



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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

DISTRICT BUDGET WORKSHOP AGENDA

(followed by District Meeting)

August 23, 2021

Pursuant to Monroe County Emergency Directive 20-06 and Center for Disease Control (“CDC”) social distancing guidelines established to contain the spread of the COVID-19 virus, this meeting will be accessible virtually via Zoom Meetings. Members of the public who wish to comment on matters before the District Board may do so by either: Sending an email to the clerk@klfremms.org or Calling (301) 715-8592, and upon receiving voice prompt, dialing Meeting ID: 602 743 6243 and Password: 33037 *Members of the public who participate in the meeting through this option must mute themselves until called upon to speak.*

Website: <https://us02web.zoom.us/j/6027436243?pwd=Ylp2b3JYckhlQVpwVkJFIMmVKbE1uZz09>

1. AGENDA

1.A. Call to Order

1.B. Pledge of Allegiance

1.C. Roll Call

1.D. Approval of Agenda

2. PUBLIC COMMENT

3. DISCUSSION: KLFR&EMS District Proposed FY 2021-2022 Budget

4. ADJOURN

DOCUMENTS

1.D. Agenda Budget Workshop for August 23, 2021

3.0 KLFR&EMS Proposed Budget FY 2021-2022 & Supporting Documentation

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022 PROPOSED BUDGET**

8/16/2021

	3 Rescues	2 Rescues
REVENUES		
<i>Prior Year Millage Rate:</i>	1.0000	1.0000
<i>Roll- Back Rate:</i>	0.9574	0.9574
<i>Taxable Value</i>	4,012,300,320	4,012,300,320
<i>Millage Rate :</i>	1.0000	1.0000
<i>% over roll-back rate</i>	4.45%	4.45%
Ad Valorem Taxes (97% collection rate)	\$ 3,891,931	\$ 3,891,931
Intergovernmental Revenue - Monroe County - Contribution for Capital Infrastructure (\$150,000 for capital outlay)	-	-
SAFER Grant - 5 Personnel Year #2 & #3 (2/13/19 start) (3 year term 75% funding provided year 1 & 2, 35% funding year 3)	28,852	28,852
Interest Income	4,800	4,800
Total Revenues	<u>\$ 3,925,583</u>	<u>\$ 3,925,583</u>
UNASSIGNED FUND BALANCE OCT 1, 2021	2,836,353	2,836,353
COMMITTED FUND BALANCE TRAUMA DISTRICT OCT 1, 2021 (EMS)	247,771	247,771
COMMITTED FOR VEH REPL FUND BALANCE OCT 1, 2021	<u>603,366</u>	<u>603,366</u>
TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES	<u><u>\$ 7,613,073</u></u>	<u><u>\$ 7,613,073</u></u>
EXPENDITURES		
Key Largo Fire/EMS District Board		
Operating Expenditures	\$ 363,177	\$ 363,177
Reserve Transfers	225,000	225,000
Subtotal District Board	<u>\$ 588,177</u>	<u>\$ 588,177</u>
Key Largo Fire & Rescue		
Operating Expenditures	\$ 2,218,580	\$ 2,218,580
Capital Outlay	28,750	28,750
Subtotal Key Largo Volunteer Fire Department	<u>\$ 2,247,330</u>	<u>\$ 2,247,330</u>
Key Largo Ambulance		
Operating Expenditures	\$ 1,509,468	\$ 1,083,601
Capital Outlay	504,374	469,874
Subtotal Key Largo Volunteer Ambulance Corp.	<u>\$ 2,013,842</u>	<u>\$ 1,553,475</u>
Total Expenditures & Transfers	<u>\$ 4,849,349</u>	<u>\$ 4,388,982</u>
FUND BALANCE		
UNASSIGNED FUND BALANCE SEPT 30, 2022	2,379,011	2,839,378
COMMITTED FUND BALANCE TRAUMA DISTRICT SEPT 30, 2022	-	-
COMMITTED FOR VEH REPL FUND BALANCE SEPT 30, 2022	609,713	609,713
TOTAL EXPENDITURES & FUND BALANCES	<u><u>\$ 7,613,073</u></u>	<u><u>\$ 7,613,073</u></u>

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - DISTRICT

Department: **1100** District Board
Exp Transaction Code **511** (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	FY20-21 Projected Actuals	Budget Increase / (Decrease)
110	Board Member Stipends 5 Members @ \$ 350 / month x 12 months	21,000	21,000	21,000	-
210	FICA Taxes: @ 7.65 % of Wages	1,607	1,607	1,607	-
511.240	Worker's Compensation	1,000	752	752	248
514.310	Legal Services	45,000	45,000	42,302	-
512.311	District Clerk Services	19,000	19,000	17,637	-
513.320	Accounting and Financial Services				-
.01	District Audit	10,000	10,000	10,000	-
.02	Financial and Accounting Services	60,000	60,000	36,727	-
	<i>Total Accounting & Financial Services</i>	70,000	70,000	46,727	-
400	Travel & Per Diem - Training, Seminars, Meetings	4,000	4,000	50	-
450	Insurance & Risk Management:				
	Public Position Bond	100	100	100	-
	General & Mgt Liability, Commercial Auto and Excess Liability	2,133	2,133	1,851	-
	<i>Total Risk Management</i>	2,233	2,233	1,951	-
470	Printing and Binding	3,000	3,000	2,001	-
490	General Departmental: Miscellaneous Expenses				
.01	MoCo Property Appraiser Charges	68,579	61,960	64,697	6,619
.02	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)	116,758	110,708	107,354	6,050
.03	Discretionary Expenditures	1,000	1,000	155	-
	<i>Total General Departmental</i>	186,337	173,668	172,206	12,669
411	Advertising	5,500	5,500	1,920	-
510	Office Supplies & Equipment	500	500	290	-
540	Dues, Subscriptions and Publications	4,000	2,300	2,065	1,700

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - DISTRICT**

Department: 1100 District Board
Exp Transaction Code 511 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	FY20-21 Projected Actuals	Budget Increase / (Decrease)
Department Total Operations		\$ 363,177	\$ 348,560	\$ 310,508	\$ 14,617
919	Transfer to Committed Funds for Vehicle & Equipment Replacement	225,000	225,000	225,000	-
Department Total Including Transfers to Reserves		\$ 588,177	\$ 573,560	\$ 535,508	\$ 14,617

Total Operating Budget	363,177	354,610
Total Capital & Reserve Budget	225,000	225,000
Total	588,177	579,610

