

SOUTH WALTON FIRE DISTRICT

911 North County Highway 393, Santa Rosa Beach, Florida 32459

"Prompt, Competent, Caring Response in Time of Need"



The Board of Fire Commissioners of the South Walton Fire District will hold a regular meeting on **October 11, 2021, at 4:00 p.m.** at the South Walton Fire District Administration building.

The agenda will include, but not be limited to the following:

- I. Call to Order
- II. Approval of Minutes
Regular Board Meeting: 09.20.2021
Final Public Hearing: 09.20.2021
- III. Secretary/Treasurer's Report
- IV. Attorney's Report
- V. Chief's Report
- VI. Committee Reports
- VII. Unfinished/Old Business
- VIII. New Business
Board Action: Ratification of Labor Agreement with
South Walton Professional Firefighters Association
Fire Chief Ryan Crawford
- IX. Public Comment*
- X. Adjournment

***Note:** Persons who wish to be placed on the agenda must contact the Administrative Assistant within five days of any meeting and provide the name of the person who will be speaking and the subject to be addressed. If a person decides to appeal any decision made by the Board of Fire Commissioners of the South Walton Fire District with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings and that, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – October 11, 2021

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

Commissioners Present: David A.C. Bailey, Brian Christenson, Tom Cooper, Charlotte Flynt, Mark B. Foley, Maurice Gilbert

Commissioners Absent: Mike Stange

Call to Order: 4:00 p.m.

Chairman Gilbert announced that there was a quorum present.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Bailey, the Board unanimously approved the minutes of the September 20, 2021, Board of Fire Commissioners regular meeting.

On a motion duly made by Commissioner Foley and seconded by Commissioner Christenson, the Board unanimously approved the minutes of the September 20, 2021, Final Public Hearing regarding the levying of ad valorem taxes and the FY 2021-2022 budget.

Secretary/Treasurer's Report: Commissioner Flynt read the August 2021 cash report into the record.

Attorney's Report:

Attorney Youell stated that the District was served with 47 subpoenas for a misdemeanor case related to the Mussett Bayou Wildland Fire. On a motion duly made by Commissioner Cooper and seconded by Commissioner Flynt, the Board directed Attorney Youell to proceed with filing an emergency motion for a protective order for the release of emergency personnel.

On a motion duly made by Commissioner Foley and seconded by Commissioner Bailey, the Board unanimously approved Attorney Youell's September 2021 billing statement.

Fire Chief's Report:

Chief Crawford reviewed the Emergency Response Activity Report which included Beach Safety Responses. SWFD continues to trend 24% higher in total response activity YTD as compared to YTD last year. There was a 10% increase in total response activity for September 2021 when compared to September 2020.

Staff continues to move forward with securing an addendum to the final option year of the Lifeguard Services Agreement contract between SWFD and Walton County to provide additional funding necessary to increase the number of full-time lifeguards providing for expanded year-round coverage. Staff continues to express concerns that time is of the essence with finalizing this addendum to ensure success with hiring and training personnel before the beach season begins on March 1, 2022.

Assistant Chief Hughes and Division Chief Jones attended the NWFL State College Career Day where they addressed fire academy recruits to promote SWFD career opportunities.

At the request of labor leadership, SWFD hosted a Florida Professional Firefighters Northwest Florida Regional meeting that included Florida Professional Firefighters President Wayne Bernoska, Secretary/Treasurer Gilbert Marsh, and 8th District VP Mike Bellamy. Several state legislators addressed the group including Representative Pat Maney (Okaloosa) and Representative Michelle Salzman (Escambia). Chief Crawford expressed pride in SWFD's union leadership, specifically, the way they continue to represent SWFD throughout the region.

SWFD Fire & Life Safety personnel and all SWFD's operational crews conducted Fire Prevention Week activities at South Walton schools. All fire crews were provided lunch from 98 BBQ by a generous donation from a resident following last year's Mussett Bayou wildfire. The 2021 Fire Prevention Week campaign was a success.

An Architectural Services RFP for the buildout of the third floor of the logistics facility has been sent to counsel for review. Chief Crawford thanked Commissioner Bailey for his expertise and assistance in reviewing the document. Once the RFP is approved, staff intends to advertise soon thereafter.

