

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – May 13, 2019

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

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

Commissioners Absent: Jack Abbit

Call to Order: 4:00 p.m.

Chairman Gilbert announced that there was a quorum present.

Chairman Gilbert read into the record the National Emergency Medical Services Week Proclamation, proclaiming May 19 – 25, 2019, as Emergency Medical Services Week in South Walton in honor of the men and women whose diligence and professionalism keep the community, citizens and visitors safe. Members of SWFD EMS Division were present.

Chairman Gilbert read a proclamation into the record, proclaiming June 2-8, 2019, as SWFD Beach Safety / Rip Current Awareness Week in South Walton.

On a motion duly made by Commissioner Cooper and seconded by Commissioner Christenson, the Board unanimously approved the minutes of the April 8, 2019, Board of Fire Commissioners meeting.

Secretary/Treasurer Report: Commissioner Flynt read the March 2019 cash report into the record.

Attorney's Report:

On a motion duly made by Commissioner Christenson and seconded by Commissioner Flynt, the Board unanimously approved Attorney Youell's April 2019 billing statement.

Fire Chief's Report:

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

Chief Crawford and Fire Marshal Sanchez were guest speakers at the Walton County Republican Women Federated luncheon on April 17, 2019, at Cantina Laredo. Chief Crawford explained that the forum provided an opportunity to share SWFD's history, perspective on the many services provided, value as compared to other special fire districts, and a few of the challenges SWFD faces with growth and infrastructure.

On April 22, 2019, SWFD experienced a significant wildfire event in the area between Goldsby and Mack Bayou Roads. The fire grew in intensity to nearly 100 acres and required SWFD personnel to evacuate approximately 25 homes. This event was comprised of a large percentage of SWFD personnel and included assistance with resources from Destin Fire Control District and Florida Forestry personnel. Chief Crawford reported that no structures were damaged as a result of this fire.

Staff executed a contract with Emergency Services Consulting International (ESCI) to assist SWFD with developing a Long-Range Master Plan.

Staff met with the Forest View Village developer to determine timelines for construction and build out of the development located near the Dune Lakes Elementary School which is currently under construction. Chief Crawford reported that SWFD continues to focus on that geographic area as the most likely location for the need of an additional fire station.

In April, Chief Kuehner, Chief Hughes, and Chief Crawford attended the Fire Department Instructors Conference in Indianapolis.

SWFD conducted promotional pinning ceremonies for Assistant Chief of Operations Brian Hughes, District Chief Chris Kidder, Lieutenant Wes Usher, Communications Supervisor Jordan Heisserer and Sergeant Mark Jones. Chief Crawford stated that he is very proud of all employees who have been promoted to new roles and responsibilities and is confident that all will complement the Fire District's leadership team.

SWFD presented conditional offers to three (3) new employees in May – Firefighter/Paramedic Richie Frank and Communications Operators Angela Gilluly, and Lonny Gower.

SWFD hosted a well-attended retiree breakfast Saturday, April 20, 2019, at SWFD's Station #5.

On April 24-26, 2019, Assistant Chief Brian Hughes attended the Congressional Fire Services National Fire and Emergency Services Symposium and Congressional Dinner in Washington, DC.

Communications Operator Blake Griffiths retired after serving SWFD for nearly 19 years. SWFD hosted a retirement celebration honoring Blake's service to the Fire District on May 6, 2019.

SWFD has partnered with Walton County Emergency Management and will be supporting a new program called "HERricane Florida". The mission of this program is to develop and elevate young women as leaders in our community as they evaluate emergency management and public safety fields as potential careers.

Chief Crawford reported that SWFD has been awarded a Florida Division of Health grant intended to enhance patient care and incident reporting software. This is a reimbursement grant that has been approved by the Bureau of Emergency Medical Oversight (BEMO) in the amount of \$11,705. Chief Crawford recognized Division Chief Cotton's hard work during this process.

Chief Crawford attended the Walton Area Chamber of Commerce April Board meeting and reported that he was nominated and affirmed to serve ex-officio on their Board of Directors.

Fire Chief Crawford and Fire Chief Beaty executed an updated Mutual Aid Agreement between the SWFD and Walton County Fire Rescue.

On May 7, 2019, Chairman Gilbert and Chief Crawford attended a closing for the purchase of the property located at 235 S. Geronimo Street, Miramar Beach, Florida.

The total investment including the cost of the environmental survey, land survey, and appraisal came to \$360,401. A copy of the contract was included in the Board packet.

Staff will bring a formal budget amendment request for board consideration to either the June or July Board meeting. Chief Crawford recommended proceeding with determining cost estimates for possible asbestos abatement and demolition work of the existing dilapidated structure on the 235 S. Geronimo Street property. Chief Crawford reported that the structure is in extreme disrepair and recommended to the Board that the demo costs be included in the FY 18/19 capital budget revision request so that some of this demolition work could begin within the current FY. The Board directed Chief Crawford to proceed with gathering cost estimates to present to the Board for consideration with a formal budget amendment request.

Fire Marshal Sanchez, Beach Safety Director Vaughan and Fire Chief Crawford attended the Walton County TDC annual meeting on May 6, 2019.

Various assigned staff members attended the TDC Beach Management Advisory Board and the TDC Destination Improvement Advisory Board meetings at the beginning of May.

To celebrate the passing of the Florida Firefighter cancer legislation into law, several SWFD command staff members and labor leaders attended the legislative victory tour with Florida's CFO Jimmy Patronis the morning of May 13, 2019, at the Panama City Fire Department Headquarters. Chief Crawford stated that he was extremely proud of labor leadership's rock-solid commitment and dedication by being part of the legislative process and being on the front-line to secure these well overdue cancer benefits for Florida's firefighters.

Chief Crawford reminded the Board that a Pension Board meeting is scheduled for 2:30pm on Monday, June 3, 2019, at SWFD Headquarters.

Chief Crawford reminded the Board that SWFD administrative offices will be closed on Monday, May 27, 2019, in observation of Memorial Day.

The next Board of Fire Commissioners meeting is scheduled for Monday, June 10, 2019, at 4pm.

Committee Reports:

Commissioner Gilbert announced that Commissioner Abbit resigned from the HR/Employee Benefits and SWFD By-law Committees. Commissioner Gilbert stated that it was not necessary to replace Commissioner Abbit's seat on the HR/Employee Benefits committee because there are currently three other commissioners assigned. Chairman Gilbert requested that Fiscal Officer Martin assume Commissioner Abbit's seat on the By-law Committee and she accepted. A By-law Committee meeting was scheduled for 10:00am on June 3, 2019, at SWFD's Administrative Offices.

Unfinished/Old Business: None

New Business:

Board Action: EMS User Fee Adjustment Staff recommended adopting Resolution 19-04 amending the EMS user fee loaded mileage rate from the current \$10 per mile to \$15 per mile. All other EMS user fees would remain as established by Resolution 10-02.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Flynt, the Board unanimously approved Resolution 19-04 amending Resolution 10-02.

Public Comment: None

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