

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 **September 9, 2025, 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: **Proclamation: Fire Prevention Week, October 5 – 11, 2025**
Chairman Maurice Gilbert

- I. Call to Order
- II. Public Comment*
- III. Approval of Minutes
Regular Board Meeting: 08.11.2025
- IV. Secretary/Treasurer's Report
- V. Attorney's Report
Title Insurance Claim Update
- VI. Chief's Report
- VII. Committee Reports
Pension Board Quarterly Report
Commissioner Brian Christenson
- VIII. Unfinished/Old Business
- IX. New Business
**Board Action: Ratification of Labor Agreement with
South Walton Professional Firefighters Association**
Fire Chief Ryan Crawford

Board Action: Resolution No. 2025-02 Pension Amendment
Fiscal Officer Carole Martin
- X. Public Comment*
- XI. Adjournment

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- XII. Quasi-Judicial Ordinance: Second Reading
**Ordinance No. 2025-01 Florida Fire Prevention Code
Amendment Adoption**
Fire Marshal Sammy Sanchez
- XIII. Public Comment*
- XIV. 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.

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – September 9, 2025

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

Commissioners Present: David Bailey, Brian Christenson, Brian Farmer, Charlotte Flynt, Mark Foley (arrived 4:04 pm), Maurice Gilbert

Commissioners Absent: Mike Stange

Call to Order: 4:00 p.m.

Public Comment: None

Special Item: Chairman Gilbert read a proclamation into the record proclaiming October 5-11, 2025, as Fire Prevention Week in South Walton.

Commissioner Gilbert announced that a quorum was present.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Bailey, the Board unanimously approved the minutes of August 11, 2025, Board of Fire Commissioners' regular meeting.

Secretary/Treasurer's Report: Commissioner Bailey read the July 2025 cash report into the record.

Attorney's Report: On a motion duly made by Commissioner Bailey and seconded by Commissioner Farmer, the Board unanimously approved Attorney Youell's August 2025 billing statement.

Fire Chief's Report: Chief Crawford reviewed the Emergency Response Activity Report which included Beach Safety Responses. Chief Crawford also presented an overview of SWFD's major incidents since the regular meeting in August.

In August, SWFD completed its first Insurance Services Office (ISO) Public Protection Classification (PPC) evaluation since 2016. These independent evaluations assess a District's overall fire protection capabilities, including communications, operations, water supply, facilities, and risk reduction. The results directly impact property insurance rates. SWFD currently holds a strong 3/3X rating with a goal to maintain or improve that standing. Results from this review are expected within three to four months.

The Florida Department of Health's Bureau of Emergency Medical Oversight conducted its bi-annual inspection of SWFD's EMS Division last week resulting in no deficiencies found. SWFD apparatus and records were noted as outstanding. A copy of the post inspection letter from the Bureau's Compliance Inspector was included in the board packet.

On August 20, 2025, SWFD celebrated Battalion Chief Chris Powell, Lieutenants Travis Spencer and Drew Masat, and Sergeants Patrick Pitts and Jason Wells with a formal pinning ceremony. Emergency Telecommunicators Amanda Silvey, James Miles, and Kathleen Nolan were also recognized for their completion of the probationary process.

SWFD welcomed new Fire Inspector, Chris Eckert, who has ten years of experience in fire protection systems from the private sector. Fire Inspector Eckert is already having a positive impact within SWFD's Life Safety Division.

On September 2, 2025, SWFD hosted a quarterly West Florida Region NENA meeting bringing 9-1-1 coordinators together from across the region.

Several staff members attended conferences in August. Training Chief Stone and PIO McClintock presented at Fire Rescue International (FRI) in Orlando and HR Manager LaBarreare attended the Florida Human Resources Conference.

Accountant Kacie Brunza is enrolled in the Florida Association of Special Districts Certified District Manager Program. This advanced program covers public procurement, project management, budgeting, collective bargaining, ethics, and board relations. Upon completion, Ms. Brunza will earn the Certified District Manager designation.

Annual employee physicals will begin September 22, 2025, with lab work, x-rays, and ultrasounds as part of SWFD's occupational cancer screening program. Phase two will follow in November 2025.

SWFD staff will participate in a countywide Emergency Operations Center tabletop exercise on September 16, 2025, covering both day and night operational periods.

Fire Prevention Week activities will begin October 4, 2025, with SWFD's annual pancake breakfast at the Training Facility. A flyer was included in the board packet. Fire Crews and Life Safety staff will be visiting schools and daycares throughout the District.

On September 13, 2025, SWFD will participate in a Build-A-Bucket for Preparedness event at Hammock Bay in Freeport. This event will include disaster kit building, live demonstrations, and public safety and preparedness training.

On September 6, 2025, twenty-two SWFD members participated in a 9/11 Memorial Stair Climb event in Panama City Beach where SWFD's Honor Guard presented colors and Paramedic Laura Kerr played the bagpipes. This climb symbolically serves as a way for participants to complete their courageous journey to the top of those buildings. North Beach Social sponsored the registration for SWFD's participating members. Funds raised support the National Fallen Firefighters Foundation.

On September 11, 2025, SWFD will host its annual 3.43-mile memorial run/walk. An event flyer was included in the board packet.

On September 24, 2025, Chief Crawford will attend the Florida Association of Special Districts' (FASD) Legislative Preparedness Forum. This free forum is exclusive for FASD members and is designed to equip special districts with tools in preparation for the upcoming legislative session. The schedule includes a legislative preparedness session with two attorneys specializing in local government/special district law. Participation in these forums ensures SWFD remains informed and positioned to proactively engage in policy matters that directly impact its operations and taxpayers.

Chief Crawford reminded the Fire Board that the Final FY26 Budget Adoption Hearing will be held on September 15, 2025, at 5:01 p.m.

SWFD will hold its Open House at the newly reconstructed Miramar Beach Fire Station September 23, 2025, from 4–6 p.m. A flyer was included in the board packet.

A few letters recognizing positive interactions with an SWFD member were included in the board packet.

Committee Reports: Commissioner Christenson presented a Pension Board Quarterly Report. The pension fund earned 6.76% for the quarter ended 6/30/25 and 5.46% for the first three quarters of FY2025. The fund balance has now reached over \$100 million.

Unfinished/Old Business: None

New Business: Chief Crawford presented a Board Action whereas Staff recommended that the Board of Fire Commissioners consider ratifying the proposed changes to Article 24 of the Collective Bargaining Agreement. A copy of the changes to Article 24 were included in the board packet.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Flynt, the Board approved ratification of the proposed changes to Article 24 of the Collective Bargaining Agreement as summarized by Chief Crawford.

Fiscal Officer Martin presented a Board Action requesting the Board approve Resolution 2025-02, amending the South Walton Fire District Firefighters' Retirement System as adopted by Resolution 11-02. A copy of Resolution 2025-02 was included in the board packet.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Bailey, the Board approved Resolution 2025-02, amending the South Walton Fire District Firefighters' Retirement System as adopted by Resolution 11-02.

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

Adjourned: The meeting adjourned at 4:38 p.m.

Quasi-Judicial Ordinance: Fire Marshal Sanchez read Ordinance 2025-01 Florida Fire Prevention Code Amendment Adoption

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

Adjourned: The meeting adjourned at 4:41 p.m.