

MINUTES  
REGULAR MONTHLY MEETING  
OF THE  
FT. MYERS BEACH BOARD OF FIRE COMMISSIONERS  
TIME: 1:00 PM  
DATE: June 16, 2009  
PLACE: 3043 Estero Blvd., Station 31 Meeting Room  
Fort Myers Beach, FL 33931

IN ATTENDANCE: Vice-Chairman Ted Reckwerdt, Sec./Treasurer Betty Goodacre, Commissioner Joe Schmid, Commissioner Carol Morris, Commissioner Flip Harby, Attorney Richard Pringle, Chief Mike Becker, Assistant Chief Larry Evans, Finance Director Jane Thompson, Administrative Director Margaret Banyan, District members and members of the public.

Meeting called to order by Vice-Chairman Reckwerdt at 1:00 PM

**Pledge of Allegiance**

Moment of silence for our troops

Vice-Chairman Reckwerdt called for a motion to approve the May 19, 2009 regular monthly meeting minutes.

Commissioner Schmid motioned to approve the May meeting minutes. Commissioner Harby seconded.

Commissioner Schmid noted that the votes were incorrectly documented on page 4 and 5 of the minutes. *[Attached is a copy of the June packet. Please note page 4 and 5 had incorrect unanimous vote counts. It has been corrected in this packet. (e-mail sent on 6/11/09 with revision)]*

Minutes were approved unanimously 5 – 0.

Vice-Chairman Reckwerdt requested Sec./Treasurer Goodacre read the Treasurer's report.

Sec./Treasurer Goodacre read the May 2009 Treasurer's Report for the record.

Sec./Treasurer Goodacre reviewed the summary of bank and investment account activities for month ending May 31, 2009.

- A. Sec./Treasurer Goodacre asked for approval of department checks #034832 through #034950 for a total of \$94,765.26 for May 2009. Commissioner Schmid motioned to approve the department checks. Vice-Chairman Reckwerdt seconded.  
Department checks for May 2009 were approved unanimously 5 - 0.

There were no disbursements from the CIP fund for May 2009.

## **Chief's Report**

Chief recognized employees with years of service:

Larry Evans	29 Years
Tom Glover	20 Years
Mike Becker	20Years
Tom Deslaurier	5 Years
Jane Thompson	3 Years
Joe LaCroix	2 Years
Revised Total Years	79 Years

Chief Becker reviewed items on the Chief's report.

Chief Becker reviewed recommendations for agenda items.

Chief Becker stated union negotiation dates are being set and appropriate notices will be placed at the library, town hall and fire stations.

Chief Becker noted that Jeff Tuscan from Tuscan and Company is in attendance to review the annual audit report and answer any questions the Board may have and the Board will be required to approve the report.

Chief Becker noted that some of the Board members have requested to revisit the ambulance procurement. The vendor verbally guaranteed the price quoted in the previous RFP.

Chief Becker stated that ADPI is in attendance to discuss the ambulance billing process through ADPI.

## **Attorney Report**

Attorney Pringle stated he had several items to discuss with the Board.

Attorney Pringle stated he did not hear the approval of the revised September 2008 minutes.

Vice-Chairman asked for a motion to approve the revision of the September 2008 meeting minutes.

Sec./Treasurer Goodacre motioned to approve the revised September 2008 meeting minutes.  
Commissioner Harby seconded.

Approved unanimously 5 – 0.

Attorney Pringle noted that Commissioner Harby has been appointed by Governor Crist effective May 26, 2009 and will serve until a permanent determination of Mr. Scanlon is known. It is a temporary appointment and status of the officers of the Board remains the same. The Vice-Chairman will continue to officiate at the meeting in the absence of the Chairman. In the absence of the Vice-Chairman a chair pro tem will be appointed for that meeting. If that the situation would occur, the Sec./Treasurer would open the meeting and immediately call for a selection for the chair pro tem for that particular meeting.

Vice-Chairman Reckwerdt noted that his understanding of the Governor's appointment was that it was for Mr. Scanlon's position.

