



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

*Seat 1: William A. Andersen; Seat 2: Jennifer Miller; Seat 3: Mark Wheaton,
Seat 4: Tom Tharp, Seat 5: Marilyn Beyer*

DISTRICT MEETING August 29, 2012 -- DRAFT

1. AGENDA

1.A. Call to Order

Chairman Andersen called the meeting to order at 6:00 p.m.

1.B. Roll Call

Vicky Fay called the roll. The following Commissioners were present: William Andersen, Marilyn Beyer, Jennifer Miller and Tom Tharp. Commissioner Wheaton was on vacation. There was a quorum.

Also present were: Frank Conklin, Vicky Fay, Ronnie Fell, Matt Francis, Sergio Garcia, Scott Robinson, Theron Simmons, and Jennifer Zimmer. The meeting was held at Station 24.

2. APPROVAL OF AGENDA

2.A. Approval of Agenda

Motion: Commissioner Miller made a motion to ***approve the Agenda for the August 29, 2012 District Meeting.*** This motion was seconded by Commissioner Beyer.

As action on the budget is scheduled for a future meeting, Chairman Andersen suggested, and other Commissioners agreed that moving the discussion to the future meeting where the budget would be an action item was the most prudent course, Commissioner Miller withdrew the motion.

Motion: Commissioner Miller made a motion to ***remove Agenda Item 8.B. Discussion of Budget from the agenda.*** Commissioner Tharp seconded the motion, and the Board passed the motion.

3. Approval of Minutes

3.A.1. Meeting Minutes August 13, 2012 District Meeting

Motion: Commissioner Miller made a motion to ***approve the August 13, 2012 District Meeting Minutes,*** this motion was seconded by Commissioner Andersen. The Board unanimously passed this motion.

4. CHAIRMAN'S REPORT

The Chairman did not have any new items to report to the Board.

5. SECRETARY'S REPORT



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There were no items brought to the Board by the Secretary.



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6. PUBLIC COMMENT

There were no requests to address the Board from the General Public.

7. OLD BUSINESS

No Old Business items were brought to the Board.

8. NEW BUSINESS

8.A. Discussion: Fire District Questionnaire - Governor's Study

The draft of the Governor's Study was discussed. The District will need to compile a tremendous amount of information for the report. The Clerk was requested to ensure Commissioner Tharp is the primary contact for the District.

8.B. Discussion: Budget FY 2012-2013 Version 3

This item was deleted from the Agenda.

9. FINANCIAL REPORT

There was no report from Finance.

10. LEGAL COUNSEL REPORT

Theron Simmons is working with FCAA for the fire hydrant installation, and expects to have feedback regarding the status of the fire hydrant installation for the Commissioners at the next meeting.

11. EMS DEPARTMENT REPORT

11.A. KLVAC Monthly Report (July 2012)

It was a busy time during the Mini Lobster season with 37 calls. The ambulance #74 is back in service and working. The Stryker stretchers should be installed within the next month, and the same company will modify the cabinets.

12. FIRE DEPARTMENT REPORT

Chief Garcia reported the Pre-construction meeting was very productive and went well. The purchase of the tanker was also discussed. The vendor will beat the Sheriff's contract if the tanker can be purchased at the same time. Tentative delivery of the rescue pumper is March 8, 2013. May-Day Training will be conducted for several months. This training has been approved by the National Fire Academy and the State of Florida. Chief Garcia commended the lieutenants and firefighters with how they handled two recent car accidents.

Chief Garcia provided the following statistics a cost comparison for fire rescue and emergency medical services per capita as follows: Key Largo (\$260.89-2 stations), Key West (\$266.17-3 stations), Monroe County (\$601.50-8 stations), Marathon (\$300.15-2 stations) and Islamorada (\$444.68-3 stations).



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13. COMMISSIONER'S ITEMS

Chairman Andersen distributed a report that was an excerpt from the NFPA Survey Report for the periods of January 1, 2011 through December 31, 2011 and January 1, 2012 through December 31, 2012. The report indicated the number of fires as 35, 56, and 36 for FY 09/10, 20/11 and 11/12 (August 1 – July 31st). The majority of the fires are brush, grassland or wild land and/or rubbish fires (including dumpsters). The property loss is estimated at \$115,200 for FY 10/11 and \$21,000 for FY 11/12.

Commissioner Tharp reported firefighters are currently receiving more than \$20,000 per year, and a lot of volunteers are earning over \$10,000 per year. All LOSAP plans are typically for volunteers, not for individuals receiving stipends. Commissioner Tharp and Scott Robinson are looking at a 401K-type plan. The District cannot implement the plan for the departments it needs to be established by the organization that issues the W-2's. The departments can setup the program, identify plan benefits, and select degrees of risk.

Participants would pay into the program monthly. The District would match participants donations to the fund up to 10% not to exceed \$500.00. This is a pre-tax plan. Participants would have to remain in the program for five full years to be fully vested. An amendment to the contract would be required, which Legal would prepare. The District's contribution to the 401K plan is to promote retention within the District. Scott Robinson confirmed the plan will allow the paid employees, as well as the volunteers, to make contributions to the plan. The KLVFD may want a flexible spending account for benefits rather than a 401K plan. The KLVFD wants to prepare a Strategic Plan.

Commissioner Tharp suggested the District begin to assemble a District Commissioners Handbook for the new commissioners to be ready in November 2012.

14. ADJOURN

Commissioner Tharp made a Motion to adjourn at 7:10 p.m., which was seconded by Commissioner Beyer.

Next Scheduled Meetings:

September 10, 2012 *FIRST PUBLIC HEARING (immediately followed by District Meeting)*

September 24, 2012 *FINAL PUBLIC HEARING (immediately followed by District Meeting if required)*

October 15, 2012 District Meeting

October 29, 2012 District Meeting (if required)

November 19, 2012 District Meeting

December 17, 2012 District Meeting

Documents:

120813 District Meeting Minutes August 13, 2012

120821 Fire District Questionnaire - Governor's Study

120820 District Budget FY 2012-2013, Version 3

NFPA Survey Reports 8/1/10-7/31/11 and 8/1/11-8/31/12

120822 Chairman Andersen NFPA Survey Report Multi-Year Comparison FY 2009 – FY 2012

120814 KLVAC Monthly Report (July 2012 – Chief's Report & Approved Minutes)