



**BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

November 11, 2008

MINUTES FROM OCTOBER 14, 2008 REGULAR BOARD MEETING

Commissioner Schweers opened the meeting at 5:02 p.m.

Silent Prayer

Pledge of Allegiance

ROLL CALL

Commissioner Akins, Commissioner Levy, Commissioner Schweers, Commissioner Sassano and Commissioner Morris.

AWARDS PRESENTATION

Assistant Chief Mark Wahlig – 10 years of service

Human Resources Director Linda Conway – 10 years of service; AS degree

Lieutenant Grant Schwalbe – 5 years of service

PUBLIC COMMENT ON AGENDA ITEMS

No public comments were made.

ITEMS TO BE PULLED FOR DISCUSSION

No items to be pulled for discussion.

CONSENT AGENDA

Commissioner Sassano made a motion to approve Consent Agenda items 1-12 as presented. Commissioner Levy seconded, all in favor, motion carried.

ADMINISTRATIVE AGENDA

- 1. APPROVE EMPLOYMENT AGREEMENT BETWEEN ESTERO FIRE RESCUE AND SCOTT A. VANDERBROOK FOR SERVICES AS THE FIRE CHIEF.** Chief Vanderbrook requested that the start date be changed from September 10 to October 1 which coincides with the budget year. Commissioner Sassano recommended increasing the starting base salary to be comparable to previous fire chiefs. Commissioner Levy provided an explanation and that he and Chief Vanderbrook were both acceptable to the amount. Commissioner Akins recommended changing Section XII (E) and (F) from a 30 day lump sum payment to a 120 day lump sum payment by the District due to budget planning purposes. After much discussion, it was agreed to leave Section XII (E) and (F) as is. Commissioner Akins recommended including a provision regarding a salary increase of \$5,000 to \$10,000 for the completion of Chief Vanderbrook's bachelor's degree. *After much discussion, Commissioner Sassano made a motion to change the effective date of the agreement to October 1, 2008. Commissioner Akins seconded, all were in favor, motion carried.*

Commissioner Akins made a motion to add a provision to the Fire Chief's contract, if he completes his bachelor's degree within 3years, the term of this agreement, Chief Vanderbrook will be entitled to a pay increase of \$7,000 at that time. Commissioner Sassano seconded. Commissioner Akins, Commissioner Sassano and Commissioner Schweers were in favor; Commissioner Levy and Commissioner Morris opposed. Motion carried by a vote of 3-2.

2. **APPROVE ADDENDUM TO CUSTOMER AGREEMENT WITH SELF INSURED PLANS TO PROCESS RUN-OVER HEALTH INSURANCE CLAIMS FOR THE PERIOD OCTOBER 1, 2008 – SEPTEMBER 30, 2009.** Chief Vanderbrook provided a brief explanation and asked for questions or discussion. *Commissioner Levy made a motion to approve the addendum to customer agreement with Self Insured Plans. Commissioner Sassano seconded. Commissioner Akins, Commissioner Levy, Commissioner Schweers and Commissioner Sassano were in favor; Commissioner Morris opposed. Motion carried by a vote of 4-1.*
3. **UPDATE THE PAY GRADE RANGES FOR EFR EMPLOYEES IN ACCORDANCE WITH THE STEP INCREASES AS PER THE PARTNERSHIP AGREEMENT BETWEEN EFR AND THE SW FLORIDA PROFESSIONAL FIREFIGHTERS AND PARAMEDICS, LOCAL 1826, I.A.F.F. DATED OCTOBER 2007 THROUGH SEPTEMBER 2010.** Chief Vanderbrook provided a brief explanation. Commissioner Morris recommended holding on pay increases due to the economy. Commissioner Sassano noted the pay grade ranges are not automatic increases to anybody. *Commissioner Sassano made a motion to approve Administrative Agenda Item 3 as presented. Commissioner Levy seconded. Commissioner Akins, Commissioner Levy, Commissioner Schweers and Commissioner Sassano were in favor; Commissioner Morris opposed. Motion carried by a vote of 4-1.*
4. **APPROVE THE AGREEMENT BETWEEN ESTERO FIRE RESCUE AND PROFESSIONAL CLEANING SERVICE, INC.** *Commissioner Akins made a motion to approve the agreement between Estero Fire Rescue and Professional Cleaning Service. Commissioner Levy seconded. Commissioner Akins, Commissioner Levy, Commissioner Schweers and Commissioner Sassano were in favor; Commissioner Morris opposed. Motion carried by a vote of 4-1.*
5. **APPROVE THE RENEWAL WITH VFIS FOR PROPERTY AND CASUALTY INSURANCE COVERAGE.** *After a brief discussion, Commissioner Akins made a motion to approve the renewal with VFIS for property and casualty insurance coverage. Commissioner Sassano seconded, all were in favor, motion carried.*
6. **APPROVE RENEWAL WITH PGIT, INC. FOR WORKERS COMPENSATION INSURANCE.** *Commissioner Akins made a motion to approve the renewal with PGIT, Inc. for workers compensation insurance to the total premium cost of \$272,605.91. Commissioner Sassano seconded, all were in favor, motion carried.*

