

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 **February 14, 2022, 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: 01.10.2022
- III. Secretary/Treasurer's Report
- IV. Attorney's Report
- V. Chief's Report
- VI. Committee Reports
By-Laws Committee Update
Charlotte Flynt, Commissioner
- VII. Unfinished/Old Business
Board Action: Amendment of By-Laws
Ryan Crawford, Fire Chief
- VIII. New Business
- 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 – February 14, 2022

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

Commissioners Present: David A.C. Bailey (arrived 4:05 pm), Brian Christenson, Tom Cooper, Charlotte Flynt (arrived 4:04 pm), Mark B. Foley (arrived 4:02 pm), Maurice Gilbert, Mike Stange

Commissioners Absent: None

Call to Order: 4:00 p.m.

Chairman Gilbert announced that there was a quorum present.

On a motion duly made by Commissioner Cooper and seconded by Commissioner Christenson, the Board unanimously approved the minutes of January 10, 2022, Board of Fire Commissioners' regular meeting.

Secretary/Treasurer's Report: Commissioner Gilbert read the December 2021 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 January 2022 billing statement.

Fire Chief's Report:

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

Chief Crawford introduced EMS Quality Control Officer Magnum Coker. Coker's primary focus is evaluating all clinical care and performance through the review and benchmarking of data within incident reports and seeking to identify areas of opportunity for both system improvement as well as individual provider education and training.

Staff members attended the Florida Fire Chief's Association's Fire Rescue East Conference in Daytona Beach from January 17 – 21, 2022. SWFD's Rapid Intervention Team (RIT) which consisted of six firefighters competed in the RIT competition placing 6th overall in a field of twenty teams. Most importantly, SWFD's RIT finished the course with zero penalties which is a direct reflection of commitment to their training. Chief Crawford expressed that he was extremely proud of the team.

Chief Crawford attended a Florida Association of Special District's Board of Directors meeting in Tallahassee on the afternoon of January 25, 2022.

SWFD's Honor Guard presented colors at the Florida Emergency Preparedness Association's (FEPA) annual conference held January 31–February 4, 2022, at the Sandestin Hilton. During the conference, Chief Crawford participated in a panel discussion on the multi-agency response to the Mussett Bayou wildfire.

SWFD Firefighter candidate testing is scheduled for February 17–18, 2022. Staff has vetted and confirmed that thirty-seven applicants will be participating. Three vacancies

will be filled immediately and the remainder of firefighters that are successful with testing will be placed on an eligibility list for future vacancies.

On February 11, 2022, staff participated in a job fair that was sponsored by the Walton County Tourist Development Council. SWFD had representation from Beach Safety, Fire Operations, Life Safety, and Dispatch.

SWFD's Beach Safety Division is in full recruitment and training mode in preparation for the 2022 beach season. Seasonal lifeguards return to the beaches beginning March 1, 2022.

Fiscal Officer Martin obtained a matching reimbursement grant through PGIT, SWFD's workman's compensation insurance carrier which provides training/safety incentives for a matching reimbursement of up to \$5,000 each coverage year. This year's award will provide a \$5,000 reimbursement toward the purchase of thermal imaging cameras which were budgeted for this fiscal year.

Beach Safety Lieutenant Brandon Brown has begun basic training at Fort Benning, Georgia, and will begin serving out a military service commitment in the US Army. As a result of the temporary vacancy created in our Beach Safety Division, Firefighter and former Beach Safety Supervisor, Luke Turner, has been reclassified and reassigned to SWFD's Beach Safety Division. As a result of a promotional assessment process, Luke has been promoted to the position of Beach Safety Lieutenant.

SWFD is scheduled to host an Officer and Leadership Development course for all supervisory personnel in all divisions on February 15-16, 2022. This training is facilitated by retired Greater Naples Fire Chief Kingman Schuldt and retired Miami - Dade Fire Chief Dave Downey.

Chief Crawford gave a brief update on both the SWFD Miramar Beach Fire Station 5 and the Logistics building 3rd floor projects. Proposals for the engineering and design of both have been received and staff is negotiating terms of these contracts with DAG.

SWFD has engaged Innerlight Civil Engineering for technical assistance to proceed with construction drawings, permitting, and the relocation of the existing water utility line at SWFD Miramar Beach Fire Station 5. DAG has provided a preliminary cost estimate for the re-construction of the fire station facility at approximately \$3 million. Staff anticipates having DAG's design and engineering contract for Board review at the regular meeting in March.

Staff received DAG's contract for the 3rd floor buildout of the logistics facility and will be meeting to discuss terms to finalize the contract and proceed with the solicitation of a contractor.

SWFD's Annual Awards Ceremony was held on February 12, 2022, at Sandestin Hilton. This event was co-sponsored by both Sandestin Hilton and Cox Communications. There were more than 150 employees and family members in attendance as employees were recognized for their accomplishments throughout this past year. Chief Crawford thanked Commissioners Cooper, Flynt, and Bailey for attending the event.

SWFD's 911 Emergency Communications Center remodel project began February 11, 2022. As a result, the Communications Center is temporarily relocated to the Administration Main Conference room.

SWFD administrative offices will be closed on February 21, 2022, in observation of Presidents Day.

The next regularly scheduled Board of Fire Commissioners meeting will be on Monday, March 14, 2022, at 4 p.m.

Committee Reports: By-law Committee Chairwoman Flynt reported that the By-laws Committee met on January 31, 2022, to discuss proposed revisions that were included in the Board packet.

Unfinished/Old Business: The By-law Committee recommended Fire Board adoption of the proposed changes to the By-laws of South Walton Fire District as presented. After a lengthy discussion, the proposed changes were adopted with a deletion in line 151 of "be thereupon forced to". On a motion duly made by Commissioner Bailey and seconded by Commissioner Christenson, the Board approved the proposed By-laws with the suggested deletion. Commissioner Cooper was opposed.

New Business: None

Public Comment: None

Adjourned: The meeting adjourned at 5:05 p.m.