

ACTION ITEM	ASSIGNED TO	ITEM	TARGET DATE	STATUS	COMMENTS . . . For June 27, 2016 Meeting
S.1 Unity of District/Departments	Simmons	Unity of District/Departments	05/23/2016	Closed	160523 This item was closed at the meeting.
S.2 Community Support	Cullen, Bock	Community Support	05/23/2016	Ongoing	160523 The departments currently has an AED, CPR, Child Car Seat Installation and Address (residence/business) Verification Programs in place.
S.3 Controlling Finances	Beyer, Johnson	Controlling Finances	06/27/2016		Schedule for 06/27/16 Meeting
S.4 Board Diversity	Thomas, Simmons	Board Diversity	06/27/2016		Schedule for 06/27/16 Meeting
S.5 Training	Allen, Garrido	Training	07/25/2016		Schedule for 07/25/16 Meeting
S.6 EMS Cost Recovery	Cullen, Bock	EMS Cost Recovery	07/25/2016		Schedule for 07/25/16 Meeting
S.7 Strong Volunteerism	Beyer	Strong Volunteerism	08/22/2016		Schedule for 08/22/16 Meeting
O.1 Cadet Program	Mirabella	Create a Cadet Program	06/13/2016		160613 Commissioner Mirabella will revise the Cadet Program Procedure and resubmit to the Board.
W.2 & T.1 Create Guaranteed Staffing	Departments	Create Guaranteed Staffing by Minimizing loss of staffing: Develop and Expand the Core Group of Employees and Consider Increasing the millage.	FY 2016-2017 Budget		
W.2 & W.1 Create Guaranteed Staffing	Departments	Create Guaranteed Staffing by Recruiting local volunteers: Calculate the cost of conducting Firefighter I training, and place advertising to encourage local volunteers.	FY 2016-2017 Budget		
W.2 & O.2 Create Guaranteed Staffing	Departments	Create Guaranteed Staffing by Creating retention incentives: Review salary increase, 401K and build advancement within the departments.	FY 2016-2017 Budget		
O.3 Ensure Capital Improvement Funding	Thomas	Monitor and conduct communications with the County.	Ongoing		160627 Legal awaiting feedback from County as of 06/22/16.
O.3 Ensure Capital Improvement Funding	Thomas	Prepare ILA for Impact Fees.	Ongoing		160627 Legal awaiting feedback from County as of 06/22/16.
O.3 Ensure Capital Improvement Funding	Thomas	Finalize Sales Tax ILA.	Ongoing		160627 Legal is setting up meeting with County.
O.4 Limited Revenue Sources	Simmons	Review Department Cost Recovery: Review FL Statute 6.33.	Ongoing		160627 Legal is reviewing.
O.4 Limited Revenue Sources	Cullen/Bock	Review Department Services to identify those items that are eligible to be billed.	07/25/2016		160627 Scheduled for July meeting.
W.3 Improve Fractured Internal/External Communications	District Board & Staff	Identify when substantial staff time is required to research an item.	Ongoing		
W.3 Improve Fractured Internal/External	District Board & Staff	Submit monthly legal report.	Ongoing		
W.3 Improve Fractured Internal/External	District Board & Staff	Notify Clerk to disseminate information on issues of which the entire board should be aware.	Ongoing		

