

# 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 **December 8, 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:

- I. Call to Order
- II. Public Comment\*
- III. Approval of Minutes  
**Regular Board Meeting: 11.10.2025**
- 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: Capital Purchase Request: Pierce Saber HDR Rehab and Air Truck**  
Daniel LaTour, Assistant Chief  
**Board Action: Pension Board Resident Trustee Appointment**  
Carole Martin, Fiscal Officer  
**SWFD Fire Board Officer Appointments**  
Chair  
**SWFD Fire Board Committee Appointments**  
Chair
- 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.

**Leadership . Teamwork . Integrity . Community Service**

**Page 1 of 1**

# **SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS**

**Meeting Minutes – December 8, 2025**

**\*\*\*PENDING APPROVAL\*\*\***

**Commissioners Present:** David Bailey, Brian Christenson, Brian Farmer, Mike Stange

**Commissioners Absent:** Maurice Gilbert, Charlotte Flynt, Mark Foley

**Call to Order:** 4:00 p.m.

**Public Comment:** None

In absence of Chair Gilbert and Vice Chair Flynt, Secretary-Treasurer Bailey called the meeting to order and announced a quorum was present. Secretary-Treasurer Bailey then directed the Fire Board to elect a chair pro tem to preside over the meeting.

On a motion duly made by Commissioner Farmer and seconded by Commissioner Christenson, the Board unanimously elected Commissioner Bailey as chair pro tem for the December 8, 2025, Board of Fire Commissioners' regular meeting.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Farmer, the Board unanimously approved the minutes of the November 10, 2025, Board of Fire Commissioners' regular meeting.

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

**Attorney's Report:** Attorney Youell presented a brief of her services for the month of November 2025.

On a motion duly made by Commissioner Christensen and seconded by Commissioner Farmer, the Board unanimously approved Attorney Youell's November 2025 billing statement for payment.

**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 November.

Firefighter/Paramedic Alden Staat was recognized as SWFD's Firefighter of the 3rd Quarter.

On November 13, SWFD hosted a Monument Acceptance Ceremony at Pilcher Park honoring the flight crew of Airheart-1. This public event provided an opportunity for Fire District leadership, the Walton County Board of County Commissioners, and staff to formally recognize and introduce the new memorial. Chief Crawford thanked the Fire Commissioners for their support with this initiative.

Several SWFD members, staff, and honor guard traveled to Ocala last month for the annual fallen firefighter memorial service. SWFD stood alongside fire-rescue agencies from around the state supporting the eight (8) families who lost loved ones in the line of duty in 2025 including SWFD's Firefighter/Paramedic Dan Corcoran. The lives of these men and women were honored and then enshrined onto the fallen firefighter memorial

which is located at both the state fire college in Ocala and at the state Capitol in Tallahassee.

In November, Chief Crawford spent several days in Tallahassee meeting with House and Senate members regarding the Property Tax Reform bills currently under review. Although the Florida Fire Chiefs' Association has not taken a position opposing tax reform efforts, they have made their concerns known and remain engaged in the process to ensure public safety funding is not compromised should these proposals advance to the ballot next November.

During the November 24, 2025, Walton County Board of County Commission meeting, the BCC adjusted the County's permitting fees for beach bonfire permitting. The new permitting fee structure is \$100 for propane fueled bonfires and \$150 for wood burning fires. SWFD's bonfire permitting fee remains \$50 for both types. The increased \$50 Walton County fee for wood burning fires was adopted to encourage the use of the cleaner propane fuel option.

Staff ordered topographic and boundary surveys for the 110 S County Highway 393 property where SWFD's Beach Safety Division currently operates. Staff anticipate posting the RFP for the selection of an engineering firm for schematic design early 2026.

Chief Crawford reported that the 2009 GMC pick-up truck approved as surplus property in November was donated to Liberty Fire District.

The 911 Vesta upgrade is complete. This innovative technology will enable simultaneous 911 call-ringing at both PSAPs (WCSCO and SWFD). The necessary additional communications staff have been hired to support increased call volume once these changes are implemented. Call routing changes and simultaneous ringing at both PSAPS are expected to occur in about 8-10 months to ensure new 911 telecommunicators are fully trained and certified.

The Florida NENA Fall conference is underway at Sandestin Hilton with SWFD's communications leadership in attendance. Training and discussions include NG911 expansion, AI applications, funding stability, system resiliency, and professional development initiatives.

SWFD will be formally switching from (NFIRS) National Fire Incident Reporting System ) to the new (NERIS) National Emergency Response Information System on December 29, 2025. The US Fire Administration is replacing NFIRS with NERIS because the modern data, technology, and all-hazards reporting needs could no longer be met. NERIS will provide real-time, cloud-based analytics, greater interoperability, and more accurate insights to support decision-making, resource allocation, and community risk reduction into the future.

