

**To:** General Membership

**From:** Secretary

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

**Date:** April 20, 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  
Jonathan Holloway Legal Council

**Advisors Absent:** Annette Rayburn, Administrator

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 Lancaster seconded the motion. Vote 5/0.

**Approval of Minutes of March 16, 2023**

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

**Public input:** None

**New Business:** Auditor will be here next month.

**Old Business:**

**a. Contract update:** Chairman Shaw that the Chief and Attorney Holloway met with Vertex to go over the pricing of the contract. We are awaiting a purchase order/contract.

**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 234 calls for the month of March 2023.

Chief McMaster reported that the Crash truck has arrived. The crews have been training all week on it along

with the personnel that came down from Oshkosh. We are now waiting on the equipment to arrive. He said that his hope is that it will be here by the next meeting.

We have developed some new roof leaks at the station and are working on getting some estimates for repairs.

Chief McMaster asked the board to approve our Relief Fire-Fighter pay currently \$14.00 per hour to \$16.00 per hour. He said that this will bring us up to the rate of the other departments and EMS in the area. Motion by Commissioner Bowers to increase the Relief pay to \$16.00 per hour, 2nd Commissioner Lancaster. Vote 5/0.

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

**Secretary/Treasurer's Report-** Commissioner Bowers reviewed the financial reports with the Commissioners. He explained the entry to cover the truck purchase. He said that he will talk to Dawn about the entry that Annette has made. Motion to approve the Treasurers report by Commissioner McGirr, 2nd Commissioner Lancaster. Vote 5/0.

**Commissioner Comments:**

**Set Agenda for next meeting May 18, 2023:**

Tax Roll, Auditor, and Contract update.

The Meeting was adjourned at 5:31 pm.

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Craig Shaw  
Chairman