



# *Pinellas Suncoast Fire & Rescue*

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

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www.psfrd.org**

**FIRE CHIEF  
T. MICHAEL BURTON**

**MINUTES  
MAY 15, 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 Vice Chair Lou Snelling, Secretary/Treasurer Larry Schear, Commissioner Laura Martin, and Commissioner David Gardella. A quorum was present with Vice Chair Lou Snelling presiding. Attorney Jeff Albinson, Fire Chief Mike Burton, and Finance Director David Martin were also present. Commissioner Joe Bruni was excused.

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**ADDITIONS OR DELETIONS:** Chief Burton recognized Brittany King, R.N. for her life-saving actions on May 4, 2018 and presented certificates of appreciation from both PSFRD and the Pinellas County Fire & EMS Authority. The patient was in attendance and spoke a few words.

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**AUDITOR'S FORMAL PRESENTATION** – Jeanine Bittinger with Davidson, Jamieson, and Cristini presented the District's 2017/2018 Comprehensive Annual Financial Report (CAFR).

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

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**DISCUSSION ITEMS:**

**17-28 Stakeholder Group**

**Discussion:** Chief Mike Burton stated that the Stakeholder Task Force meetings continue to take place the first and third Thursdays of each month. The last meeting focused on the Pinellas County EMS System, which Director Jim Fogarty spoke on. Chief Burton summarized the agenda for the week's upcoming meeting.

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**ADJOURNMENT**

The meeting was adjourned at 7:18 p.m.

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REGULAR MEETING CALLED TO ORDER AT 7:18 p.m.

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ADDITIONS OR DELETIONS TO AGENDA: None.

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MONTHLY BUSINESS:

1. Approval of Minutes: April 17, 2018 Workshop and Regular Meetings

A motion to approve the minutes of the April 17, 2018 Workshop and Regular Meetings.

MOTION: COMMISSIONER MARTIN SECOND: COMMISSIONER GARDELLA

All in favor, motion passed unanimously.

2. Treasurer's Report: April, 2018

*Discussion:* Secretary/Treasurer Larry Schear stated all balance sheet accounts have been reconciled as of April 30, 2018. He reported the following: Consolidated government fund assets and liabilities are \$3.6 million; the investment program in accordance with District policy is \$3.5 million; current liabilities are within normal end-of-month limits at \$101,800; 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 continual cost reductions, resulting with an additional \$88.4 thousand surplus for the year; and, the reserve ratio remains slightly ahead of GASB recommendations at 26.7%. See detailed Financial Report for further details.

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

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER MARTIN

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 has three courses left to complete the two-year Certified District Official program, and that he would like to take the courses over two days at the upcoming FASD annual meeting in June in Orlando. He added that no overnight stay is necessary and he will just need to take a District vehicle.

2. **ATTORNEY:** None.

3. **CHIEF'S REPORT:** Chief Burton stated that, last Monday, he and Commissioner Gardella attended the Belleair Beach Commission Meeting, where he was able to speak on current events and challenges the District is experiencing. He added that attendees presented very engaging questions.

With regard to the Pinellas County Fire Chiefs Association, Chief Burton stated that he has been appointed as the liaison for the County Training Officer Subcommittee, and he is also serving on a training committee for a countywide effort regarding active assailant incidents.

Chief Burton stated that today was the first official meeting with County staff on how to move forward regarding the EMS settlement agreement and Penny for Pinellas with the goal of establishing priorities and ground rules. He explained that County staff clearly articulated that it is in the funding consideration and the County Commission is the only authority which can make funding commitments. The District's projects were prioritized by the replacement of Truck 28 first, Marine 27 second, and Station 28 third. He continued that the County needs a letter from the District requesting funding for Truck 28, which should include the timeline and financial details of the replacement, the lease purchase terms, the equipment needed, the need and overview of what it is replacing, what regional contributions it will have, and why it cannot wait until the 2020 Penny funding. The request is due no later than July, which Chief Burton stated that he is asking the Commission to authorize him to draft and send to the County. He added that the truck was slated to be delivered in the fall but will now be here earlier.

**A motion to authorize Chief Burton to draft and send a letter to the Pinellas County Fire & EMS Authority regarding the replacement of Truck 28.**

**MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SCHEAR  
All in favor, motion passed unanimously.**

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**ACTION ITEMS:**

**18-05 Future Meeting Locations**

*Discussion:* Chief Burton stated that, through the Stakeholder Group, it was determined that some of the communities do not feel engaged with the District or its commissioners. In an outreach effort, Chief Burton stated that he was considering the option to hold PSFRD's Board meetings at different locations, such as the city halls for Belleair Beach, Belleair Shore, and Indian Rocks Beach. If the Commission is in favor of this idea, Chief Burton stated that he will begin working on the framework. Discussion ensued regarding locations other than city facilities.

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**REMARKS FROM THE AUDIENCE:** None.

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There being no further business to come before the Board, the meeting was adjourned in due form at 7:30 p.m.

**APPROVED:**

  
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Joseph V. Bruni, Chair

**ATTEST:**

  
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Kimberly G. Fugate, Executive Assistant

6/19/18  
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Date Approved