

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – October 14, 2019

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

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

Commissioners Absent: Jack Abbit

Call to Order: 4:00 p.m.

Chairman Gilbert noted that there was a quorum present.

Special Item: Swearing-In Ceremony - Richard Talbert was sworn in as Fire Commissioner, Seat 3.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Flynt, the Board unanimously approved the minutes of the September 16, 2019 Board of Fire Commissioners meeting.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Christenson, the Board unanimously approved the minutes of the September 16, 2019 Final Public Hearing.

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

Attorney's Report:

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

Fire Chief's Report:

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

In August, Chief Crawford attended the Northwest Florida Volunteer Firefighter Weekend at Northwest Florida State College where he participated in the state rule hearing on proposed changes to firefighter training standards curriculum. In addition, Chief Crawford was a speaker at the banquet/reception held on the final evening where approximately 400 participants attended.

SWFD conducted a promotional swearing-in and pinning ceremony for Sergeant / Paramedic Ralph Mathews on September 30, 2019.

On Thursday, October 3, 2019, SWFD Division Chief Cotton, dispatchers and crews participated in a Mass Casualty exercise hosted by Sacred Heart on the Emerald Coast. The exercise provided for training and evaluation of medical triage skills, interagency communications, medical surge capabilities of the hospital, and gross patient decontamination procedures.

On Saturday, October 5, 2019, SWFD hosted the 7th Annual Pancake Breakfast at its Watercolor Fire Station. There were approximately 250 in attendance. Events included

demonstrations provided by our technical rescue team, face painting, a children's firefighter physical ability test and a bounce house. The event raised nearly \$1,300 dollars which will be used to enhance fire prevention and public education materials for the SWFD community. Chief Crawford thanked the fire commissioners as well as SWFD employees and their spouses for continuing to make this a special event. Chief Crawford also thanked Commissioner Mark Foley for setting up a gluten free pancake station and working the griddle as one of the celebrity chefs.

In conjunction with Fire Prevention Week, SWFD crews participated in fire safety presentations for more than 1,000 children attending South Walton schools and day cares.

SWFD will host a retirement celebration in Sergeant Bob Wells honor on Thursday, October 31, 2019, at 3pm at SWFD's Headquarters located at 911 N County Highway 393, Santa Rosa Beach.

Firefighter / Paramedic Kevin Hart retired after serving SWFD more than fifteen (15) years. The Fire Board will be notified of a retirement celebration once details are finalized.

Fire Inspector Scott Guyne tendered his resignation. Guyne served the District honorably for fifteen (15) years; thirteen (13) as a Firefighter/Paramedic, one (1) year as a dispatcher, and most recently as an SWFD Fire Inspector. SWFD is currently advertising for the position.

In September 2019, SWFD hired four new firefighters as a result of Sergeant Youngblood's retirement along with the program enhancement to begin staffing a Rescue at SWFD's Inlet Beach Fire Station.

Two new engines were recently delivered to SWFD. SWFD's Fleet Director is working on final upfitting and mounting of equipment. Push-in ceremonies are scheduled for both new engines on Monday, November 4, 2019. The first will take place at 9am at SWFD's Miramar Beach Fire Station. The second ceremony will take place at SWFD's Inlet Beach Fire at 10:30am. Notifications were included in Board packets.

In order to create an updated firefighter candidate eligibility list for 2020, SWFD will be conducting firefighter entrance exams and physical ability testing on October 28-29, 2019.

SWFD is currently in negotiations with Rosemary Beach on the renewal of their private beach safety contract. Once a tentative agreement is reached, Chief Crawford will present to the board for approval.

SWFD recently provided medical event support for several outdoor events. The 30A Half Marathon was supported through event planning and coordination of emergency medical services providing dedicated and non-dedicated resources to the event. SWFD also provided dedicated EMS support for the 12th Annual Baytown Beerfest in Baytowne, Sandestin on October 12, 2019.

Chief Crawford announced that SWFD's master planning consultant is prepared to make a formal presentation to the Board in either December or January. The Board requested a January workshop be scheduled.

A county wide burn-ban was implemented by the Walton County Board of County Commissioners on October 8, 2019. As a result of the burn ban, SWFD suspended permitting of all beach bonfires and professional fireworks until conditions improve and the burn ban can be lifted.

An Audit Committee Meeting is scheduled for Thursday, October 31, 2019, at 8:30am. The purpose is for committee members to ask any questions and/or share concerns with the auditing firm prior to commencing work.

Chief Crawford announced that St Joe Company's impact fee credit balance is currently down to \$30,410. Seven (7) impact fees totaling \$180,000 were processed after the Fire Board packets were emailed.

Chief Crawford reminded the Fire Board that the Administrative Offices will be closed on Monday, November 11, 2019, in observation of Veterans Day and as a result of the Monday holiday the next regularly scheduled Board of Fire Commissioners meeting will be Tuesday, November 12, 2019, at 4pm.

Committee Reports: Commissioner Flynt provided the Board with a procurement policy draft for their review. No action was requested at the time of the Board meeting. Commissioner Flynt informed the Board that any questions should be directed to the Fire Chief.

Unfinished/Old Business: Board Advisory: Fleet Maintenance/Logistics and Training Tower Project Update Assistant Chief Anderson reported that Staff continues to work with the general contractor of Lord and Son, Inc., architects, and engineers to maintain progress on the Fleet Maintenance/Logistics and Training Tower Project located at SWFD Headquarters. Staff's main focus has been on the fleet/maintenance building and the following have been accomplished since the previous update:

- Completed the parking lot paving
- Completed the installation of permanent power to both buildings
- Began installation of flooring with epoxy and polished concrete.
- Began installation of landscaping irrigation

Pictures were included in the Board packet.

New Business:

Board Action Item: Underground Utilities Initiative

Chief Crawford presented a Board Action Item whereas Staff recommended supporting the initiative to promote underground utilities within Walton County with a primary focus on the areas closet to the coast.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Talbert, the Board directed Chief Crawford to submit a letter to the Walton County Board of County Commissioners in support of the migration to underground utility service in Walton County.

Public Comment: None

Adjourned: The meeting adjourned at 4:36 p.m.