

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 **December 12, 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: Fire Commissioner Swearing in Ceremony – Roger Hall
Attorney Rene Youell

- I. Call to Order
- II. Public Comment*
- III. Approval of Minutes
Regular Board Meeting: 11.14.2022
- IV. Secretary/Treasurer's Report
- V. Attorney's Report
- VI. Chief's Report
- VII. Committee Reports
Pension Board Meeting Update
Charlotte Flynt, Fire Commissioner
- VIII. Unfinished/Old Business
- IX. New Business
SWFD Fire Board Officer Appointments
Vice Chair Mark Foley
SWFD Fire Board Committee Appointments
Vice Chair Mark Foley
Board Action: 2023 Fire Board Meeting Schedule
Fire Chief Ryan Crawford
**Board Action: Rosemary Beach Property Owners' Association
Beach Safety and Education Program Contract**
Colin Perlaky, Beach Safety Lieutenant
- X. Public Comment*
- XI. 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 concerning 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 – December 12, 2022

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

Commissioners Present: Brian Christenson, Charlotte Flynt, Mark Foley, Phil Friday, Roger Hall (sworn at 4:02 pm), Mike Stange

Commissioners Absent: Maurice Gilbert

Call to Order: 4:00 p.m.

Special Item: Swearing-In Ceremony – Roger Hall was sworn in as Fire Commissioner, Seat 3.

Public Comment: Members of the public were invited to comment. There was no public comment.

In Commissioner Gilbert's absence, Vice-Chairman Foley chaired the meeting and announced a quorum was present.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Flynt, the Board unanimously approved the minutes of the November 14, 2022, Board of Fire Commissioners meeting.

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

Attorney's Report:

Commissioner Flynt previously informed Attorney Youell of a company using social media to falsely represent themselves to profit from SWFD T-shirt sales without the District's permission. Attorney Youell recommended sending the company a cease and desist letter. Commissioner Flynt made a motion to send the company a cease and desist letter as long as the cost was no more than \$100. The motion was seconded by Commissioner Friday.

In further discussion, Commissioner Flynt requested that Attorney Youell provide the board with a timeline of the logo trademark process to date in addition to monthly status reports until its completion.

On a motion duly made by Commissioner Friday and seconded by Commissioner Christenson, the Board unanimously approved Attorney Youell's November 2022 billing statement.

Fire Chief's Report:

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

Chief Crawford presented an update on firefighter Noah Collins who was critically injured while rendering care to a patient that had rear-ended him while he was on his way to work when they were both subsequently struck by a third vehicle. Following a year of physical therapy, FF Collins was cleared of all restrictions and returned to full

duty on December 10, 2022. Chief Crawford further stated that Firefighter Collins' story is one of an inspiring journey toward a full recovery by a remarkable young man.

In November 2022, the District participated in an inaugural "Heroes Against Hunger" campaign. The campaign was geared toward collecting non-perishable food donations at each of our fire stations to assist those less fortunate in the community during the holidays. We appreciate all the generous donations received on behalf of the community.

After the general election, Staff completed an Elected Official Orientation with Commissioner Roger Hall.

In November 2022, Chief Crawford attended a two-day strategic planning session in Ocala with the Florida Fire Chiefs' Board of Directors. The planning session was followed by the annual fallen firefighter memorial service at the state fire college. Members of SWFD's honor guard participated alongside hundreds of other honor guard personnel, pipes, and drums to pay respect to those lost in the line of duty this past year.

In November 2022, SWFD's Local 3516 hosted a charity softball tournament at the Freeport Sports Complex. The event brings Firefighters, EMS, Law Enforcement, and members of the military from across North Florida for some competitive softball and friendly bragging rights for the next year. All proceeds raised from the event support local charities and First Responders who are facing injury or illness.

On December 1-2, 2022, Assistant Chief Hughes and District Chief Kidder traveled to Coral Springs to participate in the Emergency Services Leadership Institute (ESLI) module on Human Resources and Labor Relations. This module was the final course for Assistant Chief Hughes and the third of six for District Chief Kidder. Chief Crawford was proud to announce that Assistant Chief Hughes is now a graduate of the Emergency Services Leadership Institute program.

On November 28-29, 2022, instructors from SWFD's EMS and Beach Safety Divisions taught South Walton High School 9th and 11th graders how to administer CPR, First Aid, and the use of "Stop the Bleed" tourniquet techniques. During this time, SWFD taught lifesaving skills to nearly 500 students.

On December 3, 2022, SWFD hosted a community meeting on prescribed burning. The event included a touch a truck event for children, informational presentations, and open discussions with partners represented by Emergency Management, The Florida State Parks Service, The Florida Forest Service, and Florida Fish & Wildlife. This community meeting was spearheaded by Florida Forest Service and was intended to educate the community on the importance of prescribed burning as well as to provide a forum for any questions.

On December 6, 2022, Staff conducted a promotional pinning ceremony for two new Communications Lieutenants and a swearing-in ceremony for seven firefighters and two dispatchers. Following their placement through a competitive assessment center, Autumn Hanks and Charmaine Alston were both promoted to the position of Communications Lieutenant. New Communications Operators Jeremiah Edler and Christiana Eckert along with Firefighters Truman Morrison, Morgan Cronk, Jamey Goddin, Chase Patrick, Zach Prescott, Joseph Quinn, and Seth Ward completed their one-year probationary period and each was sworn in and pinned as career members of the District.

