

REGULAR MONTHLY MEETING  
**ALVA FIRE PROTECTION & RESCUE SERVICE DISTRICT**  
2660 STYLES ROAD, ALVA, FLORIDA 33920  
DATE: AUGUST 11, 2025

**Call to Order**

Chairman Watkins convened the regular monthly meeting of the Alva Fire Protection & Rescue Service District at 6:31 PM on August 11, 2025. There were sufficient Board members present to establish a quorum.

**Commissioners in Attendance**

Henry Grant Fichter  
Darren Watkins  
Paul F. Meloy, Jr.  
Henry D. MacArty - **Absent**  
Debbie K. Whitney

**Also in Attendance**

Jean P. Etcheverry, Chief  
Sunny Sipes, Finance Manager  
10-District Firefighters  
Union DVP  
Local 1826 - Tim Jones, Vice President  
Pastor Paul Cords

**Pledge of Allegiance / Moment of Silence / Prayer**

Prayer performed by Pastor Paul Cords

**Presentation of Awards & Acknowledgments**

Congratulations to District Firefighter/EMT Entwistle, on the birth of his son.

**Approval of the July 14, 2025 Regular Monthly Meeting Minutes**

Commissioner Fichter moved to approve the minutes of the July 14, 2025, regular monthly meeting. Commissioner Watkins seconded the motion. The vote was unanimous and the motion passed.

**Approval of the Financial Data from July 2025**

Finance Manager, Sunny Sipes, detailed District income and expenditures (copy attached hereto).

Commissioner Watkins moved to approve the financial data from July 2025. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

**Public Input on Business**

None

**New Business**

➤ Chief's Report

- ✓ Happy Birthday to Commissioner Meloy.
- ✓ 48-Total Calls: 34-EMS, 14-Fire.
- ✓ Chief Etcheverry provided training updates.
- ✓ The following training has been completed or is ahead: Active Shooter training for Chief, Pipeline Safety training, "Priority-4" Disaster Assessment training and the ongoing collaboration with Lee County for the bike park rescue training.
- ✓ Chief informed the Board that the Class-A uniforms have been ordered, Stokes basket has been ordered for bike park rescue, Administrative office is now on its own power source, the second part of the Life Scan physicals will take

- place September 4<sup>th</sup> and 5<sup>th</sup>, the Union contract has been ratified and the engines and T-121 are all scheduled for their annual pump tests.
- ✓ Discussion ensued on the PS Trax platform for equipment maintenance and repairs as well as the KnowB4 cyber training platform.

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

- Finance Manager, Sunny Sipes, presented the Board with the VFIS Accident & Sickness Policy for FY end 09/30/26.
  - ✓ Sipes relayed that the annual proposal totals \$4,099 which is an increase of \$288 over the previous fiscal year premium.

Commissioner Fichter made a motion to accept the VFIS Accident & Sickness policy proposal for FY end 09/30/2026. This motion was seconded by Commissioner Whitney and unanimously approved.

- Discussion ensued in regard to the ratification of the Southwest Florida Professional Firefighters & Paramedics, IAFF Local 1826, District 24, Collective Bargaining Agreement for FY 2025-2028.
  - ✓ Chief Etcheverry reminded the Board that the proposed contract was emailed to all Commissioners, prior to this evenings gathering, for their review. He stated that all adjustments that were discussed at the Executive Session were proposed and accepted by the Union.
  - ✓ Sipes' mentioned that the maximum Firefighter hourly incentive amount was also increased to reflect the additional incentive benefits that were proposed by the Board.

Commissioner Fichter made a motion to accept the proposed Collective Bargaining Agreement with the Southwest Florida Professional Firefighters & Paramedics, IAFF Local 1826, District 24, for FY 2025-2028. This motion was seconded by Commissioner Meloy and unanimously approved.

- ✓ Union DVP, Jason Allen, as well as Local 1826 Vice President, Tim Jones, thanked Commissioners and staff for their approval and dedication to the Firefighters of the Alva District.
- ✓ Chief Etcheverry thanked the Union, Finance Manager, Sunny Sipes and Commissioners for their cooperation.
- Chief Etcheverry presented the Board with information concerning the PS Trax Digital Platform for station equipment evaluations and maintenance records.
  - ✓ Chief detailed the platform options and benefits, stated it will take 6-8 weeks to set-up and PS Trax will invoice the District next fiscal year.
  - ✓ Etcheverry stated year one is \$3,495 and the two remaining years will invoice at \$2,725 each.

Commissioner Fichter made a motion to approve the implementation of the PS Trax Digital Platform program for equipment evaluations and maintenance records. This motion was seconded by Commissioner Whitney and unanimously approved.

- Chief Etcheverry presented the Board with information concerning the KnowB4 cyber training platform.
  - ✓ Chief explained sets, baseline, training and simulated tests for cyber training. He also relayed the importance of District staff and Commissioners being

educated on the risks of cyber threats associated with the District's electronic platform.

Commissioner Fichter made a motion to approve the implementation of the KnowB4 cyber training platform. This motion was seconded by Commissioner Whitney and unanimously approved.

- Finance Manager, Sunny Sipes, presented the Board with the Tentative Budget Worksheet for FY end 09/30/2026.
  - ✓ Sipes detailed income, expenses and potential capital outlay expenditures (copy attached hereto).

### **Old Business**

- Discussion ensued on the land purchase for a possible second station.
  - ✓ Commissioner Fichter addressed the Board stating that he has no new developments to report.
  - ✓ Commissioner Watkins relayed that he has viewed a new development map from Kitson & Partners for the Babcock parcel of land that lies within the Alva Fire District. He stated that Charlotte County has plans to construct two additional fire stations, Babcock donated land to Bayshore Fire District for station development and that there is no plan at this point to provide an access route to this parcel off of Highway 78.
  - ✓ Station development discussions are still progressing.

### **Union Report**

Jason Allen, DVP Southwest FL Professional Firefighters & Paramedics, IAFF Local 1826

- Thanked the Board for the Collective Bargaining Agreement approval.

### **Volunteer / Public Comments**

None

### **Commissioner Comments**

- Commissioner Fichter thanked the Chief for his dedication to the cyber security training stressing its importance to the industry.
- All Commissioner's wished Chief Etcheverry a happy birthday.

### **Reminders**

- The September Board Meeting will be held Monday, September 08, 2025, at 6:30 PM.
- The Tentative Budget Hearing for FY end 09/30/2026 will be held Monday evening, September 08, 2025, at 6:00 PM.

### **Adjournment**

Commissioner Meloy moved to adjourn the meeting at 7:45 PM. This motion was seconded by Commissioner Whitney, and the vote was unanimous. Chairman Watkins closed the meeting.

Respectfully submitted,

Sunny Sipes, Finance Manager / Administrative Specialist

Minutes Distributed Electronically to Board Members