*Commissioner Schweers called for a recess at 6:15 p.m.
Reconvened at 6:22 p.m.*

7. **PROVIDE DIRECTION TO MANAGEMENT ON HOW TO PROCEED WITH THE ERROR MADE BY SELF INSURED PLANS IN 2008 REGARDING THE SET UP OF OUR CONSUMER DRIVEN HEALTH PLAN, PERSONAL HEALTH FUNDS AND DEDUCTIBLES.** Chief Vanderbrook asked for direction from the Board as to how they would

like to proceed. *After much discussion, Commissioner Akins made a motion to provide notice to SIP that Estero Fire Rescue be provided a summary by employee showing each personal health fund beginning and ending balances, detailed list of claims charged to each personal health fund and the amount of employee out of pocket expenses. Commissioner Sassano seconded, all were in favor, motion carried.*

8. **AUTHORIZE LARSONALLEN LLP TO PERFORM AN AUDIT FOR AN ESTIMATED COST OF \$10,000 OF ESTERO FIRE RESCUE'S HEALTH INSURANCE CLAIMS ADMINISTERED BY OUR THIRD PARTY ADMINISTRATOR (TPA), SELF INSURED PLANS, IN RELATION TO THE DISCOVERY OF AN ERROR IN THE INSURANCE CLAIMS, PERSONAL HEALTH FUNDS AND DEDUCTIBLES AND AUTHORIZE THE FIRE CHIEF TO EXECUTE DOCUMENTS RELATED TO THE ENGAGEMENT.** *After much discussion, Commissioner Akins made a motion to authorize the Fire Chief to engage LarsonAllen to perform an independent audit if Self Insured Plans refuses to provide the requested data and/or does not provide assurance to EFR management as to the accuracy of the data. After discussion, Commissioner Morris made a motion to table Administrative Agenda Item 8. Commissioner Levy seconded. Commissioner Schweers called for a vote; Commissioner Morris, Commissioner Levy and Commissioner Schweers were in favor. Commissioner Akins and Commissioner Sassano opposed. Motion carried by a vote of 3-2.*

PUBLIC COMMENTS

No public comments were made.

COMMISSIONER ITEMS

- Commissioner Morris expressed his comments on spending and his concerns on the budget and where it is going; recommended we curtail hiring for one year and pay increases for one year. Recommended the Fire Chief take a hard look at expenditures.

FIRE CHIEF'S REPORT

- Chief Vanderbrook introduced Division Chief Phillip Green to discuss the possibility of a traffic signal near Station 4. Division Chief Green provided information to the Board regarding the master concept plan for a mini storage. Mr. John Goodrich, Director of the Estero Community Planning Panel briefly addressed the traffic signal issue.
- A copy of the Tri-Data contract which was executed on October 1, 2008 was provided to each commissioner. Chief Vanderbrook also noted the comment in the News Press regarding the three fire districts not pursuing consolidation; Chief Vanderbrook also noted that he and Chief Kinsey will be meeting with the editor from the News Press within the next two weeks to discuss the erroneous information.
- SPAM Cookoff – presented with the People's Choice Award and the Best Presentation for the sushi SPAM.
- November 11, 2208 Board Meeting is on Veteran's Day and informed the commissioners that this is a holiday for EFR administration. The Board meeting will still be held on November 11.
- Moving forward with the countywide plans review project.
- Chief Vanderbrook sought direction from the Board regarding the use of the administrative complex for non-EFR functions/meetings. *After much discussion, Commissioner Akins made a motion that no meetings be held in the facility except those under direction of EFR or for the benefit of EFR or meetings which have already been scheduled, allowing the Fire Chief to use his/her discretion in emergency situations. Commissioner Sassano seconded, all were in favor, motion carried.*

Commissioner Levy made a motion to adjourn, all were in favor, motion carried.

Meeting adjourned at 7:43p.m.

Respectfully submitted,

Gayle M. Sassano, Secretary