



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Kay Cullen; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Marilyn Beyer

DISTRICT “STRATEGIC PLANNING WORKSHOP” **MEETING MINUTES - April 11, 2016 – DRAFT**

1. AGENDA

1.A. Call to Order

Chairman Allen called the meeting to order at 6:02 p.m.

1.B. Pledge of Allegiance

Commissioner Cullen led the Pledge of Allegiance.

1.C. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Marilyn Beyer, Kay Cullen, George Mirabella and Bob Thomas. There was a quorum.

Also present were Don Bock, Vicky Fay, Ronnie Fell, Matt Francis, David Garrido and Jennifer Johnson. The workshop was held at Station 24.

2. APPROVAL OF AGENDA – April 11, 2016

MOTION: Commissioner Thomas made a motion **to approve the April 11, 2016 District Workshop Agenda**. Commissioner Cullen seconded the motion, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

No members of the general public requested to address the Board.

4. REVIEW LIST

The list was reviewed and the following items were discussed were: Training for each department Firefighter I; Recruiting Local Volunteers (Advertise Locally); and Developing Plan to Improve Internal/External Opportunities.

5. IDENTIFY AND ADD ANY NEW ITEMS

Strengths	Training was added.
Weaknesses	There were no new weaknesses added to the list.
Opportunities	There were no new opportunities identified.
Threats	No new threats were added.

6. RANK ITEMS BY PRIORITY

PRIORITIZE STRENGTHS: The Strengths were prioritized as follows:

- S.1. Unity of District/Departments
- S.2. Community Support
- S.3. Controlling Finances
- S.4. Board Diversity
- S.5. Training
- S.6. EMS Cost Recovery
- S.7. Strong Volunteerism



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6. RANK ITEMS BY PRIORITY

PRIORITIZE "W" . . . WEAKNESSES: The Weaknesses were prioritized as follows:

- W.1. Recruit Local Volunteers
- W.2. Guaranteed Staffing
- W.3. Fractured Internal/External Communications
- W.4. Limited Revenue Sources

PRIORITIZE "O" . . . OPPORTUNITIES: The opportunities were prioritized as follows:

Guaranteed Staffing was deleted as an Opportunity, and Vehicle Replacement was changed to Capital Improvement Funding.

- O.1. Cadet Program
- O.2. Retention Incentive
- Q.3. Capital Improvement Funding
- Q.4. Revenue, Fire Response – Cost Recovery
- Q.5. ILA Impact

PRIORITIZE "T" . . . THREATS: The Threats were prioritized as follows:

The Potential Rescue Service Tax was removed from the list.

- T.1. Loss of Staffing
- T.2. Economy
- T.3. Capital Budget
- T.4. Legislation
- T.5. Global Warming

7. ADJOURN WORKSHOP

An additional workshop will need to be scheduled to complete prioritizing the Strategic Plan Items, and developing the item action plans. On April 25, 2016, there is a District Meeting. Commissioner Mirabella made a Motion to adjourn at 6:58 p.m.

Next Scheduled Meetings:

April 25, 2016 District Meeting

May 9, 2016 District Meeting or Strategic Planning Workshop (if required)

June 13, 2016 District Meeting or Strategic Planning Workshop (if required)

DOCUMENTS

AI 04.0 Initial SWOT List