

# *East Niceville Fire District*

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## **March 9, 2021 – Meeting Minutes**

### **Call to Order**

The meeting of the ENFD Commissioner was called to order by Chairman Evans at the East Niceville Fire Department. Chairman Evans led the pledge of Allegiance and gave the invocation.

### **Roll Call**

All the Commissioners Chief Wright and Interim Chief Birch were in attendance. There were several Firefighters and four guests: Hunter Morrison from the Bay Beacon, retired Fire Lieutenant Carl Hohenstein, Sharon Wright, Chief Tommy Mayville and Battalion Chief Matt Webster from the City of Niceville F.D.

### **Approval of Minutes**

Schwab made a motion to accept the February Minutes, seconded by McEntire. The motion passed.

### **Treasurers Report**

Treasurer McEntire passed out the Treasurers Report and stated that at the end of January 2021 there was \$899,886.00 in all the bank accounts including the CD.

### **Old Business**

Captain Kramer status – Chairman Evans reported that Captain Kramer has returned to full duty. Grants – Commissioner Revell stated that his mother no longer writes grants. Chairman Evans reported that JMCM Consulting will write the grants for us at no charge unless they are approved. All we need to do is give them the information of what we need. Chairmen Evans will find out more on this. CARES Program – Schwab found out from Okaloosa County that the ENFD as a special district is eligible for COVID-19 relief funds in the amount of \$20,000.00. The County Commissioners need to vote on this. New Fire Chief – Chief Mayville gave a presentation about reinforcing the working relationship the Niceville Fire Dept. and the ENFD. He recommended Interim Chief be the new Chief after Chief Wright retires.

**CONT**

## **Old Business, CONT**

Chief Wright's Payout/Retirement – Chief Wright has approximately 700 sick/leave hours accumulated. Treasurer McEntire will get with Bri at the CPA to calculate the payout, Then he will pay Chief via direct deposit. Chief Wright said he pay Florida Blue directly to them after he retires until he is eligible for Medicare around August of this year. Captain Kramer said that he will contact the custodian of the Retirement Plan and get the paperwork to Bri for the Chief's retirement. Air Packs – Interim Chief Birch reported that he received confirmation that the air packs will be shipped on March 22<sup>nd</sup> – Living Quarters Schwab reported that we cannot use the Captain's living quarters because its not up to code. It would require access to the outside of the building also a drop down stairwell. Schwab asked Firefighter Nyendorf to come up with a cost of doing this and give a report at the next meeting in April.

## **New Business**

Chairman Evans reported that he had consulted with some Chiefs in our area about interviewing prospective applicants on a new Chief. They suggested that our board needs to do the interviewing. Chairman Evans also passed out a Chief's Standard Qualification List. Tisa passed out an outline of offered by J Angle Consulting LLC. That briefly describes what they do for Fire Districts, including the hiring of a new Fire Chief. Chief Wright suggested that we form an interview board consisting of Wes Usher and Chief Bennet along with our Board. After a lengthy discussion it was decided that we could post a job opening through Facebook, ENFD website and the Bay Beacon for 30 days. The Board would narrow applicants down to 5-7 at the April 13<sup>th</sup> Meeting. Chairman Evans suggested that we do the interviews at the May meeting. Pay Increase for Interim Chief Birch – Chief Wright recommended that Board give Birch a 10% increase in salary while he is the interim Chief. Revel makes a motion to give Birch a 10% increase in salary, seconded by McEntire motion passed. Party for Chief Wright – Schwab made a motion that instead of having a retirement ceremony that we allow him to take of the remainder of March and not have to report for duty. Chairman Evans seconded the motion passed.

## **Chief's Report**

Chief Wright has filed his retirement paperwork and will turn in is cell phone. Chief Birch reported that radios that were sent to Motorola for maintenance in October were found. He also reported that he is now the Florida Blue Administer.

**Meeting Adjourned at 7:40 PM**