



**DISTRICT “STRATEGIC PLANNING WORKSHOP” AGENDA
November 16, 2020**

- 1. AGENDA**
 - 1a. Call to Order***
 - 1b. Pledge of Allegiance***
 - 1c. Roll Call***

- 2. APPROVAL OF AGENDA – November 16, 2020**

- 3. PUBLIC COMMENT**

- 4. BRAINSTORMING (*Looking to the Future*)
*Strengths, Weaknesses, Opportunities and Threats***

- 5. REVIEW STRATEGIC PLANNING ACTION ITEMS**
 - 5a. Fact-Finding Committee & Audit Results (Conklin)***
 - 5b. Emergency Pay Plan (Mirabella)***
 - 5c. Review Strategic Plan List (Jones)***

- 6. ADJOURN WORKSHOP**

Documents:

Strategic Planning Workshop Agenda
Fact-Finding Committee Report – Powerpoint Presentation
Fact-Finding Committee Report – Excel Report
Strategic Plan Action Plan

Next Scheduled Workshop:

February 8, 2021

*Persons who wish to be heard shall send submit a
Speaker Request Form to the District Clerk.*

#	ASSIGNED TO	ACTION ITEMS	TARGET DATE	STATUS	COMMENTS . . . For November 16, 2020, Meeting . . . Page 1 of 2
19-002	ALLEN	GENERAL FUNDING SOURCE - General Sales Tax SP (0.7.1)	2020 Ongoing		201116: Legal will provide update; 200803: Legal is working on the drawings; 200210: Legal is scanning drawings and then submitted to engineering firm; 191118: Legal will coordinate obtaining drawings and information for Station 24 second story; 190708: Commissioner Allen & Legal to meet with BOCC Commissioner to discuss Station 24 Second Story; 190225: Allen will meet with BOCC.
19-003	JOHNSON	Limited revenue - Review Increasing the Millage	2021 (3rd Qtr.)		200727: Rescheduled to 3rd Quarter of 2021; 200713: The Board voted not to raise the millage at the 03/09/20 meeting; 200210: See Item 19-004; 191118: Legal will prepare Referendum when directed by Board; 190708: Legal discussed process for increasing millage; 180924 Millage set at 1.0 mil.
19-004	JONES	Identify Actions Necessary to Raise Millage	2021 (3rd Qtr.)		200727 & 200713: Rescheduled to 3rd Quarter of 2021 as the Board voted not to raise the millage at the 03/09/20 meeting; 200210: At the March meeting, the Board will vote to raise the millage; 191118: See Item 19-003; A 2019 Special Election would be paid for by the District. In 2020, this item could be placed on the 2020 primary or general ballot at no charge to the District. Legal recommends the Board determine which proposed millage will be by the end of December.
19-005	JONES CONKLIN BOCK	Special Assessment & Cost Recovery: Fire Department (SP 0.7.3)	2020 Ongoing		201116: List of Items has been prepared & Board will need determine which items it would like to consider; 200727: Legal will meet with the departments; 200713: discuss; 200210: Legal met with the departments, and provided a list of potential billable items;. This item on hold until potential millage increase is resolved; 191118: Legal will review with department, and identify items not included in the tax base to create a fee schedule; 190708: Legal needs to review with the department, and identify items not included in the tax base to create a fee schedule.
19-006	JONES	Update Website User Friendliness (SP: Outreach)	2020 Ongoing		200727: Senate Bill 1466 changes District website requirements; 200713: Legal continues to tweak the website for user friendliness; 200210: Legal will resolve technical issues; 191118: The website is essentially correct, Legal will contact KLWTD regarding website compliance; 190708: The website is basically complete, Commissioners emails are in process and expected to be completed by August 5, 2019. Commissioners may need new business cards. 190225: Jones will follow up with Heim. This item was closed. 181119: The new website is operational.
19-007	KLVFD KLVAC Clerk	Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter	2020 Ongoing		200727: The Clerk posts safety tips on website and Fire Department is utilizing Facebook; 200210: The Clerk submitted an advertising proposal to commissioners for raising the millage; Snapchat and Twitter were removed and website may be used to promote millage increase; 191118: Expand website home page, Facebook, explore Instagram & Snap Chat; 190708: Department will do Facebook, Clerk will do press releases, and Jones will explore Instagram.
20-001	THOMAS	Fire Hydrant Project Phase 8 (FY 2019-2020)	2020 (3rd Qtr.)	Completed	200727 & 200713: Fire Hydrants are currently being installed; 200210: Fire Hydrant locations have been identified; 191118: Fire Hydrant Locations & Drawings Complete, 12 Hydrants require FDOT approval; Proposals required by November 25, 2019; 190708: FKA is reviewing the 2019-2020 list for feasibility.
