



# *Pinellas Suncoast Fire & Rescue*

**304 FIRST STREET  
INDIAN ROCKS BEACH, FLORIDA 33785-2587**

**(727) 595-1117 FAX: (727) 595-5879  
www.psfrd.org**

**FIRE CHIEF  
T. MICHAEL BURTON**

**MINUTES  
MARCH 20, 2018  
WORKSHOP AND REGULAR MEETING**

**Held at the Indian Shores Municipal Center  
19305 Gulf Blvd., Indian Shores, FL 33785**

**WORKSHOP MEETING CALLED TO ORDER AT 7:00 p.m.  
PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Commissioners answering roll call were Chair Joe Bruni, Vice Chair Lou Snelling, Secretary/Treasurer Larry Schear, and Commissioner David Gardella. A quorum was present with Chair Joe Bruni presiding. Attorney Jeff Albinson, Fire Chief Mike Burton, and Finance Director David Martin were also present. Commissioner Laura Martin was excused.

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**CERTIFICATES OF COMMENDATION – Pinellas County EMS & Fire Administration Awards for PSFRD Personnel** – Fire Chief Mike Burton presented District Chief Ray Norton [not present], Firefighter Richard Funderburk, Lieutenant Chip Bodine, Firefighter Matt Zeiner, Firefighter Tim Burnham, and Firefighter Steve Raisch with Certificates of Commendation from Pinellas County EMS & Fire for their exemplary actions on a recent medical call.

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**SERVICE PIN AWARD** – Fire Chief Mike Burton stated that the employee was not able to attend the meeting and he will be pinned at a future meeting.

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**ADDITIONS OR DELETIONS:** None.

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**GENERAL REMARKS FROM THE AUDIENCE:** None.

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**DISCUSSION ITEMS:** None.

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**ADJOURNMENT**

The meeting was adjourned at 7:04 p.m.

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**REGULAR MEETING CALLED TO ORDER AT 7:04 p.m.**

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**ADDITIONS OR DELETIONS TO AGENDA:** None.

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**MONTHLY BUSINESS:**

1. Approval of Minutes: February 20, 2018 Workshop and Regular Meetings

**A motion to approve the minutes of the February 20, 2018 Workshop and Regular Meetings.**

**MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SCHEAR**

**All in favor, motion passed unanimously.**

2. Treasurer's Report: February, 2018

*Discussion:* Secretary/Treasurer Larry Schear stated all balance sheet accounts have been reconciled as of February 28, 2018. He reported the following: Consolidated government fund assets and liabilities are \$3.8 million; the investment program in accordance with District policy is \$3.7 million; current liabilities are within normal end-of-month limits at \$92,400; the capital projects fund is slightly ahead of budget deficit due to additional impact fees; the general fund is producing positive effects due to staff changes and cost reductions, resulting with an additional \$83.3 thousand surplus for the year; and, the reserve ratio remains slightly ahead of GASB recommendations at 26.6%. See detailed Financial Report for further details.

**A motion to approve the February, 2018 Treasurer's Report.**

**MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER GARDELLA**

**All in favor, motion passed unanimously.**

3. Correspondence: None.

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**GENERAL REMARKS FROM THE AUDIENCE: None.**

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**REPORTS:**

1. **COMMISSION:** Commissioner Schear stated that he was involved in discussions recently regarding a possible change to the Florida Fire Prevention Code (FFPC) concerning the use of grills on condominium balconies. Commissioner Schear read from a working document that he created, confirming that certain electric grills are now permitted on condominium balconies – specifically, all-electric grills with a cooking surface of 200 square inches or less, and the grill must be approved by the Underwriters Laboratories. He explained that the FFPC also requires the person using the grill to have a garden hose connected to a water supply or other fire-extinguishing equipment readily available for use. Chief Burton stated that he is currently developing a package of information to be distributed to each area of the District. He explained that the most difficult aspect of this change is the enforcement, as the fire department does not have authority to access balconies inside private residences. He stated that it is important for everyone to understand, particularly the condo associations, is that enforcement of this will essentially be their responsibility to carry out, as the fire department does not have the mechanisms in place to ensure compliance, only to educate. He added that the fire department could only enter a private residence due to a warrant or imminent fire threat. He stated that he hopes to have the document drafted by the end of the week to send to all of the communities at the same time. Chief Burton also mentioned that compliant grills are readily available, and the open market has many choices for them.

Attorney Albinson added that he recommends that no particular product brands or names be mentioned, as products could be changed at any point in time, as well as not wishing to recommend any particular brand over another. He mentioned that it will be important to state the effective date, as the FFPC code can be updated every three years. Attorney Albinson also agreed with Chief Burton that enforcement would be virtually impossible for the fire department.

2. **ATTORNEY:** None.

3. **CHIEF'S REPORT:** Chief Mike Burton stated that he met again with Emergency Services Director Jim Fogarty and a wide range of topics were discussed, with particular emphasis on Penny funding and opportunities to be both efficient and effective in the use of those funds. He explained that there nothing close to a decision has been made as of yet, but the discussions will continue.

Chief Burton explained that, based on commentary at the February 15<sup>th</sup> County Commission meeting, he requested an appointment with Commissioner Janet Long. He stated that, during their meeting, the main topics discussed were in regard to PSFRD's funding methodologies, EMS coverage, Penny funding, and the Redingtons. Chief Burton said that he will reach out to her again in a few weeks

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**ACTION ITEMS:**

**17-28 Stakeholders' Group**

**Discussion:** Chief Mike Burton stated that every position of the Stakeholder Task Force has now been filled and a tentative schedule of the first and third Tuesday has been set, with the first meeting to take place on April 3<sup>rd</sup>. He discussed that the group will be polled at the first meeting to see if that schedule will work for them. Attorney Albinson inquired as to how long each meeting is expected to last. Chief Burton stated that, it is his experience that meetings beyond two hours become somewhat unproductive, and that they also need to be considerate of people's times. The duration will be discussed at the first meeting.

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**REMARKS FROM THE AUDIENCE:** None.

Finance Director David Martin announced that, earlier that day, he signed off on the final paperwork and that the District's request for FEMA reimbursement for expenditures during Hurricane Irma has been approved. He said that the District is expecting to receive \$125,800. Mr. Martin stated that he had been working on the project with District Chief Jeremy Sidlauskas and Lieutenant Todd Best.

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There being no further business to come before the Board, the meeting was adjourned in due form at 7:21 p.m.

**APPROVED:**

**ATTEST:**

  
Joseph V. Bruni, Chair

  
Kimberly G. Fugate, Executive Assistant

4/17/18  
Date Approved