

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 **July 11, 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: 06.13.2022
- III. Secretary/Treasurer's Report
- IV. Attorney's Report
- V. Chief's Report
- VI. Committee Reports
- VII. Unfinished/Old Business
Board Advisory: Vacancy Seat 7 – At Large
Fire Chief Ryan Crawford
- VIII. New Business
Board Action Item: Proposed Millage Rate and First Public Hearing Date for FY2022/2023
Fiscal Officer Carole Martin

Board Action Item: Request to Reschedule the September 2022 Regular Meeting of the Board of Fire Commissioners of the South Walton Fire District
Fiscal Officer Carole Martin
- 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 – July 11, 2022

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

Commissioners Present: David A.C. Bailey, Charlotte Flynt, Maurice Gilbert, Mike Stange

Commissioners Absent: Brian Christenson, Mark B. Foley

Call to Order: 4:00 p.m.

Chairman Gilbert announced that there was a quorum present.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Bailey, the Board unanimously approved the minutes of the June 13, 2022, Board of Fire Commissioners' regular meeting.

Secretary/Treasurer's Report: Commissioner Flynt read the May 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 June 2022 billing statement.

Fire Chief's Report:

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

Chief Crawford reported that crews responded to a significant fire incident on June 20, 2022, at Olde Towne Avenue on Sandestin Resort. Preliminary damage estimates placed structural and content losses at approximately \$3 million. The origin of the fire was determined to most likely be from an outside grill area.

Chief Crawford also reported, that in the latter part of June and under moderate surf conditions, the Beach Safety Division experienced a surprisingly high number of Public Assists and Water Rescues with most incidents occurring in the late afternoon and in the evening hours when lifeguards were no longer on duty.

Chief Crawford reported that during yellow flag surf conditions while responding to a concurrent medical incident, a lifeguard entered the water at the Gulf View Heights area to retrieve a drowning victim and then assisted a group of bystanders back to shore. Advanced Life Support (ALS) care was promptly provided by paramedics and the victim was transported to the hospital. Tragically, the patient did not survive. SWFD's sincere condolences go out to the family of this young man.

SWFD's Beach Safety Division completed its first three-week Junior Lifeguard session of 2022 and is preparing for the final session which begins July 12, 2022.

SWFD Lifeguards participated in several community events including reading to children at the Walton County Library, providing mentorship for Walton County Emergency Management's "Herricane" program, and conducting a Beach Ambassadors Orientation to SWFD's Beach Safety Program.

In June 2022, SWFD staff members attended various professional conferences and educational seminars as follows:

- Chief Crawford, Chief LaTour, and Fiscal Officer Martin participated in the Florida Association of Special Districts' annual conference in Orlando, Florida.
- Chief Crawford attended the Southeastern Association of Fire Chiefs' Annual Conference in Mobile, Alabama.
- HR Manager LaBarreare attended the Society of Human Resource Management's National Conference in New Orleans.

As preparation for SWFD's Miramar Beach Fire Station construction project, Staff coordinated with the Department of Health to relocate a CHEMPACK cache to Walton County Fire Rescue. CHEMPACKS are nerve agent antidote caches that have been placed in secure locations around the country by the federal government to allow rapid response to chemical incidents. Chief Crawford assured the Board that there are additional locations within South Walton that store similar caches.

On June 27, 2022, Chief Crawford and Fire Marshal Sanchez attended the Walton County Board of County Commissioners' meeting as they presented a first reading of the proposed Short Term Rental Ordinance. It is proposed that the Department of Business and Professional Regulations (DBPR) will be responsible for conducting site inspections and notifying SWFD of any life safety code violations. SWFD has expressed the need to fund up to two additional fire inspectors through Walton County's Short Term Rental permitting process to meet the demands placed on SWFD's Life Safety Division.

On June 30, 2022, Staff attended a Long-Range Acoustic Device (LRAD) demonstration along with members of SWFD's Beach Safety Division and the Panama City Beach Fire Department. The LRAD communication systems can broadcast with exceptional voice clarity as far as 3,000 meters. Staff members believe LRAD devices would be a valuable enhancement for beach safety operations.

For the second consecutive year, SWFD received a \$1,500 donation from Vision Church at Christian International. This contribution will fund SWFD's annual subscription to a virtual employee resource for SWFD personnel and their families. SWFD is extremely grateful for the continued generosity of Vision Church and its financial support to fund this platform.

