

REGULAR MONTHLY MEETING
ALVA FIRE PROTECTION & RESCUE SERVICE DISTRICT
2660 STYLES ROAD, ALVA, FLORIDA 33920
DATE: SEPTEMBER 14, 2026

Call to Order

Chairman Watkins convened the regular monthly meeting of the Alva Fire Protection & Rescue Service District at 6:43 PM on September 14, 2026. There were sufficient Board members present to establish a quorum.

Commissioners in Attendance

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

Also in Attendance

Jean P. Etcheverry, Chief
Sunny Sipes, Finance Manager
Pastor Paul Cords

Pledge of Allegiance / Moment of Silence / Prayer

Prayer performed by Pastor Paul Cords

Presentation of Awards & Acknowledgments

None

Approval of the August 10, 2026 Regular Monthly Meeting Minutes

Commissioner Whitney moved to approve the minutes of the August 10, 2026 regular monthly meeting. Commissioner MacArty seconded the motion. The vote was unanimous, and the motion passed.

Approval of the Financial Data for August 2026

Sunny Sipes, Finance Manager/Administrative Specialist

Commissioner MacArty moved to approve the financial data for August 2026 (copy attached hereto). Commissioner Meloy seconded the motion. The vote was unanimous, and the motion passed.

Public Input on Business

None

New Business

➤ **Chief's Report**

- ✓ Chief wished Commissioner Whitney a happy birthday.
- ✓ Thank you to Training Under Pressure and the Gary Sinise Foundation for their donation of new TIC. Chief stated that the Gary Sinise Conference and training in Tennessee was very educational.
- ✓ 41-Total calls during the month of August and 1-inspection.
- ✓ Training update - Lee Flight, active shooter, county wide Peer Support Resource meeting, and radiation training upcoming.
- ✓ Stated that Fire Prevention Week programs will take place at the Alva School from October 4-10th.
- ✓ Annual mask fitting tests and performance evaluations for firefighters will be wrapping up this week.

- ✓ Chief Etcheverry presented the Board with a chart showing the possible effects to the District should the property tax referendum pass in November. Discussion ensued on the possibility of implementing district property assessments.
- ✓ ISO stopped by the District for its evaluation and made a few suggestions regarding the logging-in of Volunteer participation hours. Chief also mentioned that a plan is in place to provide repair and maintenance for the District's dry hydrants.
- ✓ Discussion ensued on the newly approved Caloosa 80 development order as well as the hydrants being installed at the new Alva High School.
- ✓ Chief informed the Board that the Lee County School District has donated the old live fire training tower to the District and that he is researching the development costs of a training area here at Station 121. Chief confirmed that this facility would not be used for live fire training.

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

- Review/Approve the following new District Policy / SOG:
 - BP #400.00.01 - Training Documentation & Compliance
 - ✓ Chief stated that the Best Practice details the exact manner for inputting training hours in order to comply with ISO guidelines.

Commissioner MacArty moved to approve the implementation of BP #400.00.01 concerning Training Documentation & Compliance (copies attached hereto). Commissioner Meloy seconded this motion and the motion passed.

- Review/Approve the purchase of the Phoenix G2 radio alert system using Impact Funds in the amount of \$17,172.75.
 - ✓ Chief Etcheverry informed the Board that Assistant County Attorney Joseph A. Adams, has approved their request for the use of Impact Funds.
 - ✓ Chief stated that this system would have been a great benefit earlier in the week when the department received multiple calls simultaneously.

Commissioner Meloy motioned to approve the purchase of the Phoenix G2 radio alert system through Lee County EMS in the amount of \$17,172.75, using Impact Funds. This motion was seconded by Commissioner Whitney and unanimously approved.

- Review/Approve the Humana Dental, Vision, and Life insurance proposals through Philip Financial Group for FY 2026-27.
 - ✓ Sipes informed the Board that there was a slight increase in dental and life premiums but no change in the vision premiums.

Commissioner MacArty motioned to accept the Humana policy proposal for the District's dental, vision, and life insurance through Philip Financial Group (copy attached hereto). This motion was seconded by Commissioner Meloy and approved.

- Review/Approve the PGIT Workman's Compensation proposal through Philip Financial Group for FY 2026-27.
 - ✓ Sipes informed the Board of an \$850 annual premium increase that was mainly attributed to rising personnel costs.

Commissioner Meloy motioned to accept the PGIT Workman's Compensation insurance proposal through Philip Financial Group for FY 2026-27 (copy attached hereto). This motion was seconded by Commissioner MacArty and passed.

- Review/Approve the Accident/Sickness and Member Assistance Program proposals through VFIS for FY 2026-27.
 - ✓ Sipes relayed the benefits and premiums for each plan.

