STRATEGIC PLANNING WORKSHOP MINUTES - FINAL

February 25, 2019

1. **AGENDA**
   
   **1a. Call to Order**
   
   Chairman Allen called the District Meeting to order at 6:03 p.m.

   Frank Conklin led the Pledge of Allegiance.

   **1c. Roll Call**
   
   Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, George Mirabella, Danny Powers and Bob Thomas. There was a quorum.

   Also present were: Don Bock, Vicky Fay, Jennifer Johnson, Gaelan Jones Esq., and Scott Robinson. The meeting was held at Station 24.

2. **APPROVAL OF AGENDA – February 25, 2019**
   
   **2a. Approval of February 25, 2019 Strategic Planning Workshop Agenda**

   **MOTION:** Commissioner Mirabella made a motion to approve the February 25, 2019 Strategic Planning Workshop Agenda. Commissioner Powers seconded, and the Board unanimously passed the motion.

3. **PUBLIC COMMENT**
   
   Sue Heim discussed raising the millage.

4. **ACTION ITEMS**
   
   **4.1 Review Strategic Plan List**

   **Review Special Assessments and Cost Recovery:** These items were combined. If the District pursues raising the millage or creating a special assessment, the first time it can be on the ballot is August 2020 (2019 would require a Special Election and the District would have to pay for the election). Special assessments need to be specific and are for something the District currently does not collect ad valorem taxes. Legal will reach out to Theron Simmons and Scott Robinson and research the Charter to identify potential items for which the Fire Department can charge (i.e., extrication, etc.). Commissioner Mirabella will request information from FASD.

   **Option to Budget for Reserves:** This item was closed.

   **5-Year Capital Improvement Plan:** This will be updated during the budget cycle.

   **General Funding Source & Limited Revenue:** Commissioner Allen will get with our District 5 BOCC Commissioner.

   **Identify Actions Necessary to Raise Millage in 2019:** In 2019, this would require a Special Election to be paid for by the District. In 2020, this item could be placed on the 2020 primary or general ballot.
4.1 Review Strategic Plan List (Continued)

**Review Retention Requirements:** Advancement opportunities and Safer grant will help retention.

**Review 401K Match:** Both departments are participating in the plan.

**Quarterly Finance Meetings with Departments:** Finance is working with departments.

**Identify Potential Legislation:** No legislative items at this time.

**Fire Hydrant Project Phase 7:** Equipment has been delivered and awaiting issuance of permits.

**Fire Hydrant Project Phase 8:** No action at this time.

**Community Support:** Commissioner Conklin will be responsible for this item. Recommended activities: EMS follow up with patients they transport, Fire Department Host Quarterly Community Events (bbq’s, etc.), and follow up with the Fire Department & EMS Citizen’s Academy.

**Update Website:** Jones will follow up with Heim. This item was closed.

**Grant Funding:** Departments will pursue grants.

**Communications Proposal:** Jones will follow up with Fay. This item is closed.

4.2 Identify Any New Strategic Plan Items/Action Items

No new strengths, weaknesses, opportunities or threats were discussed.

5. ADJOURN WORKSHOP

**MOTION:** Commissioner Mirabella made a motion to adjourn, which was seconded by Commissioner Powers at 6:56 p.m.

Documents
Agenda
Strategic Planning Action Plan

Next Scheduled Workshop:
*May 20, 2019*
*November 18, 2019*