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - FIRE DEPARTMENT**

Department: 1250 Key Largo Volunteer Fire Department
Exp Transaction Code 522 (except as indicated below)

Updated 08/03/2021

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
120	Regular Salaries & Wages:				
	Administrative Stipend (\$750 per month 3- Full Time Captains, Lieutenants)	27,000	27,000	27,000	-
	Station Officers / Driver Engineers /Firefighter-EMT-B/P's - full-time including Step Raises, 4%				
.02	D/E Cert. pay & 20%/10% Officer pay - includes 2 additional full-time FF	1,055,573	910,006	884,915	145,567
	<i>Total Regular Salaries & Wages</i>	1,082,573	937,006	911,915	145,567
121	Volunteer Pay:				
.01	Volunteer Chief's Reimbursement - Chief has declined	-	-	-	-
.02	Volunteer Assistant Chief's Reimbursement	-	-	-	-
.03	Volunteer firefighters (Station 24 and Station 25) - less volunteer participation	125,000	180,000	123,544	(55,000)
	<i>Total Volunteer Pay</i>	125,000	180,000	123,544	(55,000)
140	Overtime wages - WC injury coverage has been driving OT up	200,000	199,445	171,188	555
210	Employer Payroll Taxes @ 7.65% of Pay	107,679	97,540	87,143	10,139
220	Retirement Plan - 401(k) - more participation by paid staff but almost no volunteer participation	80,000	45,000	50,793	35,000
230	Employee Insurance Benefits				
	Medical/Dental/Vision/Life Insurance for Full Time Employees - Increased to \$645 per employee (17) per month to account for 9.5% increase.	131,580	103,500	103,500	28,080
	Statutory AD&D	2,928	2,538	2,538	390
	<i>Total Insurance Benefits</i>	134,508	106,038	106,038	28,470
240	Worker's Compensation	55,572	47,559	45,008	8,013
250	Unemployment Tax	2,835	2,835	2,835	-
312	Professional Services:				
	Grant Writing Services	2,805	2,750	-	55
	Firefighter Annual Physicals	22,440	22,000	16,385	440
	Background Checks, Drug Testing, Drivers License Checks	1,000	1,530	910	(530)
	<i>Total Professional Services</i>	26,245	26,280	17,295	(35)
314	Legal Services (Requires District Board Approval)	-	-	-	-
320	Accounting Fees - additional 2 FF plus 3% increase	12,900	12,122	10,582	778
400	Travel & Per Diem - (Greater FL Fire School, Orlando Fire Conference, Seminars, etc.)	1,000	4,590	1,504	(3,590)
410	Phones, Television & Internet (Station Phones, Air Cards) approx. \$1200 per month for all	15,000	11,220	14,728	3,780
411	Advertising	520	510	-	10
412	Postage & Freight	520	510	82	10

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - FIRE DEPARTMENT

Department: 1250 Key Largo Volunteer Fire Department
Exp Transaction Code 522 (except as indicated below)

Updated 08/03/2021

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
430	Utilities				
.01	Electric	28,091	27,540	25,294	551
.02	Water	10,404	10,200	8,572	204
.03	Fire Hydrant Maintenance @ \$ 50 per hydrant - Hydrant's increased to 304 total in KL	15,200	14,025	11,850	1,175
.04	Propane Gas - based on projected	400	750	260	(350)
.07	TV Service - based on projected	5,500	4,794	5,278	706
	<i>Total Utilities</i>	59,595	57,309	51,254	2,286
440	Rent & Leases:				
	Station 24 Copier/Scanner/Fax Lease	3,550	4,500	4,230	(950)
	Oxygen Tank Rental	500	1,000	1,000	(500)
	Annual Lease Payment - DEP Station 25 Property	300	300	300	-
	Red Alert NFRIS Incident Reporting Program Support and Maintenance & SmartCop CAD	7,500	6,120	4,862	1,380
	Software - Fire Manager Scheduling and Time & Attendance Software	2,200	2,040	2,200	160
	<i>Total Rent & Leases</i>	14,050	13,960	12,592	90
450	Risk Management				
	Package Policy (Property, General & Mgmt. Liability, Portable Equip, Umbrella & Auto)	59,711	59,821	59,821	(110)
	Cancer Benefit Insurance (New FL Statue)	1,831	1,795	1,795	36
	Accident and Sickness	5,610	5,500	5,320	110
	Storage Tank Liability	1,785	1,750	1,611	35
	<i>Total Risk Management</i>	68,937	68,866	68,547	71
460	Repair & Maintenance: Equipment - Aerial Testing, Hose Testing, Pump Testing, Hydraulic Testing,	25,000	35,000	26,049	(10,000)
461	Repair & Maintenance: Buildings & Grounds	17,000	70,000	117,459	(53,000)
462	Repair & Maintenance: Vehicles	56,100	55,000	36,046	1,100
470	Printing and Binding	104	102	-	2
490	General Departmental: General Office & Administrative Costs				
.05	Other including Recruitment & Retention	1,500	3,500	1,267	(2,000)
.06	Computer/IT services	6,500	6,500	6,794	-
	<i>Total General Departmental</i>	8,000	10,000	8,061	(2,000)
491	Training - Instructor Fees, Education, Student Text and Fire Prevention				
.01	In-house training courses (Outside/In-house instructors/vendors) - Pump Ops, Officer	34,000	8,500	8,500	25,500
.02	Out of area training - Intercontinental Fire Academy, etc.	-	3,500	3,500	(3,500)

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - FIRE DEPARTMENT**

Department: 1250 Key Largo Volunteer Fire Department
Exp Transaction Code 522 (except as indicated below)

