

To: General Membership

From: Secretary

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

Date: May 16, 2024

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
John Edwards - 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 Ashworth motioned to approve the agenda. Commissioner Edwards seconded the motion. Vote 5/0.

Approval of Minutes of April 18, 2024

Motion to approve the minutes as written Commissioner Lancaster, 2nd Commissioner Ashworth. Vote 5/0.

Public input: None

New Business:

Auditor: Commissioner Bowers reviewed Dawn Paul's engagement letter and he found a few things that will need to be changed before it can be approved. There is not a problem with the amount just some of the wording. Commissioner Bowers made a motion to accept the engagement letter with the date changes, 2nd Commissioner Lancaster. Vote 5/0. This is being put on hold due to the Capital asset listed on #3 to be checked whether it should be 2.5k or 5k.
Mr. Chapman will be in to present the audit at June's meeting.

Tax Roll: Chairman Shaw reviewed with the board the possible increase for the tax roll and the effect it will have on the tax payer's yearly payment. Chairman Shaw said that with the increase in expenses that the Department has incurred, he believes asking for another \$8.00 a year from the tax payers is not that much. We need to ensure that if the Contract ever goes away 911 needs to stand on their own. Chief McMaster said that he wants to be able to cycle the engines out when needed. Commissioner Lancaster made a motion to increase the tax roll 7.7% which is the maximum that Attorney Holloway said could be

done. 2nd Commissioner Ashworth. Vote 5/0.

Old Business:

- a. **Contract update:** Chairman Shaw said that he has nothing new to report.

Advisory Reports:

Attorney Report- None.

Chief's Report – Chief McMaster briefed the report as follows- personnel which now lists 2 management, 21 paid firefighters, 4 relief firefighters, and 2 support personnel, there were 238 calls for the month of April 2024. We had fire-fighters hold over during the storm and we had 2 Engines running instead of our usual 1. The new rescue's suppression system is set for completion by the end of May. Commissioner Edwards made a motion to approve the Chiefs Report, 2nd Commissioner Ashworth, Vote 5/0.

Secretary/Treasurer's Report- Commissioner Bowers we are at the end of our collection period for 911 and we will be funding 911 with these funds for the rest of the fiscal year. Motion to approve the Treasurers report by Commissioner Ashworth, 2nd Commissioner Lancaster. Vote 5/0.

Commissioner Comments:

Commissioner Bowers wants to add to next month's Agenda - Disposition of excess real estate. Chairman Shaw reviewed the outlying stations and what they are used for. There are other Districts Engines in our Stations and our agreements for mutual aid is a value to our tax payers for the ISO rating. The other Departments respond these Engines to our Fires and is marked as a response out of Station.

The Meeting was adjourned at 6:27pm.

Craig Shaw
Chairman