



SOUTHERN MANATEE FIRE RESCUE DISTRICT

Interoffice Memorandum

TO: The Southern Manatee Board of Fire Commissioners
FROM: Brian Gorski, Fire Chief ¹³⁶
RE: **Chief's Report**
DATE: May 21, 2015

March 26, 2015 – The District Insurance Committee had another meeting with Florida Blue and our Insurance Agent over rising medical insurance costs and began looking at over insurance plans. Lieutenant Chevalier put together a committee of six personnel from the shifts to sit on this committee to discuss insurance options and the rising costs. In addition to having labor involved in this committee, we also have staff members on it as well. This meeting was very educational to all in learning what is driving our costs up as well as looking at different types of plans.

I attended the monthly meeting with the Manatee County Fire Chief's Association. At this meeting the annual awards were presented to members of the North River, West Manatee, Bradenton, Cedar Hammock and EMS, they received a Unit Citation for their actions on a woman that was trapped her mobile home after a large oak tree fell on it. Chief Hoyle updated everyone on the Interlocal Agreement for the collection of our permit fees, this agreement was ready to be sent to Manatee County Government.

Also attended a meeting a Sarasota Memorial Hospital. Sarasota Memorial has completed their application to operate at a Level II Trauma Center. Staff from SMH gave us their timeline and then showed us their new Trauma Rooms located in the Emergency Room. They are to begin operating as a Level II Trauma Center May 1, 2015. When this occurs, everyone Trauma Transport Protocols will need to be revised.

March 31, 2015 – Conducted our 3rd annual Strategic Planning Session with all of staff and line Officers. With this session we updated our strategic goals, mission, vision and values. Our strategic planning goals were mapped out from 2015 to 2020. We also obtained any new programs/projects to be considered for the FY16 budget process.

March 19 – May 21, 2015 As of Sunday, February 8th, we began running Telestaff in parallel with the District's normal processes of scheduling, time off requests, etc. and doing payroll for the purposes of testing everything. Starting on February 12, we will begin advanced configuration which is the last big item for this program to go live. Everything so far is going extremely well in running parallel mode. Starting May 18 ending May 22, 5 consecutive days, our Battalions will be testing the advanced configuration rules, which is the rules for automatic staffing and calling.

April 1, 2015 – The District Insurance Committee had another meeting Keever and Associations, which is a medical insurance agent for other plans such as Cigna other insurance plans. Lieutenant Chevalier put together a committee of six personnel from the shifts to sit on this committee to discuss insurance options and the rising costs. In addition to having labor involved in this committee, we also have staff members on it as well. This meeting was very educational to all in learning what is driving our costs up as well as looking at different types of plans.

April 8, 2015 – In addition to conducting a normal Commission meeting, we also conducted the FY16 Budget workshop with our Fire Commissioners for the purposes of getting direction for the FY16 budget process. We revenue projected revenues and continuation expenditures and new programs.

April 9, 2015 – Staff and some of our Firefighters attended Trauma Rounds at Sarasota Memorial Trauma Center. The topic was abdominal trauma. Upon completion of this, 1 CEU was awarded towards their EMT/Paramedic certification renewal.

The District is up and running on Target Solutions. Target Solutions is an on-line web-based training platform that provides Fire, Officer, Code Enforcement, and EMS training classes that gives the individual CEU credits upon completion towards the above listed certificates. Target Solutions is approved by the State of Florida for EMS renewal and is also approved by ISO as well as the Bureau of Fire Standards.

April 13, 2015 – Our new Firefighters started their employment with the District. The first week was a 40 hour orientation course that all staff members including the Battalion Chiefs were involved in providing this basic orientation so that when they start their 24 hour shift work they would have a basic knowledge of the District and its operation besides taking care of insurance enrollment, pension and all of the other Human Resource items.

April 16, 2015 – We had a meeting with Manatee County Government over the sale of some of our land at Station #4 for the North Lockwood Ridge Road project. Manatee County gave us all of the documents, surveys, and contract for our review.

April 23, 2015 – Attended the Manatee County Fire Chief's monthly meeting. Chief Hoyle updated everyone on the progress with the Interlocal Agreement over the County collecting our permit fees and the work on the Appeals and Enforcement Board. We also had discussion over 2nd alarm responses to include a 2nd Battalion Chief, everyone was in agreement with the exception of East Manatee. The Operations Committee is to work on this response and report back at our next Chief's meeting.

April 30, 2015 – Robert Bounds and I had a meeting with our Maggie over our Budget Amendment Resolution, Initial Rate Resolution and Tropicana. We finalized our work on the budget amendment and our initial rate resolution, however further work will need to occur over Tropicana. I did come up with some strategy options for meetings that I will be scheduling with each Commissioner for further discussion and guidance.

May 6, 2015 – Commissioner Marken, Debbie, Debbie, Robert and myself had a meeting with David Jackson from Maggie's office to finalize the RFP for Auditing Services for the District. I drafted the RFP and after everyone's review we made some minor changes and then came up with the timeline for posting this RFP.

May 7, 2015 – Our SOP and Rules & Regulations committee finished all of 300 series, 500 series, and are currently working (half completed) on the 400 series. After completion of the 400 series, then all of the Districts Rules and Regulations and SOP's will be completed.