Updated 08/03/2021

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
.03	Fire Prevention (KLVFD Only) - Fire Safety Demonstrations at School	3,000	3,000	3,000	-
.04	Education & Text Books	1,000	2,550	3,097	(1,550)
.05	KAPLAN online education (60 firefighters)	4,845	4,750	4,500	95
	<i>Total Training</i>	42,845	22,300	22,597	20,545
510	Office Supplies & Computers	5,200	4,200	6,158	1,000
520	Operating Supplies				
.01	Fire Ground Safety (highway vests, cones, etc.)	1,000	1,750	938	(750)
.02	Daily Operating/Maintenance Supplies including small tools less then 1k (hoses, nozzles,	10,000	25,000	80,274	(15,000)
.03	Medical Supplies & Equipment	8,160	8,000	15,116	160
.05	Station Cleaning/Housekeeping Supplies	5,000	5,000	6,292	-
.06	Firefighting Gear - (including helmets, gloves, hoods, boots, coat & pants) based on no	18,000	24,000	23,158	(6,000)
.07	Clothing, Apparel - Pants, extrication gloves, tee shirts, patches, etc.	9,000	9,000	13,384	-
.08	Fire fighting Foam or suppression agent	8,000	11,220	4,680	(3,220)
	<i>Total Operating Supplies</i>	59,160	83,970	143,842	(24,810)
521	Fuel: Gasoline (for portable equipment)	75	75	94	-
522	Fuel: Diesel	15,000	20,000	13,872	(5,000)
540	Dues, Subscriptions and Publications	3,162	3,100	3,100	62
620	Capital Outlay: Buildings	-	-	-	-
	Station 24 Second Story	-	-	34,950	-
	<i>Total Capital Outlay: Buildings</i>	-	-	34,950	-
630	Capital Outlay: Infrastructure Improvements - Fire Hydrants				
	\$150,000 from Monroe County ILA - CURRENTLY NO FY22 ILA IN PLACE	-	150,000	150,000	(150,000)
	<i>Total Capital Outlay: Infrastructure Improvements - Fire Hydrants</i>	-	150,000	150,000	(150,000)
640	Capital Outlay: Equipment				
	Toughbook Computer	-	5,500	4,484	(5,500)
	Mobile Preplan RedNMX Software for Toughbooks for in-field inspections	-	3,850	3,835	(3,850)
	Masimo Rad-57 Pulse Ox with CO Oximeter with SpMet for both Adult & Pediatric	3,850	4,994	-	(1,144)
	Structural Collapse Camera	-	14,995	15,145	(14,995)
	Physio Control Lifepak 1000 AD with add on for ECG Display with Pediatric capability	4,400	4,379	-	21
	Classroom IT upgrades	-	-	6,883	-
	Vetter Low Pressure Air Bags - Moved to FY 22/23.	-	-	-	-

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - FIRE DEPARTMENT**

Department: 1250 Key Largo Volunteer Fire Department
Exp Transaction Code 522 (except as indicated below)

Updated 08/03/2021

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
	Station 24 - Gasboy electric gas pump 9800K series with fuel mgmt system - <i>Moved to FY 22/23.</i>	-	-	-	-
	FireCom Cab Communication Headsets for E24 and E25	13,000	-	-	13,000
	<i>Total Capital Outlay: Equipment</i>	21,250	33,718	30,347	(12,468)
641	Capital Outlay: Vehicles Air 24 Replacement	-	170,000	176,748	(170,000)
642	Capital Outlay: Small Tools & Equipment Various Tools, Equipment, etc. Costing >\$1,000 but < \$ 5,000 per each item and a useful life of 1 year or more	7,500	12,000	23,643	(4,500)
805	Upper Keys Honor Guard	-	2,040	-	(2,040)
	<i>Total Upper Keys Honor Guard</i>	-	2,040	-	(2,040)
	<i>Total Operating Budget</i>	2,218,580	2,116,577	2,052,326	102,003
	<i>Total Capital Budget</i>	28,750	365,718	415,688	(336,968)
	<i>Total</i>	<u>2,247,330</u>	<u>2,482,295</u>	<u>2,468,014</u>	<u>(234,965)</u>

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - AMBULANCE CORP**

Department: 1300 Key Largo Volunteer Ambulance Corp
Exp Transaction Code 526 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget 3 Rescues	FY 21-22 Proposed Budget 2 Rescues	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
120	Regular Salaries & Wages:					
.01	Administrative (1 Position) - includes 8 holidays	43,520	43,520	58,801	22,991	(15,281)
.02	Paramedic Payroll - includes 8 holidays and 2 additional full-time (and 6 additional full-time for third truck) for full-time and part-time personnel	680,990	445,982	362,376	see net figure below	83,606
	Less: EMS Income Applied to Offset Reimbursement -	(150,000)	(150,000)	(268,000)	see net figure below	118,000
	Total Paramedic Payroll Reimbursement	530,990	295,982	94,376	94,376	201,606
	Total Regular Salaries & Wages	574,510	339,502	153,177	117,367	186,325
121	Volunteer Pay: Volunteer Reimbursement - Includes \$500 per month for Deputy Chief of Administration - based on 1.5 volunteers per day for both Rescue for two Rescue system and 1 volunteer per Rescue on the three Rescue system.	167,410	113,492	191,030	182,378	(77,538)
140	Overtime Wages - based on sick and vacation time	100,000	75,000	24,930	24,930	50,070
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	75,882	51,867	48,741	46,002	3,126
220	Retirement Contributions - 401K (8% employer contribution)	59,354	34,240	2,500	3,914	31,740
230	Benefits for 7 or 13 full-time medics (up to \$575 per mo. each FT emp.)	88,003	49,984	34,500	12,660	15,484
240	Worker's Compensation	31,996	22,194	21,217	19,736	977
250	Unemployment Tax	300	300	300	300	-
312	Professional Services: Medical Director, etc.				-	
.02	Medical Director - includes 3% increase	18,543	18,543	18,720	18,000	(177)
.03	Background Checks, drug testing	780	780	765	180	15
.04	Other - Grant Writing	2,081	2,081	2,250	-	(169)
	Total Professional Services	21,404	21,404	21,735	18,180	(331)
320	Accounting and Financial Services - includes 3% increase	13,770	11,985	11,330	10,908	655
400	Travel & Per Diem - Training, Seminars, Meetings	2,000	2,000	4,000	1,548	(2,000)
410	Station Phone Services: (4 phone & 2 fax lines), DSL/Internet, Wireless Air Cards for laptops in trucks - reduced # of lines	10,924	10,924	11,200	17,570	(276)

