

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT
October 14, 2008

Meeting called to order at 7:04 p.m. by Commissioner Hansen

Pledge of Allegiance

Invocation by Commissioner Hansen

Roll Call: Commissioner Hansen – Present
Commissioner Cook - Present
Commissioner Ducrou - Absent
Commissioner Harader - Absent
Commissioner Griffin - Present
Chief Larry Nisbet - Present
Office Manager - Theresa Sharp - Present
Attorney Ian Mann - Absent

Others Present: Some Public & Staff

Minutes - Review and Acceptance of the September 5th Board Meeting, and September 5th & 18th Budget Meeting minutes. Commissioner Cook made a motion to accept the September 5th Board minutes. Motion seconded by Commissioner Griffin with the change to 09/05/08 page 1 last paragraph, change Griffin to Cook. Vote called. Motion passed unanimously. Commissioner Griffin made a motion to accept the September 5th Budget minutes. Motion seconded by Commissioner Cook with the change to 09/05/08 page 3, 2nd paragraph, change Cook to Ducrou. Vote called. Motion passed unanimously. Commissioner Cook made a motion to accept the September 18th Final Budget minutes. Motion seconded by Commissioner Griffin. Vote called. Motion passed unanimously.

Financial Report: Commissioner Cook inquired about the Visa Analysis that is missing. Office Manager states that bill not yet received and inability to obtain due to change of Administration. Solution will be sought. Commissioner Cook motions to accept the financials. Commissioner Griffin Seconds the motions. Vote called. Motion Passed unanimously.

Admin/Ops/Fire Marshall's Report (attached) Chief Nisbet covers the 2 reports.

Petitions before the Board – None

Union Petitions –

Old Business –

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New Business – Surplus E-131 - Chief states Lee County School District wishes to acquire the engine (must be donated due to grant) to help train students up to level FF1. Commissioner Cook motions to allow the donation. Commissioner Griffin seconds the motion. Vote called. Motion passed with the addition that we have the District's Attorney draft a Release of Liability/Hold Harmless.

Budget Line Item Changes– there are areas of overage that can be compensated by other line items. The Commissioners request this format be made and presented at the next meeting

Commissioner Meeting Schedule - is made for new fiscal year Board of Commissioners meeting to be the same as present, the 2nd Tuesday of each month, advertisement to be published in the News-Press. Motion made by Commissioner Griffin. Commissioner Cook seconds the motion. Vote called. Motion passed unanimously with notation that commissioners that can not be present due to shift with a job are automatically considered excused absences.

Job descriptions - are presented for Board review and approval with the addition of Volunteer Lieutenants to assist with training and supervision and help maintain leadership resources (Three positions to be tested and in place after the first of the year and will have a shift assignment). Commissioner Griffin inquires as to chain of command and who has authority when paid personnel arrive to the scene. Chief Nisbet will lay out the SOG in writing with clarity and concise procedural scenarios for Board Approval. Commissioner Cook motions to accept the job descriptions. Commissioner Griffin seconds the motion. Vote called. Motion passed unanimously.

Automatic Mutual Aid Agreement - expanding our NFM agreement to the East, North and South is presented by the Chief, enabling effectively a “closest unit response” affect for ours and surrounding Districts. Commissioner Cook motions to accept. Commissioner Griffin seconds the motion. Vote called. Motion passed unanimously.

Fire Chief Performance - Chief Nisbet inquires of the Board for discussions and directives input from the Board with regard to his performance, and inquires as to their satisfaction and any changes they would like to see. The Board states their approval and asks for more of the same. (And less spending is the jovial add-on). Chief offers to table until the next meeting to give Commissioners time to reflect. Commissioners agree to give it some thought and address it again the next meeting.

Administrative pay adjustments – Chief requests a 3% increase for Chief and Administrative Specialist. Administrative Specialist requests buy back benefits comparable to the Bargaining Unit. Board approves 3% raise which will be retroactive back to the first of October and directs all benefits to be provided in written the form. Commissioner Cook motions to give 3% raise retroactive to October 1st. Commissioner Griffin seconds the motion. Vote called. Motion Passed unanimously.

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Seat Vacancy - Commissioner Hansen announces that Commissioner Harader had married and has moved out of District. He is intending on providing us a letter of resignation, however he no longer qualifies for the seat, therefore we are going to take steps regardless to fill the seat. Board directs to advertise for the seat, requesting Letters of Interest with a deadline of November 5 and interviews to be held and appointment to be made, at the November board meeting.

Public Input - None

Motion to Adjourn - made by Commissioner Cook, Second by Commissioner Griffin. Vote called, Passed unanimously. Meeting adjourned at 8:25pm.