

# Manatee County Fire Marshals Committee

Regular Meeting Minutes of January 9<sup>th</sup>, 2024  
Southern Manatee Fire District Admin Building, 10am

## Members Present:

Fire Marshal Rodney Kwiatkowski – WMFR (Chair)  
Deputy Fire Marshal Marc Massella – CHFR (Vice Chair)  
Deputy Fire Marshal Leticia Ownbey – PFD  
Fire Marshal Chris Melser – BFD  
Fire Marshal Michael Blake- EMFR  
Deputy Fire Marshal Frank Meola – SMFR  
Bureau Administrator Jalex Leissler – WMFR (Records Keeper)

## Members Not Present:

Fire Marshal Andrell Miller – NFRD  
Fire Marshal Jane Herrin - LKFD

## Guests Present:

Fire Inspector Josh Adkins – WMFR (Presenter)  
Fire Inspector Paul Reda – CHFR  
George McCorkle – Manatee County Code Enforcement  
Kris Weiskopf – Manatee County Code Enhancement  
Ron Schweid – Development Services  
James Rigo – Development Services

1. **The meeting was called to order at 10:06am by FM Kwiatkowski, followed by the pledge of allegiance and introductions.**
2. **Changes to Agenda:** There were none.
3. **Guest Comments/Presentations**
  - a. **Planning/Zoning:** Kris Weiskopf of Code Enhancement gave an update on where Development Services were working on regarding mobile food vendors. Mr. Weiskopf explained that in February or March, Dev. Services new ordinance regarding this issue goes before the board to be approved.

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### Chair

Fire Marshal Rodney Kwiatkowski  
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### Vice Chair

Deputy Fire Marshal Marc Massella  
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James Rigo, Dev. Serv., informed the members present that the new ordinance has added definitions as well as new information regarding abutting and mobile vending. Mr. Rigo also encouraged the group to participate in their department staff meetings every Wednesday at the county building in the Manatee Room at 8am. If more convenient, the meeting is also available on Teams.

Ron Schweid, Dev. Serv., brought up an area of confusion in the development community in regards to cul-de-sacs and the distance related to them. Mr. Schweid also inquired about access requirements for a community over 600 units. FM Kwiatkowski and DFM Meola both volunteered to research answers and get back to Mr. Schweid.

- b. Josh Adkins – Presentation on Mobile Food Vending:** FM Kwiatkowski opened this presentation by explaining to the committee that the purpose of this presentation was to ensure that all districts are viewing this issue the same on a fundamental level. FM Kwiatkowski also pointed out that the Building Department was present and may benefit from the knowledge in the presentation. Inspector Josh Adkins then gave a presentation on the definition, history and dangers of Food Trucks and which codes to use when performing inspections on them.

Discussion ensued on new inspection forms and decals for Mobile Food Vendors. DFM Meola suggested the MFVs hang the last inspection report on the wall of the vehicle. The decal, is to be used as an indicator that an annual/acceptance inspection has been completed on the vendor. DFM Massella asked how Inspector Adkins would address the training requirements outlined in the prevention code. Inspector Adkins said that he would simply ask the vendor how to perform tasks from within the training. FM Kwiatkowski reminded those present that West Manatee Fire & Rescue offers life safety courses to the public every third Thursday. These courses include, among other topics, fire extinguisher training. FM Kwiatkowski encourages his inspectors direct vendors to those classes when they do not have the proper training.

**(At this point, the Building/Zoning personnel were dismissed and Mr. Schweid, Mr. Weiskopf, Mr. McCorkle and Mr. Rigo left the meeting.)**

