

SPRING HILL FIRE RESCUE  
Commission Meeting  
November 29, 2004  
7:00 p.m.

**Present:** Vice Chairman Panozzo, Commissioner Jacobs, Commissioner Raborn,  
Commissioner Perreira, Commissioner Biro, Chief Morrison,  
Assistant Chief Davies, Attorney Salzman

**Call to Order**

Vice Chairman Panozzo called the Commission Meeting to Order at 7:00 p.m.

**Invocation**

Rev. Martin gave the invocation.

**Pledge of Allegiance**

Vice Chairman Panozzo led the Pledge of Allegiance.

**Consent Agenda**

Vice Chairman Panozzo asked if there were any questions regarding the Consent Agenda.

**Motion**

*Commissioner Biro made a Motion to accept the Consent Agenda.*

*Commissioner Raborn seconded the Motion.*

*The Motion carried unanimously (5-0).*

**Report of Counsel**

Attorney Salzman stated that the trial for the Jennifer Couch case is set for the week of December 13<sup>th</sup>. He will keep the Board apprized of the outcome.

Chief Morrison thanked Pastor Martin for giving the invocation. Rev. Clemons could not attend the meeting due to a death in the family.

Chief Morrison handed out packets to the Board containing items to be discussed.

## **Chief's Report**

### **A. Brunacini Lecture**

Chief Morrison stated that the Pasco/Hernando Fire Chiefs' Association is going to have Mr. Alan Brunacini give a lecture at Stage West on January 18<sup>th</sup>, from 8:30-5:30. Mr. Brunacini will be giving two lectures, one for Customer Service and the other for Boss Behavior. If the Board will be attending these meetings, please let him know.

### **B. State EMS Advisory Committee Meeting**

Chief Morrison stated the State EMS Advisory Committee meets quarterly in different parts of the State and usually on a Friday. Wednesday and Thursday before the meeting the constituency group meets with the representatives of the State Office to discuss issues that are pertinent at the time. He is an Officer of the Association of EMS Providers of Florida and his contract requires that he approach the Board for approval to attend the conference. He had a standing approval to attend the quarterly meetings with the previous Board, however, he felt it would be best to readdress this issue with the new Board members. There is an EMS Advisory meeting coming up in January, which he will be attending.

Vice Chairman Panozzo asked when in January would he be attending the EMS Advisory Meeting?

Chief Morrison said he believes the meeting starts January 18<sup>th</sup>, which will be held in Miami

Commissioner Biro stated that is the same time as the Brunacini lecture.

Chief Morrison said he believes it does collide with the Brunacini lecture, however, he will leave for Miami the next morning after the lecture. He will always let the Board know when he will be out of town or on vacation by either fax or e-mail.

Commissioner Biro stated that if it worked for the Board before he sees no reason to change it.

Commissioner Jacobs asked the Chief if he has to notify the Board every time he will be attending these meetings?

Chief Morrison stated that if the Board gives him a consensus to attend the quarterly meetings, then he will let the Board know when he will be attending those meetings. As far as conferences, for himself and Assistant Chief Davies, he will put it on the Agenda.

The Board gave consensus for the Chief to attend the EMS Advisory Committee quarterly meetings.

### **C. Budgeted Capital Item Purchase**

Chief Morrison stated that he wanted to update the Board on the Department's Capital/Construction Items for the current budget. On page-5 of the handout it shows the Capital Items, which were approved by the previous Board (copy attached). A laptop computer will be moved into the Maintenance Division and a new one will be purchased, which will be inside the budget at \$1,746. The A.E.D has not been ordered because the Assistant Chief is looking at a deal with the Sheriff's Office. The Capital Needs is for things that may come up throughout the year. The previous Board approved \$2,500 to come out of Capital Needs to replace a Monitor/Defibrillator, which will be a refurbished item. Hopefully, next year with grant money the Department can change the entire fleet. The 911 chair is for the Communication Center, this item has not been purchased, however, the price came in under budget at \$924. The 4-portable radios have been order with a cost of \$7,915 and the 2-mobile radios were \$2,564, which was well under budget. The winch for the Brush Truck has not been ordered, because the Captain in charge is looking into the specs. The 2-K-12 saws have been bought at \$2,300 under budget. For Construction Items, the Board needs to address the expansion of the Administration building because they are running out of room. The Board's dais needs to be addressed and this issue will be on a future Workshop agenda to be discussed. The Department is in the process of signing the contract on the Station-3 renovation. He is waiting for a quote on the tile replacement for Station-4. The Department is currently getting bids for the reroofing of Station-2. At the Staff meeting next Monday, the issue of \$2,100 for kitchen cabinets in Station-1 will be discussed.