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - AMBULANCE CORP**

Department: 1300 Key Largo Volunteer Ambulance Corp
Exp Transaction Code 526 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget 3 Rescues	FY 21-22 Proposed Budget 2 Rescues	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
411	Advertising	416	416	400	400	16
412	Postage & Freight	364	364	357	350	7
430	Utilities					
.05	Electric & Propane	12,500	12,500	11,730	11,876	770
.06	Water	2,000	2,000	3,264	1,632	(1,264)
	<i>Total Utilities</i>	14,500	14,500	14,994	13,508	(494)
440	Rental Equipment - O2 rental bottles, etc.	6,300	4,682	4,590	3,646	92
450	Insurance & Risk Management					
	Fire/Wind/Flood	34,767	34,767	34,085	24,662	682
	Auto & Umbrella	12,750	10,710	10,359	6,910	351
	Disability Insurance (All Members) -	4,590	3,825	3,570	2,794	255
	<i>Total Insurance & Risk Management</i>	52,107	49,302	48,014	34,366	1,288
460	Repair & Maintenance: Equipment	42,917	42,917	42,075	30,124	842
461	Repair & Maintenance: Buildings (does not includes \$3,000 for ceiling tile replacement in the kitchen and classroom upstairs Station 23)	26,010	26,010	40,000	44,924	(13,990)
462	Repair & Maintenance: Vehicles - based on projected amount	48,000	48,000	20,000	47,014	28,000
470	Printing and Binding	1,301	1,301	1,275	1,275	26
490	General Departmental: Miscellaneous Expenses					
.08	Computer R&M	6,242	6,242	6,000	5,606	242
.10	Employee Assistance Program - add 2 + 6 personnel (program through AETNA approx. \$2 per month per member)	1,368	1,224	1,100	1,260	124
.12	Membership & Retention	3,000	2,601	2,500	1,300	101
	<i>Total General Departmental</i>	10,610	10,067	9,600	8,166	467

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - AMBULANCE CORP

Department: 1300 Key Largo Volunteer Ambulance Corp
Exp Transaction Code 526 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget 3 Rescues	FY 21-22 Proposed Budget 2 Rescues	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
491	Training - Instructor Fees, Education					
.07	ACLS/PALS (taught in alternating years)	1,561	1,561	1,530	1,530	31
.08	ClinCon or EMS Expo	-	-	1,795	1,795	(1,795)
.10	Misc. Training/Books & pig tracheas	936	936	918	918	18
.15	Handtevy Pals class	-	-	-	-	-
.20	Kaplan/FireEMS Academy online training for members (45 @ \$40)	2,113	1,873	1,800	1,800	73
.25	Advanced Airway Management	2,497	2,497	2,448	2,448	49
.30	ACS with 12-lead	-	-	2,448	2,448	(2,448)
.40	Advanced Stroke Life Support	2,497	2,497	2,448	2,448	49
.50	Training mannequin - less \$5,000 donation (from Kay)	3,750	3,750	-	-	3,750
	<i>Total Training</i>	13,354	13,114	13,387	13,387	(273)
510	Office Supplies	2,601	2,601	2,550	2,745	51
520	Operating Supplies					
.09	Station Supplies: Ambulance & Building	15,500	14,000	11,500	11,424	2,500
.10	Medical Supplies: Bandages/First Aid/Drip Sets	65,000	63,000	50,000	59,622	13,000
.11	Uniforms, Clothing and Apparel, Membership Supplies	7,000	6,500	5,500	7,152	1,000
.12	Small Tools:	6,500	6,000	6,500	-	(500)
	<i>Total Operating Supplies</i>	94,000	89,500	73,500	78,198	16,000
522	Fuel: Diesel	15,500	14,000	12,500	10,750	1,500
524	Medicine & Drugs : Supplies: Medicine & Controlled Substances	23,000	21,000	18,000	18,954	3,000
	Narcan to Community	624	624	612	inc above	12
	<i>Total Medicine & Drugs</i>	23,624	21,624	18,612	18,954	3,012
540	Dues, Subscriptions and Publications	12,311	12,311	14,443	12,311	(2,132)

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - AMBULANCE CORP**

Department: 1300 Key Largo Volunteer Ambulance Corp
Exp Transaction Code 526 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget 3 Rescues	FY 21-22 Proposed Budget 2 Rescues	FY 20-21 Adopted Budget	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
643	Capital Outlay: Buildings					
	Replace Station 23 office carpet with tile	-	-	7,750	7,750	(7,750)
	Replace entryway awnings	3,250	3,250	-	5,500	3,250
	<i>Total Capital Outlay: Buildings</i>	3,250	3,250	7,750	13,250	(4,500)
640	Capital Outlay: Equipment					
	1 Toughbook computer for 3rd rescue unit	4,000	-	-	-	-
	1 Lifepak 15	30,500	-	-	-	-
	3 Toughbook computers	-	-	16,500	9,102	(16,500)
	Employee ID Badge Printer	-	-	1,825	2,195	(1,825)
	<i>Total Capital Outlay: Equipment</i>	34,500	-	18,325	11,297	(18,325)
641	Capital Outlay: Vehicles - 2008 & 2011 Ambulance Replacement, 1 paid for from using remaining Trauma District Funding	466,624	466,624	225,000	-	241,624

Department Total

<i>Total Operating Budget</i>	1,509,468	1,083,601	840,957	775,611	242,644
<i>Total Capital Budget</i>	504,374	469,874	251,075	24,547	218,799
<i>Total</i>	<u>2,013,842</u>	<u>1,553,475</u>	<u>1,092,032</u>	<u>800,158</u>	<u>461,443</u>

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
VEHICLE REPLACEMENT SCHEDULE**

8/16/2021

Year	Beginning Balance	Contributions	Purchases & Other Distributions	Ending Balance	Vehicle to be Replaced
09/30/21	\$ 525,114	\$ 255,000	\$ (176,748)	\$ 603,366	Cascade/Air Truck Remount
09/30/22	603,366	225,000	(218,653)	609,713	ambulance (new in 2011 & 2008) + use of Trauma Funding of \$247,771
09/30/23	609,713	225,000	-	834,713	
09/30/24	834,713	225,000	-	1,059,713	
09/30/25	1,059,713	250,000	(260,837)	1,048,876	ambulance (new in 2015)
09/30/26	1,048,876	250,000	(268,662)	1,030,214	ambulance (new in 2016)
09/30/27	1,030,214	250,000	-	1,280,214	
09/30/28	1,280,214	250,000	-	1,530,214	
09/30/29	1,530,214	250,000	-	1,780,214	
09/30/30	1,780,214	275,000	(357,657)	1,697,557	ambulance (new in 2020)
09/30/31	1,697,557	275,000	(311,453)	1,661,104	ambulance (new in 2021)
09/30/32	1,661,104	275,000	(742,821)	1,193,283	E25
09/30/33	1,193,283	275,000	(765,106)	703,177	E24
09/30/34	703,177	275,000	(468,354)	509,823	Tanker
09/30/35	509,823	300,000	(350,543)	459,280	ambulance (new in 2025)
09/30/36	459,280	300,000	(361,059)	398,221	ambulance (new in 2026)
09/30/37	398,221	300,000	-	698,221	
09/30/38	698,221	300,000	-	998,221	
09/30/39	998,221	300,000	(1,117,215)	181,006	Ladder

