

**To:** General Membership

**From:** Secretary

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

**Date:** March 16, 2023

**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. Commissioner McGirr seconded the motion. Vote 5/0.

**Approval of Minutes of February 16, 2023**

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

**Public input:** None

**New Business:**

**Old Business:**

**a. Contract update:** Chairman Shaw said that Mr. Holloway, the Chief, and himself have gotten together with Vertex and given them a quote for service.

**b. Crash truck update:** Chief McMaster said that he got back around 2:00 this morning from checking out the truck in Wisconsin. The truck is supposed to be shipped on Tuesday. I have attached a copy for the quote on foam and purple k that is needed for the new crash truck. Commissioner Bowers made a motion to purchase the foam and purple k in the amount of \$15,332.12. 2nd Commissioner Lancaster. Vote 5/0. Chief McMaster said the second quote is for Extraction equipment for the Crash Truck. Commissioner Bowers made a motion to purchase the tools, 2nd Commissioner McGirr. Vote 5/0. Chief McMaster then asked for the board to approve \$15,000.00 to complete the outfitting of the Crash Truck. Commissioner Bowers made a motion to approve the \$15,000.00, 2nd Commissioner Ashworth. Vote 5/0. Commissioner Bowers asked how quickly will the truck be in service. Chief McMaster said that

when he gets the outfitting and training done, he will get it in service as soon as he can. Oshkosh will be sending people down to train us on the vehicle. The foam will take about 4 weeks to get here.

**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 207 calls for the month of February 2023.

Chief McMaster reported that the A/C in the Dayroom has been completed.

Commissioner Lancaster made a motion to accept the Chief's report, 2nd Commissioner McGirr. Vote 5/0.

**Secretary/Treasurer's Report-** Commissioner Bowers said that he has been in contact with the auditor he said that he had invited him to the meeting and he was not available. Commissioner Bowers reviewed the 911 financials and the ARFF financials, he said that the ARFF budget is so well done. He also brought to the attention of the board the \$25,000.00 we made in interest. Motion to approve the Treasurers report by Commissioner McGirr, 2nd Commissioner Lancaster. Vote 5/0.

**Commissioner Comments:** Commissioner McGirr brought up about the subject of impact fees. He apologized for dropping the ball on it. Chairman Shaw said that he asked some questions about it and were told that it was pass the date for the local representatives meeting, we were also told that we slacked on our referendum by not putting local bill on it. This will have to wait until next year.

**Set Agenda for next meeting April 20, 2023.**

The Meeting was adjourned at 5:30 pm.

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Craig Shaw  
Chairman