



KEY LARGO FIRE RESCUE & EMS DISTRICT

*Seat 1, William A. Andersen; Seat 2, Michael Cavagnaro;
Seat 3, Mark Wheaton; Seat 4, Tom Tharp;
Seat 5, Marilyn Beyer*



MEETING MINUTES – FINAL **May 21, 2007**

Attendees: Chairman, Bill Andersen; Commissioners: Marilyn Beyer, Mike Cavagnaro, Tom Tharp and Mark Wheaton were present. Also present were: Brenda Beckmann, Vicky Fay, Chris Fleming, Sergio Garcia, Cindy Lawson and Curtis Mollohan.

1. A. **Call to Order:** Chairman, Bill Andersen, called the meeting to order at 6:05 p.m.
- B. **Pledge of Allegiance:** Mike Cavagnaro led the Pledge of Allegiance.
- C. **Roll Call:** Vicky Fay called the roll. All of the Commissioners were present: Bill Andersen, Marilyn Beyer, Mike Cavagnaro, Tom Tharp and Mark Wheaton. There was a quorum.
- D. **Changes or Additions to the Agenda:** There were no additions or changes to the agenda.

2. **ESCI Introduction**

Bill Andersen introduced Phil Kouwe, Vice-President Eastern Region and John Best from Emergency Services Consulting, Inc.

3. **ESCI Formal Presentation**

Phil Kouwe and John Best had prepared a Power-Point slide presentation, "Fire Department Assessment (Strategies for Optimum System Performance and Efficiency)".

The Final Report provides a thorough and detailed evaluation of the Fire Department, its management, assets, operations and its service delivery. The report provides observations and findings, as well as strategies and recommendations for changes or improvements in the overall operation of the Fire Department.

The assessment presented the objectives of the evaluation, and the data reviewed and analyzed to identify those recommendations. The recommendations were identified by responsibility (district, department, and MCSO); and were prioritized as follows:

- #1 (Safety, Legal, or Financial Recommendations)
- #2 (Corrects a Deficiency)
- #3 (Improves Internal or External Service Delivery)
- #4 (Industry Best Practices)

Vicky Fay reported a complete copy of the Assessment and the Final Report will be made available for the general public on the district website www.klfrEMS.org by June 1, 2007.



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3. ESCI Formal Presentation (Continued)

The recommendations identified by ESCI provide the district with a roadmap on how to improve the district, the department and the services they provide. It is the district's responsibility to review and identify the recommendations they want to implement and the schedule for implementing those recommendations.

4. KLFR&EMS Board: Questions and Answers

Several questions were asked by the commissioners and answered by ESCi. Bill Andersen thanked ESCi for their evaluation and report.

5. Public Comment: Questions & Answers

There were no comments from the general public.

6. Adjourn

A motion was made by Tom Tharp and seconded by Mike Cavagnaro to adjourn the meeting at 8:45 p.m.

Next Scheduled Meetings:

June 11 and June 25 (General Meetings)

DOCUMENTS:

May 2007 ESCI Final Report

Power-Point Presentation "Fire Department Assessment"