (3-0).

SPECIAL BUSINESS

Chief Bradshaw announced the new hires James Bueno and Nick Brzuchalski. Chief Bradshaw then recognized the following employees for their dedicated years of service: Paul Reda (20yrs), Adam Chrisman (20yrs), John Kropp (20yrs), Eric Center (20yrs), Justin Rudrud (20yrs), Brad Jones (20yrs), and Alan Glass (5yrs). Chief Bradshaw then recognized the following promotions: Hunter Henson (FF 2nd), Trace Parcels (FF 2nd), Garret Garside (FF 1st), Sean Morrissey (FF 1st), Tim Pillsbury (Lt), Paul Reda (Insp 2nd), and Matt Rose (BC). Chief Bradshaw then recognized BC Doug Brett as the new Medical Officer with a Letter of Commendation.

RECESS REGULAR MEETING

Vice Chairman Findlay recessed the regular meeting at 6:30 pm.

Vice Chairman Findlay resumed the regular meeting at 6:35 pm.

PUBLIC COMMENTS

There were no public comments.

OLD BUSINESS

Pending Litigation

Chief Bradshaw advised the Board that the pending litigation had been settled in September and that the case was closed.

NEW BUSINESS

Digital Signage

Chief Bradshaw presented a memo to the Board requesting that District purchase digital signage for Station #1 and Station #4. This would enhance the direction of a community risk reduction (CRR) program for fire prevention.

ACTION: Commissioner Reasoner moved to allow the Fire Chief to enter into an agreement with Stewart Signs for the purchase and installation of two signs at Station #1 and Station #4 on behalf of the District. Commissioner Stevens seconded the motion. The motion passed unanimously (3-0).

Medical Director Contract

Chief Bradshaw presented a contract for the services of a Medical Director (Dr. David Nonell) to support the advanced life support (ALS) program for the District.

ACTION: Commissioner Stevens moved to allow the Fire Chief to execute the contract with Dr. David Nonell for the services as Medical Director for the new ALS program on behalf of the District. Commissioner Reasoner seconded the motion. The motion passed unanimously (3-0).

New Fire Inspector Vehicle

Deputy Chief Falcone presented a memo to the Board requesting that District purchase a Ford F-150 from Alan Jay Fleet Sales for a new fire inspector vehicle, and for the purchase of the vehicle and accessories not to exceed \$100,000. This would enhance the direction of a community risk reduction (CRR) program for fire prevention.

ACTION: Commissioner Reasoner moved to allow the Fire Chief to execute the purchase of the vehicle as presented in the memo on behalf of the District. Commissioner Stevens seconded the motion. The motion passed unanimously (3-0).

Impact Fee Memo

Chief Bradshaw presented a memo to the Board requesting that District apportion \$24,574 (50%) of the purchase price of the new inspector vehicle with the use of Impact fees. This would enhance the direction of the new community risk reduction (CRR) program for fire prevention that was identified in the 2022 Performance Audit and ISO report.

ACTION: Commissioner Stevens moved to utilize Impact Fees as presented in the memo for the purchase of the new inspector vehicle. Commissioner Reasoner seconded the motion. The motion passed unanimously (3-0).

Statewide Mutual Aid Agreement

Chief Bradshaw presented the Statewide Mutual Aid Agreement-2023 for Board approval and acceptance.

ACTION: Commissioner Reasoner moved that Cedar Hammock Fire Control District accept and enter into the Statewide Mutual Aid Agreement – 2023 as presented. Commissioner Stevens seconded the motion. The motion passed unanimously (3-0).

Health Insurance Package

Chief Bradshaw discussed the new negotiated rates for District Healthcare Insurance provided by Boyd Insurance and Investments. The new negotiated rate is at a 2% increase on healthcare. Additionally, the Chief presented a request to establish a stand-alone employee assistance program (EAP) for the betterment of overall mental health for the department. The addition of the EAP program would be an additional \$8,100, which includes benefits for all employees and their immediate family members. Chief Bradshaw confirmed that the current budget can sustain the costs.

ACTION: Commissioner Stevens moved to allow the Fire Chief to execute the insurance policies for healthcare and EAP benefits on behalf of the District. Commissioner Reasoner seconded the motion. The motion passed unanimously (3-0).

CHIEF'S REPORT

Chief Bradshaw discussed the events that staff participated in the month of September. Additionally, Chief Bradshaw discussed training and operational reports with the Board.

COMMISSIONER'S COMMENTS

Commissioner Reasoner discussed the new construction that he is observing in the area of Cortez Rd. and 75th Street W. He is interested in looking into site planning for this area for potential future impact fees calculations. He believes with the overall impact to our District that there will be justification to allocate up to 100% use for the new ALS program. He discussed the possibility of impact fee credits as well for future District expansion if warranted.

Vice Chair Findlay commended the Open House event that was held. He also thanked the hard work and dedication of the Trailer Estates CERT Team.

NEXT MEETING DATE

The next meeting is scheduled for November 16, 2023.

ADJOURNMENT

ACTION: Commissioner Reasoner moved to adjourn the meeting at 7:14 pm. Commissioner Stevens seconded the motion. The motion passed unanimously (3-0).

Respectfully Submitted,

APPROVED 11/16/2023

Vice Chairman Richard Findlay