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## 4. Old Business

### a. Trainings:

- i. **Ag. Training at EMFR:** FM Blake has not yet heard back from the instructors of this course. They have been busy at the end of the calendar year and will reach out soon. In the meantime, FM Blake informed the group that EMFR is having Captive Air Training in February.
- ii. **Hood Suppression Class/ City of Bradenton:** No progress has been made, but FM Melser will reach out and inquire.
- iii. **Sprinkler Class – Jessica Cox/ DFM Massella:** FM Blake will follow up with Ms. Cox on this subject.
- iv. **Board of Appeals Training:** FM Kwiatkowski informed the group that Board of Appeals training is set for Thursday, February 29<sup>th</sup>, 2024 from 6pm-9pm at Cedar Hammock Fire Rescue. FM Kwiatkowski expressed the need for a subcommittee to work on this training. This subcommittee will meet twice by January 30<sup>th</sup>. Any Fire Marshals or their staff are welcome to volunteer. Volunteers must volunteer by end of day Thursday, January 11<sup>th</sup> so that proper time is allotted to process paperwork, etc.
- v. **Identifying Hazmat during inspections training:** FM Kwiatkowski organized a training for inspector level Hazmat identification. This training will be instructed by SMFR Captain Blowski and is scheduled for March 12<sup>th</sup>, 2024. It was determined that the March 12<sup>th</sup> Fire Marshal meeting will occur at 10am, followed directly by the training at 11am.
- vi. Referencing the presentation by Inspector Adkins, Fire Marshal Kwiatkowski encouraged committee members to have their staff develop a presentation and present at the monthly meetings of the Fire Marshals Committee. FM Kwiatkowski inquired about the interest in doing this. No interest was expressed.

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- vii. DFM Meola and FM Melser brought up an issue regarding the universal gate codes in Manatee County. DFM Meola suggested that the issue be taken to the Manatee County Fire Chief's Association. After much discussion, it was determined that the item be placed on a future agenda and the appropriate representative from the county be invited to attend.

## b. Mobile Food Vendors

- i. **Sticker update:** The group finalized the decal design. The decal will have a maltese cross on it with five (5) blank lines underneath it. When an annual inspection is conducted on the food truck, the inspector will print their name, date of inspection, and the inspectors organization on the next available line. DFM Ownbey will tweak it and send it out to the group.
- c. **Investigative Process:** DFM Massella shared with the group about a recent investigation in his district. The investigation was initially undetermined, but after discovering that the home owner possessed a camera, it became clear this was a case of arson. The state was then called. DFM Massella has since added "do you have any cameras" to his checklist of questions for investigations.

## 5. New Business

### a. Meeting dates/locations for the remainder of 2024.

- i. *February 13<sup>th</sup>, 2024 – PFD*
- ii. *March 12<sup>th</sup>, 2024 – EMFR*
- iii. *April 9<sup>th</sup>, 2024 - CHFR*
- iv. *May 14<sup>th</sup>, 2024 - WMFR*
- v. *June 11<sup>th</sup>, 2024 - CHFR*
- vi. *July 9<sup>th</sup>, 2024 - SMFR*
- vii. *August 13<sup>th</sup>, 2024 - EMFR*
- viii. *September 10<sup>th</sup>, 2024 – WMFR*
- ix. *October 2024 – Cancelled due to Prevention Month*
- x. *November 12<sup>th</sup>, 2024 – BFD*
- xi. *December 10<sup>th</sup>, 2024 – Annual gathering, location TBD*

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## 6. Department Reports

- a. **Parrish:** Nothing to Report
- b. **East Manatee:** Nothing to Report
- c. **Southern Manatee:** Nothing to Report
- d. **City of Bradenton:** FM Melser shared the news that the individual who has been stealing Fire Alarm Panels has been arrested and is at Manatee County Jail with no bond. He cautioned the group, recommending the group make people prove that their panels were purchased new, as an eBay shop is selling used/malfunctioning products.
- e. **Cedar Hammock:** DFM Massella reported that Cedar Hammock has obtained a new vehicle in their attempt to implement their new Community Risk Reduction program.
- f. **Nort River:** Not represented
- g. **Longboak Key:** Not represented

## 7. Next Meeting

- a. **February 13<sup>th</sup>, 2024 at 10am – Parrish Fire District Admin Building: 3804 North Rye Rd.**

8. **The meeting was adjourned at 11:55am by FM Kwiatkowski.**

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