



Spanish Fort Fire - Rescue

7580 Spanish Fort Blvd ♦ Spanish Fort, AL 36527
Non Emergency / Business 251.626.8876 ♦ Facsimile 251.626.3473
www.spanishfortfire.org

Roger R. Few
Fire Chief

Station 1
7580 Spanish Fort Blvd
Spanish Fort, AL 36527

Station 2
10628 U.S. Hwy 31
Spanish Fort, AL 36527

Station 4
9871 D'Olive Road
Spanish Fort, AL 36527

MINUTES OF BOARD MEETING November 8, 2021

Board Members:

Byron Hayles – Present
Shane Perry – Present
Troy Dyess – Present
Sarah Beth Sherer – Absent

Tommy Brewer - Present
Ryan Lowell – Virtual
Stuart LaGroue – Present

Craig Stanley - Present
Roger Few - Present
Tim Shaner - Present

Byron Hayles called the meeting to order at 6:00 pm

Chief Roger Few took roll call

Minutes

The Board read silently the minutes taken from the October 11, 2021 board meeting.

A motion made by Tim Shaner to accept the board minutes as read. Craig Stanley seconded the motion. Motion passed unanimously.

Treasurer's Report

Troy emailed the treasurers report prior to the board meeting and presented the treasurers report to the board at the meeting. The board reviewed the treasurer's report for the period of October 1, 2021 through October 31 2021. After a brief discussion, a motion made by Stuart LaGroue to accept the Treasurer's report as presented. Tommy Brewer seconded the motion. Motion passed unanimously.

President's Report

No Report

Chief's Report

Chief Few reported on the department's activity for October 2021.

The department responded to 75 responses for October. One was assisting Daphne with a chimney fire.

Inspection / Code Enforcement - Our inspection section had 116 inspections completed, 1-pre-planned preview. He is also reviewing one set of plans for a subdivision going up on 225.

Community Relations – (3) SFHS football games, (1) Assisted Lowes with Public Safety day, (1) Fall Festival for SFES, (1) SFHS Homecoming parade, (1) Trick or Treat at the Eastern Shore Center.

(1) Crowd management at the community center, (2) car seat installations, (1) CPR course with four students (11) Fire Prevention events with 506 kids and 119 adults, (1) Station tour

Chief Few and the board acknowledge Gary for his one-year anniversary. Gary is doing a great job with moving the staff forward. Gary has also acquired enough training promote to Fire Fighter II. In addition, we have another staff member who will promote to FF II and will also be promoted later date.

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Committee Reports:

Land Committee Report

No Report

Employment Committee Report

Craig reported that as of today there are eight full time positions open. We received eight applications and out of those eight, we have three that we are ready to make offers to. Several of the other applicants are in fire school and will be set up for interviews as well.

Craig discussed SFFR employee family health coverage. The city made the decision to make additional changes to their employee family health coverage for 2022. Chief explained at this time our employees are paying \$135.00 per pay period. With the new changes, employees will pay \$100.00 per pay period and the city will pay the remaining balance. A motion made by Shane Perry to approve the employee family health coverage affective January 2022. Tommy Brewer seconded the motion. Motion passed unanimously.

Craig discussed the annual one time pay adjustment. Staff recommendation is as follows:

Full Time employees here a year or more \$500.00. Full Time employees here 6 months \$250.00. Full Time employees less than 6 months \$125.00 and Part time employees \$125.00. The adjustment is budgeted and will be effective the first pay period in December. The same formula used in the past was used this year. A motion to approve the one time pay adjustment made by Tim Shaner. Troy Dyess seconded the motion. Motion pass unanimously.

Craig reported that Chief Few would like to increase the number of PT positions. Motion to approve to increase the number of PT positions made by Ryan Lowell, second by Stuart LaGroue, Motion passes. Additionally, there is no written policy pertaining to a minimum hours for part time staff in order to stay on the roster. Staff would like to have a policy and will bring one for the board to consider.

Finance Committee Report

Shane Perry reported that the monthly report balanced.

Troy discussed with the board that he sent JT an e-mail and is awaiting the audit engagement letter from JT. In the meantime, Troy would like to make a motion for the board to go ahead and approve the audit engagement letter since there will not be a meeting in December and the letter is expected next week. A motion to approve the engagement letter from JT to be approved made by Craig Stanley. Second motion made by Tim Shaner. Motion pass unanimously.

Troy said that he and Chief discussed the contract renewal with the city. The contract renews annually. The dollars will be less than projected annual amount this year due to the city taking over SFFR. They discussed that the contract needs to be renewed in April for cash flow purposes. This will help with any cash flow issues that may occur.

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Integration Committee Report

No Report

Old Business

None

New Business

SFFR business office closed Thursday November 11 for Veterans Day.

No SFFR board meeting in December

Meeting adjourned at 6:42 pm.

The next board meeting will be on Monday January 10, 2022 at 6:00 pm

Respectfully Submitted,
/de