



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
OCTOBER 19, 2021
WORKSHOP AND REGULAR MEETINGS**

**Belleair Beach City Hall
444 Causeway Blvd., Belleair Beach, FL 33786**

**WORKSHOP MEETING CALLED TO ORDER AT 6:00
PLEDGE OF ALLEGIANCE**

ROLL CALL: Commissioners answering roll call were Vice Chair David Ardman, Secretary/Treasurer Lawrence Schear, Commissioner Louis Snelling, and Commissioner David Gardella. A quorum was present with Vice Chair Ardman presiding. Attorney Jeff Albinson, Chief Mike Burton, and Finance Director David Martin were also present. Chair Joseph Bruni was excused.

ADDITIONS OR DELETIONS: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS: None.

ADJOURNMENT – The Workshop was adjourned at 6:02 p.m.

REGULAR MEETING CALLED TO ORDER AT 6:02

ELECTION OF BOARD OFFICERS – Chair, Vice Chair, Secretary/Treasurer

Tabled until next meeting.

ADDITIONS OR DELETIONS:

21-25 Employment Agreement – Fire Chief Jeffrey Davidson

MONTHLY BUSINESS:

1. Approval of Minutes: September 22, 2021 Workshop and Regular Meetings

Discussion: Vice Chair David Ardman identified a correction needed to his name.

A motion to approve the minutes of the September 22, 2021 Workshop and Regular Meetings with the identified correction.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

2. Treasurer's Report: September, 2021

Discussion: Secretary/Treasurer Lawrence Schear stated balance sheet accounts have been reconciled as of September 30, 2021. Consolidated government funds, assets, and liabilities are \$2.9 million; the investment program in accordance with District policy is \$2.7 million; current liabilities are within normal end-of-month limits, at \$87,700; the capital projects fund revenues total \$313,100; the new E-26 is still scheduled for a December delivery. Due to manufacturing shortfalls, all remaining planned capital acquisitions for FY2020-2021 were moved to FY2021-2022, including the air compressor for Station 27 and three utility vehicles (PS-900, DC-27, and PS-600). General fund cost recoveries include \$28,900 for Hurricane Michael and \$338,400 for COVID-19. Total operating costs resulted in a \$24,000 favorable budget variance. The FY2020/2021 ending Unassigned Fund Balance to Operating Expense ratio was 20.8%, slightly ahead of FGFOA's recommendation of 17%.

A motion to approve the September, 2021 Treasurer's Report.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER GARDELLA

All in favor, motion passed unanimously.

3. Correspondence: Fire Chief Mike Burton read an email from a recent applicant for the Fire Chief position, Steve Schellenberg, who was very displeased at not being selected for an interview. Chief Burton informed the Board that he has reached out to the applicant to attempt further discussion.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Commissioner Snelling thanked Ms. Fugate and Chief Burton for the organized Fire Chief interview process which he felt well-prepared the Commission to make an

informed decision. The other Commissioners agreed. Vice Chair David Ardman asked if PSFRD would be in attendance at the Indian Rocks Beach Oktoberfest, and Chief Burton stated that Inspector Hill had been working on scheduling that.

2. **ATTORNEY:** Mr. Albinson stated that the District stated that he and Chief Burton have been working through the previously discussed employment issue, and an informal meeting is scheduled tomorrow with one of the involved employees and their counsel. Mr. Albinson stated that there is a related formal EEOC complaint that was scheduled to be mediated in late January 2022; however, in an effort to come to a resolution sooner, Charles Castanza, an independent mediator, has been brought on, and a mediation date has been set for November 2, 2021. Mr. Albinson explained that he is unable to provide more detail on the issue in an open session, but stated that Chief Burton has been working diligently to attempt to resolve these issues before Chief Davidson takes over.

3. **CHIEF'S REPORT:** Chief Burton stated that much of the last month has been spent on the employment process for the Fire Chief, and thanked Ms. Fugate for her efforts in that process. Chief Burton explained that a lot of his time recently has been dedicated to efforts to assist Chief Davidson in his transition into his new position.

Chief Burton stated that a bedbug infestation was found at Station 26 and has since been resolved. He explained that crews had to vacate the station for two nights and stayed at Station 27 during that time. The area was treated and Assistant Chief Mortellite has ordered new beds and bedding and they should be back in the station tonight.

ACTION ITEMS:

21-25 Employment Agreement – Fire Chief Jeffrey Davidson

Discussion: Chief Burton stated that he has been the go-between between the Chair and the Finance Director regarding this agreement, and it is nearly identical to his own agreement, with some changes to salary and vacation accrual. He added that there is one location in the agreement that has Chief Burton's name in it and that will be corrected in the final version of the document.

A motion to accept the Employment Agreement between the Pinellas Suncoast Fire & Rescue District and Jeffrey Bryant Davidson.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 6:25 p.m.

APPROVED:



Joseph V. Bruni, Chair

ATTEST:



Kimberly G. Fugate, Executive Assistant

11/16/2021

Date Approved