Attorney Pringle stated that the Governor's actions were to fill the vacancy on the Board. It is the Board's decision making as to the officers of the Board. The Board currently has a Vice-Chairman and in the absence of the Chair the Vice-Chairman automatically assumes the role.

Vice-Chairman called for a motion to accept the Attorney's report. Commissioner Schmid motioned to accept the Attorney's report. Commissioner Harby seconded.

Accepted unanimously 5 – 0.

Vice-Chairman Reckwerdt restated the agenda items.

#### Public Input on Agenda Items

None

#### Old Business

None

#### New Business

Vice-Chairman Reckwerdt added the Ambulance RFP to new items as item G.

- A. Approval of Auditor's Annual Report** – Mr. Tuscan reviewed the audit and the process and asked that once the audit review was complete the Board approve the audit.

Mr. Tuscan's recommendations to the District:

- Protect the cash fund balance
- Prepare for three more years of economic instability
- Consider an emergency line of credit
- Look at the millage rate
- Cut costs where applicable
- Don't pay debt off early

Commissioner Morris motioned to approve the annual audit. Commissioner Harby seconded.

Approved unanimously 5 – 0.

- B. ADPI Presentation** – Darrell Hartung with ADPI reviewed the billing process.

Commissioner Morris asked Mr. Hartung when the District is lacking information does an individual from ADPI get involved to get additional information or is everything electronic.

Mr. Hartung stated they do have individuals that are front end processors who go through a skip tracing firm to collect more accurate information that is left off the original data. If they are not able to get more data a statement is produced and mailed to the patient to try to collect accurate data.

Mr. Hartung noted that ADPI is starting a new collection process where they go to the District's collection agency in six months instead of the current one year timeframe. In the past, several categories have not gone to collections for various reasons; Medicare age patients which account for 30 to 35 percent of the District's accounts and minors. Going forward these categories will be sent to collections.

Commissioner Harby asked Chief Becker if the District gets a report showing all the clients that do not have insurance.

Chief Becker stated at this time there is no report generating that information but that will begin next month and the reports will be added to the packets.

Mr. Hartung noted that since ADPI took over collections for the District the District has seen an increase in revenues of over 54 percent in 2007. Collections are still in the process for 2008 services.

Commissioner Morris asked with all the processes ADPI is putting in place, if it will bring the District back on the right track.

Chief Becker stated the District needs to get the ESO software up and running and see how the County handles the data. If the software communication with the County is not sufficient, then the District will need to reevaluate the process.

Finance Director Jane Thompson noted that when the District raised the fees for services to be more in alignment with the County there was an understanding that collections would be higher but write-offs would also be higher.

- C. J&D Heating and Air Conditioning** – Chief Becker stated the air conditioning unit at the Administration office went out last week and the repair company suggested that the condenser be replaced instead of repaired based on the age of the equipment.

Vice-Chairman Reckwerdt asked for a motion to approve the condensing unit. Commissioner Morris motioned to approve the purchase for the air conditioner and the warranty. Vice-Chairman Reckwerdt seconded.

Approved unanimously 5 – 0.

- D. Panasonic ToughBook** – Vice-Chairman Reckwerdt asked for a motion to approve the procurement for the ToughBooks. Commissioner Harby motioned to approve the purchase of the ToughBooks. Sec./Treasurer Goodacre seconded.

Commissioner Morris asked if the District is looking at reducing the purchases; if this item is a critical item, and if there is any other product that can be used which is not as expensive as the toughbook.

Chief Becker stated the toughbooks are used to create the reports when patients are taken to the hospital to recapture the activities that transpired during the transport which are critical to the receiving hospital. Chief Becker stated they are a critical item. The toughbooks that the District has now may or may not capture all the data that is keyed in to it.

IT Manager Joe LaCroix stated several years ago the District standardized with the Panasonic ToughBook for several reasons; it is not only used by the paramedics, it can also be put into place of the MDC, which is what the trucks are dispatched with currently. This laptop can be plugged into the truck so it is operating with dispatch. If the District went with another vendor it would not have the same functionality.

