

SOUTH WALTON FIRE DISTRICT

911 North County Highway 393, Santa Rosa Beach, Florida 32459

"Prompt, Competent, Caring Response in Time of Need"



The Board of Fire Commissioners of the South Walton Fire District will hold a regular meeting on **May 13, 2024, at 4:00 p.m.** on the third floor of the South Walton Fire District Logistics Building.

The agenda will include, but not be limited to the following:

Special Item: Emergency Medical Services Week Proclamation
May 19 – 25, 2024
Chairman Maurice Gilbert

Special Item: Beach Safety Week Proclamation
May 20 – 27, 2024
Chairman Maurice Gilbert

- I. Call to Order
- II. Public Comment*
- III. Approval of Minutes
Regular Board Meeting: 04.08.2024
- IV. Secretary/Treasurer's Report
- V. Attorney's Report
Trademark Update
Title Insurance Claim Update
- VI. Chief's Report
- VII. Committee Reports
- VIII. Unfinished/Old Business
- IX. New Business
Board Action Item: Vacancy Seat 7 – At Large
Fire Chief Ryan Crawford
- X. Public Comment*
- XI. Adjournment

***Note:** Persons who wish to be placed on the agenda must contact the Administrative Assistant within five days of any meeting and provide the name of the person who will be speaking and the subject to be addressed. If a person decides to appeal any decision made by the Board of Fire Commissioners of the South Walton Fire District concerning any matter considered at such meeting or hearing, he or she will need a record of the proceedings and that, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

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SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – May 13, 2024

*****PENDING APPROVAL*****

Commissioners Present: Brian Christenson, Charlotte Flynt (arrived 4:02 pm), Phil Friday, Mark Foley, Maurice Gilbert, Roger Hall, Mike Stange

Commissioners Absent: none

Call to Order: 4:00 p.m.

Special Presentation: Chairman Gilbert read a proclamation into the record whereas the South Walton Fire District Board of Fire Commissioners declared the week of May 19 – 25, 2024, Emergency Medical Services Week in South Walton in recognition of the value and accomplishments of emergency medical services providers.

Chairman Gilbert read a proclamation into the record whereas the South Walton Fire District Board of Fire Commissioners declared the week of May 20 - 27, 2024, Beach Safety Week in South Walton.

Public Comment: None

Commissioner Gilbert announced that a quorum was present.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Friday, the Board unanimously approved the minutes of the April 8, 2024, Board of Fire Commissioners' regular meeting.

Secretary/Treasurer's Report: Commissioner Flynt read the March 2024 cash report into the record.

Attorney's Report: Attorney Youell reported that SWFD's Trademark is live, SWFD is 100% protected, and the registered symbol can be used with the logo. Attorney Youell stated that she would forward registration documents as soon as they become available.

Youell also reported that there had been no response on the Notice of Title Defect for SWFD's Geronimo Street property since she last reported in April and March. Attorney Youell suggested sending a second notice and filing a lawsuit if there continues to be no response.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Hall, the Board unanimously approved Attorney Youell's April 2024 billing statement.

Fire Chief's Report:

Chief Crawford reviewed the Emergency Response Activity Report which included Beach Safety Responses.

Sergeant promotional testing was completed in April with thirteen candidates taking part. Those who achieved passing scores across all phases will be placed on an eligibility list for promotion. Congratulations to all our members who participated in this year's assessment process.

Staff continues to meet with labor leadership working toward a new collective bargaining agreement. The next bargaining session will be held on May 23, 2024. Chief Crawford reported that he will schedule an executive session in the coming weeks to share progress and begin formulating details of any financial package.

Chief Crawford reported that the 1st Battalion 7th Special Forces Group adopted Padgett Park earlier this year in honor of the park's namesake Sgt. Tim Padgett. Tim was a former SWFD Firefighter/Paramedic and was killed in action serving with the 7th Special Forces in Afghanistan on May 8, 2007. Many SWFD personnel volunteered to work alongside the 1st Battalion 7th Special Forces Group and Walton County Recreation providing clean-up efforts at Padgett Park. SWFD personnel also played a large part in a remembrance ceremony ending with the unveiling of a bronze plaque honoring Tim for his life of service.

