

# 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 **May 9, 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:

**Special Item: Emergency Medical Services Week Proclamation  
May 15 – 21, 2022  
Chairman Maurice Gilbert**

- I. Call to Order
- II. Approval of Minutes  
**Regular Board Meeting: 04.11.2022**
- 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: Contractor Agreement Renewal Public  
Consulting Group (PCG) Supplemental Payment Public  
Emergency Medical Transportation (PEMT) Program  
Ryan Crawford, Fire Chief**
- 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 – May 9, 2022**

**\*\*\*PENDING APPROVAL\*\*\***

**Commissioners Present:** David A.C. Bailey, Brian Christenson, Tom Cooper, Charlotte Flynt, Maurice Gilbert, Mike Stange

**Commissioners Absent:** Mark B. Foley

**Call to Order:** 4:00 p.m.

Chairman Gilbert announced that there was a quorum present.

Chairman Gilbert read into the record the Emergency Medical Services Week Proclamation, proclaiming May 15 – 21, 2022, 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.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Cooper, the Board unanimously approved the minutes of the April 11, 2022, Board of Fire Commissioners' regular meeting.

**Secretary/Treasurer's Report:** Commissioner Flynt read the March 2022 cash report into the record.

### **Attorney's Report:**

On a motion duly made by Commissioner Bailey and seconded by Commissioner Flynt, the Board unanimously approved Attorney Youell's April 2022 billing statement.

### **Fire Chief's Report:**

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

On the afternoon of April 16, 2022, SWFD crews responded to a significant structure fire at Fort Panic Road. Initial units arrived within 5 minutes of the alarm to find a single-story residential structure on stilts with heavy fire involvement. Following a joint cause and origin investigation between SWFD's Fire Marshal and the State Fire Marshal's Office, it was determined that the charging of two golf carts was unable to be ruled out as the likely point of origin.

SWFD recently observed a COVID spike with six employees on leave under Covid protocol after testing positive the last week of April and the first week of May.

Sergeant testing has concluded with all eleven candidates passing the written and practical portions of the assessment center and being placed on the eligibility list for promotion.

Assistant Chief Hughes coordinated a retiree breakfast on April 30, 2022, at SWFD's Logistics and Training facility.

Four new firefighters and one dispatcher began their new hire orientation on May 9, 2022.

Chief Crawford updated the Board on the transition of SWFD's part-time Basic Life Support (BLS) ambulance program to a full-time paramedic capable ambulance to take some of the interfacility pressure off our fire rescue units. State Advanced Life Support (ALS) permitting has been received. Chief Crawford thanked the board for their support as SWFD expands the capabilities of this resource for its community.

Chief Crawford is scheduled to attend a Leadership for the 21st Century Fire and Emergency Services Summit at the State Fire College on May 12, 2022.

Assistant Chief Hughes continues to work toward completing the modules of the Florida Fire Chiefs' Association's (FFCA) Emergency Services Leadership Institute (ESLI). District Chief Kidder has been accepted into the program and will begin the ESLI curriculum later this year.

On May 6, 2022, SWFD hosted the Florida Fire Chiefs' Association's (FFCA) Northwest Regional Fire Chiefs' meeting with attendees represented by fire service agencies within the sixteen counties of the Northwest Region of Florida.

The week of April 25, 2022, SWFD participated in a statewide hurricane exercise (HURREX). This year's exercise was intended to test the continuity of operations plan (COOP) for communications as the traditional Web Emergency Operations Center (WEB-EOC) and email tools were removed from the Simulated Emergency Operations Center (SEOC) as part of the scenario.

Chief Crawford reported that SWFD will be participating in Walton County Emergency Management's HERicane program. This program is a weeklong day camp committed to transitioning girls into community leaders and showcasing the emergency management field as an attainable career path.

On April 25-27, 2022, Chief LaTour attended an Unmanned Aerial Vehicle (UAV) conference held in Orlando which provided access to some of the latest drone technology and some of the UAV industry's leading experts to share best practices, policies, and innovations. Additionally, Chief Crawford reported that SWFD's Public Information Officer obtained UAV certification.

SWFD's Training Division facilitated High-Rise Training and HOT drills over the past few weeks with all crews.

Chief Crawford attended a Firefighter Cancer Decontamination Grant Awards Presentation on May 9, 2022, where he spoke on behalf of the Florida Fire Chiefs' Association in support of the Chief Financial Officer's continued advocacy for Florida's Fire Service. Grant awards were presented to three Northwest Florida Fire Departments.

SWFD anticipates receiving the preliminary estimate of property valuation on June 1, 2022, which will be included in next month's board packets.

Chief Crawford reminded the Board that all Form 1 Financial Disclosures for 2021 must be filed by July 1, 2022, with the Supervisor of Elections.

The South Walton Fire District Firefighters' Retirement Board will be meeting on Monday, June 6, 2022, at 2:30 pm in the Administrative Conference Room.

South Walton Fire District's Administrative Offices will be closed on May 30, 2022, in observation of Memorial Day.

The next regularly scheduled Board of Fire Commissioners meeting will be on June 13, 2022, at 4 p.m.

**Committee Reports:** None

**Unfinished/Old Business:** None

**New Business:** Chief Crawford presented a Board Action whereas staff recommended board approval authorizing SWFD's continued participation in the Medicaid PEMT Fee for Service and Managed Care programs and directing the Fire Chief to proceed with the execution of the Public Consulting Group LLC (PCG) professional services agreement for the period of July 1, 2022, through June 30, 2025.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Bailey, the Board unanimously authorized SWFD's continued participation in the Medicaid PEMT Fee for Service and Managed Care programs and directed the Fire Chief to proceed with the execution of the Public Consulting Group LLC (PCG) professional services agreement for the period of July 1, 2022, through June 30, 2025.

**Public Comment:** None

**Adjourned:** The meeting adjourned at 4:31 p.m.