



**MINUTES  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
September 4, 2019  
6:00 PM**

**MEETING CALLED TO ORDER BY COMMISSIONER SZYMANSKI AT 6:00 PM. THE PLEDGE OF ALLEGIANCE WAS LED BY COMMISSIONER SZYMANSKI AND INVOCATION WAS LED BY COMMISSIONER MURPHY.**

**CONSENT AGENDA**

**Agenda Item; Approve the minutes from the regular meeting on August 13, 2019.** *Commissioner Delp made a motion to approve the minutes as written for the August 13, 2019 regular meeting. Commissioner Carter seconded the motion. All were in favor; motion carried.*

**ADMINISTRATIVE AGENDA**

**Agenda Item; Treasurer's Report.** Commissioner Delp presented the Treasurer's Report. There were \$6,3049.00 received in Impact Fees for the month of August. There were no unforeseen expenses for the month of August. Year to date expenses are coming in overall under budget at 86% as compared to fiscal year budgets expenditures. *Commissioner Delp made a motion to accept the Treasurer's Report as read. Commissioner Carter seconded the motion. All were in favor, motion carried.*

**Agenda Item; Approve recommendation to renew general liability and worker's compensation insurance coverage with agent Wayne Hood, Underwood Anderson.** Every year in September, Midway Board of Fire Commissioners renew the general liability insurance and worker's compensation insurance for an effective date of October 1 of each fiscal year. The general liability coverage also encompasses property, automotive, portable equipment, crime and management liability. Midway Fire District's worker's compensation insurance premium is calculated as a percentage of payroll. The exact percentage each year is a direct reflection of the claims history of the previous three fiscal years, not counting the most recent fiscal year. Midway Board of Fire Commissioners maintain Volunteer and Career Firefighter Accidental Death and

Dismemberment Insurance policies separate from the other lines of coverage for the specific purpose of compliance with FL Statute 112.191; Firefighter Death Benefits. *Commissioner Delp made a motion to approve the recommendation to renew the District's liability, worker's compensation and accidental death and dismemberment insurance for fiscal year 2019/2020 with Underwood Anderson for a total insurance cost of \$193,006.61. Commissioner Murphy seconded the motion. All were in favor; motion carried.*

**Agenda Item; Review Medical Direction Services Contract for renewal.** Midway Fire District Board of Fire Commissioners have employed Dr. Kim Landry MD, P.A. on a contractual basis as an Independent Contractor to provide the services of Medical Director since 2008. As the Medical Director, Dr. Kim Landry MD, P.A. provides clinical oversight and leadership, protocol and policy development, the provisions of Online Medical Control services, establishes medical supply and equipment standards, Quality Assurance and Quality Improvement services, identification of training deficits in the EMS System, approval of all CME training materials and curriculum, field observation of EMS personnel rendering patient care and conducts and sponsors medial research and clinical trials of new treatments or equipment. The contract in place is reviewed annually by the Midway Fire District Board of Fire Commissioners to ensure compliance and satisfaction.

*Commissioner Murphy made a motion to approve the recommendation to renew the Medical Director Service Agreement and authorize payments to Dr. Kim Landry MD, P.A. effective September 4, 2019 for the fiscal year period beginning on October 1, 2019 and ending on September 30, 2020. Commissioner Carter seconded the motion. All were in favor, motion carried.*

**Agenda Item; Review Fire Chiefs annual performance evaluation.** Midway Fire District performs annual evaluations on all employees. The commissioners each meet with Chief Kanzigg and complete an evaluation of his performance throughout the fiscal year. The five evaluations were averaged into one overall score of 4.99 out of 5. All commissioners were very satisfied with Chief Kanzigg's leadership, and accomplishments throughout the past year.

**Agenda Item; Accept Strategic Plan 2019-2025.** At the March Commissioner meeting, staff presented a proposal of a 2019-2025 plan for review and recommendation of change. The proposed seven-year plan would maintain the current millage rate of 2.2. The seven-year plan will be reevaluated every year and could be modified based on the needs of the District and changing taxable revenue. Approval of this plan will give staff direction to move forward with a plan to increase staffing, architecture review and planning of two new fire stations, and apparatus specification for purchasing.

*Commissioner Murphy made a motion to adopt the proposed seven-year plan for years 2019-2025, review strategic plan annually during budget planning to have minimal financial impact to the District. Commissioner Delp seconded the motion. All were in favor, motion carried.*

**Chief's Report.**

**Public Comment:** No public comment.

**Adjourn;** *Meeting adjourned at 6:41 PM.*

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**Dave Szymanski, Chairman**

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**Date:**

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**Bob Murphy, Secretary**

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**Date:**