

To: General Membership

From: Secretary

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

Date: November 16, 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
Open - Group I

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 Lancaster motioned to approve the agenda. Commissioner Ashworth seconded the motion. Vote 4/0.

Approval of Minutes of October 17, 2023

Motion to approve the minutes as written Commissioner Lancaster, 2nd Commissioner Ashworth. Vote 4/0.

Public input: None

New Business:

- a. **Pay Increases Chief, Deputy Chief and Administrator:** Chairman Shaw brought to the board that the pay for these employees have not been done in a couple of years. He said that he has not brought up any plan and would like input from the board.

Old Business:

- b. **Contract update:** Chairman Shaw said that an adjustment for Vertex to increase their amount paid monthly and decrease the amount for Lockheed. Chairman Shaw has signed the contract for this change.

Advisory Reports: Attorney Holloway said the Impact fee local bill is moving along the publication has been made.

Attorney 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 225 calls for the month of October 2023.

Chief McMaster asked the board to surplus the old air-packs 19 are operational and the other 7 can be used for parts. Commissioner Bowers made a motion to surplus the air-packs, 2nd Commissioner Lancaster Vote 4/0. Chief McMaster asked the board to look at the updated contract from Deep South which shows the amount that they deducted \$3,500.00 for Engine 80 which brings to the total due to \$57,000.00, motion to approve Lancaster, 2nd Commissioner Ashworth. Vote 4/0.

Chief McMaster told the board that the representative from Lockheed Martin came down for his semi-annual review and was very favorable.

Commissioner Bowers made a motion to approve the Chiefs Report, 2nd Commissioner Lancaster Vote 4/0.

Secretary/Treasurer's Report- Commissioner Bowers asked the board to look at the colored chart with the bank accounts and said that we are still in good shape. He then looked at the combined the only issue is that we can change is the gross rent we can change this at any time, the special assessments are still going to be coming in. Dawn Paul will be making the adjustments that she had us make in the past she will do since she works for us now. The additional rules and regulations that the government is putting on accountants is why very few will be doing audits.

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

Commissioner Comments:

Chairman Shaw asked a member of the public John Edwards to step forward and address the board. He said that he would be interested in being considered for our open position on the board. Chairman Shaw said that he knows John personally and will recommend him for the position. Commissioner Ashworth made a motion to accept John Edwards to fill the vacancy in Group I, 2nd Commissioner Bowers. Vote 4/0.

Chairman Shaw said that he and Attorney Holloway went to a meeting and it was said that the County will be taking over Dorcas Fire District and the County will be appointing a board. It will be a Dependent Special District.

Set Agenda for next meeting December 14, 2023:

The Meeting was adjourned at 5:38 pm.

Craig Shaw
Chairman