



DISTRICT MEETING MINUTES

April 6 2020 – **DRAFT**

1. AGENDA

1a. Call to Order

Chairman Allen called the District Meeting video conference to order at 6:03 p.m.

1b. Pledge of Allegiance

Commissioner Thomas 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, David Garrido, Jennifer Johnson, CJ Jones, Gaelan Jones, Esq. and Scott Robinson. This was a ZOOM virtual meeting due to the COVID-19 crisis.

Gaelan Jones discussed the provisions and procedures used to conduct video conferencing. The documents are available on-line, and speakers have three minutes to address the board. All commissioners agreed to conduct the meeting via video conferencing using the procedures read into the record by Mr. Jones.

2. APPROVAL OF AGENDA & MINUTES

2a. Approval of April 6, 2020 District Meeting Agenda

MOTION: Commissioner Powers made a motion **to approve the April 6, 2020 District Meeting Agenda**. Commissioner Mirabella seconded, and the Board unanimously passed the motion.

2b. Approval of Minutes

2b.1 March 9, 2020 District Meeting Minutes

MOTION: Commissioner Thomas made a motion **to approve the March 9, 2020 District Meeting Minutes**, which was seconded by Commissioner Powers, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

Jack Bridges spoke at item 7a, and Sue Heim spoke at Items 7b. and 7c.

4. CHAIRMAN REPORT

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

5. SECRETARY REPORT

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



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Danny Powers

6. **OLD BUSINESS**

District Clerk Vicky Fay contacted Commissioners and Department staff regarding dates of availability to participate in the Keys Consulting of America Leadership & Management Training as approved by the Board on March 9, 2020. Commissioners and staff indicated an unwillingness to participate in the Training at this time. District Clerk Vicky Fay was directed to attempt to reschedule the Training with Commissioners after the COVID-19 State of Emergency is lifted.

7. **NEW BUSINESS**

7a. MOTION/APPROVAL: Department Contract

Gaelan Jones reported that negotiations on the Ambulance Corps contract are complete, with the exception of specific language to be inserted into Political Activities provision. Due to that issue remaining unresolved, Legal recommended a temporary renewal of the existing Ambulance Corps and Fire Department contract from April 13 – May 18, 2020.

MOTION: Commissioner Conklin made a motion *to approve the Department Contract Renewal from April 13, 2020 to May 18, 2020.* Commissioner Thomas seconded, and the motion was passed unanimously.

7b. DISCUSSION: State of Emergency Pay Policy

Due to inquiries made on the status of the Fire Department and Ambulance Corp's emergency pay policies, this item added to agenda for discussion. The Fire Department reported that the emergency pay policy has not been enacted at this time. Legal to research emergency pay policies implemented by other local agencies, and availability of FEMA reimbursement for payroll expenses during COVID-19. The Board requested notification from the Fire Department and Ambulance Corps if revisions to payroll structure are to be made. No action taken at this time.

7c. MOTION/APPROVAL: Travel Request Mirabella (FASD Conference)

MOTION: Commissioner Conklin made a motion *to approve Commissioner Mirabella's Travel Request in the amount of \$1,673.50 to attend the FASD Conference even if the conference gets moved to another date due to the COVID-19 crisis.* Commissioner Thomas seconded, and the vote was as follows: Allen (Yes), Conklin (Yes), Mirabella (Abstain), Powers (No) and Thomas (Yes). The motion passed 3-1, with one abstention.

8. **FINANCIAL REPORT**

Jennifer Johnson did not have any items to report to the Board.

9. **LEGAL REPORT**

Gaelan Jones did not have any additional Legal items.

10. **AMBULANCE CORPS REPORT**

Scott Robinson reported new volunteers started.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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11. FIRE DEPARTMENT REPORT

Captain Garrido reported the Station 25 storage tank schematics are being reviewed. The April 25, 2020 testing of new firefighters is being postponed indefinitely. A new chemical is being used to decontaminate the firetrucks. The Fire Department will not provide re-entry stickers to the public as the Sheriff's Office not accepting the stickers due to misuse.

12. COMMISSIONER ITEMS

No items were discussed.

13. NEXT MEETING

13a. Meeting April 27, 2020 or May 11 or May 18, 2020

The Strategic Planning Meeting scheduled for May 18, 2020 was cancelled.

MOTION: Commissioner Thomas made a motion ***to cancel the regularly scheduled meetings until May 18, 2020 due to the Corona-19 Virus unless there are items which require Board approval.*** Commissioner Mirabella seconded the motion, and the motion passed unanimously.

14. ADJOURN

MOTION: Commissioner Mirabella made a motion ***to adjourn the meeting at 8:06 pm.*** This was seconded by Commissioner Powers and the motion passed unanimously.

NEXT MEETINGS

April 27, 2020 District Meeting
May 11, 2020 District Meeting
May 18, 2020 Strategic Planning Workshop
May 18, 2020 District Meeting
June 8, 2020 District Meeting
June 22, 2020 KLVAC Budget Workshop
June 22, 2020 District Meeting

DOCUMENTS

AI 2a. District Meeting Agenda
AI 2b.1 District Meeting Minutes 03/09/20
AI 7a. Department Contract
AI 7b. State of Emergency Pay Policy
AI 7c. Travel Request (Mirabella FASD Conference \$1,673.50)