Chief Crawford continues to work with St. Joe Company on the acquisition of land for a future fire station to support the Watersound community. Chief Crawford expressed urgency, based on the development pace that is occurring within the Walton County Detailed Specific Area Plans (DSAP), for SWFD to begin moving forward with the design, permitting, and construction of an additional fire station.

SWFD advertised a Request for Qualifications (RFQ) for contractors interested in submitting construction bids for the 3rd Floor Logistics Facility buildout. The RFQ

submittal deadline is July 15, 2022, with a prequalification meeting scheduled for July 25, 2022.

Three firms responded to SWFD's Request for Proposal (RFP) for a qualified firm to complete a performance review on SWFD. These responses will remain sealed until the Selection Committee meets on July 13, 2022. Staff intends to present a board action for a qualified firm selection at the Fire Commissioners' regular board meeting on August 8, 2022.

Chief Crawford announced that the public-facing SWFD smartphone application is in its final stages of development. The application is anticipated to be completed within the next month. Chief Crawford stated that he is excited to provide the community with an alternate way of learning about the SWFD services and allowing another way to push critical communications to the public.

Firefighters Daniel Keating and Jacob Morgan completed their one-year probationary process. Both were recognized for reaching career status with the District through separate pinning ceremonies. Congratulations to Firefighters Keating and Morgan on achieving this milestone.

SWFD has selected three new employees to staff a paramedic-level ALS ambulance six days a week to address the current interfacility hospital-to-hospital ambulance transport demands. Additional interviews are scheduled to ensure SWFD maintains four positions for this program. SWFD intends to have this new unit operational within the coming weeks.

SWFD continues to seek applicants to fill both part-time seasonal and full-time lifeguard positions as well as vacant telecommunicator positions within SWFD's 911 Emergency Communications Division.

SWFD is scheduled to host a quarterly Walton Fire Council meeting with all Walton County Fire Chiefs, Florida Forest Service Staff, and Emergency Management Staff on July 28, 2022.

Chief Crawford is scheduled to attend the Florida Fire Chiefs' Executive Development Conference and State committee meetings in Naples, Florida on July 14 – 20, 2022. SWFD Operations Chief Hughes will also be attending to complete the Emergency Services Leadership Institute module on Marketing Fire and Emergency Services.

On July 8, 2022, Big Brothers Big Sisters of Northwest Florida surprised District Chief Adams by presenting him with the 2022 Bigs with Badges Big of the Year award at the SWFD Administrative Offices. A copy of the media release on this award was included in the board packet. SWFD is extremely proud of Chief Adams.

The FY23 Proposed Budget Workshop has been scheduled for 2 pm on September 1, 2022, at the SWFD Administrative Offices.

The next regularly scheduled Board of Fire Commissioners' meeting will be on August 8, 2022, at 4 p.m.

Committee Reports: None

Unfinished/Old Business: Chief Crawford presented a Board Advisory where Staff had confirmed the qualifications of three Seat 7 candidates with the Walton County Supervisor of Elections. Seat 7 Fire Commissioner candidates included Robert Brooke, Phillip Friday, and Jim Vernon. Staff recommended the Board proceed with the selection and appointment to fill the Seat 7 Fire Commissioner vacancy. Candidate submittals were included in the Board packet.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Bailey, the Board tabled the selection until the August 8, 2022, Board of Fire Commissioners' regular meeting to allow the Commissioners not in attendance to participate in the selection process. Commissioner Stange was opposed. All three candidates were granted time to introduce themselves.

New Business: Fiscal Officer Martin presented a Board Action whereas Staff recommended that a millage rate of 1.0000 be set by the Board for inclusion in the required Truth in Millage (TRIM) notice. The DR-420 must be submitted with the proposed millage rate and a First Public Hearing date before the August board meeting. Staff recommended a First Public Hearing be held Tuesday, September 6, 2022, at 5:01 pm.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Bailey, the Board unanimously approved a tentative millage rate of 1.0000 for inclusion in the required Truth in Millage (TRIM) notice with a First Public Hearing to be held at 5:01 pm on Tuesday, September 6, 2022.

Fiscal Officer Martin presented a Board Action for the Fire Board to consider moving their regular meeting from 4 pm on September 12, 2022, to September 19, 2022, to coincide with the Final Public Hearing scheduled for September 19 at 5:01 pm.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Bailey, the Board unanimously approved to move their regular meeting to September 19, 2022, at 4 pm.

Public Comment: None

Adjourned: The meeting adjourned at 4:53 p.m.