

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
August 10, 2021

**Meeting called to order** at 7:03 p.m. by Chairman Ducrou

**Invocation** – Commissioner Hansen

Commissioner Ducrou – Present  
Commissioner Hansen – Present  
Commissioner Mere – Present (7:30)  
Commissioner Griffin – Present  
Commissioner Cook – Present  
Chief Doug Underwood – Present  
Office Manager – Present  
Attorney Ian Mann – Absent

**Others Present:** DVP & some staff & Public

**Public Input Agenda Items** – None

**Minutes** – Review and Acceptance of the minutes of the July 13, 2021 Board Meeting. Motion made by Commissioner Griffin to accept the minutes. Commissioner Hansen seconded the motion. Chairman Ducrou calls for any discussion. Hearing none, he calls for any opposed and with none opposed, motion passed.

**Financial Reports** – Review and Acceptance of the Financials for July 2021. Motion made by Commissioner Hansen to accept the financials. Commissioner Cook seconded the motion. Chairman Ducrou calls for any discussion. Hearing none, he calls for any opposed and with none opposed, motion passed.

**Fire Marshal Report** – Chief Underwood states we have no Fire Marshal report but he moves on to the Administrative Report.

**Administrative Report** (attached) – Chief Underwood reads the Administrative Report into the record. Chairman Ducrou calls for any questions for the Chief. Hearing none, he calls for Union Petitions.

**Union Petitions** – Hearing none he calls for Old Business

**Old Business** –

- **Nepotism Policy** – Chief has provided a policy for adoption by the board that has been approved by the district's attorney. Commissioner Griffin moved to adopt SOG 01-013 Employment of Relatives. Commissioner Cook seconded the motion. With no further discussion offered and all in favor, motion passed.
- **Vehicle Use for Shopping - Memo** – Chief Underwood states after the discussion on the subject last meeting he located the memo he referred to at that time and has reissued it and placed it on the memo board. He invites the board's input. Commissioner Ducrou asks if he would add a line that when we are down to two and

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our only coverage is going to Publix out of the District, that we call the order in first so as to expedite the trip and shorten the time out of district.

- **Supplemental Compensation V.S. Incentives** – Chief Underwood has researched this and has found that if we put language in the contract to reduce the incentive for educational degrees due to the Supplemental Compensation shortfalls, we will be in violation of the state statutes pertaining to that compensation. The district is clearly responsible for any shortfalls in the funding. He adds that after Chief Nisbet is fully retired, we will no longer have his share of the compensation, it will only be Chief Underwood and Engineer Stackhouse at that point. That's \$1920 a year and all of it has been compensated by the state, until now. On that note Chairman Ducrou asks for any further questions and hearing none, calls for any other old business. Hearing no other old business, he calls for new business.

**New Business –**

- **Chart of Accounts** – per new UAS standards. Office Manager notes we will have to change our chart of accounts for the current fiscal year but is not quite finished with the preparation for adoption and will bring it to the next meeting. With no further new business, Chairman Ducrou calls for Commissioner Items.

**Chief's Items –**

- **COVID policy** – Chief Underwood states a few weeks ago he forwarded the updated LCEMS COVID mandates and today he put out an Administrative Order following up with that, you have to wear PPE on any and all calls and the nature of the call determines the PPE required, matching what we did last year with COVID. Also, whenever we are out in public, we are again requiring masks. He does note we are pretty close to herd immunity with only 2 employees remaining having not had either the vaccine or the COVID. Commissioner Ducrou asks if it has affected any of the volunteer training like it did last year. Chief Underwood states not as yet. He adds that if we have group training it is being held outside. Commissioner Ducrou asks if we did arrive for duty temperature checks last year and if we're doing that again. Chief responds we are. Chairman Ducrou calls for any further questions and hearing none, calls for any other Chief Items.
- **Cell Phone for Office Manager** - Chief Underwood asks to upgrade her phone from the flip phone she is currently using to a smart phone and enabling texting for everyone's convenience and giving her capability to search things while she's running for the district. Commissioner Ducrou states "Sounds great, you're gonna' hate it. I'll be blowing that up. There's so many times I could...It'll be great." Commissioner Hansen asks if Chief happened to look at the difference; is it a big difference?" Chief responds right now it's maybe \$10 a month, it will be \$39.99. The phone is free upgrade. With no further discussion Chairman Ducrou calls for any other Chief Items and as there is none, he calls for Commissioner Items.

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**Commissioner Items** – Chairman Ducrou calls for any Commissioner Items. Hearing None, he calls for any Public Input.

**Public Input – None** - Chairman Ducrou calls for any public input and hearing none, he calls for recess for the Executive Session.

**Executive Session** –7:22-8:43 Collective Bargaining is the topic

**Reconvene** – the meeting is reconvened and there's some general chat about the development at Brightwater and homestead exemptions and portability and tax revenues. With no pertinent discussions offered Chairman Ducrou entertains a motion to adjourn.

**Adjournment** – Commissioner Cook moves to adjourn. Commissioner Griffin seconds the motion and with none opposed meeting is adjourned 8:48 p.m.