Commissioner Morris asked why an additional warranty is being requested.

IT Manager Joe LaCroix stated it is an upgraded warranty to maintain expeditious repairs.

Approved unanimously 5 – 0.

- E. XTS Model II** – Vice-Chairman Reckwerdt asked for a motion to approve the XTS Model II. Sec./Treasurer Goodacre motioned to approve the purchase of the XTS Model II. Vice-Chairman Reckwerdt seconded.

Chief Becker reviewed the request and clarified they are radios.

Vice-Chairman Reckwerdt asked if it was a budgeted item.

Chief Becker stated yes.

Attorney Pringle noted for the record, the purchase is for three of the radios.

Approved unanimously 5 – 0.

- F. Zoll M Series Heart Monitor/Defibrillator:** Vice-Chairman Reckwerdt asked for a motion to approve the procurement for the Zoll M Series Heart Monitor. Commissioner Harby motioned to approve the purchase of the Zoll M Series Heart Monitor. Sec./Treasurer Goodacre seconded.

Chief Becker reviewed the request for the Zoll Monitor and noted the current monitors do not meet the American Heart Association standards. Chief Becker stated the monitors are not budgeted, but there are monies available in capital projects that could be utilized for this purchase.

Commissioner Morris stated she pulled up another website that stated a price of \$6,450.00 each instead of the \$7,290.00 with the same warranty of six months and asked if the staff could look at the website with the lower cost. Commissioner Morris also stated that she pulled up a Phillips brand which was much less expensive at \$2,700.00 and is there a reason that the District is going with Zoll versus another less expensive brand.

Chief Becker stated currently there are eight Zoll units in place and if a different brand is purchased other accessories are needed and it is not compatible with the fleet. The District tries to maintain standardization with equipment for training purposes.

Medical Officer Ed Whiteside stated that there other companies that refurbish the Zoll heart monitors and the District relies on the Zoll's reputation and their guarantee of the refurbished monitors which Zoll provides an extended warranty to cover maintenance.

Commissioner Morris recommended the staff take a look at the website she pulled up to determine if the Zoll manufacturer was indeed the most economical choice and not just the choice because of the brand name.

Commissioner Harby motioned to table the Zoll procurement until the next meeting so more information could be gathered on the other manufacturers. Commissioner Morris seconded.

Motion to table approved unanimously 5 – 0.

- G. Ambulance RFP** – Vice-Chairman Reckwerdt stated that at the last two meetings the Board has been at a deadlock on the RFP for the new ambulance. He asked Chief Becker if the previous RFP was still valid.

Chief Becker stated that JR with Elite Fire and Safety confirmed the RFP and the pricing for the ambulance is still valid. Chief Becker stated that to proceed with the procurement the Board would need to direct Attorney Pringle to engage into negotiations with Elite to sign a contract for the ambulance.

Vice-Chairman Reckwerdt asked if the manufacturer could reduce the price.

Chief Becker stated that could be requested.

Vice-Chairman Reckwerdt asked for a motion to approve the RFP to purchase the ambulance. Commissioner Harby motioned to approve the RFP. Vice-Chairman Reckwerdt seconded.

Commissioner Morris asked if the RFP had not been cancelled.

Vice-Chairman Reckwerdt stated the vote was at a deadlock with a vote of two for and two against the purchase.

Attorney Pringle clarified the motion. The previous vote for the RFP was not approved with a vote of two for and two against. At that time there were only four commissioners so it did not pass. The process was ended at that time. The item is under new business so that the Board can decide what they want to do with regard to the procurement of an ambulance. The choices are to negotiate with the one vendor that responded with the RFP or go back to the RFP process for bids. The specifications would stay the same. The District is not obligated to go back to the process for requesting bids again, but it can be an option. To clarify the item, it is a new business item, not a continuation of a past item.

Commissioner Morris stated it would be appropriate for a Board member to motion to approve the purchase of an ambulance.

