

**To:** General Membership

**From:** Secretary

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

**Date:** August 24, 2023

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

**Members Absent:** Todd McGirr, Vice Chair Commissioner, Group I

**Advisors Present:** Dennis McMaster Chief  
Jonathan Holloway Legal Council  
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 4/0.

**Approval of Minutes of July 20, 2023**

Motion to approve the minutes as written Commissioner Bowers, 2<sup>nd</sup> Commissioner Lancaster. Vote 4/0.

**Public input:** None

**Old Business:**

**a. Contract update:** Chairman Shaw said that Attorney Holloway was working with Lockheed Martin to finalize contract extension.

Chairman Shaw brought to the boards attention that Vertex was coming up on being 3 months behind in their payments. Commissioner Bowers made a motion to suspend service if not paid by the 31st. 2nd Commissioner Lancaster. Vote 4/0. Attorney Holloway will contact Vertex.

**New Business:**

**a. Minimum Wage:** Chief McMaster reviewed the options brought forth for different ways of

increasing the minimum wage to where it needs to be by 2027. Commissioner Lancaster made a motion to go with option 3, Second Commissioner Ashworth. During the discussion on the ways to increase the 911 pay Commissioner Lancaster decided to amend the motion to option 2 for FY24 and option 3 for FY25, 2nd Commissioner Ashworth. Vote 4/0.

**b. Budget:** Commissioner Bowers made a motion to approve the budget presented by Chief McMaster, 2nd Commissioner Lancaster. Vote 4/0.

#### **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 271 calls for the month of July 2023. Chief McMaster said that CRV 82 is now in service.

Engine 83 has been delivered.

F-550 chassis has been delivered.

Commissioner Lancaster made a motion to accept the Chief's report, 2nd Commissioner Ashworth. Vote 4/0.

**Secretary/Treasurer's Report-** Commissioner Bowers reviewed the combined report we have spent less than we had budgeted and we also have collected less than we budgeted. Commissioner Bowers asked Chief McMaster to bring him back a new policy next month that covers the percentage that can be paid out for performance bonuses for 0 to 5%.

Motion to approve the Treasurers report by Commissioner Ashworth, 2nd Commissioner Lancaster. Vote 4/0.

**Commissioner Comments:** Commissioner Bowers wanted to thank the Chief for all the work he has done getting with the Commissioners on the topics discussed tonight.

**Set Agenda for next meeting September 21, 2023:** Contract update

The Meeting was adjourned at 6:10 pm.

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Craig Shaw  
Chairman