

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 **April 10, 2023, 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: National Public Safety Telecommunicator Week
April 9 – 15, 2023 Proclamation
Commissioner Maurice Gilbert**

- I. Call to Order
- II. Public Comment*
- III. Approval of Minutes
Regular Board Meeting: 03.13.2023
- IV. Secretary/Treasurer's Report
- V. Attorney's Report
Trademark Update
- VI. Chief's Report
- VII. Committee Reports
- VIII. Unfinished/Old Business
- IX. New Business
- 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 – April 10, 2023

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

Commissioners Present: Brian Christenson, Charlotte Flynt, Mark Foley, Phil Friday, Maurice Gilbert, Roger Hall, Mike Stange (arrived 4:17 pm)

Commissioners Absent: None

Call to Order: 4:00 p.m.

Special Presentation: Chairman Gilbert read into the record the National Public Telecommunications Week Proclamation, proclaiming April 9 – 15, 2023, as Public Telecommunications Week in South Walton in honor of the men and women whose diligence and professionalism keep the community, citizens, and visitors safe.

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

On a motion duly made by Commissioner Christenson and seconded by Commissioner Flynt, the Board unanimously approved the minutes of the March 13, 2023, Board of Fire Commissioners meeting.

Secretary/Treasurer's Report: Commissioner Flynt read the February 2023 cash report into the record.

Attorney's Report:

Attorney Youell reported that no time frame has been provided for the approval of SWFD's Trademark application.

On a motion duly made by Commissioner Hall and seconded by Commissioner Flynt, the Board unanimously approved Attorney Youell's March 2023 billing statement.

Fire Chief's Report:

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

SWFD held a Battalion Chief promotional assessment center to fill several new operational leadership positions. As a result of this process, the following have now been promoted to new positions:

Lieutenants Phillip Block and Nate Brown were appointed to the rank of Battalion Chief.

Sergeants Mike Serpas, Steve Smith, and Shawn Hutchins were appointed to the rank of Lieutenant.

Firefighters Travis Spencer, Drew Masat, and Chris Moyer were appointed to the rank of Sergeant.

As a result of these promotions, four (4) new firefighter candidates have been selected from SWFD's eligibility list. These new candidates will be scheduled for the firefighter orientation process in the coming weeks.

Chief Crawford gave a brief update on SWFD's third-floor logistics facility project. The movable partition wall is scheduled for delivery by April 15, 2023, the custom-built Board dais is scheduled for delivery in early May, and the AV component equipment is anticipated to arrive in late June. Chief Crawford stated that the project has come together nicely, and we look forward to utilizing this much-needed space for public meetings and training.

Chief Crawford reported that the site work at the Miramar Beach fire station related to the water utility line relocation has commenced. We anticipate this portion of the project to be completed rather quickly over the next couple of weeks. Staff is awaiting a third bid for the demolition of a two-story dilapidated workshop structure on the parcel as well as excavation and fill of what was previously a basement. Once this demolition portion of work is completed, we will be shovel-ready to begin the rebuild of the new fire station facility.

At the request of the Director of the State Fire Marshal's Office, Chief Crawford assisted with the interview selection process for the Assistant Division Director position in March.

On March 22-23, 2023, SWFD hosted a Fire Service Clinician Awareness Program for behavioral health providers from around the nation. This program was done in close collaboration with UCF Restores, Florida A&M's 2nd Alarm Project, and the Florida Firefighter Safety and Health Collaborative. There were twenty-five clinicians in attendance with over thirty on a waiting list. An additional course is being discussed. SWFD was thrilled to showcase the fire district's training facility and its ongoing commitment to providing greater resiliency tools for our first responders.

Lieutenant Steve Newsom retired on March 25, 2023, after serving 24 years with the fire district and a total of 27 in the Fire Service. SWFD hosted a retirement celebration where he was presented with a shadow box honoring his service with the district and a ceremonial axe from Local 3516.

SWFD's Annual Awards ceremony was held on March 18, 2023, at Sandestin Hilton. There were more than 180 in attendance as members were recognized for their extraordinary achievements made throughout the year in service to the community.

Chief Crawford thanked Commissioners Gilbert, Flynt, and Hall for attending the ceremony. Chief Crawford thanked Administrative Assistant Lund for organizing our awards and coordinating the ceremony's logistics as well as the SWFD's Department Relations Committee for all the planning that went into the ceremony. SWFD has secured Saturday, February 17, 2024, for SWFD's next awards ceremony.

Staff received a draft of the SWFD's performance review and is obligated to complete a review every five (5) years under Section 189 F.S. Chief Crawford provided feedback to the consultant for final revisions to be submitted to the legislature by July 1, 2023.

Chief Crawford and Fire Marshal Sanchez plan to attend an additional South Walton Connector Road PD&E meeting on April 18, 2023. Chief Crawford spoke at the PD&E meeting last month as to the fire district's interests in an additional North / South connector road between Hwy 98 and 30A to be located between Hwy395 and Watersound Parkway.

SWFD is scheduled to host a Florida Fire Chief's Association Northwest Florida Regional Meeting on Friday, April 21, 2023, at the Fleet & Logistics Facility. It is anticipated that sixty to eighty fire chiefs and senior fire service professionals from agencies located across NWFL will be in attendance. The meeting agenda will include an FFCA Board and Legislative Update, updates from the Chair of the FFCA's Foundation, and organizational updates from the State Fire Marshal's Office, the Florida State Fire College, and the Statewide Emergency Response Committee.

Assistant Chiefs Brian Hughes, Daniel LaTour, and EMS Director Magnum Coker attended the annual ESO Wave Conference. ESO is SWFD's electronic records management and incident reporting platform. The conference agenda includes hands-on product training taught by vendor subject matter experts and industry leaders where they will share best practices for harvesting and leveraging analytics from the software. SWFD's goal is to better understand how to best utilize incident data to identify and understand system trends, benchmarking, and forecasting capabilities to continuously improve the delivery of our services.

Chief Crawford, District Chief Kidder, District Chief Kuehner, and Lieutenant Powell are scheduled to attend FDIC International. FDIC is one of the largest firefighter professional trade conferences and provides world-class training, workshops, hands-on training evolutions, and a tradeshow represented by more than 800 industry-related vendors. One of the most tangible benefits provided is networking opportunities with members of the fire and EMS services from around the world to exchange information and best practices.

The next regularly scheduled Board of Fire Commissioners' meeting will be on Monday, May 8, 2023, at 4 p.m. at SWFD's Administrative Office.

Committee Reports: None

Unfinished/Old Business: Commissioner Flynt read an excerpt from the by-laws about commissioner absences. There was no further action.

New Business: None

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

Adjourned: The meeting adjourned at 4:51 p.m.