



Pinellas Suncoast Fire & Rescue

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

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**FIRE CHIEF
T. MICHAEL BURTON**

**MINUTES
JULY 16, 2019
WORKSHOP AND REGULAR MEETINGS**

**Held at Bellair Beach City Hall
444 Causeway Boulevard, Belleair Beach, FL 33786**

**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.

SERVICE PIN AWARD – Fire Chief Burton recognized Firefighter/Paramedic Doug Howard for five years of dedicated service to the District.

ADDITIONS OR DELETIONS: None.

REMARKS FROM THE AUDIENCE:

Kelly Cisarik – 448 Harbor Drive South, Indian Rocks Beach – Ms. Cisarik discussed the ongoing visioning sessions taking place, and that she feels this would be the ideal time to talk to City of Indian Rocks Beach regarding the movement of Station 27. She added that she is in favor of moving the station north.

DISCUSSION ITEMS:

**19-16 Audit Services Agreement Addendum –
Saltmarsh, Cleaveland & Gund, P.A.**

Discussion: Mr. Richard Cristini explained that the current firm, Davidson, Jamieson & Cristini will continue, but the audit side is moving to Saltmarsh, Cleaveland & Gund. Mr. Cristini explained that an addendum to the adopted contract must be signed, as well as a release document. Attorney Albinson stated that he feels comfortable recommending the Board to move forward with approving the addendum; however, a second addendum should be drafted to include language that indicates Florida law applies.

ADJOURNMENT

The meeting was adjourned at 7:16 p.m.

REGULAR MEETING CALLED TO ORDER AT 7:16 p.m.

ADDITIONS OR DELETIONS TO AGENDA:

19-09 Fire Chief's Performance Review

Discussion: Chair Joe Bruni stated that he would like to add Chief Burton's evaluation to the agenda.

19-19 Shade Session #2 – Collective Bargaining

Discussion: Chief Burton requested that an item be added for a shade session regarding bargaining.

MONTHLY BUSINESS:

1. Approval of Minutes: June 18, 2019 Workshop and Regular Meetings

Discussion: No discussion.

A motion to approve the minutes of the June 18, 2019 Workshop and Regular Meetings.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

2. Treasurer's Report: June 2019

Discussion: Secretary/Treasurer Schear stated all balance sheet accounts have been reconciled as of June 30, 2019; consolidated government funds, assets, and liabilities are \$3.21 million; the investment program in accordance with District policy is \$3.1 million; current liabilities are within normal end-of-month limits at \$208,700; the capital projects fund revenues total \$44.8 thousand, with an additional \$19,900 still pending payment; general fund, FEMA grant for Hurricane Irma, unbudgeted EMS revenues, greatly improved investment interest rates, TIPS participation, and a positive workers' compensation audit all contributed to a reduction in the \$249.2 thousand budget deficit. However, excessive overtime has resulted in revising this projection to a deficit in the amount of \$58,700, the outcome of which is \$190,400 positive variance over the budget. The reserve ratio remains slightly ahead of GASB recommendations at 23.9%. See detailed Financial Report for further details.

A motion to approve the June, 2019 Treasurer's Report.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

3. Correspondence: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Commissioner Schear stated that he has provided the Indian Shores Police Department with a towing chain with hooks in case they get stuck in the sand again.

2. **ATTORNEY:** Attorney Albinson stated that, regarding Truck 28, the District has received confirmation that the insurance carrier will provide a warranty for the water tank equal to the original equipment warranty. As of this afternoon, the District has learned that the driver of the vehicle that struck Truck 28 will be pleading guilty, which will include a sentence which will involve some sort of restitution to the District. He added that he will be following up with a phone call tomorrow.

Mr. Albinson stated that he and Chief Burton have been working together on a few parts of the Collective Bargaining Agreement; specifically, improvements to the grievance process which will add an option to mediate a dispute.

3. **CHIEF'S REPORT:** Chief Burton stated that a Memorandum of Understanding (MOU) has been signed with Indian Rocks Christian School to operate at the school as an Emergency Operations Center (EOC) in the event of a natural disaster. An MOU has also been signed with the Town of Indian Shores to coexist with PSFRD, at their discretion, at the EOC.