On December 10, 2022, SWFD held its annual employee Holiday Celebration at Embassy Suites in Miramar Beach. The event was well attended and included dinner and an evening full of dancing, fellowship, and activities.

On December 13, 2022, SWFD will host a Leadership Walton class sponsored by the Walton Area Chamber of Commerce. Students will participate in a scaled-down version of the firefighter combat testing where they will be placed in turnout gear along with SCBA, to get a feel for what it's like to do the job of a firefighter. Students will then be split up into several groups with each student having a specific task (Keiser sled, victim drag, hose drag, etc.). The event will conclude with an SWFD crew giving a firsthand account of what they do in the course of a given shift as a firefighter.

SWFD's drone pilots are scheduled to attend a two-day drone course. This training is intended to provide initial orientation on the new Skydio UAV aircraft and allow our qualified drone pilots to begin to build proficiency in flight operations of these new aircraft.

SWFD's Beach Safety & Education Program agreement with Walton County will conclude on February 28, 2022. After several meetings with individual County Commissioners and TDC leadership, SWFD staff drafted a proposal that contemplates a longer contract term of 5 years. Chief Crawford stated that the proposal is being reviewed by the County's Attorney.

On December 13, 2022, Chief Crawford and Fire Marshal Sanchez are scheduled to attend a reception in the Capitol Courtyard honoring the 2022 State of Florida Fire Service Award recipients. The reception will be followed immediately by the "Ringing of the Bell" ceremony at the Fallen Firefighter Memorial Monument as the State Fire Marshal, along with the Florida Forest Service's honor guard, perform a last-call ritual to recognize those firefighters who have lost their lives in the line of duty. The event will conclude by attending the State Fire Marshal's Office Change of Command ceremony between outgoing Director Julius Halas and incoming Director Joanne Rice. Director Halas retires following a remarkable 48-year fire service career.

SWFD is scheduled to host its 9th Annual Polar Bear Plunge on New Year's Day beginning with a costume-judging contest at noon followed by the plunge at the Ed Walline Beach Access at 1 pm. Funds raised from this event support community CPR and fire prevention education efforts of the District.

SWFD's administrative offices will be closed on December 23-26, 2022, in observance of Christmas. SWFD's administrative offices will also be closed on January 2, 2023, for New Year's Day.

The next regularly scheduled Board of Fire Commissioners' meeting will be on Monday, January 9, 2023, at 4 p.m. at SWFD's Administrative Office.

Committee Reports: Pension Board Quarterly Update

Commissioner Flynt stated that the fund had experienced a loss of 2.32% for the quarter and a loss of 10.78% for the fiscal year that ended 9/30/22.

Unfinished/Old Business: None

New Business:

SWFD Fire Board Officer Appointments for 2023 are as follows:

SWFD Board of Fire Commissioners Meeting – December 12, 2022

On a motion duly made by Commissioner Christenson and seconded by Commissioner Friday, the Board voted unanimously to reappoint Commissioner Maurice Gilbert as Fire Board Chair for 2023.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Friday, the Board voted unanimously to reappoint Commissioner Mark Foley as Fire Board Vice Chair for 2023.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Friday, the Board voted unanimously to reappoint Commissioner Charlotte Flynt as Fire Board Secretary / Treasurer for 2023.

The SWFD Fire Board Committee Appointments for 2023 are as follows:

FINANCE AND INVESTMENT COMMITTEE – One-Year Term

- Maurice Gilbert, Fire Board Chair
- Ryan H. Crawford, Fire Chief/Administrator
- Carole Martin, Fiscal Officer

AUDIT COMMITTEE– One-Year Term

- Mike Stange, Committee Chair
- Phil Friday, Commissioner
- Charlotte Flynt, Commissioner
- Carole Martin, Fiscal Officer attends all committee meetings but is not a voting member of this committee

HR/EMPLOYEE BENEFITS COMMITTEE– One-Year Term

- Brian Christenson, Commissioner
- Phil Friday, Commissioner
- Mark Foley, Fire Board Vice Chair
- Lois LaBarreare, Human Resource Manager

BYLAW COMMITTEE– One-Year Term

- Charlotte Flynt, Committee Chair
- Brian Christenson, Commissioner
- Roger Hall, Commissioner
- Carole Martin, Fiscal Officer

PENSION BOARD - Two-Year Alternating Terms

- Roger Hall, Fire Commissioner – committee term ends December 31, 2024.
- Daniel LaTour, Resident Trustee – committee term ends December 31, 2023.

Board Action: 2023 Board Meeting Schedule

Chief Crawford presented a Board Action whereas Staff requested Board approval of the 2023 Board Meeting Schedule.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Christenson, the Board unanimously approved the 2023 Fire Board Meeting Schedule as presented.

Board Action: Rosemary Beach Property Owners' Association Beach Safety and Education Program Contract

Beach Safety Lieutenant Colin Perlaky presented a Board action whereas Staff recommended the Board accept and approve the renewal terms for Beach Safety Services with Rosemary Beach Property Owners' Association and authorize the Chairman to execute the contract.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Friday, the Board unanimously accepted and approved the renewal terms for Beach Safety Services with Rosemary Beach Property Owners' Association and authorized the Chairman to execute the contract.

Public Comment: None

Adjourned: The meeting adjourned at 4:58 p.m.