

**To:** General Membership

**From:** Secretary

**Subject:** Minutes of the North Okaloosa Fire District Board of Fire Commissioners  
Monthly Meeting.

**Date:** December 15, 2022

**Members Present:** Craig Shaw, Chairman, Commissioner Group IV  
Todd McGirr, Vice Chair Commissioner, Group I  
Dan Bowers, Jr., Secretary/Treasurer Commissioner, Group II  
Rodney Lancaster, Commissioner, Group V At Large  
Thomas Ashworth, Group III

**Advisors Present:** Dennis McMaster Chief  
Annette Rayburn, Administrator  
Jonathan Holloway Legal Council

The Meeting was called to order by Chairman Shaw at 5:00 p.m.

**Prayer and Pledge of Allegiance:** The Pledge of Allegiance and Prayer were given.

**Approval of Agenda:** Commissioner Bowers motioned to approve the agenda with change of next meeting date at the bottom of the agenda. Commissioner Lancaster seconded the motion. Vote 5/0.

**Approval of Minutes of November 10, 2022**

Motion to approve the minutes as written Commissioner Bowers, 2<sup>nd</sup> Commissioner McGirr. Vote 5/0.

**Public input:** None

**New Business:** None

**Old Business:**

**a. Contract update:** Chairman Shaw said that he will be signing the new contract with the government for the ARFF services. We will also be billing Vertex for their portion.

**Advisory Reports:**

**Attorney Report-** Nothing to report.

**Chief's Report** – Chief McMaster briefed the report as follows- personnel which now lists 2 management, 21 paid firefighters, 3 relief firefighters, and 2 support personnel, there were 210 calls for the month November 2022.

Chief McMaster reported that Station 82's Day room unit replacement quote has been received and the cost for the whole system is \$18,925.00. Commissioner Bowers made a motion to replace the 10-ton system at the cost of \$18,925.00. 2nd Commissioner Lancaster. Vote 5/0.

Chief McMaster also told the board that we received our final ISO report and we are now a 4/4X effective March 1, 2023. Commissioner Bowers wants to know if there is some way to do a mailer or something to notify the public of the new rating. Attorney Holloway said that he would look into it.

Motion to accept the Chiefs report by Commissioner McGirr, 2nd Commissioner Lancaster. Vote 5/0.

**Secretary/Treasurer's Report-** Commissioner Bowers said that he would like to go over the meeting that he had with Edward Chapman our new Auditor. We went over what he will be doing over the next few months. He will be talking with Annette and Dawn for what is going to be needed. Motion to approve the Treasurers report Commissioner McGirr, 2<sup>nd</sup> Commissioner Lancaster. Vote 5/0.

**Commissioner Comments:** None

**Set Agenda for next meeting January 19, 2023.**

The Meeting was adjourned at 5:15 pm.

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Craig Shaw  
Chairman