

REGULAR MONTHLY MEETING  
**ALVA FIRE PROTECTION & RESCUE SERVICE DISTRICT**  
2660 STYLES ROAD, ALVA, FLORIDA 33920  
DATE: NOVEMBER 10, 2025

**Call to Order**

Chairman Watkins convened the regular monthly meeting of the Alva Fire Protection & Rescue Service District at 6:30 PM on November 10, 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  
Debbie K. Whitney

**Also in Attendance**

Jean P. Etcheverry, Chief  
Sunny Sipes, Finance Manager  
4-District Firefighters  
Pastor Cords

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

Prayer performed by Pastor Cords

**Presentation of Awards & Acknowledgments**

None

**Approval of the October 13, 2025 Regular Monthly Meeting Minutes**

Commissioner MacArty moved to approve the minutes of the October 13, 2025 regular monthly meeting. Commissioner Fichter seconded the motion. The vote was unanimous and the motion passed.

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

Sunny Sipes, Finance Manager/Administrative Specialist

Commissioner Fichter moved to approve the financial data from October 2025. Commissioner Meloy 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 Fichter and Firefighters Barrett, Carmona and Perez.
- ✓ Thank you to Engineer Johnson for setting-up the "Fill The Boat" campaign on Friday, November 28, 2025, at the LaBelle Walmart.
- ✓ Total calls: 38 - 28-Medical / 10-Fire
- ✓ Training: Chief participated in the S-215 Fire Operations & Wildland/Urban Interface, FF Barrett attended the S-215 Apparatus Operations, FF Carmona completed Fire Officer I course, FDIC trip is planned and set-up, two FF enrolled in the Paramedic course and there will be an ISO class on December 2<sup>nd</sup>.

- ✓ Public Outreach: Trailwinds, Alva School for Fire Prevention Month and the Fall Festival is upcoming at the Alva School.
- ✓ Old Business: Electrical work on station property is now completed, M-121 and T-123 have been serviced, Chief has received two quotes for the concrete training pad, PS Trax went live today.
- ✓ New Business: Department has three Probationary Firefighters that have completed their Probationary term, annual gear inspections are next Monday and capital, trackable asset and operational equipment purchases are being fulfilled.

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

- Sipes presented the Board with the United Healthcare and Transamerica premium proposals, through Philip Financial Group, for the upcoming annual health care renewal.
  - ✓ She relayed that there will be a 16% increase in premium costs and that Chief Etcheverry had decided to stay with the "grandfathered" plan due to the benefits and additional proposals received by other companies.
  - ✓ Chief relayed the thoughts of creating a group health care plan with surrounding districts. He will keep the Board informed on these discussions and developments.

Commissioner Whitney made a motion to accept the health care proposals from United Healthcare and Transamerica through Philip Financial Group. This motion was seconded by Commissioner Fichter and unanimously approved.

- Discussion ensued on the \$250,000 transfer of Assigned Funds, from the District's SBA account, that was made for November operations.

Commissioner MacArty made a motion to accept the \$250,000 transfer of funds from the District's SBA account to fund November operations. This motion was seconded by Commissioner Fichter and unanimously approved.

- Chief Etcheverry presented new District policies #SOP200.70.01 (Personnel Selection for Long-Term Deployments) and #POL100.70.00 (Disaster Compensation Policy) for the Board's review.
  - ✓ Chief discussed the need and details of each policy.

Commissioner MacArty made a motion to accept new District policy numbers #SOP200.70.01 (Personnel Selection for Long-Term Deployments) as well as #POL100.70.00 (Disaster Compensation Policy) (copy attached hereto). Commissioner Meloy seconded this motion and the motion was unanimously approved.

### **Old Business**

- Discussion ensued on the land purchase for a possible second station.
  - ✓ Commissioner Fichter stated that he is waiting on the title commitment for the prospective parcel as well as the title search for the adjacent parcel. He stated that the Board needs guaranteed access prior to formal discussions of purchase.

### **Union Report**

Jason Allen, DVP Southwest FL Professional Firefighters & Paramedics, IAFF Local 1826  
None

**Volunteer / Public Comments**

- Sipes reminded Board members to fulfill their 4-hours of annual Ethics training. She reviewed the email link that she sent to Commissioners.

**Commissioner Comments**

- Commissioner Fichter thanked all firefighters for their service and wished all veterans a Happy Veterans Day.

**Reminders**

- The December board meeting will be held on Monday, December 8, 2025, at 6:30 PM.

**Adjournment**

Commissioner Fichter moved to adjourn the meeting at 7:10 PM. This motion was seconded by Commissioner MacArty, and the vote was unanimous. Chairman Watkins closed the meeting.

Respectfully submitted,

Sunny Sipes, Finance Manager / Administrative Specialist

Minutes Distributed Electronically to Board Members