Equipment/Vehicle Type	Dept	Unit #	Year New	Service Life	Replace Year	Years to Replacement	Estimated Replacement Cost in FY22
Technical Rescue Pumper	Fire Rescue	SQUAD-24	2013	20	NA	NA	-
Tanker/Pumper	Fire Rescue	TANKER-24	2014	20	2034	13	309,637
Ladder / Pumper	Fire Rescue	LADDER-24	2014	25	2039	18	637,132
Class A Engine	Fire Rescue	ENGINE-25	2017	15	2032	11	521,000
Class A Engine	Fire Rescue	ENGINE-24	2018	15	2033	12	521,000
Cascade Air Fill & Lighting Truck	Fire Rescue	AIR-24	2022	20	2042	21	234,450

Type III Ambulance	EMS		2008	10	2018	-3	225,000
Type III Ambulance	EMS		2011	10	2021	0	225,000
Type III Ambulance	EMS		2015	10	2025	4	225,000
Type III Ambulance	EMS		2016	10	2026	5	225,000

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - FIRE DEPARTMENT**

Department: 1250 Key Largo Volunteer Fire Department
Exp Transaction Code 522 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	Budget Increase / (Decrease)
120	Regular Salaries & Wages: Administrative Stipend (\$750 per month 3- Full Time Captains, Lieutenants)	27,000	27,000	-
.02	Station Officers / Driver Engineers / Firefighter-EMT-B/P's - full-time including Step Raises, 4% D/E Cert. pay & 20%/10% Officer pay - includes 2 additional full-time FF	1,055,573	910,006	145,567
	Total Regular Salaries & Wages	1,082,573	937,006	145,567
121	Volunteer Pay: .01 Volunteer Chief's Reimbursement - Chief has declined	-	-	-
.02	Volunteer Assistant Chief's Reimbursement	-	-	-
.03	Volunteer firefighters (Station 24 and Station 25) - less volunteer participation	125,000	180,000	(55,000)
	Total Volunteer Pay	125,000	180,000	(55,000)
140	Overtime wages - WC injury coverage has been driving OT up	200,000	199,445	555
210	Employer Payroll Taxes @ 7.65% of Pay	107,679	97,540	10,139
220	Retirement Plan - 401(k) - more participation by paid staff but almost no volunteer participation	80,000	45,000	35,000
230	Employee Insurance Benefits Medical/Dental/Vision/Life Insurance for Full Time Employees - Increased to \$645 per employee (17) per month to account for 9.5% increase.	131,580	103,500	28,080
	Statutory AD&D	2,928	2,538	390
	Total Insurance Benefits	134,508	106,038	28,470
240	Worker's Compensation	55,572	47,559	8,013
250	Unemployment Tax	2,835	2,835	-
312	Professional Services: Grant Writing Services	2,805	2,750	55
	Firefighter Annual Physicals	22,440	22,000	440
	Background Checks, Drug Testing, Drivers License Checks	1,000	1,530	(530)
	Total Professional Services	26,245	26,280	(35)
314	Legal Services (Requires District Board Approval)	-	-	-
320	Accounting Fees - additional 2 FF plus 3% increase	12,900	12,122	778
400	Travel & Per Diem - (Greater FL Fire School, Orlando Fire Conference, Seminars, etc.)	1,000	4,590	(3,590)
410	Phones, Television & Internet (Station Phones, Air Cards) approx. \$1200 per month for all	15,000	11,220	3,780
411	Advertising	520	510	10
412	Postage & Freight	520	510	10
430	Utilities			
.01	Electric	28,091	27,540	551
.02	Water	10,404	10,200	204
.03	Fire Hydrant Maintenance @ \$ 50 per hydrant - Hydrant's increased to 304 total in KL	15,200	14,025	1,175
.04	Propane Gas - based on projected	400	750	(350)
.07	TV Service - based on projected	5,500	4,794	706
	Total Utilities	59,595	57,309	2,286
440	Rent & Leases: Station 24 Copier/Scanner/Fax Lease	3,550	4,500	(950)
	Oxygen Tank Rental	500	1,000	(500)
	Annual Lease Payment - DEP Station 25 Property	300	300	-
	Red Alert NFRIS Incident Reporting Program Support and Maintenance & SmartCop CAD	7,500	6,120	1,380
	Software - Fire Manager Scheduling and Time & Attendance Software	2,200	2,040	160
	Total Rent & Leases	14,050	13,960	90
450	Risk Management Package Policy (Property, General & Mgmt. Liability, Portable Equip, Umbrella & Auto)	59,711	59,821	(110)

Increased to include the hiring of 2 more career staff members.

With the addition of 2 more paid positions we can bring this line item down. We do not nearly spend 180k anyways.

Match at 8%, this is across all wages and salaries to include volunteer reimbursement.

Increased to cover the employee at 100%. Aetna had a 9.5% increase and Humana had a 2% increase in the plans starting July 2021.

Decreased because we are not sending FF's to any trainings that require a rental vehicle or hotel. We are focusing on in-house trainings and local trainings.

Increased to account for 3 air cards that EMS has on our account as well as internet upgrades for the CAD system and Stations.

Increased to a lot for additional hydrants that were added in 2020-2021. We have 304 hydrants now.

Slight increase, looking for a promotion currently to be applied.

Decreased due to new Xerox lease came out to less money for the newer machine than the older machine.

Decreased because O2 is not that expensive.

Increased to add for new PrePlan module maintenance.

FireManager Software had an increase.