SP: Money/Funding	Thomas	304 Discretionary Sales Tax (Work with Monroe County)	IN PROCESS	I will delete. This is a duplicate from 2016 Strategic Planning Workshop.	160622 Legal is awaiting feedback from the County; 160525: Legal will submit the District's new 5 Year Capital Investment Plan to the County; 160323: A meeting was held with the County the week of 03/21/16; 160218 Legal is setting up a meeting with the County. 160121 The District will begin coordinating the new FY 16/17 Sales Tax ILA. 150914 The District will need to renegotiate a new 304 Discretionary Sales Tax ILA in 2016; 150427 The Board approved Amendment 1 to the ILA and it was sent on 4/29 for BOCC Approval at the 5/20 BOCC Meeting; 150427 Meeting Amendment to Sales Tax ILA for Wheaton's and Rowels completed in FY 14-15 rather than FY 13-14. District Legal worked with the County's Legal Department, and a 3 Year Inter-local Agreement was submitted to the BOCC for approval at their 8/20/14 Meeting. The District & BOCC approved 3 year ILA (2014-\$250,000) (2015-\$300,000) and (2016-\$300,000)
SP: Money/Funding	Thomas	Impact Fees (Work with Monroe County)	IN PROCESS	I will delete. This is a duplicate from 2016 Strategic Planning Workshop.	160623: Legal is awaiting feedback from the County; 160525: Legal is in discussion with the County; 160323: A meeting was held with the County the week of 03/21/16; 160218 Legal is setting up a meeting with the County. 160121 The District is coordinating the Impact Fee ILA with the County. 150915 Rosasco & Simmons will coordinate the new Impact Fee ILA. 140427: Chairman Thomas spoke with Roman and there is an estimated \$10,000 of impact fees due to the District; 150413 Chairman Thomas spoke with County Administrator, and this item needs to be finalized with the County. The Chairman, Finance & Legal need to meet with the County regarding Impact Fees and prepare an Impact Fee ILA.
SP: Money	District Board	Legislature funding abilities	07/01/2014	I will delete. This is a duplicate from 2016 Strategic Planning Workshop.	See above.
SP: Money	Johnson	Create plan for building restoration, replacement fund & paving	07/01/2014	Ongoing	160425: The revised Capital Improvement Plan was submitted to the Board on 04/25/16; 150910 Jennifer submitted the plan to the District and District Board. 150622 Jennifer is working with three departments. 150427, the 1st Draft of the Five-Year Capital Improvement Plan was distributed to Commissioners on 04/27/15.
SP: Money	Simmons	Create reserve fund categories	02/28/2014	I will delete. This is a duplicate from 2016 Strategic Planning Workshop.	160523: Notices of Violation (False Alarm - Two) and (Open Burning - One) were issued.

#2012-001(False)	Simmons			07/01/2014	I will delete. This is a duplicate from 2016 Strategic Planning Workshop.	Special Assessment is discussed in the Legislative Funding Abilities Section.
SP: Staffing/Retention	Bock		Research possibilities of special fees/assessments	07/01/2014	I will delete. This is a duplicate from 2016 Strategic Planning Workshop.	160222: The Corps hired ten volunteers and three paid staff hired.
			Obtain and retain local volunteers for adequate staffing			
SP: Staffing/Retention	Bock		Track new staffing programs implemented in December 2013	12/31/2014	I will delete. This is a duplicate from 2016 Strategic Planning Workshop.	Department management is reviewing and monitoring staff scheduling.
SP: Funding	Foy		Pursue additional grant funding	03/31/2014	Ongoing	160506: The District applied for the FP&S Grant; 160425 The District will apply for the FEMA FP&S Grant; 160323 The District applied for the DOH Grant; 160216 The Corps will apply for a DOH grant for training. 160118 The 2016 DOH Grant is being reviewed to determine if the District will submit a grant for the Corps. 160115 The District submitted the 2015 AFG Grant.
						150506 Extensive work on Commissioners & News Sections; The Home, Commissioners, Schedule, News-Press, Volunteer pages have been reviewed and updated. All sections have been updated through 12/31/13. The website was reviewed in April, and numerous pages were slightly modified.
SP: Outreach	Foy		Update Website User Friendliness	03/31/2014	Ongoing	
SP: Outreach	Foy		Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter	03/31/2014	Ongoing	160627: Trauma Star Press Release distributed; 150323: Press Releases were issued for Smoke Alarms and the KLVFD Call Volume; 150205 Press Release 2015 Accomplishments.
						160627: Legal submitted the Mutual Aid Agreement to Miami Dade; 160523 Per Chief Bock, Miami-Dade needs a copy of the Mutual Aid Agreement; 160121 Per Chief Bock the Miami Dade Review process takes approximately 1 year to complete. 150511: The agreement needs to be approved by Miami Dade's Fire Chief, MDR Legal, the MD County Administrator, MD County Legal & then it goes to the Miami Dade County Commissioners. Any changes will have to be approved as well. 150223 & 150126: The Mutual Aid Agreement has been submitted to Miami-Dade Legal for review.
	Legal		Prepare Mutual Aid Agreement with Miami Dade.		Ongoing	160627: Ocean Reef did not foresee any problems with the Mutual Aid Agreement, and the Ocean Reef Attorney is reviewing.
			Prepare Mutual Aid Agreement with Ocean Reef			
	Foy		Draft Procedure #104, Acquisition & Disposition of Assets Purchased with Federal Funds			

130211	Board	AI 6.E. FASD recommends developing a Social Media Policy (Need Board Direction)	2013		The Clerk and Legal need Board direction if they would like the District to pursue establishing this policy.
131000	Fire Department	Research ISO Computer Program	09/30/2014		This is the ISO program that shows the ratings for homes.

This Color relates to District Activities.

This color relates to Fire Hydrants.

This color: District Board direction is requested.

This color identifies Financial Items