Commissioner Meloy motioned to accept the proposals for the Accident/Sickness and Member Assistance Program from VFIS for FY 2026-27 (copy attached hereto). Commissioner MacArty seconded this motion, and it was passed.

- Review/Approve the Automotive, Liability and Property Insurance proposals from VFIS and PGIT for FY 2026-27.
 - ✓ Sipes informed the Board that she received proposals from the District's current carrier, VFIS, as well as a proposal from PGIT through Philip Financial Group (copies attached hereto).
 - ✓ Sipes relayed that the VFIS quote was \$61,299.44 and the PGIT proposal came in at \$52,766. She informed the Board that the offered benefits were comparable and that the PGIT estimate also included cyber coverage.
 - ✓ Premium discussion ensued.
 - ✓ Sipes informed the Board that if they decided to proceed with the PGIT proposal, she would like them to consider making Philip Financial Group the District's Agent of Record. They would be available to handle potential claims on the District's behalf and to gather multiple proposals for upcoming renewals.

Commissioner MacArty motioned to approve the acceptance of the PGIT Automotive, Liability and Property Insurance proposal for FY 2026-27 through Philip Financial Group. This motion was seconded by Commissioner Meloy and unanimously approved.

Commissioner Watkins motioned to approve Philip Financial Group as the Agent of Record for the District's Automotive, Liability and Property Insurance policies. This motion was seconded by Commissioner Whitney and passed.

- Review/Approve the transfer of operationally assigned funds for FY end 09/30/2026.
 - ✓ Sipes informed the Board of the need to transfer \$80,000 of assigned funds for unexpected expenses during the current fiscal year. She stated that higher than projected repair and maintenance costs, additional retirement requirements as well as overtime needs attributed to the need for this transfer.

Commissioner MacArty motioned to transfer \$80,000 from the District's SBA account to its First Bank General Operating account for FY end 09/30/26. The motion was seconded by Commissioner Meloy and unanimously approved.

- Review/Approve the Alva Fire District Board of Commissioners' meeting dates for FY 2026-27.

Commissioner Meloy motioned to approve the Board of Commissioners' meeting dates for FY 2026-27 as well as their publication in the Fort Myers News-Press. This motion was seconded by Commissioner Whitney and unanimously approved.

- Review/Approve Resolution #26.09.03 concerning the GASB Fund Balance Policy modifications.

- ✓ Chief Etcheverry relayed to the Board that the effects of transferring additional operational funds for the current fiscal year, additional requirements for Assigned Post Employment Insurance and higher Compensated Balance figures affected the Assigned Funds.

Commissioner Meloy made a motion to approve Resolution #26.09.03 concerning the GASB Fund Balance Policy modifications. This motion was seconded by Commissioner Whitney and approved.

- Review/Approve station surveillance camera system for the FY 2026-27 expense.
 - ✓ Chief Etcheverry relayed the need for property surveillance and presented the Board with three proposals for station camera equipment: Alternative Audio Solutions, Inc. - \$10,779.99, Ron & Sons, Inc. - \$13,500.00 and Diamond Security & Sound - \$12,141.99.
 - ✓ Discussion ensued on the equipment specifications.

Commissioner MacArty motioned to accept the station surveillance camera system proposal from Alternative Audio Solutions, Inc. in the amount of \$10,779.99. This motion was seconded by Commissioner Meloy and unanimously approved.

Old Business

None

Union Report

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

None

Volunteer / Public Comments

- Chaplain Cords thanked the District for their response to the Buckingham Church fire, as well as the residential house fire on the island in River Forest.

Commissioner Comments

- Commissioner Meloy asked Chief Etcheverry to reach out to Lee County representatives to discuss additional resources that may be needed by the District to service the new Alva High School. Meloy stated that he was concerned about how the potential effects of property tax reductions may affect our fire District.
- Commissioner Whitney detailed the service that was provided to her neighbor during the weeks prior.
- Commissioner MacArty discussed a funeral service for Retired Firefighter Edward Martin, which was attended by himself and Chief Etcheverry. He complimented Pastor Cords on his sermon.

Reminders

- The October Board meeting will be held on Monday, October 12, 2026, at 6:30 PM.
- The Final Budget Hearing for FY end 09/30/27 will be held on Monday, September 28, 2026, at 6:15 PM

Adjournment

Commissioner Meloy moved to adjourn the meeting at 7:55 PM. This motion was seconded by Chairman Watkins, and the vote was unanimous. Chairman Watkins closed the meeting.

Respectfully submitted,

Sunny Sipes, Finance Manager / Administrative Specialist

Minutes Distributed Electronically to Board Members