

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – January 13, 2020

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

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

Commissioners Absent: Mike Stange

Call to Order: 4:00 p.m.

Commissioner Gilbert announced a change in the agenda order to discuss the 2018-2019 Audit report. Adam Nelson with Warren Averett presented the Board of Fire Commissioners with a copy of the 2018-2019 Audit Report and advised the Board of Fire Commissioners of SWFD's excellence in fiscal reporting. Mr. Nelson also stated that the District is in sound fiscal condition. On a motion duly made by Commissioner Cooper and seconded by Commissioner Christenson, the Board unanimously accepted the 2018-2019 Audit Report as presented.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Flynt, the Board unanimously approved the minutes of the December 9, 2019, Board of Fire Commissioners meeting.

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

Attorney's Report:

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

Fire Chief's Report:

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

On December 31, 2019, Lt. Paul Mehlos completed his final scheduled shift following nearly 23 years of service with SWFD. Lt. Mehlos' official retirement date is scheduled for February 14, 2020. As a result of Lt. Mehlos' retirement, SWFD will be promoting Sergeant Alan Sainz to Lieutenant and Firefighter Mike Serpas to Sergeant. These promotional pinning's will occur in conjunction with SWFD's annual awards ceremony scheduled for Saturday, February 8, 2020.

SWFD's Department Relations Committee coordinated the 7th annual Polar Bear Plunge event on January 1, 2020. This year's event was co-sponsored by Shunk Gully Restaurant. There were approximately 250 participants. Approximately \$3,000 were raised at the event and will be used to fund Community CPR training.

On January 7, 2020, Assistant Chief Hughes attended a wildfire tabletop exercise planning meeting with representatives from Walton County Fire Rescue, Walton County Emergency Management, and Florida Forestry Service. A wildfire tabletop exercise for all agencies is tentatively scheduled for March 2020.

On January 11, 2020, SWFD hosted its quarterly retiree breakfast at its Watercolor fire station.

District Chief Daniel LaTour completed the final of six (6) modules of the yearlong Florida Fire Chiefs Emergency Services Leadership Institute and graduated in December 2019. Assistant Chief Brian Hughes is currently enrolled for the 2020 ESLI class.

Fire Chief Crawford, Commissioner Flynt and Commissioner Talbert are scheduled to travel to Tallahassee to attend the Florida Association of Special Districts Legislative Forum on January 29, 2020.

Fire Chief Crawford is scheduled to attend the State Fire Service awards presentation and cabinet reception in Tallahassee on February 3, 2020. SWFD will be hosting the Florida Fire Chiefs Associations annual Northwest Florida Regional lunch meeting on February 4, 2020, at the Donut Hole in Inlet Beach.

SWFD's Command Staff is scheduled to attend a Walton County Emergency Management quarterly partnership meeting on January 15, 2020. The meeting agenda includes an overview of the Local Mitigation Strategy revision process as well as the newly revised Comprehensive Emergency Management Plan.

The selection and training process for the 2020 Beach Safety Season has begun. Lifeguards are scheduled to complete initial training and orientation in February 2020 and will resume beach operations on March 1, 2020.

Conditional offers of employment have been extended to three (3) firefighters who are scheduled to begin new hire orientation the week of January 27, 2020.

Staff completed the surplus / donation of the obsolete SCBA Air Trailer. The twenty-year-old equipment was repurposed and donated to the Walton County Sheriff's Office dive and recovery team.

Members of staff are scheduled to attend state meetings, educational tracts and the fire service trade show at the Fire Rescue East Conference in Daytona Beach January 20-25, 2020.

District Chief LaTour and five (5) of our firefighters will be competing in the Rapid Intervention Team competition at Fire Rescue East on January 24, 2020. The event consists of eight (8) timed skilled events in succession that relate to actual fire groundwork surrounding a Firefighter MAYDAY situation.

SWFD's Administrative Office will be closed on Monday, January 20, 2020 in observation of Martin Luther King Day.

Fire Chief Crawford reminded the board that a Workshop to discuss the Master Plan findings is scheduled for January 16, 2020, at 1pm.

The next regularly scheduled Board of Fire Commissioners meeting will be Monday, February 10, 2020 at 4pm.

Committee Reports: None

Unfinished/Old Business:

Commissioner Flynt requested a status on the fraudulent and counterfeit SWFD check for approximately \$2,500 that was presented at a Jacksonville area Sun Trust bank for payment. Fiscal Officer Martin reassured the Fire Board that no funds were dispersed by the bank. Martin further explained that, given the circumstances, agencies may not be able to pursue the suspect.

New Business:

Board Action: Rosemary Beach Property Owners' Association Beach Safety and Education Program Contract David Vaughan, Beach Safety Director presented a Board Action whereas Staff recommended to proceed with SWFD's renewal contract for Beach Safety Services with Rosemary Beach Property Owners' Association by approving Commissioner Gilbert to execute the contract.

On a motion duly made by Commissioner Talbert and seconded by Commissioner Christenson, the Board unanimously approved, and Chairman Gilbert executed the contract.

Board Action: New Rescue Purchase 2019-2020 Budget Tim Orenic, Division Chief of EMS presented a Board Action whereas Staff recommended board approval to proceed with the purchase of a Braun Chief XL on Ford F550 4x2 chassis in the amount of \$243,812.00.

On a motion duly made by Commissioner Cooper and seconded by Commissioner Christenson, the Board unanimously approved the purchase as recommended.

Board Action: Termination of Easement Request Marc Anderson, Assistant Chief presented a Board Action whereas Staff recommended the abandonment of the easement located on Parcel ID 23-2S-20-33170-000-0130 that was recorded in 1990 to the South Walton Fire District for the purpose of constructing and/or inspecting and/or testing a dry hydrant protection system constructed on the property. Staff also recommended that the board authorize Chairman Gilbert and Fire Chief Crawford to sign a release / termination of easement on this parcel.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Cooper, the Board unanimously approved as presented.

Public Comment: None

Adjourned: The meeting adjourned at 4:45 p.m.