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - FIRE DEPARTMENT**

Department: 1250 Key Largo Volunteer Fire Department
Exp Transaction Code 522 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	Budget Increase / (Decrease)
	Cancer Benefit Insurance (New FL Statue)	1,831	1,795	36
	Accident and Sickness	5,610	5,500	110
	Storage Tank Liability	1,785	1,750	35
	Total Risk Management	68,937	68,866	71
460	Repair & Maintenance: Equipment - Aerial Testing, Hose Testing, Pump Testing, Hydraulic Testing	25,000	35,000	(10,000)
461	Repair & Maintenance: Buildings & Grounds	17,000	70,000	(53,000)
462	Repair & Maintenance: Vehicles	56,100	55,000	1,100
470	Printing and Binding	104	102	2
490	General Departmental: General Office & Administrative Costs			
.05	Other including Recruitment & Retention	1,500	3,500	(2,000)
.06	Computer/IT services	6,500	6,500	
	Total General Departmental	8,000	10,000	(2,000)
491	Training - Instructor Fees, Education, Student Text and Fire Prevention			
.01	In-house training courses (Outside/In-house instructors/vendors) - Pump Ops, Officer	34,000	8,500	25,500
.02	Out of area training - Intercontinental Fire Academy, etc.	-	3,500	(3,500)
.03	Fire Prevention (KLVFD Only) - Fire Safety Demonstrations at School	3,000	3,000	-
.04	Education & Text Books	1,000	2,550	(1,550)
.05	KAPLAN online education (60 firefighters)	4,845	4,750	95
	Total Training	42,845	22,300	20,545
510	Office Supplies & Computers	5,200	4,200	1,000
520	Operating Supplies			
.01	Fire Ground Safety (highway vests, cones, etc.)	1,000	1,750	(750)
.02	Daily Operating/Maintenance Supplies including small tools less than 1k (hoses, nozzles,	10,000	25,000	(15,000)
.03	Medical Supplies & Equipment	8,160	8,000	160
.05	Station Cleaning/Housekeeping Supplies	5,000	5,000	-
.06	Firefighting Gear - (including helmets, gloves, hoods, boots, coat & pants) based on no	18,000	24,000	(6,000)
.07	Clothing, Apparel - Pants, extrication gloves, tee shirts, patches, etc.	9,000	9,000	-
.08	Fire fighting Foam or suppression agent	8,000	11,220	(3,220)
	Total Operating Supplies	59,160	83,970	(24,810)
521	Fuel: Gasoline (for portable equipment)	75	75	-
522	Fuel: Diesel	15,000	20,000	(5,000)
540	Dues, Subscriptions and Publications	3,162	3,100	62
620	Capital Outlay: Buildings	-	-	-
	Station 24 Second Story	-	-	-
	Total Capital Outlay: Buildings	-	-	-
630	Capital Outlay: Infrastructure Improvements - Fire Hydrants			
	\$150,000 from Monroe County ILA - CURRENTLY NO FY22 ILA IN PLACE	-	150,000	(150,000)
	Total Capital Outlay: Infrastructure Improvements - Fire Hydrants	-	150,000	(150,000)
640	Capital Outlay: Equipment			
	Toughbook Computer	-	5,500	(5,500)
	Masimo Rad-57 Pulse Ox with CO Oximeter with SpMet for both Adult & Pediatric	3,850	3,850	(3,850)
	Physio Control Lifepak 1000 AD with add on for ECG Display with Pediatric capability	4,400	4,994	(1,144)
	Vetter Low Pressure Air Bags - Moved to FY 22/23.	-	14,995	(14,995)
	Station 24 - Gasboy electric gas pump 9800K series with fuel mgmt system - Moved to FY 22/23.	-	4,379	21
	FireCom Cab Communication Headsets for E24 and E25	13,000	-	13,000
	Total Capital Outlay: Equipment	21,250	33,718	(12,468)

Includes all maintenance of equipment and annual PM testing on all apparatus's along with anything that come up during the year as well that needs repairs.

Decreased to remove the 30k for the bay floors at Station #24.

Increased to provide in-house state certified courses to paid staff and volunteer members as well as provide a volunteer entrance 6 week academy (1 day per week) to assist in the training of newley aquired volunteers.

Removed for this year to help with budgetary expenses however, we will be asking for some tech rescue training in FY22/23.

There was no Fire Prevention Day at KL School last year due to Covid.

Decreased because we have the new books for the classes now.

Overall increased to provide training to our members.

Need a new computer for 25 and the classroom at 24.

Decreased by over 80%

Re-inventoried bunker gear, we can push a few sets to FY22/23 to accommodate the budget.

Class A attire moved to FY22/23.

No current ILA in agreement, hydrants can wait a year until an ILA is put in place.

Already purchase from FY 20/21.

Moving to FY 22/23.

Moving to FY 22/23.

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - FIRE DEPARTMENT**

Department: 1250 Key Largo Volunteer Fire Department
Exp Transaction Code 522 (except as indicated below)

Acct #	Computation / Explanation	FY 21-22 Proposed Budget	FY 20-21 Adopted Budget	Budget Increase / (Decrease)
641	Capital Outlay: Vehicles	-	170,000	(170,000)
642	Capital Outlay: Small Tools & Equipment Various Tools, Equipment, etc. Costing >\$1,000 but <\$ 5,000 per each item and a useful life of 1 year or more	7,500	12,000	(4,500)
805	Upper Keys Honor Guard	-	2,040	(2,040)
	<i>Total Upper Keys Honor Guard</i>	-	2,040	(2,040)
	<i>Total Operating Budget</i>	2,218,580	2,116,577	102,003
	<i>Total Capital Budget</i>	28,750	365,718	(336,968)
	<i>Total</i>	2,247,330	2,482,295	(234,965)

Decreased to assist with the budget cuts. Took out 10k.
Removed for 21/22 because we currently do not have any honor guard members.

Key Largo EMS monthly health benefits as of August 2021

Name	Aetna	Humana	Monthly Total For Each Employee
Ray	\$ 492.05	\$ 47.44	\$ 539.49
Matt	\$ 492.05	\$ 42.28	\$ 534.33
Cortney	\$ 492.05	\$ 37.94	\$ 529.99
Roxie	\$ 492.05	\$ 36.28	\$ 528.33
Adam	\$ 492.05	\$ 36.72	\$ 528.77
Luis	\$ 148.20	\$ 9.50	\$ 157.70
New Emp # 1	\$ 492.05	\$ 36.00	\$ 528.05
New Emp # 2	\$ 492.05	\$ 36.00	\$ 528.05
Monthly Sub-totals:	\$ 3,592.55	\$ 282.16	
Monthly Total:	\$ 3,874.71		
October - December	\$ 11,624.13		
January - September (+ 10%)	\$ 38,359.63		
Annual Total FY 21-22:	\$ 49,983.76	6 additional Emp. Annual cost increase = \$38,019	