### **Unfinished Business**

#### **A. Lease Purchase of New Engine - Update on rates**

Chief Morrison stated that on page-2 of the packet, the lease for the new engine was re quoted a few points higher then the original quote. The original lease agreement was 3.689% and the new quote was 3.886%, which is a difference of \$189.00 a year, or \$750 for the life of the loan. With consensuses from the Board, he signed the agreement, but now needs the Board to ratify it.(copy attached).

### **Motion**

*Commissioner Jacobs made a Motion to accept Staff's recommendation on the new lease purchase.*

*Commissioner Biro seconded the Motion.*

*The Motion carried unanimously (5-0).*

## **B. December Meeting Schedule**

Chief Morrison stated that this issue was previously discussed, but not confirmed. Due to the holiday the Board needs to set up the December meeting dates.

Commissioner Raborn recommended setting the meeting up for the middle of the month.

Chief Morrison stated that they should be able to accomplish all the work with one meeting in December.

Vice Chairman Panozzo suggested having the Workshop and Commission Meeting on December 15<sup>th</sup> starting at 7:00 p.m.

The Board gave consensuses to have the meetings held on December 15<sup>th</sup>.

## **C. Policy Discussion on Retirees Insurance**

Chief Morrison stated that when an employee leaves the Department, under the COBRA law, they are allowed to retain their health insurance. In the Department's health insurance packet there is a definition for retiree. An employee has to be with the Department for a minimum of 10-years and allowed to stay in the health group. The Department handles the premiums, but this year there was a problem with some people being late with their premiums. The Department does not have a policy in place for an issue like this. Therefore, suggested language to be put into policy is on page-3 of the packets for the Board to review (copy attached.)

The Board further discussed COBRA.

Commissioner Raborn asked if they need to include what constitutes a hardship?

Chief Morrison stated because the Department has seen many hardships, they would need to treat each one as an individual case.

Commissioner Jacobs asked how long is COBRA good for?

Chief Morrison said 18-months, but retirees can stay in the group indefinitely. If the Board approves of the language to be put into policy, he will notify everyone currently affected by it in writing.

The Board gave a consensus to put the suggested language into policy.

## **D. Upgrade of Commission Room Sound System - Phase-2**

Chief Morrison stated that Phase-1 of the sound system was to upgrade the equipment for \$3,200. On page-4 of the packet is the invoice for Phase-2, which is to upgrade the microphones for \$2,364.63 (copy attached).

The Board further discussed the upgrade.

**Motion**

*Commissioner Jacobs made a Motion to accept Staff's recommendation to upgrade the microphones.*

*Commissioner Raborn seconded the Motion.*

*The Motion carried unanimously (5-0).*

**New Business**

**A. Memo of Understanding with Local 2794**

Chief Morrison stated that on page-5 and 6 of the packets contain the Memorandum of Understanding between the Board and Local 2794. Item-1, Firefighter/Mechanic was put into the Bargaining Unit, but his salary was not put into the Salary Scale. The figures reflect his 2004 salary with a 5% raise. Item-2, when the Training Officer was hired by the previous Board it was decided that the Training Officer's salary would be the same as a Lieutenants's salary, but was not put into the contract. Item-3, hours for the Communication Office, the last contract had hours to be negotiated in the future and on page-5 of the packet, the document shows this issue was negotiated between Administration and Local 2794. The document is 2-years old and was not put into the contract. The memorandum is to adopt the document for the hours that Communications is currently working. Item-4, for Special Teams, the contract states that the Team will be paid bi-weekly, which would be 26-times a year, however, the County asked the Department to change it to read bi-monthly, for 24-times a year. Item-5, Personal Days, was not defined. With previous consensuses from the Board, it was defined as the time period that the employee is regularly scheduled for that day (copy attached).

