



Pinellas Suncoast Fire & Rescue

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FIRE CHIEF
JEFFREY DAVIDSON

MINUTES FEBRUARY 15, 2022 WORKSHOP AND REGULAR MEETINGS

BELLEAIR BEACH CITY HALL
444 Causeway Blvd.
Belleair Beach, FL 33786

WORKSHOP MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

ROLL CALL: Commissioners answering roll call were Chair Joseph Bruni, Vice Chair Louis Snelling, and Secretary/Treasurer Lawrence Schear. A quorum was present with Chair Joseph Bruni presiding. Attorney Jeff Albinson, Fire Chief Jeffrey Davidson, and Finance Director Erin Brooks were also present. Commissioner David Gardella was absent.

ADDITIONS OR DELETIONS: None.

SERVICE PIN – Fire Chief Jeffrey Davidson recognized Firefighter/EMT Michael Granger for 10 years of dedicated service to the District.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS: None.

ADJOURNMENT

The Workshop was adjourned at 6:05 p.m.

REGULAR MEETING CALLED TO ORDER

ADDITIONS OR DELETIONS TO AGENDA: None.

Chair Joseph Bruni stated that he wanted to move Item 21-27 to the beginning of the meeting so that Commission interviews could take place and candidates did not have to wait.

21-27 Commission Seat 2

Discussion: Chair Joseph Bruni asked ten interview questions of each of candidate in this order: Elizabeth “Betsey” McKenna, Randall Cortner, and Daniel Mynsberge. Each candidate waited outside while the other candidates interviewed. Votes will be submitted and a decision will be made at the conclusion of the meeting.

MONTHLY BUSINESS:

1. Approval of Minutes: December 21, 2021 Workshop and Regular Meetings

Discussion: None.

**A motion to approve the minutes of the December 21, 2021
Workshop and Regular Meetings.**

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

2. Treasurer’s Report: December, 2021 & January, 2022

Discussion:

December, 2021

Secretary/Treasurer Lawrence Schear stated balance sheet accounts have been reconciled as of December 31, 2021. Consolidated government funds, assets, and liabilities are \$5.3 million; the investment program in accordance with District policy is \$4.98 million; current liabilities are within normal end-of-month limits, at \$136,000; the capital projects fund revenues total \$12,700; The general fund is currently on track with the adopted budget. The projected FY2021-2022 Unassigned Fund Balance to Operating Expense ratio is 14.9%; FGFOA’s recommended ratio is 17%.

January, 2022

Secretary/Treasurer Lawrence Schear stated balance sheet accounts have been reconciled as of January 31, 2022. Consolidated government funds, assets, and liabilities are \$4.95 million; the investment program in accordance with District policy is \$4.68 million; current liabilities are within normal end-of-month limits, at \$130,000; the capital projects fund revenues total \$16,000; the squad replacement and second utility vehicle were received in January. The general fund is currently on track with the adopted budget. A \$1,000 donation for the purchase of rescue equipment and an insurance refund of \$1,989 were received during the month. The projected FY2021-2022 Unassigned Fund Balance to Operating Expense ratio is 14.9%; FGFOA’s recommended ratio is 17%.

A motion to approve the December, 2021 and January, 2022 Treasurer's Reports.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

3. **Correspondence:** Secretary/Treasurer Schear read correspondence from a local VFW post thanking crews for attending a veteran's 100th birthday celebration.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Secretary/Treasurer Schear discussed Chief Davidson's attendance at the recent Indian Shores Council Meeting and presented them with a photo of the new Squad 26.
2. **ATTORNEY:** Attorney Jeff Albinson stated that he has been working with the Fire Chief on documents related to the purchase and lease of the new engine, as well as the document amending Chief Mortellite's contract. Mr. Albinson briefly discussed the ongoing EEOC matter and informed the Commission that there would be a mediation on the following Thursday; he added that the matter will not require any money from the District.
3. **CHIEF'S REPORT:** Fire Chief Jeff Davidson stated that interviews will be conducted soon for a Firefighter/Paramedic vacancy. He said that he anticipates interviews will take place in two weeks and the new firefighter should be on board in April. Chief Davidson stated that he also intends to establish an eligibility list for the District Chief and Assistant Chief positions should a vacancy arise in the future.

Chief Davidson stated that Capital Improvement Plan (CIP) requests are due to the County by February 24th. He confirmed that he will be submitting for the reimbursement of Truck 28, which was negotiated in 2017 but never followed through on, as well as funding for Station 28 which, at the time, was about \$3 million, but with the skyrocketing costs of construction, he is now submitting the request for \$4.5 million. He added that the District will also pursue some grant opportunities for an EOC.

