

**AGENDA – BOARD OF COMMISSIONERS MEETING**  
**Tuesday, September 12, 2023**



**CONVENE THE REGULAR MONTHLY MEETING OF THE BOARD**  
**APPROVAL OF AGENDA, ADDITIONS AND DELETIONS**  
**FIRE PREVENTION WEEK RESOLUTION NO. 2023-07**  
**PUBLIC COMMENT ON AGENDA ITEMS ONLY (three-minute limit)**  
**ITEMS TO BE PULLED FOR DISCUSSION**

**CONSENT AGENDA**

1. **ACTION REQUESTED:** Approve the minutes from the Regular Board Meeting on August 8, 2023.  
**WHY ACTION IS NECESSARY:** Gives Board approval to the minutes as printed.  
**WHAT THE ACTION ACCOMPLISHES:** Creates an official record of the District’s Board meeting.
2. **ACTION REQUESTED:** Approve the disbursements made during the previous month.  
**WHY ACTION IS NECESSARY:** Chapter 191, F.S. requires the Board to authorize disbursements.  
**WHAT THE ACTION ACCOMPLISHES:** Documents approval of the checks and the automatic debits disbursed during the previous month.
3. **ACTION REQUESTED:** Acknowledge receipt of the trial balance and the income statement report for the previous month.  
**WHY ACTION IS NECESSARY:** To document receipt of monthly reports provided to Board members.  
**WHAT THE ACTION ACCOMPLISHES:** Provides timely financial reporting to Board members.
4. **ACTION REQUESTED:** Acknowledge receipt of the investment summary for the previous month.  
**WHY ACTION IS NECESSARY:** To document receipt of monthly reports provided to Board members.  
**WHAT THE ACTION ACCOMPLISHES:** Provides timely financial reporting to the Board members.

**ADMINISTRATIVE AGENDA**

1. **ACTION REQUESTED:** Reappoint Trustee Jesse Arman to the Firefighter’s Pension Board of Trustees for a four-year term ending June, 2027.  
**WHY ACTION IS NECESSARY:** Florida Statutes require the Board of Commissioners to appoint two of the five Trustees.  
**WHAT THE ACTION ACCOMPLISHES:** Fulfills the Board’s obligation in appointing Trustees.
2. **ACTION REQUESTED:** Reappoint the fifth Trustee Sean James to the Firefighter’s Pension Board for a four-year term ending June, 2027.  
**WHY ACTION IS NECESSARY:** The retirement plan requires the Board of Commissioners to appoint the fifth Trustee.  
**WHAT THE ACTION ACCOMPLISHES:** Fulfills the Board’s obligation in appointing the fifth Trustee.

3. **ACTION REQUESTED:** Authorize the Fire Chief to advertise for a pension board trustee due to the resignation of Trustee Jerome Szott.  
**WHY ACTION IS NECESSARY:** District's BOFC appoints vacant position.  
**WHAT THE ACTION ACCOMPLISHES:** Advertise for applicants to fill vacant trustee position.
4. **ACTION REQUESTED:** Approve purchase of 15 sets of bunker gear for a total cost not to exceed \$60,000.  
**WHY ACTION IS NECESSARY:** Board approval required for expenditures over \$10,000.  
**WHAT THE ACTION ACCOMPLISHES:** Provides a primary set of PPE for new hires and provides a second set of PPE for employees that have PPE that is nearing the end of its useful life and/or expired/failed backup PPE.
5. **ACTION REQUESTED:** Approve renewal with PGIT, Inc. for workers compensation insurance.  
**WHY ACTION IS NECESSARY:** Board approval is required to enter into contractual agreements.  
**WHAT THE ACTION ACCOMPLISHES:** Provides the District with workers compensation insurance coverage.
6. **ACTION REQUESTED:** Approve renewals with Blue Cross Blue Shield for medical insurance, Sun Life Financial for Dental, Standard for life insurance and long-term disability and Humana for vision insurance.  
**WHY ACTION IS NECESSARY:** Board approval is required to establish benefits.  
**WHAT THE ACTION ACCOMPLISHES:** Provides District employees with health insurance coverage.
7. **ACTION REQUESTED:** Approve contract for Florida Firefighter Cancer Benefit Policy with Provident.  
**WHY ACTION IS NECESSARY:** Board approval is required to enter into contractual agreements.  
**WHAT THE ACTION ACCOMPLISHES:** Provides the required benefit as mandated by SB 426.
8. **ACTION REQUESTED:** Revision September 2023: Authorize the Fire Chief to execute routine vendor payments that exceed \$10,000 spending authority.  
**WHY ACTION IS NECESSARY:** Exceeds the Fire Chief's spending authority.  
**WHAT THE ACTION ACCOMPLISHES:** Maintains transparency with EFR purchases.
9. **ACTION REQUESTED:** Authorize the transfer of \$150,000.00 from the impact fees account to the operating account.  
**WHY ACTION IS NECESSARY:** Board needs to authorize transfers for line-item adjustments.  
**WHAT THE ACTION ACCOMPLISHES:** Moves funds into the operating account to repay the District partially for the use of ad valorem dollars to repay debt.
10. **ACTION REQUESTED:** Update pay grade ranges effective October 1, 2023.  
**WHY ACTION IS NECESSARY:** Compensation ranges are set by the Board.  
**WHAT THE ACTION ACCOMPLISHES:** Provides update pay grade ranges.
11. **ACTION REQUESTED:** Establish Board Meeting time for October 1, 2023 through September 30, 2024.  
**WHY ACTION IS NECESSARY:** The Board is required to set the time for the regular monthly meetings.  
**WHAT THE ACTION ACCOMPLISHES:** Establishes a time for the regular monthly meetings.

12. **ACTION REQUESTED:** Conduct the annual performance review of the Fire Chief.  
**WHY ACTION IS NECESSARY:** The Board has agreed to conduct an annual performance review of the Fire Chief.  
**WHAT THE ACTION ACCOMPLISHES:** Recognizes the performance of the Fire Chief.

**WALK-ON ITEMS**  
**FIRE CHIEF'S REPORT**  
**PUBLIC COMMENT (five-minute limit)**  
**COMMISSIONER ITEMS**  
**ADJOURNMENT**

**ADA COMPLIANCE:** In accordance with Florida Statute 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Estero Fire Rescue at 239-390-8000 at least 48 hours prior to the meeting.

Pursuant to Section 286.0105, Florida Statutes: "If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."