



**MINUTES
BOARD OF COMMISSIONERS
REGULAR MEETING
September 8, 2020
6:00 PM**

**MEETING CALLED TO ORDER BY COMMISSIONER CARTER AT 6:10 PM.
THE PLEDGE OF ALLEGIANCE WAS LED BY COMMISSIONER CARTER
AND INVOCATION WAS LED BY CHAPLAIN DAVE CLARKE.**

CONSENT AGENDA

Agenda Item; Approve the minutes from the August 11, 2020 Regular meeting.
Commissioner Murphy made a motion to approve the minutes for the August 11, 2020 regular meeting as written. Commissioner Poole seconded the motion. All were in favor; motion carried.

ADMINISTRATIVE AGENDA

Agenda Item; Treasurer's Report. Commissioner Delp presented the Treasurer's Report. As of August 31, 2020, the fiscal year to date revenue the district has received is at 100%, with expenses coming in at 81%. The district received \$6,422.00 in impact fees for the month of August. There were no unforeseen expenses for the month of August.
Commissioner Delp made a motion to accept the Treasurer's Report as read. Commissioner Poole seconded the motion. All were in favor; motion carried.

Agenda Item; Oath of Office. Fire Chief Kanzigg presented the Oath of Office for the following seats: Seat 1 held unopposed by Robert Murphy, Seat 3 held unopposed by Richard Delp, Seat 4 held unopposed by Neal Carter, and Seat 5 held unopposed by John Poole.

Agenda Item; Approve recommendation to renew general liability and worker's compensation insurance coverage with agent Wayne Hood, Underwood Anderson. 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 claim history of the previous three fiscal years, not counting the most recent fiscal year. The 2020/2021 premium is calculated using a 1.29 experience mod which is a 20% reduction compared to the 2019/2020 experience mod of 1.61.

The general liability coverage also encompasses property, automotive, portable equipment, crime, and management liability. The District maintains Volunteer and Career Firefighter Accidental Death & Dismemberment Insurance (AD&D) policies per FL Statute 112.191; Firefighter Death Benefits.

Wayne Hood with Underwood Anderson presented the following quotes for the 2020/2021 fiscal year renewal:

Worker's Compensation	\$125,576.00 (based on 1.29 experience mod)
General Liability	\$58,440.88
AD&D	\$11,105.00
	\$195,121.88 (4% total decrease from 2019/2020)

It is recommended that the Midway Fire District Board of Fire Commissioners renew the District's liability, worker's compensation and accidental death and dismemberment insurance for fiscal year 2020/2021 with Underwood Anderson for a total insurance cost of \$195,121.88.

Commissioner Poole made a motion to approve the renewal of the District's liability, workers compensation and accidental death and dismemberment insurance for the fiscal year 2020/2021 with Underwood Anderson for a total insurance cost of \$195,121.88.

Commissioner Murphy seconded the motion. All were in favor; motion carried.

Agenda Item; Review Fire Chief's annual performance evaluation. Chief Kanzigg and the other Chief Officers complete performance evaluations for all of the employees annually. Each of the five commissioners complete a performance evaluation for the Fire Chief. On a scale of one through five with five being the highest. The scores of each evaluation are averaged together to achieve one overall score. For fiscal year 2020, Chief Kanzigg earned a score of five on his performance evaluation.

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, leadership, protocol, and policy development. The provisions of Online Medical Control services, establishes medical supply and equipment standards, quality assurance, 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 renewal of the Medical Director Service Agreement for the fiscal year period beginning October 1, 2020 and ending on September 30, 2021. Commissioner Delp seconded the motion. All were in favor; motion carried.

Agenda Item; Accept SAFER Grant. Midway Fire District's staff submitted a grant application to FEMA requesting \$983,502.00 be awarded to MFD out of the total funds available for the 2019 SAFER funding opportunity. Due to the ongoing pandemic, FEMA announced a one-time waiver of the following grant provision:

The 25% cost share the position cost limits, supplementing and the minimum budget requirement. In addition, the application window was extended by two weeks. MFD has been awarded the full \$983,502 which funds six additional firefighters for a period of three years. MFD must maintain the budget positions accounted for at the time of the grant award as well as the six positions referenced in the grant application.

It is recommended that the Midway Board of Fire Commissioners accept the 2019 SAFER Grant in the amount of \$983,502.00 to fund six (6) firefighter/EMT positions. *Commissioner Delp made a motion to accept the 2019 SAFER Grant in the amount of \$983,502.00 to fund six (6) firefighter/EMT positions. Commissioner Poole seconded the motion. All were in favor; motion carried.*

Agenda Item; Approve purchase of 2021 Chevy Tahoe. As per the most recently approved Strategic Plan (FY2019-2025), funds have been allocated to purchase a 2021 Chevy Tahoe which will be assigned as the C35 response vehicle. The remainder of the fleet will be assigned as follows:

- 2005 Ford Expedition reassigned as Operations Support/Back up vehicle; currently assigned to Operations Chief.
- 2018 Chevy Tahoe reassigned to the Operations Chief 35; currently assigned to the Fire Chief.

As an Operational Support Vehicle, the 2005 Ford Expedition will be used when front line vehicles are being serviced or as needed for tasks such as employee travel for educational conferences or to pick up medical supplies.

Alan Jay Fleet Sales is the state bid winner for fleet vehicles such as the Chevy Tahoe. Alan Jay Chevrolet submitted a quote to Midway Fire District in the amount of \$42,985.00 for a 2021 Chevy Tahoe 4x4 PPV delivered with a tow package, interior light bar and siren, integrated OPTI Com, push bumper, bucket seats, factory console and carpet floors. Once ordered, delivery is expected within three to four months.

Commissioner Delp made a motion to approve the purchase of the 2021 Chevy Tahoe 4x4, from Alan Jay Chevrolet for the total amount of \$42,985.00. Commissioner Poole seconded the motion. All were in favor; motion carried.

Added Agenda Item; Discuss forming a spec committee for a new Ladder Truck.

The Board of Fire Commissioners added the agenda item to discuss forming a spec committee for a new Ladder Truck. The Board of Fire Commissioners gave Fire Chief Kanzigg the directive to form a committee that will aid in specking a new Ladder Truck in replacement for our current Ladder Truck.

Commissioner Delp made a motion to approve the directive for Fire Chief Kanzigg to form a spec committee for a new Ladder Truck. Commissioner Poole seconded the motion. All were in favor; motion carried.

Chief's Report.

Public Comment: No public comment.

Adjourn; *Commissioner Poole made a motion to adjourn the meeting. Commissioner Delp seconded the motion. All were in favor, motion carried. Meeting adjourned at 7:02 PM.*

Neal Carter, Chairman

Date

Bob Murphy, Secretary

Date