

**FEBRUARY 17, 2011  
REGULAR MONTHLY MEETING  
BOARD OF FIRE COMMISSIONERS  
SOUTHERN MANATEE FIRE & RESCUE DISTRICT**

**Date:** Thursday, February 17, 2011

**Location:** Administrative Offices, Southern Manatee Fire & Rescue District, 2451 Trailmate Drive, Sarasota, Florida, 34243

**Present:** Charles Durant, Chairman; Robert A. Kulchar, Jr., Vice-Chairman; Mark D. Ruben, Secretary; Anthony Evans, Treasurer; and Commissioner John J. Barry, III. Also in attendance were Interim Chief Michael Johnson, Assistant Chief JR Thayer, Deputy Chief Tim Berry, Fire Marshal Leslie Adent, and Administrative Assistant Debbie Tuckerman. Commission General Counsel Maggie Mooney-Portale was also in attendance. The attached guest list contains signatures of members of the public.

**Call to Order**

Chairman Durant called the meeting to order at 6:00 p.m. and welcomed everyone.

**Invocation/Pledge**

Commissioner Kulchar gave the invocation and the Pledge of Allegiance was recited.

**SPECIAL BUSINESS**

Interim Chief Johnson asked Lt. Adam Perry to come to the front. Adam was recently promoted to Lieutenant. Assistant Chief Thayer spoke about Lt. Perry's career and time he has given to the Volunteer Association. Everyone watched as Lt. Perry's son, Hunter, pinned his badge on him.

**APPROVAL OF MINUTES**

The minutes of the January 20, 2011 Regular Meeting of the Board of Fire Commissioners was previously distributed. *Commissioner Ruben motioned to accept the minutes of the January 20, 2011 Regular Meeting of the Board of Fire Commissioners. Commissioner Kulchar seconded the motion and the motion unanimously carried.*

**PUBLIC COMMENT**

Chairman Durant called for Public Comment and there was none.

**TREASURER'S REPORT**

• **Financials**

Assistant Chief Thayer reported that the Board had the January Financials in their packet. *Commissioner Ruben made a motion to approve the financials as presented. Commissioner Kulchar seconded the motion and the motion unanimously carried.*

## **OLD BUSINESS**

### **1. Station 3**

Deputy Chief Berry reported that although there were some snafus in the Certificate of Occupancy, which should be completed on Friday, we are expecting to move in on Tuesday, February 22.

## **NEW BUSINESS**

### **\* Discussion Regarding Process for Hiring Chief**

Chairman Durant reported that he asked to have this item added to the agenda. He suggested that the Board hold a Workshop to start the process to hire a new Chief. The date was set for March 3, 2011. *Commissioner Kulchar made a motion to hold a Workshop to decide how to hire a new Chief on March 3, 2011. Commissioner Evans seconded the motion and the motion unanimously carried.*

### **1. Job Descriptions**

Interim Chief Johnson reported that staff has been working on updating the duties and responsibilities for the Fire Chief, Assistant Fire Chief of Administration, Deputy Chief of Operations and Fire Marshal. *Commissioner Barry made the motion to approve the job descriptions as presented. Commissioner Evans seconded the motion and the motion unanimously carried.*

### **2. Resolution 2011-01 Executive Officer Authority**

Interim Chief Johnson noted that the attached Resolution delineates the responsibility of the Fire Chief to adopt operational policies. *Commissioner Kulchar made a motion to approve Resolution 2011-01. Commissioner Barry seconded the motion and the motion unanimously carried.*

## **COMMITTEE REPORTS**

### **3. Pension Committee**

Chairman Lockie was in attendance and reported that as the Board saw, December was a good month. January looks to be good also. He reported that the Board will be watching to see what the legislature does. Commission Barry welcomed Clyde back.

### **\* Union Report**

Chairman Durant asked if Adam Chevalier had any report for the Board. Adam reported that they are working on the Muscular Dystrophy Drive. This year they will be at the store fronts instead of in the streets due to changes in the County Ordinance. They will be out 1 or 2 weekends in March. Adam was asked to notify the commissioners what weekends.

## **VOLUNTEER ASSOCIATION**

### **\* Minutes of February 7, 2011 Meeting – Minutes Not Available**

**CHIEF'S REPORT**

**4. Chief's and Departmental Reports**

Assistant Chief Thayer thanked Lieutenant Jay Fischer for all the hard work he does on our website. Jay posted the agenda for tonight's meeting on the website, hopefully the draft minutes will be posted before the next meeting. Chairman Durant came up with that idea.

Deputy Chief Berry reported that he and Commissioner Evans attended the last Volunteer Meeting. The main topic was getting ready for the Softball Tournament. It looks like we have attracted teams from Tampa and Fort Meyers into the competition.

**COMMISSIONER'S/ADMINISTRATION COMMENTS**

Chairman Durant asked for Commissioner's and Administration's comments and there were none. Chairman Durant noted that the Manatee County Honor Guard took first place in an International Honor Guard Competition. As 50% of the Guard are Southern Manatee Fire & Rescue employees, congratulations. Chairman Durant also noted that the District received a thank you letter from Florida Highway Patrol. The letter was for assistance in the tragic hit and run accident on January 22<sup>nd</sup>. Lieutenant Gould's crew of Dan Reisdorf and Steve Gibson did a great job.

Chairman Durant reported that the next meeting will be the Workshop on March 3<sup>rd</sup> with the regular meeting on March 17<sup>th</sup>, 2011.

**The meeting was adjourned at 6:18 p.m.**

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Charles A. Durant, Chairman

Attest:

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Mark Ruben, Secretary