**Motion**

*Commissioner Raborn made a Motion to accept Staff's recommendation for the Memo of Understanding with Local 2794.*

*Commissioner Perreira seconded the Motion.*

*The Motion carried unanimously (5-0).*

**B. Purchase of Replacement Fire Police Truck (budgeted)**

Chief Morrison stated that on page-6 of the packet was a quote from Duval for \$19, 560. This vehicle is for the Fire Police, which would replace one of the pick-up trucks they currently have. The replacement truck has a utility bed and the Department budgeted \$25,000 for it, but came in less than \$20,000. A generator and lights will be installed to assist on a scene of an accident. This item was already approved by the previous Board.

The Board gave consensuses to accept the decision of the previous Board.

**C. Approval of Firefighter Eligibility List**

Chief Morrison stated that the Department completed the process to establish the Firefighter Eligibility List and thanked Assistant Chief Davies who spearheaded the project. The list is down to twelve candidates for Firefighter/Paramedic and has been listed as ranked. This item was brought before the Board to adopt the Eligibility List.

**Motion**

*Commissioner Raborn made a Motion to accept the Eligibility List as read.*

*Commissioner Jacobs seconded the Motion.*

*The Motion carried unanimously (5-0).*

**D. Offer of Employment for Vacant Firefighter Position**

Chief Morrison stated that with the new eligibility list in place, the Department is currently budgeted for six new positions. He explained that the Department has one employee who is on military leave for one-year and who will possibly be out for another year. The previous Board approved to hire a replacement for that individual. Over the next 3-years the Department is looking to hire one additional person per-year. The current budget has five openings and he would like to give an offer of employment to the top six individuals on the new Eligibility List. That would give the Department one person to replace the employee out on military leave.

Vice Chairman Panozzo asked out of the six employees are any paramedics?

Assistant Chief Davies said two out of the six are paramedics and the other four have to become paramedics within 3-years.

Commissioner Raborn asked if there were any other paramedics on the Eligibility List?

Assistant Chief Davies said there was one other paramedic on the list.

The Board further discussed the process of the ranking.

Chief Morrison stated that he and Vice Chairman Panozzo had a discussion about encouraging the Explorers to join the Department. This issue will be on the next agenda for discussion.

The Board further discussed the process of the Eligibility List.

Chief Morrison stated that the Board would not be hiring six individuals, but offering them employment. The offer of employment is contingent upon them successfully passing the physical, drug screening and background check, then they will be hired as employees.

### **Motion**

*Commissioner Raborn made a Motion to make an Offer of Employment.*

*Commissioner Jacobs seconded the Motion.*

*The Motion carried unanimously (5-0).*

### **Comments of Commission**

Chairman Panozzo had nothing to report.

Commissioner Jacobs had nothing to report.

Commissioner Biro thanked Captain Rampino, Chief Morrison and Staff for the Christmas Lighting extravaganza. The children and adults seemed to enjoy it. The entertainment that was provided was something new and whoever put that together did a good job.

Chief Morrison stated that it was an effort from the Union and Michele Stevens, from the office. This was Michele's first year being in charge of the Christmas Lighting Ceremony and she setup all the entertainment. She also came up with the idea of can donations and selling raffle ticket for a spiral ham. The turnout was incredible.

Commissioner Raborn had nothing to report.

Commissioner Perreira had nothing to report.

**Open Forum**

There were no comments.

**Motion**

*Commissioner Perreira made a Motion to adjourn the Commission Meeting.*

*Commissioner Raborn seconded the Motion.*

*The Motion carried unanimously (5-0).*

**Adjourn**

Vice Chairman Panozzo adjourned the Commission Meeting at 7:50 p.m.

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Gene Panozzo, Vice Chairman

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Joan E. Chiofalo, Board Secretary