2021 - 2022 Aetna, Humana, & The Standard Employee Insurance Cost Breakdown

Name:	Aetna	Humana	Standard		Aetna	Humana	Standard	Updated 08/03/2021		
Total Alloted Amount \$575 per employee (Not family):	Total Cost per employee per month:			TOTAL: Up to \$575 Per Month Per Employee	Total Cost per employee for family coverage (Out-of-Pocket) per month:			TOTAL: Cost out-of- pocket per employee	Bi-Weekly Deductions	
Abilleira, Enrique	\$517.37	\$40.72	\$58.00	\$616.09	\$0.00	\$0.00	\$0.00	\$41.09	\$18.96	
Arana, Jaime	\$517.37	\$40.72	\$69.36	\$627.45	\$1,236.05	\$111.40	\$0.00	\$1,399.90	\$646.11	
De Las Cuevas, Fabio	\$517.37	\$40.72	\$59.37	\$617.46	\$0.00	\$0.00	\$0.00	\$42.46	\$19.60	
Galvin, Bradley	\$517.37	\$40.72	\$58.35	\$616.44	\$0.00	\$0.00	\$0.00	\$41.44	\$19.13	
Garcia, Fernando	\$517.37	\$40.72	\$63.39	\$621.48	\$0.00	\$0.00	\$0.00	\$46.48	\$21.45	
Garica, Sergio	\$517.37	\$40.72	\$73.97	\$632.06	\$0.00	\$0.00	\$0.00	\$57.06	\$26.34	
Garrido, David	\$517.37	\$40.72	\$85.31	\$643.40	\$0.00	\$0.00	\$0.00	\$68.40	\$31.57	
Gomez, Juan	\$517.37	\$40.72	\$59.37	\$617.46	\$0.00	\$0.00	\$0.00	\$42.46	\$19.60	
Jones, Chris	\$517.37	\$40.72	\$80.87	\$638.96	\$1,236.05	\$40.72	\$0.00	\$1,340.73	\$618.80	
Leon, Carlos	\$517.37	\$40.72	\$59.37	\$617.46	\$0.00	\$0.00	\$0.00	\$42.46	\$19.60	
Mumper, Jason	\$517.37	\$0.00	\$67.45	\$584.82	\$778.47	\$0.00	\$0.00	\$788.29	\$363.83	
Tucker, Curtis	\$517.37	\$40.72	\$61.37	\$619.46	\$0.00	\$0.00	\$0.00	\$44.46	\$20.52	
Gonzalez, Marcos	\$517.37	\$40.72	\$58.35	\$616.44	\$0.00	\$0.00	\$0.00	\$41.44	\$19.13	
Huttig, Samuel	\$517.37	\$40.72	\$58.35	\$616.44	\$0.00	\$0.00	\$0.00	\$41.44	\$19.13	
Sanchez, Sebastian	\$517.37	\$40.72	\$58.35	\$616.44	\$0.00	\$0.00	\$0.00	\$41.44	\$19.13	
Spot - 16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	FY 21/22
Spot - 17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	FY 21/22
Spot - 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	FY 22/23



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.com

Business Meeting

Date: July 13, 2021 via Zoom and In Person

Board members in attendance were Jason Mumper via telephone, Jonathan Ramey, Travis Wilson and Don Conord. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 7:10 pm by Travis Wilson acting as in person meeting director.
2. Approval of Agenda
Jonathan Ramey seconded by Don Conord moved approval of the agenda. Motion carried unanimously.
3. Announcements - None
4. Public Comment - None
5. Approval of Minutes
Jonathan Ramey seconded by Don Conord moved approval of the June 2021 minutes. Motion carried unanimously.
6. Approval of Treasurer's Report
Jonathan Ramey seconded by Don Conord moved approval of the June 2021 Treasurer's Report. Motion carried unanimously.
7. Committee Reports - None
8. Legal Report None
9. Membership Review - None
10. Old Business
 - A. The Volunteer Reimbursement Policy was reviewed. Upon motion and second by Jonathan Ramey and Don Conord, the policy was unanimously approved.
 - B. The Volunteer Monthly Requirements Policy was reviewed. Upon motion and second by Travis Wilson and Jonathan Ramey, the policy was unanimously approved.
 - C. The Support Member Requirements Policy was reviewed. Upon motion and second by Jonathan Ramey and Don Conord, the policy was unanimously approved.
 - D. The Probationary Academy and Program Requirements Policy was reviewed. Upon motion and second by Jonathan Ramey and Travis Wilson, the policy was unanimously approved.
 - E. The Live Fire Training Policy was reviewed. Upon motion and second by Jonathan Ramey and Don Conord, the policy was unanimously approved.
 - F. The Leave of Absence Policy was reviewed. This matter was tabled until August.
 - G. The Home Shift Requirements Policy was reviewed. Upon motion and second by Jonathan Ramey and Travis Wilson, the policy was unanimously approved.



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11. New Business

- A. The proposed second draft of the 2021-22 budget was reviewed. Changes were discussed. Upon motion and second by Jonathan Ramey and Don Conord, the draft budget was approved with the discussed changes.
- B. Upon motion and second by Jonathan Ramey and Travis Wilson, the Banking Resolution was unanimously approved.

12. Adjournment

There being no further business, the meeting was adjourned at 8:52 PM.

Kay Cullen
Recording Secretary

**Key Largo Volunteer Fire Department
Treasurer's Report
July 2021**

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Tee Shirt</u>	<u>Total</u>
Beginning Balance	\$73,821.77	\$2,009.37	\$614.03	\$3.19	\$76,448.36
<u>Revenues</u>					
Revenues & Reimbursements	155,217.36				\$155,217.36
Donations		200.00			200.00
T-Shirts/Sweaters					0.00
Misc Income - State of Florida	775.59				775.59
Interest	2.25	0.09	0.03		2.37
Total Revenues	\$155,995.20	\$200.09	\$0.03	\$0.00	<u>\$156,195.32</u>
<u>Expenditures</u>					
Payroll Expenses	153,815.33				153,815.33
Employee's Share Health Insurance	-3,918.10				-3,918.10
Health Insurance	11,463.60				11,463.60
Web Hosting					0.00
Background Checks					0.00
Licenses & Permits					0.00
Professional Fees					0.00
Travel	37.30				37.30
Supplies	125.00				125.00
Dues & Subscriptions	432.84				432.84
Total Expenditures	\$161,955.97	\$0.00	\$0.00	\$0.00	<u>\$161,955.97</u>
Ending Balance	\$67,861.00	\$2,209.46	\$614.06	\$3.19	\$70,687.71
TRANSFERS					0.00
Balance before Adjustment	\$67,861.00	\$2,209.46	\$614.06	\$3.19	\$70,687.71
Adjustment to arrive at Actual	-7.19	0.00	0.00	0.00	-7.19
ACTUAL BALANCE @ MO END	\$67,868.19	\$2,209.46	\$614.06	\$3.19	<u>\$70,694.90</u>
*Payroll Liabilities	-\$7.19				
Fixed Asset Purchases					
Total Adjustments	-\$7.19				