Chief Davidson stated that EMS budgets are due in April and May and Finance Director Erin Brooks is currently working on those. He added that he recently attended a meeting with the Data Driven Focus Group (DDFG) and presented the data and research to support the full funding of Truck 28, which seemed to be well-received and supported by the other fire chiefs. He reminded the Commission that PSFRD is the only agency in Pinellas County that does not have a fully funded seat. Additionally, he discussed that Station 28's call volume has almost doubled since the automatic vehicle locators were implemented in June.

Chief Davidson stated that the new squad should be in service in March and the District will hold a traditional washdown ceremony. He also discussed the purchase of the Largo fire engine as a reserve, and stated that crews had been using it for a few weeks while both the frontline and reserve apparatus were out of service. He confirmed that Largo is selling the apparatus to PSFRD for \$28,000, which he stated is a great price, and confirmed that it will not affect the budget at all. A new engine is being ordered, but it will be at least two years before it is received. The

Largo engine will be a reserve, and its useful life is expected to be until 2030.

Chief Davidson mentioned that he is consistently being given feedback from the District's citizens regarding the great service the firefighters provide. He reiterated that our personnel do an excellent job, and their efforts do not go unnoticed.

Fire Chief Davidson stated that Assistant Chief John Mortellite was hired in 1996 and promoted to Assistant Chief in 2016, and he has a full list of responsibilities: He oversees operations which is a 24/7 job, he has three District Chiefs who report directly to him, he is the department's EMS coordinator, he is in charge of training, facilities, and also builds the trucks – among many other responsibilities. He is very busy in his personal and family life, while doing an excellent job in his career. The Chief stated he is reorganizing the administrative team while streamlining costs, and retitling Assistant Chief Mortellite to Deputy Chief is part of that plan. He added that it is a title change only with no increase in salary, but it will help to maintain the hierarchy of the paramilitary organization while setting the department up for future growth.

ACTION ITEMS:

**22-01 Financing for New Engine 27
(Resolution 2022-01)**

Discussion: Attorney Jeff Albinson read Resolution 2022-01 in its entirety.

A motion to adopt Resolution 2022-01.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

22-02 Purchase of Largo Engine as a Reserve

Discussion: Fire Chief Davidson reiterated that this purchase does not affect this year's budget due to the deferment of another purchase. He added that staff has a good working relationship with Largo and their Fire Chief, Chad Pittman. The engine is a 2010 Pierce Velocitor with 81,000 miles; it is well-maintained and has never been in an accident. Chief Mortellite added that it is fully equipped with hose and loose equipment, and is ISO-rated.

A motion to authorize the purchase of the Largo engine as a reserve for the District.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

22-03 Public Facilities Annual Notice of Change

Discussion: Fire Chief Davidson stated that the Public Facilities Annual Notice of Change is required by Florida Statutes Chapter 189. This document is filed every year and its purpose is to provide information to the towns and cities the District serves, as well as to Pinellas County Fire

& EMS Administration and the Clerk's Office.

A motion to adopt the Public Facilities Annual Notice of Change.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

21-27 Commission Seat 2

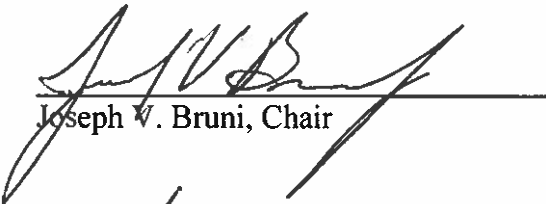
Discussion: Each Commissioner submitted their vote for a Seat 2 Commissioner candidate. The votes were tallied. Elizabeth McKenna received two votes and Randall Cortner received one vote. It was determined that Elizabeth "Betsey" McKenna will be appointed to the position. District Administrator Kimberly Fugate will notify Mrs. McKenna of her conditional appointment pending a criminal background check.

Ms. Fugate also noted that the March meeting of the Board of Fire Commissioners will take place on Wednesday, March 16, 2022 at Belleair Beach City Hall, which is a deviation from the normal schedule.

There being no further business to come before the Board, the meeting was adjourned in due form at 7:12 p.m.

APPROVED:

ATTEST:



Joseph V. Bruni, Chair



Kimberly G. Fugate, District Administrator

3/16/22

Date Approved

