

**WEST MANATEE FIRE & RESCUE DISTRICT COMMISSION
REGULAR MEETING**

*Minutes of August 21, 2018
Administration Building*

The meeting was called to order at 6:00 pm with the following members present: Larry Jennis, George Harris, Al Robinson, Randy Cooper and David Bishop. The Pledge of Allegiance was followed by a moment of silence. Chairman Jennis announced that anyone wishing to provide public comment on any of the agenda items should fill out a Comment Card located at the table by the door and hand them in to the Chief.

SPECIAL PRESENTATIONS: None

PUBLIC HEARING 2018-2019 BUDGET: Battalion Chief Rigney presented the proposed budget. He stated that the assigned fund balance would increase \$250,000 towards a new engine so when we move forward we can pay cash instead of having more debt service. He stated that debt service will go down in the new budget as we will be paying off E111 this fiscal year. The adoption will be at the September meeting.

CHANGES TO AGENDA: None

PUBLIC COMMENTS: None

CONSENT AGENDA: Commissioner Harris motioned to approve consent agenda; seconded my Commissioner Robinson; motion passed unanimously.

COMMUNICATIONS: None

CARRIED FROM CONSENT AGENDA: None

OLD BUSINESS:

- A. *Administration Building Update:* Chief Sousa stated that the sale is moving forward, and we received a verbal from our realtor that the funding has been approved. Commissioner Robinson stated he was concerned that nothing has been received officially in writing. Chief Sousa stated that the due diligence period is still in place and have till approximately December 4th.
- B. *Merger:* Commissioner Harris stated it is going to be a long process and something he will not give up on. He has met with some of our crews and then will meet with Cedar Hammock Commissioners individually as some were not present at the meeting last month. No further report currently. Chairman Jennis stated he would like to remove from agenda at this time and if something new to report it can be added to changes to agenda. Commissioner Harris stated he would like to continue to pursue this.

NEW BUSINESS:

- A. *RFP 2018-01 Group Insurance Benefits Broker:* Chief Sousa stated that in review of our policy manual we are required to have insurances reviewed every three years. Chief Rigney stated we placed an RFP for benefits broker. We received two back. They were from Boyd Insurance and Gehring Group who are both in attendance. The committee reviewed the RFP's. Our recommendation is to go with Gehring Group. In the RFP it stated that the minimum to receive would be three, but we received only two. We contacted our attorney and he stated the Board could approve from the two RFP's we received. Commissioner Bishop asked how it was advertised. Chief Rigney stated it was in the Bradenton Herald and our website. Commissioner Bishop stated he is inclined to go with three. Commissioner Cooper asked if only two responded what are chances that we will get more responses and is inclined to go with staff's recommendation. Commissioner Harris stated we should make people aware that the RFP is out there. Chairman Jennis asked about advertising on Demandstar. Chief Sousa stated we can get started on the process to do another RFP. Commissioner Bishop motioned to reject RFP 2018-01 Group Insurance Benefits Broker; seconded by Commissioner Harris; motioned passed unanimously. Chief Sousa stated we would publish RFP; have presentations done with the committee which would consist of one Commissioner; would score and bring recommendation back to Board.

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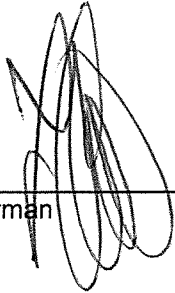
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CHIEF'S REPORT: Chief Sousa reported that next month's meeting is on September 11th, not the 18th and the Executive Session with our labor attorney will be at 5:00. Next month a Haz-Mat user fee schedule will be presented along with an interlocal agreement with the County. He also reported that Battalion Chief Rigney has been accepted to the National Fire Academy's Executive Chief Officer program. This program is a pretty prestigious program and gives advanced training and teaches leadership skills over a course of four years.

COMMISSIONER'S COMMENTS: Commissioner Robinson inquired where will Battalion Chief Rigney attend the training at. Chief Rigney stated it is in Maryland and FEMA pays for the travel. Commissioner Harris asked if the time off would be charged to Chief Rigney. Chief Sousa stated no it is approved training.

NEXT MEETING: Tuesday, September 11, 2018 at 6:00 pm at the Administration Building.

ADJOURNMENT: Chairman Jennis adjourned the meeting at 6:50 pm; motioned by Commissioner Robinson; seconded by Commissioner Bishop; motion passed unanimously.



Chairman



Secretary

