

MINUTES
WORK SESSION AND MEETING
FORT MYERS BEACH FIRE CONTROL DISTRICT
BOARD OF COMMISSIONERS
TIME: 10:00 AM
DATE: August 10, 2022
Fort Myers Beach Public Library

IN ATTENDANCE: Chairman Larry Wood, Vice-Chairman Ron Fleming, Secretary/Treasurer John Bennett, Commissioner Jacki Liszak, Commissioner Jim Knickle, Fire Chief Ronald Martin, District Chief Scott Wirth, Fire Official Jennifer Campbell, Finance Director Jane Thompson, Human Resources Manager Colleen Brooks and District Members.

1. Meeting Called to Order 10:02 AM

2. Pledge of Allegiance

3. Adoption of Agenda [Discussion/Approval]

Chairman Wood noted an addition to the agenda of item 8.A.1 District 15 comments. Commissioner Bennett motioned to approve, seconded by Commissioner Fleming and approved 5-0.

4. Restate Agenda Items [Information]

5. Public Input on Non-Agenda Items - none

6. Consent Agenda [Approval]

Items listed are considered routine and action will be taken by one motion; if a Commissioner desires discussion, the specific item will be removed during the Adoption of the Agenda and considered separately.

A. July 27, 2022 Regular Meeting Minutes

Chairman Wood noted a change to item 9a in the July 27th, 2022 Board Meeting Minutes, to reflect the TRIM rate of 2.9851. Commissioner Bennett motioned to approve, seconded by Commissioner Knickle and approved 5-0.

7. Unfinished Business- none

8. New Business

A. Ratification of District 15 CBA [Discussion/Public Input/Approval]

Chief Martin presented notes on the District 15 Collective Bargaining Agreement. The agreement is for a three (3) year period and valued at a total of approximately \$487,725 or approximately \$162,575 per year. The Board had no questions or discussions. Commissioner Knickle motioned to approve, seconded by Commissioner Liszak and approved 5-0.

1. District 15 Comments
Battalion Chief Terry Brunson spoke on behalf of District 15 and thanked the Board, Chief Martin and staff for their work on the bargaining agreement. He also thanked everyone on behalf of District 3 DVP Jennifer Gordon who was not able to attend this meeting.

- B. Salary Range Adjustments - Executive Staff [Discussion/Public Input/Approval]
Chief Martin reviewed proposed salary adjustments for the executive staff excluding the position of Human Resources Manager as it was included in adjustments with the administrative staff in July. Chief Martin proposed an eight (8) step plan for salary ranges that would be re-evaluated based on current market value in 2025.
Chairman Wood motioned to approve the salary adjustments effective August 1, 2022, seconded by Commissioner Bennett.
Commissioner Lyszak asked how and when executive staff members would be put in the new salary range. Chief Martin answered changes are effective as of August 1st and staff would be plugged into the corresponding range based on evaluation.
Commissioner Knickle clarified that no adjustments would result in a pay cut.
Motion approved 5-0.

- C. Fire Chief Annual Performance Review [Discussion/Public Input/Approval]
Chairman Wood shared that the Board met with Chief Martin. Chairman Wood also met with some members of the executive staff. Human Resources Manager Colleen Brooks was present to record and compile results of the evaluation. After the Board gave their comments and rating for each of the seven (7) categories, Chief Martin received a total score of 105, which exceeds expectations in all areas. The Board thanked Chief for his hard work and commitment to the District and community.
Chief Martin thanked the Board for their notes and comments and thanked staff for backing him. [A review of the completed Performance Review is available via Human Resources]
There was no public input.

- D. Fire Chief Salary Scale [Discussion/Public Input/Approval]
Chief Martin compiled a report of salary ranges and found a competitive market value range with an eight (8) step salary scale to be evaluated every three (3) years.
Commissioner Fleming asked if Sanibel was included in this comparison, Chief Martin verified that it was.
Commissioner Lyszak asked about bumping up the salary range. Chairman Wood responded that the evaluation allows the Board to decide what kind of raise to give and what step to place the Chief. Chief Martin added that the Board can always direct for re-evaluation.
Commissioner Knickle motioned to approve the eight (8) step salary scale of \$175,000 to \$200,000 with a salary survey to be submitted no later than July of 2025.
Commissioner Bennett seconded and the motion passed 5-0.

E. Fire Chief Salary Adjustment [Discussion/Public Input/Approval]

The Board submitted individual suggestions on what salary step to place Chief Martin based on his recent completed evaluation.

Chairman Wood motioned to approve placing Chief Martin at step four (4) of the pay scale, Commissioner Knickle seconded. Commissioner Bennett noted that step five (5) or six (6) would be reasonable and commented on Chief Martin's dedication and long hours with no overtime.

There was no public comment.

The motion to place Chief Martin at step four (4) passed 5-0.

9. Fire Chief Remarks [Information/Discussion]

Chief Martin thanked the Board for a great meeting. The Chief stated that there is a lot going on within the organization. He recently attended a human resources conference with the District's Human Resources Manager where they focused on compensation studies and generational differences in the work force. The Chief also attended a five-bugle meeting of the Lee County Fire Chiefs. The Chief noted that the area does not have a lot of available talent to hire and that the District will need to get creative in reaching out for new hires.

10. Attorney Report- none

11. Commissioners Remarks [Information]

Commissioner Bennett stated that it is a pleasure to be able to compensate employees as best we can and reward performance.

Commissioner Lyszak thanked the District for being involved in upcoming events and discussed the upcoming Singer and Songwriter Festival.

Commissioner Knickle thanked everyone for a great meeting and stated that he is proud of the Organization from top to bottom.

Commissioner Fleming echoed everyone's remarks and congratulated District 15 and District 3 on their bargaining agreements, as well as executive and support staff on their wage adjustments. He stated he is happy that the Board is a team that works together and easily settles business.

Chairman Wood thanked Human Resources Manager Brooks for helping with the Chief's evaluation and thanked Finance Director Thompson for helping with sustainable salary ranges. He highlighted that Chief Martin's focus is on people and that is why he is successful.

12. Adjournment 11:09 AM