

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

## **Meeting Minutes – November 12, 2018**

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

**Commissioners Present:** Jack Abbit, Brian Christenson, Maurice Gilbert, Karen McGee, Mike Stange, Charlotte Flynt

**Commissioners Absent:** Tom Cooper

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

### **Special Item: SWFD Family Support Group**

The SWFD Family Support Group presented a check to the South Walton Professional Firefighters Local 3516 for \$5,580 to help replenish the funds that were used to assist SWFD employees that had been severely impacted or displaced by Hurricane Michael.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Abbit, the Board unanimously approved the minutes of the October 8, 2018, Board of Fire Commissioners regular meeting.

**Secretary/Treasurer Report:** Chairman Flynt read the September 2018 cash report into the record.

### **Attorney's Report:** Rene Youell

On a motion duly made by Commissioner Christenson and seconded by Commissioner McGee, the Board unanimously approved Attorney Youell's October 2018 billing statement.

### **Fire Chief's Report:**

Chief Talbert reviewed the Emergency Response Report which included Beach Safety Response and the False Alarm Fee History Report.

SWFD's staff coordinated an action plan to protect SWFD's response area 72 hours prior to Hurricane Michael on October 7 and through October 19, 2018.

SWFD was heavily engaged in Hurricane Michael support with regional coordination and fire-rescue deployments to Jackson County and Mexico Beach. SWFD Fire Chaplains played an integral role in supporting SWFD members as well as the agencies to the east of the district.

SWFD auditors, Warren Averett, LLC, completed their field work portion of the audit. A letter was included in the board packet and an official audit report will be presented at the regular meeting of the Fire Board in January 2019.

SWFD held a retirement ceremony for Lt. Paul Stanford on November 6, 2018, celebrating his 29 years of service to SWFD. As a result of Lieutenant Stanford's retirement, SWFD will be promoting a Lieutenant and Sergeant. Included in the board packet were invitations to two promotional ceremonies: Sgt. Steve Smith, November 14, at 10am and Lt. Phillip Block, November 30, at 2pm

SWFD conducted a written test and physical agility test for 30 applicants in October. Interviews are scheduled for November 16, 2018.

SWFD's Beach Safety Proposal was the sole submittal to Walton County. SWFD is awaiting the acknowledgment by the Walton County Board of County Commissioners and their direction to SWFD staff and County administration to negotiate a contract.

SWFD hosted its 1st Annual Veterans Day 5K which was a success.

SWFD staff attended the funeral service of FF Brad Price of Bay County FD. SWFD's Honor Guard conducted a flag ceremony for the service.

Chief Talbert announced that District Chief Brian Hughes and a member of the Florida Firefighter Safety and Health Collaborative were scheduled to meet with fire equipment manufacturers in Pittsburgh to discuss end user safety and equipment decontamination strategies.

SWFD Administrative Offices are scheduled to be closed November 22-23, 2018, in observance of the Thanksgiving holiday.

Included in the board packet were copies of recognitions from citizens and visitors complimenting the excellent services received from our members.

The SWFD Angel Tree program will continue until December 5, 2018.

The SWFD will host the 11th Annual Elf Ride on December 2nd at Station 2 in WaterColor.

SWFD's quarterly Pension Board meeting will be held on December 3, 2018, at 2:30pm at the SWFD Administrative office.

The next SWFD Board of Fire Commissioners meeting will be held Monday, December 10, 2018, at 4:00 p.m.

**Committee Reports:** Commissioner Gilbert thanked Commissioner Flynt for her continued service on the Pension Board. In addition, Commissioner Gilbert announced that Commissioner Christenson will be stepping down from the Tourist Development Council Board and Commissioner Cooper has accepted to serve in his place.

**Unfinished/Old Business:** None

**New Business: Board Action: Resolution 18-10 Surplus Property**

Staff recommended the disposition sale of the following surplus equipment:

- One (1) 2006 F-150 Pickup Truck
- Six (6) ATV's
- One (1) Positron Power 911 system
- One (1) AVTEC Radio system
- One (1) Samsung phone system

On a motion duly made by Commissioner Abbit and seconded by Commissioner Flynt, the Board unanimously approved Resolution 18-10 Surplus Property.

With regard to the Fleet Maintenance / Logistics and Training Tower Project, Commissioner Stange requested a separate subtotal for operating expenses on the financial statements to distinguish them from capital expenditures. This format change will be reflected on the October income statement at the December board meeting.

**Public Comment:** None

**Adjourned:** The meeting adjourned at 4:44 p.m.