



## Tallahassee Fire Protection District Minutes of February 5, 2019 – Special Meeting of the Board of Directors To Discuss Fire Chief Employment Agreement

Donna Toeroek, President, called the Special Meeting to order at 10:00 a.m. on February 5, 2019.

**Directors present:** Donna Toeroek, Greg Cook, Dave Matassoni, Bonnie Spencer

**Directors absent:** Sean Kane (excused)

**Other members present:** None

**Firefighters/Volunteers present:** None

**Public present:** None

**Purpose of Special Meeting:** To discuss specifics of the Fire Chief Employment Agreement and performance evaluation document.

### **Other Business:**

- Greg provided the following updates on vehicle repairs:
  - E26 – a frozen valve and heater issue have been fixed. Also, the planned E26 overhaul estimated at \$3500 has been fixed for \$500.
  - E13 needs all new tires (6) to support plans to deploy it as one of two vehicles during the 2019 fire season. Price estimate after a Federal discount applied is \$3100. This vehicle also has a valid DOT inspection through August 2019.
- Greg also recommended consideration to purchasing additional battery-powered “saws-all” equipment to facilitate vehicle rescue operations. He also suggested that TFPD write a thank you letter to Bonnie’s Car Crushers, which provided a car for recent training.
- Dave asked whether Board members who do not normally attend the monthly budget meetings could see the information discussed at the meetings after all revisions are made. Bonnie agreed and going forward she will send out the revisions to all Board members after each monthly budget meeting.

### **Executive Session:**

- Motion to adjourn to Executive Session to discuss specifics of the Fire Chief Employment Agreement and performance evaluation document made by Donna Toeroek. Seconded by Greg Cook. **Motion carried.**
- Executive Session began at 10:10 a.m. and ended at 10:28 a.m.
- Motion to make two changes to the Fire Chief Employment Agreement/job description as discussed during Executive Session made by Donna Toeroek. Seconded by Greg Cook. **Motion carried.**
- To remove Exhibit B from the package.
- Provide the revised package to the Chief for final review and acceptance.
- Donna to provide Exhibit B to Bonnie. Bonnie to arrange a discussion with the Chief and Sean to finalize the performance evaluation form for use this year and in the future.

**Adjournment:** Motion by Donna Toeroek to adjourn. Seconded by Greg Cook. Meeting adjourned at 10:31 a.m.

Respectfully submitted by Bonnie Spencer, Treasurer.