

REGULAR MONTHLY MEETING
ALVA FIRE CONTROL & RESCUE SERVICE DISTRICT
2660 STYLES ROAD, ALVA, FLORIDA 33920
DATE: NOVEMBER 14, 2022

Call to Order

Chairman Crittenden convened the regular monthly meeting of the Alva Fire Control & Rescue Service District at 6:37 PM, November 14, 2022. There were sufficient Board members present to establish a quorum.

Commissioners in Attendance

Adam Crittenden
Henry Grant Fichter
Richard “Dick” Spence
Darren Watkins

Also in Attendance

Brandon Kuhn, Chief
Sunny Sipes, Administrative Assistant
Pastor Paul Cords
Jean Etcheverry – Local 1826 DVP
3-District Firefighters
1-District Citizen, Paul Meloy

Presentation of Awards & Acknowledgements

Sunny Sipes presented previous Commissioner John Shearer’s District thank you gift.

Approval of the October 17, 2022 Regular Monthly Meeting Minutes

Commissioner Fichter moved to approve the minutes of the, October 17, 2022, regular monthly meeting. Commissioner Watkins seconded the motion. The vote was unanimous and the motion passed.

Approval of the Financial Data from October 2022

Commissioner Fichter moved to approve the financial data from, October 2022. Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

Public Input on Business

None

New Business

> **Chief’s Report**

Chief Kuhn reported the following:

- ✓ Stated during previous month: Total calls 51, EMS calls 25, fire calls 1.
- ✓ Training continues for the Engineer positions.
- ✓ Overall, the Alva District did not suffer any damage from Hurricane Nicole and the Department was able to adhere to normal operations.
- ✓ Kuhn stated that A-Shift participated in the Halloween holiday by handing out candy in several of Alva’s local communities.
- ✓ Informed the Board that A-Shift visited a local young man on his birthday.
- ✓ Mentioned the discussions of having a Christmas toy drive for local children.
- ✓ Stated that Firefighters will attend the Alva School’s Fall Festival.
- ✓ Informed the Board that he received an email, from the daughter of a local citizen that had passed away, thanking C-Shift for their kindness and compassion to her Mother while working the 911 call on her Father.

Commissioner Watkins moved to accept Chief Kuhn's Chief Report. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

- > Administrative Specialist, Sunny Sipes, presented the Board with the following new/revised District Operating Procedures and/or Control Policies:
 - ✓ Staging SOG #200.05.0

Commissioner Watkins moved to accept the above new/revised District Standard Operating Procedures / Guidelines / Control Policies (copy attached hereto). Commissioner Spence seconded the motion. The vote was unanimous and the motion passed.

- > Commissioner Crittenden made a call for the election of the Alva Fire Board's Vice Chairman due to the resignation of former Vice Chairman, John H. Shearer.

Commissioner Fichter made a motion to elect Richard Spence as the Alva Fire Control and Rescue Service District's Vice Chairman. Commissioner Watkins seconded the motion. The motion was unanimous and the motion passed.

- > Administrative Specialist, Sunny Sipes, presented the health insurance proposals, with United Healthcare and Transamerica, from Philip Financial Group. She stated that the premiums reflect a 5% increase over present-day rates and that the coverage and benefits will remain the same as the current policy.

Commissioner Fichter made a motion to approve the policy proposals with United Healthcare and Transamerica for the period of, December 15, 2022 – December 14, 2023, with Philip Financial Group. This motion was seconded by Commissioner Watkins. The motion was unanimous and the motion passed.

- > Chief Kuhn presented the updated Alva Fire Control District's Comprehensive 5-Year Plan for 2022-2027. Board members were presented copies for their review.
 - ✓ Kuhn discussed training goals, future development, reserved funding and station growth.

Commissioner Fichter made a motion to accept the Alva Fire Control District's Comprehensive 5-Year Plan for 2022-2027. Commissioner Watkins seconded the motion. The motion was unanimous and the motion passed.

- > Chief Kuhn informed the Board that he was working on a District Inspection Fee Schedule. He also stated that a Resolution was warranted and that should be completed and re-addressed at the December Board meeting.
- > Administrative Specialist, Sunny Sipes, suggest "adopting" a local family in need during the Christmas Holiday. She and Chief Kuhn suggested, Renee Johnson, who is alone caring for 10-special need adults. Sipes asked that all employees and Commissioners bring a gift for a specified individual to the District's Christmas Breakfast on, December 15, 2022. Firefighters will then distribute the collected items to Ms. Johnson.
 - ✓ Board members agreed and asked Sipes to move forward.

Old Business

- > Kuhn tabled the pole barn damage from Hurricane Ian by stating that it could run \$600 per addressed truss plus additional labor fees. Commissioner Spence suggesting having Rabur make the repairs needed at a minimal cost.

Union Report

District Paramedic and Local 1826 DVP, Jean Etcheverry, presented the Union Report

- > Thanked Firefighters for their participation in the Halloween festivities.
- > Praised the concept of adopting a local family during the Christmas holiday.
- > Looks forward to continuing work on the District's Task Book.

Volunteer / Public Comments

Local citizen, Paul Meloy, introduced himself and stated that he was interested in open Board Seat #1 due to Shearer's resignation. He stated that he is the son of previous Chief Paul Meloy, he has volunteered with the Alva District in the past, he is a lifelong citizen, is raising a family in the Alva community, is an 18-year employee of Altec Industries and was with Pike for 6-years prior to his current employment.

Commissioner Comments

- > Commissioner Watkins thanked District Firefighters for their participation in the Halloween festivities as well as the Alva School's Fall Festival.
- > Commissioner Fichter agreed with Watkins' statements.
- > Commissioner Spence commended Firefighters for their professionalism and capabilities, during a weekend traffic accident, that he personally witnessed. He suggesting purchasing a "thank you" gift for local citizen, Jerry, who also stopped to help prior to the arrival of District Firefighters. Spence also made Paul Meloy aware of Resolution #22.10.01 which dictates the compensation, guidelines and attendance responsibilities for Board members.
- > District Chaplain, Paul Cords, made a suggestion in reference to previous discussions of purchasing a tender. He stated for Commissioners to research a water tank that could be mounted on a portable trailer and could be pulled by a District utility vehicle. The suggestion of a water canon truck was also made.
- > Commissioner Crittenden made a call to inquire if any Commissioners were interested in appointing an individual for open Fire Board Seat #1?

Commissioner Spence made a motion to appoint Paul Meloy to vacant Seat #1 of the Alva Fire Control & Rescue Service District Board of Commissioner's. Commissioner Watkins seconded this motion. The motion was unanimous and the motion passed.

Reminders

- > December Board Meeting will be held, December 12, 2022, at 6:30 PM.
- > Employee Family Christmas Breakfast will be held, December 15, 2022, at 8:15 AM.

Adjournment

Commissioner Fichter moved to adjourn the meeting. This was seconded by Commissioner Spence, and the vote was unanimous. Chairman Crittenden closed the meeting.

Respectfully submitted,

Sunny Sipes, Administrative Assistant

Minutes Distributed Electronically to Board Members