

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING

April 14, 2026

**Meeting called to Order** – 7:00 pm by Chairman Mere

**Invocation** – Commissioner Mere

**Attendees** Commissioner Griffin - Present  
Commissioner Ducrou - Present  
Commissioner Hansen - Present  
Commissioner Cook – Excused  
Commissioner Mere – Present  
Chief Doug Underwood – Present  
Office Manager Theresa Sharp – Present  
Office Manager Susan Lindenmuth - Present  
Auditor Teresa DeCosta – Present

**Others Present** – Bayshore Operational Staff

**Public Input Agenda Items** – None

**Minutes** - Review and acceptance of March 10, 2026 Board Meeting Minutes – motion made by Commissioner Ducrou to accept minutes. Commissioner Griffin seconded the motion and with all in favor, the motion passed. Chairman Mere calls for Acceptance of the March, 2026 financials.

**Financial Reports** - Review and acceptance of March, 2026 Financials - motion made by Commissioner Hansen to accept minutes. Commissioner Ducrou seconded the motion. Commissioner Mere called for any discussion. Hearing none, he called for a vote and, with all in favor, the motion passed. Chairman Mere calls for the Fire Marshal's Report.

**Fire Marshal's Report** – Chief Underwood reiterates that reporting out of ESO is still inaccurate. However, crews continue to do follow-up inspections for last years annual inspections. Quote from First Due reporting platform, coming in just under ESO, minus one-time fees. NFM, Alva and Bayshore will be going to First Due. Current reoccurring fees with ESO are \$6,100.00, with First Due at \$5,900.00, with one time fee for training at \$900 fee – training will include all aspects of the program. Fees are based on call volume. Additional features with First Due will include pre-planning platform with AI features. Chief would like to implement modules over time, not all at once due to training. Hope to have it all completed by the time ESO

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING

April 14, 2026

contract expires November 1, 2026. Chairman Mere calls for the Administrative Report.

**Administrative Report** (on file) – Chief Underwood reads the Administrative Report into the record. Chairman Mere calls for Union Petitions.

**Union Petitions** – Hearing none, Chairman Mere calls for Old Business.

**Old Business** – Office Manager Sharp discussed election packets and filing/due dates for the three commissioners up for re-election. She also confirmed that all commissioners have received their emails for the annual Ethics training. Chairman Mere calls for any further discussion and, hearing none, calls for New Business.

**New Business** – Office Manager Sharp asked for Commissioners to accept the audit that was presented in the March, 2026 meeting – motion made by Commissioner Ducrou to accept the audit. Commissioner Griffin seconded the motion and with all in favor, the motion passed. Chairman Mere calls for Chief's Items.

**Chief's Items** – Next month, Chief will bring the 40-hour guide update to update change hours for Office Manager Lindenmuth and office operating hours to Monday through Thursday, four 10-hour days. Chairman for Commissioner Items.

**Commissioner Items** – Hearing none, calls for Public Input.

**Public Input** – Hearing none, Chairman Mere calls for Motion to Adjourn.

**Motion to Adjourn** – Commissioner Griffin moves to adjourn and motion is seconded by Commissioner Hansen and, with all in favor, meeting is adjourned at 7:20 p.m.