SWFD hired two (2) Communications Operators in September, Ashleigh Scull and Autumn Newsom. SWFD's 911 Communications Center is currently fully staffed thanks to HR Manager LaBarreare and Communications Director Perez.

Chief Hughes and Fleet Director Meadows traveled to Ohio to complete the final inspection of two (2) new Braun ambulances which were ordered last Fall. Staff anticipates the delivery in the coming weeks and hope to have both placed in service in November. Staff is also anticipating travel soon for the final inspection of the wildland brush truck ordered last Fall. The brush truck will provide an immediate enhancement to our Fire District's wildland firefighting capabilities.

Chiefs Crawford and LaTour attended a Design Review Board (DRB) meeting where they presented proposed improvement plans for SWFD's Highway 393 South property. The DRB indicated there are no issues with proceeding with the installation of perimeter fencing and a flagpole as well as any signage if the sign is approved by County planning staff.

In September, staff participated in several county meetings and public workshops including two workshops addressing proposed revisions to the Beach Activities Ordinance and a workshop on the proposed ordinance to regulate the "Monster House" short-term rental issue. SWFD has specific interest in how fire/life safety code compliance may become a requirement for any recurring inspections of these types of occupancies should the county designate them as commercial enterprises.

SWFD's Honor Guard will be conducting a short ceremonial detail on the morning of October 20, 2021, at 8:30 am to observe a moment of silence while we salute, honor, and remember the tragic Airheart-1 crash resulting in the loss of FF/PM Robert Heighton, Flight Nurse Jack Chase, and Pilot Tom Palcic.

A promotional pinning ceremony is scheduled for 10 am on October 15, 2021, where the following promotions will take place:
Lieutenant Mike Redmond to the position of District Chief – B Shift.

Sergeants Mark Jones and Josh Williams to the position of Lieutenant.
Firefighters Jerry Moss, Tim Parker, and Josh Ellis to the position of Sergeant.

Assistant Chief's Hughes and LaTour are scheduled to attend an Insurance Service Organization (ISO) Update in Valdosta, Georgia on October 21, 2021. This workshop will provide the latest updates as it relates to the criteria ISO uses in reviewing the fire prevention and fire suppression capabilities of a community's fire department. SWFD's most recent ISO rating was completed back in 2016 and it is anticipated that notice will be served soon.

SWFD staff members are scheduled to attend the Florida Association of Special Districts Fall meeting on October 28-29, 2021, at Sandestin. Chief Crawford added that he will be attending a one-day Strategic Leadership Development workshop during this meeting.

SWFD has scheduled eight firefighters to begin new hire orientation during the week of November 8, 2021. SWFD plans to advertise for firefighter testing to occur in early 2022.

A strategic planning session has been scheduled for November 5, 2021, at the Baytowne Conference Center in Sandestin Resort. The workshop will include a cross-section of representation across SWFD's rank and file from all divisions, union leadership, and staff. Once the planning document has been finalized, Chief Crawford will share it with the board to obtain comments or concerns as it relates to codifying SWFD's new strategic plan.

Chief Crawford reminded the Board that daylight savings time ends on Sunday, November 7, 2021. In addition, Chief Crawford announced that if any citizens need a working smoke detector, the fire district can provide and will help with installation.

The next regularly scheduled Board of Fire Commissioners meeting will be on Monday, November 8, 2021, at 4 pm.

Committee Reports: None

Unfinished/Old Business: None

New Business: Assistant Chief Daniel LaTour presented a Board Action: Ratification of Labor Agreement with South Walton Professional Firefighters Association whereas the South Walton Fire District negotiations team requested that the Board of Fire Commissioners move to ratify the proposed Collective Bargaining Agreement articles along with the Memorandum of Understanding incentivizing LTRT assignment as presented.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Cooper, the Board voted unanimously to ratify the 2021-2024 Collective Bargaining Agreement (CBA) with South Walton Professional Firefighters Association. Chief Crawford recognized Staff and Union Leadership along with Linda Edwards of Rumberger Kirk for their assistance in bringing the CBA to ratification.

Commissioner Flynt requested a review of the Bylaws. On a motion duly made by Commissioner Flynt and seconded by Commissioner Christenson, the Board voted

unanimously to appoint Commissioner Bailey to replace former Commissioner Talbert on the Bylaws committee.

Public Comment: None

Adjourned: The meeting adjourned at 4:34 pm.