



DISTRICT MEETING MINUTES

January 13, 2020 – FINAL

1. AGENDA

1a. Call to Order

Chairman Allen called the District Meeting to order at 6:00 p.m.

1b. Pledge of Allegiance

Commissioner 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 & MINUTES

2a. Approval of January 13, 2020 District Meeting Agenda

MOTION: Commissioner Thomas made a motion ***to approve the January 13, 2020 District Meeting Agenda.*** Commissioner Conklin seconded, and the Board unanimously passed the motion.

2b. Approval of Minutes

2b.1 December 9, 2019 District Meeting Minutes

MOTION: Commissioner Mirabella made a motion ***to approve the December 9, 2019 District Meeting Minutes.*** Commissioner Powers seconded, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

There were no speakers from the General Public.

4. CHAIRMAN REPORT

The Chairman did not have any items to report.

5. SECRETARY REPORT

There were no items reported by the Secretary.

6. OLD BUSINESS

6a. Fire Hydrant Report

Commissioner Thomas reported the Fire Hydrant Project is moving along.



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

6b. Fact-Finding Committee Report

There was no report by the Fact Finding Committee. Commissioner Conklin requested an updated payroll report.

7. NEW BUSINESS

7a. DISCUSSION: Leadership Seminar

Commissioner Thomas discussed and requested Board approval for David Ritz to attend the next meeting to present a proposal for a seminar on leadership and management. A presentation will be scheduled for the next meeting.

7b. DISCUSSION: Medical Director Contract

Dr. Steed and Dr. Morrison were present. Both addressed the Board and expressed interest in serving as the District's Medical Director. The Board directed Legal to present the Medical Director Contract for Dr. Morrison to the next meeting.

7c. DISCUSSION: Review of 2007 Audit Results

Commissioner Conklin reported that Legal provided the 2007 Audit Results to the Commissioners. This item will be placed on the next agenda under Old Business to allow Commissioners time to fully review the audit reports.

7d. MOTION/APPROVAL: #104 Federal Grant Purchasing Procedure

The District Clerk presented a draft federal grant procurement policy for Board approval. The Board discussed the procedure and requested Legal review it and report any issues if necessary.

MOTION: Commissioner Powers made a motion **to approve Procedure #104 the Federal Grant Purchasing Procedure and requested Legal review.** Commissioner Mirabella seconded and the Board unanimously passed the motion.

8. FINANCIAL REPORT

Finance did not present a Finance Report.

9. LEGAL REPORT

Gaelan Jones reported that he and Commissioner Allen have met with Ambulance Corps leadership to negotiate a renewed contract for the Department. Several issues remain to be negotiated. A proposed full contract renewal or a 30-day Contract Extension will be placed on the next agenda as applicable.

Fines were assessed to the Fire Department, and Legal was directed to review the Schindler Elevator contract.

10. AMBULANCE CORPS REPORT

Scott Robinson reported there are two more paramedics, and the department promoted two paramedics to EMS lieutenants, received a positive outcome for December cardiac arrest and the Corps has a new slogan (which is an old slogan) "Keeper of the Keys".



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11. FIRE DEPARTMENT REPORT

11a. KLTFD Performance Report 191231

The department participated in the "Wounded Warrior" ride. CJ is a new father and is out until the middle of February.

12. COMMISSIONER ITEMS

The fire department donated the old air paks to South America. The department is reviewing pricing and PRIA policies for the North Station generator repairs.

13. NEXT MEETING

13a. February 10, 2020 Strategic Planning Workshop & 1020 District Meeting.

MOTION: Commissioner Thomas made a motion ***to schedule the next meeting for February 10, 2020.*** Commissioner Powers seconded and the Board unanimously passed the motion.

14. ADJOURN

MOTION: Commissioner Powers made a motion ***to adjourn the meeting at 7:18 pm,*** which was seconded by Commissioner Thomas.

NEXT MEETINGS

February 10, 2020 Strategic Planning Workshop & District Meeting

February 24, 2020 District Meeting

March 9, 2020 District Meeting

March 23, 2020 District Meeting

April 13, 2020 District Meeting

April 27, 2020 District Meeting

DOCUMENTS

AI 2a. District Meeting Agenda

AI 2b. December 9, 2019 District Meeting Minutes

AI 7b. Medical Director Contract

AI 7d. Federal Grant Purchasing Procedure #104

AI 11a. KLTFD Performance Report 191231