

To: General Membership

From: Secretary

Subject: Minutes of the North Okaloosa Fire District Board of Fire Commissioners
Monthly Meeting.

Date: September 20, 2018

Members Present: Craig Shaw, Chairman, Commissioner Group IV
Dan Bowers, Jr., Secretary/Treasurer Commissioner, Group II
Eugene Wright, Vice Chair Commissioner, Group V At Large
Todd McGirr, Commissioner, Group I
Willie G. Terrell, Commissioner, Group III

Advisors Present: Jonathan Holloway Legal Council
Brian Howe Fire Chief
Annette Rayburn, Administrator

The Meeting was called to order by Chairman Shaw at 5:00 p.m.

Prayer and Pledge of Allegiance: The Pledge of Allegiance and Prayer were given.

Approval of Agenda: Commissioner Bowers motioned to approve the agenda Commissioner Wright seconded the motion. Vote 5/0.

Approval of Minutes of August 16, 2018: Motion to approve the minutes Commissioner Wright, Commissioner Bowers seconded the motion. Vote 5/0.

New Business:

- a. **CCB Bank** – Derek Lott with CCB Bank addressed the board and let the board know that the bank will be changing our interest rate to 1.65% for all savings/money market accounts. He also stated that all bank fees would be waived. He would like for us to keep our banking with them and he is open to discuss any questions that may arise. He suggested we transfer money out of the operating account and into the money market. He thanked the board for their consideration of keeping our banking needs with CCB.

Chief's Report was given here. (see below)

- b. **Legacy Insurance** – Allen Bell with Legacy Insurance brought to the board his proposal for our Workers Comp/Property/Liability and Life Insurance quotes. Mr. Bell went over the liability insurance with the board letting them know that the premium is \$ 14,000.00 the deductible would be \$ 150,000.00 per occurrence. The board spoke with VFIS representative Deb Thomas. She said that VFIS would be happy to help with their online tools HR help and training. She then went on to review the property and auto insurance coverage and she said that hopefully in the future they could again cover our Liability. Then she reviewed the accident/sickness policy which is set on state requirements. Allen Bell then reviewed a new Workers Comp insurance plan which is about \$9,000.00 less than our previous plan. He then reviewed the combination of all the coverages that were presented. The total of the Premiums for the package is \$101,608.00. Commissioner Bowers made a motion to accept the proposal from Legacy Insurance, 2nd Commissioner Wright. Break taken at 6:22pm until 6:32pm. Vote 5/0.

Old Business:

Public Input – None

Advisory Reports:

Attorney Report - None

Chief's Report – Chief Howe briefed the report as follows- personnel which now lists 2 management, 12 paid firefighters, 2 part-time firefighters, 8 relief firefighters, 2 certified volunteers and 4 support personnel. 166 calls for the month August 2018. Chief Howe gave an update on CRV 83 the motor is installed and runs. They have converted the 12-volt starter to 24-volt and they are looking for a new starter. The new Rescue 82 is now decaded, and tools are still being mounted.

Chief Howe asked the board to approve the purchase of Structural Gear to be compliant and for health/safety issues. It should be around \$ 52,800.00 this would be for 11 sets of bunker gear, 15 sets of boots, 16 sets of gloves, 20 helmets, 11 hoods, and 2 air-packs. Chief Howe said that he was just asking to spend what is left over in the budget not even using our set aside money. Commissioner Bowers said that we could also buy some next year. Public Mr. Skarzynski made a comment which was not clear on the recording. Commissioner Bowers asked how much the bunker gear would be and Chief Howe said about \$25,000.00. Chief Howe said that he could buy the off the shelf items this fiscal year and save the bunker gear next fiscal year. Commissioner McGirr made a motion to purchase the off the shelf items, and the bunker gear after the end of the fiscal year, 2nd Commissioner Wright. Vote 5/0.

Motion to approve the Chief's Report by Commissioner McGirr, 2nd Commissioner Wright. Vote 5/0.

Secretary/Treasurer's Report- Commissioner Bowers reviewed the reports with the Commissioner and said that the Chief and he will review when to purchase the gear that was requested. The total combined budget looks good but will dwindle down quickly. Commissioner Bowers wants to transfer \$425,000.00 to the money market account. Commissioner Bowers made a motion to reserve \$150,000.00 for Insurance deductible, 2nd Commissioner Wright. Vote 5/0. Commissioner McGirr made a motion to approve the Treasurers report, 2nd Commissioner Wright. Vote 5/0.

Commissioner Bowers made a motion to transfer \$425,000.00 from checking to the money market account. 2nd Commissioner Wright Vote 5/0.

Chairman Shaw said that we will work on a policy to transfer moneys in the accounts.

Commissioner Comments:

Set Agenda for next meeting October 18, 2018

The Meeting was adjourned at 6:49 pm.

Craig Shaw

Chairman