Attorney Pringle stated the motion was to approve the purchase of an ambulance from the vendor that provided the RFP with the pricing guaranteed in the RFP. If the vendor would not honor the RFP then the motion would not be met if it is approved, the District would not be able to complete the process if the pricing would not be negotiated.

Commissioner Harby stated that with only one vendor submitting an RFP the District should look at this proposal since the current ambulance in place has served its life expectancy and has been on the books for five years.

Commissioner Schmid asked if the ambulance could be refurbished.

Chief Becker stated the District has looked into refurbishing the ambulance and it would cost approximately \$120,000.00. The District has refurbished some trucks in the past and they did not perform to the life expectancy after refurbishing.

Commissioner Schmid recommended that the current ambulance be kept in service and review the procurement for the new ambulance at a later time when economic conditions improve.

Vice-Chairman Reckwerdt asked if the consensus was that the District does not need the new ambulance.

Chief Becker stated that the truck the District is seeking to purchase will meet a smaller demand and currently the 2003 truck is being utilized for that purpose. At some point the 2003 vehicle will not be able to meet the demand of the District and Lee County will have to assist. Chief Becker stated the new ambulance would be a valuable asset for the near future of the District.

Sec./Treasurer Goodacre noted that the procurement for the ambulance would not see delivery until next year and the District should look at the need for the vehicle for next year.

Chief Becker asked if the Board wanted to move the purchase forward, after Attorney Pringle negotiates the contract with the vendor it could come back for Board approval.

Attorney Pringle restated after the negotiation of the contract, it could be set up to come back before the Board for a final approval.

Vice-Chairman Reckwerdt asked if the motion should be changed to come back before the Board.

Commissioner Harby motioned to amend the procurement request.

Attorney Pringle stated the motion amended would be to proceed with the purchase of an ambulance from the vendor that responded at a not to exceed price of the proposal price and direct staff to negotiate the best price possible and come back before the Board for the final approval of purchase.

Conversation continued between the Board and staff.

Motion approved 3 to 2

Vice-Chairman Reckwerdt – Aye  
Sec./Treasurer Goodacre – Aye  
Commissioner Harby – Aye  
Commissioner Schmid – Nay  
Commissioner Morris - Nay

### **Reports from Union Representatives**

Deputy Chief Tom Edge, District 15, welcomed Flip Harby to the commission.

### **Remarks from Commissioners**

Commissioner Morris asked if at future meetings the Board could look at personnel staffing as an agenda item. If the District would start losing personnel, the District could review the rehiring process before making any decisions to bring them back, based on the budget.

Commissioner Schmid congratulated everyone on their years of service and congratulated Jane Thompson and everyone who helped with the audit process. Commissioner Schmid asked that Chief Becker provide on a monthly basis the recap of the ADPI to cover the areas of concern so the Board can review. Commissioner Schmid requested that the District use one form for the procurement request going forward.

Sec./Treasurer Goodacre congratulated everyone on their years of service and wanted to commend Captain Whiteside and everyone who helped with the grant that was awarded to the District for the Zoll auto pulse devices. Sec./Treasurer Goodacre also wanted to thank Mr. Tuscan for the review of the audit.

Commissioner Harby thanked everyone for coming to the meeting. Commissioner Harby stated he hopes that when everyone comes to the meeting they are open minded and the Board is here to make decisions to help the firemen save lives and keep them safe. Commissioner Harby noted that if the District has to increase the millage rate, the citizens will not be supportive.

Vice-Chairman Reckwerdt congratulated everyone on their years of service and noted that in his communications with beach residents they just want to be provided with the best service possible. Vice-Chairman Reckwerdt stated if the District increases the millage from last year, the residents will not be happy. Vice-Chairman Reckwerdt noted that the By-Laws that Commissioner Harby brought to the meeting last month should be reviewed by the Board.

### **Public Input**

Beach resident Bill VanDuzer commented on the appointment of Flip Harby as the temporary commissioner.

### **Adjournment**

Call for adjournment of meeting.  
Meeting adjourned at 3:31 PM on June 16, 2009.