

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

**Meeting Minutes – December 10, 2018**

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

**Commissioners Present:** Jack Abbit, Brian Christenson, Tom Cooper, Charlotte Flynt, Mark B. Foley, Maurice Gilbert, Mike Stange

**Commissioners Absent:** None

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

**Special Item:** Commissioner Mark B. Foley was sworn in as Fire Commissioner, Seat 2.

On a motion duly made by Commissioner Abbit and seconded by Commissioner Christenson, the Board unanimously approved the minutes of the November 12, 2018, Board of Fire Commissioners regular meeting.

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

**Attorney's Report:**

On a motion duly made by Commissioner Cooper and seconded by Commissioner Flynt, 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 was heavily engaged in Hurricane Michael support with regional coordination and fire-rescue deployments. Jackson County, Mexico Beach, and regional deployment and conference calls. Assistant Chief Ryan Crawford was instrumental in the coordination of Hurricane Michael assistance.

SWFD completed its Annual Angel Tree program providing for over 300 children.

SWFD's 11th Annual Elf Ride was a success. The South Walton Children's Chorus sang Christmas songs.

SWFD held a promotion ceremony for Sergeant Steve Smith and Lieutenant Phillip Block.

SWFD facilitated written and physical agility test for 30 applicants in November. Twelve interviews were conducted to provide SWFD with a hiring list of qualified candidates. Five firefighter candidates will begin their orientation on January 7, 2019

SWFD honor guard members represented SWFD at the Florida Fallen Firefighter Memorial Service held on December 7th at the State Fire College.

Fire Chief Talbert and District Chief Brian Hughes will attend the Florida Firefighter Safety and Health Conference in Orlando on December 10-13, to discuss end user safety and equipment decontamination strategies, cancer prevention and peer support for responders.

SWFD Administrative Offices are scheduled to be closed December 24-25, 2018, in observance of the Christmas holiday. In addition, offices will be closed on January 1, 2018 for New Year's Day.

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

The next SWFD Board of Fire Commissioners meeting will be held Monday, January 14, 2018, at 4:00 p.m.

Fire Chief Talbert announced his retirement and his plan to remain at SWFD through February 29, 2019. The Fire Board thanked Chief Talbert for his service and dedication throughout the past eleven years. Chairman Gilbert called for an HR Committee meeting to discuss the upcoming vacancy at 2pm on Monday, December 17, 2018. In addition, Commissioner Gilbert called for a Special meeting to be held at 3pm on the same day to discuss the results of the HR committee meeting.

**Committee Reports:** Commissioner Flynt reported that the pension fund continues to be in good shape. The fund is 99.4% funded and earned 10.05% for Fiscal Year 2018.

**Unfinished/Old Business:** Assistant Chief Marc Anderson presented an update on the Fleet Maintenance/Logistics and Training Tower Project. Chairman Gilbert thanked Assistant Chief Marc Anderson for his dedication to the project.

**New Business:**

**SWFD Fire Board Officer Appointments for 2019 are as follows:**

On a motion duly made by Commissioner Cooper and seconded by Commissioner Abbit, the Board voted unanimously to reappoint Commissioner Maurice Gilbert to Fire Board Chair for 2019.

Vice Chairman Jack Abbit stated his desire to step down from Fire Board Vice Chair and nominated Commissioner Tom Cooper to hold that position. On a motion duly made by Commissioner Christenson and seconded by Commissioner Stange, the Board voted unanimously to appoint Commissioner Tom Cooper to Fire Board Vice Chair for 2019.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Cooper, the Board voted unanimously to reappoint Commissioner Charlotte Flynt to Fire Board Secretary/Treasurer for 2019.

**The SWFD Fire Board Committee Appointments for 2019 are as follows:**

FINANCE AND INVESTMENT COMMITTEE – One Year Term

- Maurice Gilbert, Fire Board Chair
- Fire Chief/Administrator
- Carole Martin, Fiscal Officer

AUDIT COMMITTEE– One Year Term

- Mike Stange, Committee Chair
- Tom Cooper, Commissioner
- Charlotte Flynt, Commissioner
- Carole Martin, Fiscal Officer attends all committee meetings, but is not a voting member of this committee

## HR/EMPLOYEE BENEFITS COMMITTEE– One Year Term

- Jack Abbit, Vice-Chair
- Brian Christenson, Commissioner
- Tom Cooper, Commissioner
- Mark Foley, Commissioner
- Carole Martin, Fiscal Officer

**Public Comment:** None

**Adjourned:** The meeting adjourned at 4:57 p.m.