Chief Burton stated that an internal team has been working together and making progress regarding Marine 27 and how to improve the District's capabilities.

Chief Burton stated that the next Collective Bargaining Session is tomorrow, July 17th, at Belleair Beach.

Chief Burton stated that he appreciates Mr. Albinson's help with the Truck 28 warranty issues. He added that Pierce has agreed to extend the items that were covered by a one-year warranty, set to expire in September 2019, until April 20, 2020. The inspection trip is scheduled for August 6th and 7th, and the Assistant Chief and Maintenance Supervisor will be flying to Wisconsin for that. He explained that the insurance company will be responsible for getting the truck back to the District. He added that the truck will need to be re-equipped and a training schedule will need to be implemented to re-train staff. Both the training costs as well as travel costs are the responsibility of the District.

The Chief stated that a conditional job offer has been extended to fill the current firefighter/EMT vacancy.

Chief Burton stated that he was just re-credentialed as a Chief Fire Officer (CFO) for the sixth time by the Center for Public Safety Excellence (CPSE). The process must be repeated every three years. He added that District Chief Jeremy Sidlauskas was just informed that he has received the approval from CPSE to be credentialed as a CFO as well. Once the formal documents have been received, the Chief stated that he wishes to present DC Sidlauskas with his award at an upcoming Commission Meeting.

ACTION ITEMS:

**19-16 Audit Services Agreement Addendum –
Saltmarsh, Cleaveland & Gund, P.A.**

[Note: This item was handled at the beginning of the Regular Meeting.]

Discussion: The discussion took place during the Workshop Meeting.

A motion to adopt and approve the Chief entering into the addendum with the understanding that there will be an additional addendum to the contract which will clarify that it is to be interpreted under Florida law.

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

19-17 Commission Seat 2 Vacancy

Discussion: Chair Bruni stated that there is a vacancy on the Board of Fire Commissioners with the resignation of Laura Martin. The three applicants for the position are David Ardman, Mark Moston, and Daniel Mynsberge. Chair Bruni stated that he has interview questions which were used in the past, and asked Kim Fugate to send them to all of the Commissioners. Chair Bruni stated that he would like the interviews to take place at the August Commission Meeting.

At this time, it was noted that there will not be a quorum for the August 20, 2019 meeting. After discussion, there was a consensus among members to reschedule the August 20, 2019 meeting to August 27, 2019. Commissioner Schear stated that he will not be able to attend, and Mr. Albinson suggested that he would be able to listen in via telephone.

19-09 Chief Burton’s Performance Review

Discussion: Chair Bruni asked Kim Fugate to send Chief Burton’s performance review to all Commissioners for the next meeting. He reiterated that pay and benefits will not be decided at this time.

REMARKS FROM THE AUDIENCE:

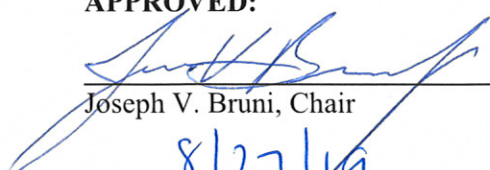
Kelly Cisarik – 448 Harbor Drive South, Indian Rocks Beach – Ms. Cisarik suggested that Commissioner Schear be conferenced in for the August meeting.

19-19 Shade Session

The Shade Session began at 7:46 p.m. and concluded at 7:59 p.m.

There being no further business to come before the Board, the meeting was adjourned in due form at 7:59 p.m.

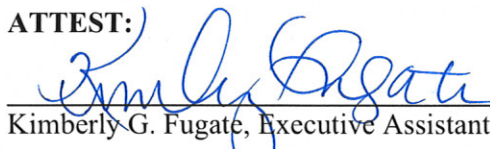
APPROVED:



Joseph V. Bruni, Chair
8/27/19

Date Approved

ATTEST:



Kimberly G. Fugate, Executive Assistant