SWFD personnel attended the grand opening of the new Walmart Neighborhood Market at Dune Lakes on May 9, 2024. SWFD's fire prevention personnel provided educational and promotional materials. Engine 1 crew ceremoniously raised the US Flag while South Walton High School's Band played the national anthem. Walmart leadership presented a \$2,000 micro-grant to SWFD to support fire prevention and community risk reduction initiatives.

SWFD received a \$5,000 reimbursement grant through the Preferred Governmental Insurance Trust TIPS program with matching training/safety incentives. This year's reimbursement was applied toward the purchase of self-contained breathing apparatus (SCBAs).

Approximately one hundred Junior Lifeguard program registrants completed swim testing on May 11, 2024, with additional testing scheduled on May 18, 2024. Two three-week sessions will take place on June 4 – 20, 2024, and July 9 – 25, 2024.

SWFD continues to locate and register public access automated external defibrillators (AEDs) in South Walton with a total of 72 AEDs currently registered.

SWFD continues to promote free monthly CPR training classes. Chief Crawford reports that the June class is at full capacity with seats currently available for the July 2024 class. A total of 154 students were trained in CPR throughout April bringing the year-to-date total to 532 students trained in CPR.

SWFD is scheduled to host the annual Florida Fire Chiefs' Association NW Regional Meeting on May 17, 2024. Over eighty Chief Fire Officers from across NW Florida in addition to leadership from the State Fire Marshal's Office will be in attendance. Various divisions of the State Fire Marshals Office will provide updates in addition to the FFCA President and staff providing legislative and organizational updates.

Staff executed a Mutual Aid Agreement with Eglin AFB for Fire & Emergency Services with a five (5) year term and annual reviews by both parties.

On April 15-20, 2024, several SWFD personnel attended the FDIC International Conference and Tradeshow in Indianapolis. The annual event provides vendors highlighting fire apparatus, tools, equipment, and the most current emerging technologies. Chief Crawford reported that SWFD Division Chief DJ Stone presented his course titled "The Grab Analysis" and SWFD Firefighter Pat Armitage co-taught "Performance for the Fireground."

Chief Crawford reported that Assistant Chief LaTour and Communications Director Perez attended several meetings regarding 911 call transfer times between the Primary 911 call

center in DeFuniak Springs and SWFD's call center. Chief Crawford stated that the discussions are likely to continue to evolve into greater constructive collaboration with 911 call processing moving forward.

Chief Crawford provided the board with a list of current change orders for the Miramar Beach Fire Station project bringing the contract total to \$5,988,857. Chief Crawford will continue to provide the board with periodic updates concerning any change orders as the project continues.

Included in the board packet was a letter from Innerlight Engineering identifying the St. Joe parcel as feasible for a future fire station. On May 16, 2024, staff will be meeting with St. Joe leadership and SWFD's civil engineer to discuss procedures for wetland mitigation, right of way and access, utility easements, and other details regarding the parcel.

Chief Crawford reminded the commissioners of the annual ethics training requirement for all elected officials of independent special districts. In addition, Chief Crawford reminded the board of their Form 1 financial disclosure deadline of July 1, 2024.

The next regularly scheduled Board of Fire Commissioners' meeting will be held June 17, 2024, at 4 p.m. in SWFD's Logistics Building Board Room.

Committee Reports: None

Unfinished/Old Business: None

New Business: Chief Crawford announced that Fire Commissioner Friday had submitted a resignation letter effective at the adjournment of the May 2024 regular meeting. Chief Crawford presented Commissioner Friday with a plaque recognizing his service.

Chief Crawford presented a Board Action on the Fire Commissioners Seat 7 Vacancy stating that former Fire Commissioner David Bailey had previously shared his intent to run for the Seat 7 Fire Commission position in the upcoming General Election. A copy of the letter was included in the board packet. Chief Crawford recommended that the Board consider appointing Mr. David Bailey to fill the Seat 7 Fire Commissioner interim position. Alternatively, the board could direct staff to advertise for qualified candidates.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Foley, the Board unanimously appointed former Fire Commissioner David Bailey to serve as interim Seat 7. Bailey accepted.

Public Comment: Members of the public were invited to comment. There was no public comment.

Adjourned: The meeting adjourned at 4:43 p.m.