



SOUTHERN MANATEE FIRE RESCUE DISTRICT

Interoffice Memorandum

TO: The Southern Manatee Board of Fire Commissioners
FROM: Robert Bounds, Fire Chief
RE: **Chief's Report (December/January)**
DATE: January 12, 2023

November 21-23, 2022 – We held employee meetings with all personnel across the three (3) shifts and staff. This is a regularly scheduled meeting to update personnel on the status of the department and upcoming events.

November 22, 2022 – We had our first recovery scoping meeting with our FEMA representatives to begin the process of recovery from Hurricane Ian.

November 29, 2022 – Our first follow-up meeting with FEMA to review what we have submitted. We signed off on our Category “A” project which covers debris removal. It came to about \$5,000. Our next meeting we will begin to review Category “B” projects that include personnel costs, building damage, etc.

December 05, 2022 – Promotional job postings were placed at all stations and admin. These promotions will include: Battalion Chief (Smith), EMS Officer (Anderson) and Lieutenant (created by B/C promotion).

December 07, 2022 – Met with our FEMA representative to begin assembling the cost recovery for our category “B” project. Additionally, we have submitted our recovery costs to the State of Florida for our deployment under the State Emergency Response Plan (SERP) for the Hazmat request and the ALS strike team request (separate from SERP).

December 08, 2022 – SMFR hosted the Admin Assistants Group. With multiple departments (CHFR, WMFR, EMFR, SMFR, Parrish) adding new

personnel due to retirements we wanted to bring together these new personnel for networking purposes. It was well attended and well received.

December 12-15, 2022 – We began our year ending audit (FY22). It went much smoother than last year with only minor corrections required. The full results won't be available until sometime in February/March.

December 14-15, 2022 – Captain Chevalier (Trustee Chairperson) and I attended the pension conference in Orlando. This was the first “in-person” conference in nearly two (2) years. There was a lot of good information presented.

December 19, 2022 – Promotional sign-up sheets came down today. We have two (2) for Battalion Chief, two (2) for EMS Officer, and nine (9) for Lieutenant. The written exams will occur on January 17, 2023. Additionally, we were able to hire two (2) FF/EMTs from our prior hiring list. These positions are replacing Tony Lear and Dwayne Mckeaver. Both are current firefighters from Polk County and have cleared the physical and background checks.

December 20, 2022 – Met with our FEMA representative for final review of our category “B” project. Staff did an excellent job assembling the copious required documents that FEMA request. The project costs come to approximately \$112,000.

January 02, 2023 – We posted our hiring advertisement on indeed.com today. We received eighteen (18) applications in the first 8 hours. We will let the ad run for approximately 10 days or until we have a sufficient pool of qualified applicants. The written exam for qualified/invited applicants will be February 09, 2023 at admin.

We have submitted the last of our documents for the state required Performance Review. Jim Angle is reviewing and will compile the report which will be given to us for review prior to submission to the state. I will provide each of you a copy once received.

January 03, 2023 – We are beginning to collect all the data to assemble the Annual Report. The process will take a few weeks and we should have a completed product by late January or early February. A copy of the report will be provided to each of you at the February meeting.

January 04, 2023 – We took possession of our new pumping apparatus. We are still waiting for a few remaining items which should arrive in a week or so. We will then do in-service training with the crews and formally add it to the fleet.

January 09 & 10, 2023 – I was out of town and A/C Blanco reported that there were no developments or concerns during my absence.

January 11, 2023 – We reviewed the new hire applications received, approximately 58 qualified Firefighter/EMT or Paramedics. We believe this was a sufficient number and discontinued the advertisement with Indeed.com. The written exam will be administered at admin on February 09, 2023. The practical will be the following day at the same location. Once the four (4) are selected the anticipated start date will be March 12, 2023.

January 12, 2023 – We are continuing the process of reimbursement with FEMA. Our meeting for today was cancelled by FEMA and rescheduled for January 19th.

We did receive a confirmation for a FEMA “site” inspection for the two (2) remaining outstanding items which are one of the antennas at both admin and station 1. The date for the site visit is January 17th. After this we should be able to wrap-up our claim and formally submit our package.

January 12, 2023 – We received the last components for our new SCBA packs. We are having in-service training next week and then placed into service. We have a buyer for all of our old Scott packs and bottles. They will be shipped to the buyer within a week or so after the swap-out.