KLVFD 2021

AETNA

WHO COVERED

**PPO 80/50
500 DED
CPOSII
Renewal**

**PPO 80/50
1,500 DED
CPOSII
Renewal**

EE

\$517.37

\$472.70

ES

\$1,295.84

\$1,177.14

EC

\$1,011.71

\$920.02

FAM

\$1,753.42

\$1,591.19

Rx: Co-Pay Generic/Brand/Non-Formulary

10/45/70

10/45/70

IN-NETWORK:

Office Co-Pay..Primary

30

30

Office Co-Pay..Specialist

60

60

Deductible: Per Person

500

1,500

Deductible: Per Family

1,000

3,000

Plan Pays (After Deductible)

80%

80%

Max Out of Pocket: Per Person

4,000

5,000

Max Out of Pocket: Per Family

8,000

10,000

Hospital Copay

ded/coins

ded/coins

Outpatient Copay

ded/coins

ded/coins

Emergency Room

500

500

OUT-NETWORK:

Deductible: Per Person

2,000

3,000

Deductible: Per Family

6,000

9,000

Plan Pays (After Deductible)

50%**

50%**

Max Out of Pocket: Per Person

12,000**

13,000**

Max Out of Pocket: Per Family

36,000**

39,000**

Hospital Copay

ded/coins

ded/coins

OTHER BENEFITS:

Lifetime Max per Individual

NO MAX

NO MAX

**** OF USUAL AND CUSTOMARY**

HUMANA DENTAL	
<i>Renewal</i>	
35.80	
71.61	
99.38	
<u>137.44</u>	
In-Network/Out-of-Network	
Preventive	100%/80%
Basic Services	80%/50%
<i>Major Services</i>	50%/50%
Maximum Benefit	\$9,999,999
Perio & Endo in Basic	

HUMANA VISION	
Renewal	
\$4.92	
\$9.83	
\$9.34	
<u>\$14.68</u>	
In-Network	
Exam Copay	\$10
Material Copay	\$20
Frame Allowance	\$130
Contact Lens Allowance	\$130
Frequency	12/12/24

STANDARD LIFE & AD&D
<i>Renewal</i>
Life - \$0.20 per \$1000
AD&D - \$0.05 per \$1000
Life Benefit
2 x annual earning
max 100,000

**STANDARD
STD**

Renewal

calculate
by
salary

\$0.75
per \$10 of weekly
benefit


**STANDARD
LTD**

New

calculated
by
salary

0.603%
of insured
Member's
Predisability
Earnings

KEY LARGO FIRE DEPARTMENT POLICY

	Subject: Volunteer Reimbursement Policy	
	Effective: TBD	Policy #KLFD-2021-001
	Approved By: Don Bock, Fire Chief KLFD Corporate Board	Revised: Page 1 of 1


I. Volunteer Reimbursement Criteria

- a. In order for any member to collect volunteer reimbursement they must complete a minimum of 72 shift hours per month (6 – 12 hour shifts or 3 – 24 hour shifts) and also meet the minimum shift and training requirements per month as per policy #KLFD-2021-002.
- b. Station Shift Volunteer Reimbursement Schedule:
 1. 12-hour shift = \$83.00
 2. 24-hour shift = \$166.00
 3. Special Details (per 6-hour shift) = \$41.50
 4. Holiday Pay 12-hours shift = \$124.50
 5. Holiday Pay 24-hours shift = \$249.00
 6. Max hours station shift volunteers can work in a month = 240 (approval needed for additional)
- c. Home Shift Volunteer Reimbursement Schedule:
 1. 12-hour shift = \$41.50
 2. Holiday Pay 12-hours shift = \$62.25
 3. Max hours home shift volunteers can work in a month = 360 (approval needed for additional)

Supersession History

1. IB #2015-002

KEY LARGO FIRE DEPARTMENT POLICY

	Subject: Volunteer Monthly Requirements		
	Effective: TBD		Policy # KLFD-2021-002
	Approved By: Don Bock, Fire Chief KLFD Corporate Board	Revised:	Page 1 of 1

I. Minimum Shift Requirements

- a. All members are required to complete a minimum of **72 48** hours per month of shift requirements in order to maintain active “Combat” member status. An active “Combat” member is considered to be a member meeting their minimum shift requirements of **72 48** hours per month and also meeting the minimum training requirements of 9 hours per month. The basis for this shift requirement is to maintain firefighter competency levels and avoid any safety issues.

II. Minimum Training Requirements

- a. The minimum training requirements are seven (7) hours of Hands on Training (HOT) per month per member plus two (2) hours of online training per month per member through the Fire Rescue One website issued by the departments Training Officer. Members that do not meet their minimum training requirements, as stated above, must either show proof of an approved Hands on Training course or attend daily trainings at either Station 24 or 25 with OIC approval.


III. Non-Compliance Policy

- a. Any members not satisfying the minimum shift and training requirements per months will receive a letter from the Key Largo Fire Corporate Board stating that you have been removed from the membership/roster. At such time, a member will have 1 month (30 days) to appeal to the Board of Directors for reinstatement as a member. Once the appeal period has been exhausted a member will receive an exit letter from the Corporate Board and will no longer be on the department roster. Any members taken off the department roster (for purposes stated above) will have the ability to re-apply to the department at the next open volunteer testing process.

Supersession History

1. IB #2014-11-21-1

KEY LARGO FIRE DEPARTMENT POLICY

	Subject: Leave of Absence	
	Effective: TBD	Policy # KLFD-TBD
	Approved By: Don Bock, Fire Chief KLFD Corporate Board	Revised:
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I. Leave of Absence

- a. Any member of the department may request a Leave of Absence not to exceed 30 calendar days twice per calendar year. Any member who would like to request a Leave of Absence must submit their request in writing to the Fire Chief and Corporate President prior to the corporate board meeting and also must be present during the corporate board meeting to answer and questions the board members may have.
- b. Any member that is on a Leave of Absence must complete their 9 hours of training via the online website (Fire Rescue One Academy) provided by the Department in order to ensure that members receive the required training per the State of Florida, ISO, and NFPA.
- c. The Fire Chief or Corporate Board can grant medical leave to any member on an as needed basis. If any member needs to go on medical leave, they must send an email to the Fire Chief and Corporate Board President detailing the reason for medical leave request.

Supersession History

1.