20-002	BOARD	Review economic indicators and budget accordingly (T.2)	2021 (2nd & 3rd Qtrs.)		200727 & 200713: This item was skipped and rescheduled to 2021; The District is reviewing during current budget cycle; 200210: This is being monitored and will be reviewed during budget process; 191118: This item was moved to 2020 and will be monitored; 190708: This is done during the budget process; 180521: Nothing to report; 180521: Review during the budget process.
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20-003	JOHNSON	Review and update the Five-Year Capital Improvement Plan annually (T.3)	2020 (2nd & 3rd Qtrs.)		200727: Finance distributed 5 Year Plan to Departments for updating and is awaiting information from the departments; 200210: Finance will distribute to departments; 191118: This item was moved to 2020, and Finance will send to departments for review; 190708: Finance sent out to department and will meet with departments; 190225: This is done during budget process.
20-004	JONES FAY	Identify Potential Legislation Important to District & Identify a District representative to represent the District, if/when required.	2021 (1st Qtr.)		201116: Rescheduled to 2021; 200727: Senate Bill 1466 changes District website requirements; 200713: Legal reviewed and provided information to the Board regarding potential litigation: Legal will review pending litigation; 200210: Legal will research; 191118: This item was moved to 2020 and will be monitored; 190708: Legal discussed how new firefighter cancer benefits for financial impact on fire department budget and Public Record requests for videos limited to law enforcement only, and awaiting FASD memo.
20-005	KLVFD KLVAC	Review Retention Incentives including 401K Match	2020 (2nd & 3rd Qtrs.)		201116; 8% submitted to Board on 201012, 200727 & 200713: The Fire Department is reviewing retirement options, and the Corps contacted DeMoss Financial regarding 401K plan ; 200210 & 191118: Retention incentives were reviewed during budget process; this item was moved to 2020 and Fire Department would like a pension; 190708: Reviewing the 401K plan for retention; 190225: Advancement opportunities and Safer grant will help retention.
20-006	KLVFD KLVAC	Review 401K match	2020 (2nd & 3rd Qtrs.)	Closed	This item was combined with 20-005 and is considered closed.
20-007	KLVFD KLVAC	Pursue additional grant funding (SP Funding)	2020 Ongoing		201116: 2nd Safer grant not received; 200727: & 200713: The Fire Department applied for a 2nd Safer Grant, and the Corps did not apply for any grants; 200210 & 191118: The Fire Department applied for a private Ballistic Vest grant; 190708: Submitted grant for Ultrasound Machine. Grants need to be reviewed for accuracy; 181119: The District received the AFG grant for radios and the SAFER grant for full-time firefighters.
20-008	CONKLIN BOCK	Community Support	2020 Ongoing		201116: Corps will assist in administering vaccines; 200727: No events were scheduled due to Covid-19, events are planned later in the year, if appropriate; 200210 & 191118: The Fire Department conducted Fire Prevention Week Training in both departments and participated in Stuff-the Bus - moved to 2020; 190708: Departments worked with Wesley House for Christmas; an event will be held later this year. Fire Department may have cookout at National Night Out and may participate in cooking with Fire TV Show. FKCC is conducting a paramedic class at Coral Shores for the classroom work and will use the EMS Building for the lab portion of the class.
20-009	JOHNSON POWERS	Quarterly Department Meeting (SP S.3)	2020 Ongoing	Closed	This item is being closed.
20-011	THOMAS	Fire Hydrant Project Phase 9 (FY 2020-2021)	2020 (3rd Qtr.)		201116: Bid Selection Committee provided recommendation to Board; 200727: & 200713: The Phase 9 Fire Hydrant List was submitted to FKAA for approval.
20-12	KLVFD	Prepare KLVFD Strategic Plan			200727: This item was added to the District Action List.
20-13	KLVAC	Prepare KLVAC Strategic Plan			200727: This item was added to the District Action List.
20-14	FACT- FINDING COMMITTEE	Fact-Finding Provide Business Plan to District Board.			200727: This item was added to the District Action List.
20-15	DISTRICT	District Prepare Business Plan (4 to 5 years)			200727: This item was added to the District Action List.