

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 **June 19, 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:

- I. Call to Order
- II. Public Comment*
- III. Approval of Minutes
Regular Board Meeting: 05.08.2023
- IV. Secretary/Treasurer's Report
- V. Attorney's Report
Trademark Update
- VI. Chief's Report
- VII. Committee Reports
Pension Board Quarterly Update
Roger Hall, Commissioner
- VIII. Unfinished/Old Business
- IX. New Business
Board Advisory: Budget Calendar
Fiscal Officer Carole Martin
- 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 – June 19, 2023

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

Commissioners Present: Mark Foley, Phil Friday, Maurice Gilbert, Mike Stange

Commissioners Absent: Brian Christenson, Charlotte Flynt, Roger Hall

Call to Order: 4:00 p.m.

Chairman Gilbert announced that there was a quorum present.

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

On a motion duly made by Commissioner Foley and seconded by Commissioner Friday, the Board unanimously approved the minutes of the May 8, 2023, Board of Fire Commissioners regular meeting.

Secretary/Treasurer's Report: In Commissioner Flynt's absence, Fiscal Officer Martin read the April 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 Foley and seconded by Commissioner Friday, the Board unanimously approved Attorney Youell's May 2023 billing statement.

Fire Chief's Report:

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

Chief Crawford reported that SWFD's Public Information Officer deployed for seven days under mission orders through the Florida Division of Emergency Management. The mission was to document asset movement of the Florida National Guard and Florida Law Enforcement deployed to secure the Texas border.

SWFD received a generous donation from Vision Church in the amount of \$1,500. This donation will fund the annual subscription for SWFD's virtual member resource. This web-based portal provides contact information for peer support, local behavioral health clinicians, and a repository for the many resiliency programs the district provides our members. SWFD is grateful for the continued generosity of Vision Church in supporting these services.

Chief Crawford reported that SWFD is a 2023 Golden Post Award finalist for Best Instagram Presence for outstanding use of government social media. Chief Crawford stated that this award is a testament to the creative work PIO McClintock.

On June 13-15, 2023, Assistant Chief LaTour and Fiscal Officer Martin attended the Florida Special District's annual conference in Orlando.

On June 12-16, 2023, Chief Crawford attended the Southeastern Association of Fire Chiefs annual conference and board meeting in Wilmington, NC.

Chief Crawford attended an Okaloosa County Fire Chiefs meeting this past month where he formally transitioned responsibilities as Regional Statewide Emergency Response Coordinator to Deputy Chief Jeff Wagner of Ocean City-Wright Fire Control District. Chief Crawford will continue to serve as the alternate coordinator for the region should Chief Wagner be unavailable.

On May 23, 2023, SWFD conducted the ceremonial pinning and swearing-in of Firefighters Nick Anderson, Jeffrey Duncan, Anthony Malko, and Travis McHenry who successfully completed their one-year probationary process.

Chief Crawford announced the hiring of a new EMS Clinical Coordinator, Lawrence Smith. This new position primarily focuses on EMT and Paramedic training and the clinical review of EMS incidents to provide quality improvement in SWFD's clinical care.

New firefighters Conner Fears, Brian Ostos, Phillip Pybus, and Gage Reed completed a four-week new hire orientation.

Staff remains engaged in several county working groups that have bearing on issues affecting SWFD. These groups include the new Short-Term Rental Ordinance and SWFD's role in the enforcement of the Fire Prevention Code, Countywide Low-Speed Vehicle policy, the Walton Fire Council, Outdoor Event Review Committee, and Technical Review Committees.

SWFD's Beach Safety division conducted a three-week session of its annual Junior Lifeguard Program in June. The second three-week session will begin July 12, 2023, and run through July 28, 2023. Chief Crawford expressed that he is extremely proud of the continued evolution of the junior program and the fantastic job SWFD's beach safety team members do with this program each year.

Throughout the week of June 13-16, 2023, approximately ten (10) SWFD women traveled to DeFuniak Springs to help facilitate the HERricane Florida program hosted by Walton Emergency Management. The weeklong camp introduced young women to career fields related to emergency management and public safety. This included fire extinguisher training, beach safety presentations, tours of fire and beach safety apparatus, and time to practice their dispatcher skills in 911 call scenarios. SWFD women also assisted in CPR/AED certification for every camper in attendance. In addition, campers tested their skills as future crisis communicators while participating in mock news conferences as Junior PIOs. SWFD is very proud of all these women as this was the largest group of SWFD personnel to participate to date.

PIO McClintock is scheduled to attend a large-scale multi-day UAV/drone exercise in Tallahassee. This training is sponsored by Florida State University where there are more than sixty (60) organizations from all over the country registered to participate. The scenario will consist of a landfalling hurricane driving actions from across the state. This is a unique training experience as SWFD continues leveraging this technology into its disaster response capabilities.

SWFD's third-floor logistics project continues toward completion. Following window blind installation in July, SWFD will begin utilizing this new space for its public meetings.

Chief Crawford reported receipt of the final payment for reimbursement of FL-DEM claims related to Hurricane Ian deployments. The total reimbursement received to date is just over \$453,000.

VFIS completed a risk control site survey of SWFD which focused on various areas of risk. There were no items identified or recommendations made. A copy of the VFIS letter stating the same was included in the board packet.

SWFD's Station 2 located in WaterColor has been selected as a finalist for a statewide People's Choice Award in architecture. This competition aims to recognize 28 buildings featuring "distinguished architecture in public safety,". The winner will be announced during the 2023 AIA Florida Design and Honors Awards in Orlando. A copy of the contestant guide was included in the board packet.

SWFD's Administrative Office will be closed Tuesday, July 4, 2023, in observance of Independence Day.

Chief Crawford reminded the Board that all Form 1 Financial Disclosures must be filed with the Supervisor of Elections prior to July 1, 2023.

The next regularly scheduled Board of Fire Commissioners' meeting will be on Monday, July 10, 2023, at 4 p.m. at SWFD's Administrative Office.

Committee Reports:

In Commissioner Hall's absence, Fiscal Officer Martin reported that the pension board met on June 5, 2023. The pension fund earned 2.88% for the quarter ended March 31, 2023, and has earned 9.24% for the six months ended March 31, 2023. An informal hearing for a disability claim will be held on August 28, 2023, at 2:30 pm immediately preceding the pension board's regular quarterly hearing. Martin explained that Daniel LaTour, Fire Board's appointee to the pension board, is moving out of the District and therefore cannot be reappointed to his position on the pension board when his term expires on 12/31/2023. That position requires residence within the District.

Unfinished/Old Business: None

New Business: Fiscal Officer Martin presented a Board Advisory with regard to the FY24 budget process. To set a tentative millage rate as well as the First and Final Public hearing dates, Staff will poll the fire commissioners September availability and present hearing dates at the regular meeting in July.

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

Adjourned: The meeting adjourned at 4:34 p.m.