SWFD's Employee Holiday Party was held on December 6, 2025, offering a chance for members and their guests to celebrate the holiday season. The evening included a buffet dinner, door prizes, and time for shared fellowship.

Chief Crawford and Fiscal Officer Martin are scheduled to attend a three-day FLSA training course for the fire service in Deland, Florida. With increasing statewide movement toward 48/96 or 24/72 schedules, Kelly days, and 42-hour workweek discussions, this training will ensure SWFD remains well-informed on overtime thresholds, incentive pay, comp time, and shift schedule implications.

SWFD will host the 11th Annual Polar Bear Plunge in partnership with Shunk Gulley Oyster Bar on New Years Day from 11:00 AM to 2:00 PM at the Ed Walline Beach Access. Event registration is available online only and may be completed in advance or on the day of the event. A Polar Bear Plunge flyer was included in the board packet. All proceeds benefit SWFD's Community Risk Reduction initiatives, including free CPR courses and fire prevention education programs.

Several Staff members are scheduled to attend the FFCA's Florida Fire & EMS Conference and state committee meetings January 5-9, 2026, in Orlando. The annual conference offers firsthand fireground and EMS training, keynote sessions, workshops, a large trade show, and valuable networking opportunities.

The SWFD Administrative Offices will be closed December 24-25, 2025, in observation of Christmas and on January 1, 2026, for New Year's Day.

**Committee Reports:** Commissioner Christenson presented a Pension Board Quarterly Report. The pension fund earned 7.12% for the quarter ended 6/30/25 and 5.81% for YTD.

**Unfinished/Old Business:** None

**New Business:**

Assistant Chief LaTour presented a Board Action whereas Staff recommended the purchase of a Pierce HDR stock apparatus and requested Board authorization for the Fire Chief to execute the Equipment Proposal for a Pierce Saber Heavy Duty Rescue at a not to exceed cost of \$1,145,980. Staff also requested board authorization for the Fire Chief to make the determination whether pre-payment or payment upon delivery provides the greatest financial advantage once expected timelines and discount amounts are confirmed.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Farmer, the Board unanimously authorized the Fire Chief to execute the Equipment Proposal for a Pierce Saber Heavy Duty Rescue not to exceed cost of \$1,145,980. The board also authorized the Fire Chief to make the determination whether pre-payment or payment upon delivery would provide the greatest financial advantage.

Fiscal Officer Martin presented a Board Action whereas Staff recommended the Board appoint Assistant Chief Daniel LaTour as a Resident Trustee of the South Walton Fire District Firefighters' Retirement System effective January 1, 2026.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Farmer, the Board unanimously appointed Assistant Chief Daniel LaTour as a Resident Trustee of the South Walton Fire District Firefighters' Retirement System effective January 1, 2026.

**SWFD Fire Board Officer Appointments for 2026 are as follows:**

On a motion duly made by Commissioner Stange and seconded by Commissioner Christenson, the Board voted unanimously to appoint Commissioner David Bailey as Fire Board Chair for 2026.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Farmer, the Board voted unanimously to appoint Commissioner Charlotte Flynt as Fire Board Vice Chair for 2026.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Stange, the Board voted unanimously to appoint Commissioner Brian Farmer as Fire Board Secretary / Treasurer for 2026.

**SWFD Fire Board Committee Appointments for 2026:**

**FINANCE AND INVESTMENT COMMITTEE – One-Year Term**

David Bailey, Fire Board Chair  
Ryan H. Crawford, Fire Chief/Administrator  
Carole Martin, Fiscal Officer

**AUDIT COMMITTEE– One-Year Term**

Mike Stange, Committee Chair  
Brian Farmer, Fire Board Secretary/Treasurer  
Charlotte Flynt, Fire Board Vice Chair  
Carole Martin, Fiscal Officer, attends all committee meetings, but is not a voting member of this committee.

**HR/EMPLOYEE BENEFITS COMMITTEE– One-Year Term**

Brian Christenson, Commissioner  
Mark Foley, Commissioner  
Lois LaBarreare, Human Resources Manager

**BYLAW COMMITTEE– One-Year Term**

David Bailey, Fire Board Chair  
Charlotte Flynt, Fire Board Vice Chair  
Brian Christenson, Commissioner  
Carole Martin, Fiscal Officer

**PENSION BOARD - Two-Year Alternating Terms**

Brian Christenson, Fire Commissioner – term ends December 31, 2026.  
Daniel LaTour, Assistant Chief, Resident Trustee – term ends December 31, 2027.

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

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