



## 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 MEETING AGENDA

(Immediately following Budget Workshop)

July 26, 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](mailto: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=Ylp2b3JYckhlQVpwVkFIMmVKbEtuZz09>

#### 1. AGENDA

1a. Call to Order

1b. Roll Call

#### 2. APPROVAL OF AGENDA & MINUTES

2a. Approval of July 26, 2021 Agenda

2b.1 Approval of May 24, 2021 District Meeting Minutes

2b.2 Approval of June 28, 2021 KLVAC Budget Workshop Minutes

2b.3 Approval of June 28, 2021 District Meeting Minutes

#### 3. PUBLIC COMMENT

#### 4. CHAIRMAN REPORT

#### 5. SECRETARY REPORT

#### 6. OLD BUSINESS

6a. Fire Hydrant Report (Edge)

#### 7. NEW BUSINESS

7a. DISCUSSION: KLFD Policies (Allen)

2021-001 Volunteer Reimbursement Policy (8/1/21)

2021-002 Volunteer Monthly Requirements Policy (8/1/21)

2021-003 Support Member Requirements Policy (8/1/21)

2021-004 Probationary Academy & Program Requirements Policy (10/1/21)

2021-005 Live Fire Training Requirements Policy (10/1/21)

2021-006 Home Staff Requirements Policy (8/1/21)

(See Next Page)



## 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 MEETING AGENDA *(Continued)* (Immediately following Budget Workshop)

July 26, 2021

**7b. MOTION/APPROVAL: Resolution 2021-004, Tentative Millage/Proposed Meeting Dates and Effective Date (Johnson)**

A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD, FLORIDA; DETERMINING THE PROPOSED MILLAGE RATE, THE CURRENT YEAR ROLLED-BACK RATE, AND SETTING THE DATES, TIMES AND PLACES FOR THE FIRST AND SECOND BUDGET PUBLIC HEARINGS AS REQUIRED BY LAW; DIRECTING FINANCE TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF MONROE COUNTY PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

**7c. DISCUSSION: Commissioner Forster Meeting Sales Tax Fire Hydrant Project (Allen)**

**8. FINANCE REPORT**

**9. LEGAL REPORT**

**10. AMBULANCE CORPS REPORT**

**10a. KLVAC Monthly Report 210630**

**10b. KLVAC Monthly Call Statistics 210630**

**11. FIRE DEPARTMENT REPORT**

**11a. KLFD Monthly Report 210630**

**11b. KLFD Performance Reports 210630**

**12. COMMISSIONER ITEMS**

**13. NEXT MEETING.**

**13a. KLFR&EMS August 9, 2021 District Budget Workshop & District Meeting (if required)**  
**August 23, 2021 District Budget Workshop & District Meeting**

**14. ADJOURN**

(See Next Page)



## 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 MEETING AGENDA (Continued)

*(Immediately following Budget Workshop)*

July 26, 2021

#### **NEXT MEETINGS**

August 9, 2021 District Budget Workshop (if required)

August 9, 2021 District Meeting (if required)

August 23, 2021 District Budget Workshop

August 23, 2021 District Meeting

September 13, 2021 1<sup>st</sup> Public Hearing

September 13, 2021 District Meeting (if required)

September 20, 2021 Final Public Hearing

September 20, 2021 District Meeting

#### **DOCUMENTS**

AI 02a. District Meeting Agenda

AI 02b.1 Minutes District Meeting May 24, 2021

AI 02b.2 Minutes KLVAC Budget Workshop June 28, 2021

AI 02b.3 Minutes District Meeting June 28, 2021

AI 07a. KLVD 2021-001 Volunteer Reimbursement Policy (8/1/21)

AI 07a. KLVD 2021-002 Volunteer Monthly Requirements Policy (8/1/21)

AI 07a. KLVD 2021-003 Support Member Requirements Policy (8/1/21)

AI 07a. KLVD 2021-004 Probationary Academy & Program Requirements Policy (10/1/21)

AI 07a. KLVD 2021-005 Live Fire Training Requirements Policy (10/1/21)

AI 07a. KLVD 2021-006 Home Staff Requirements Policy (8/1/21)

AI 07b. Resolution 2021-004, Tentative Millage/Proposed Meeting Dates and Effective Date

AI 10a. KLVAC Monthly Report 210630

AI 10b. KLVAC Monthly Call Statistics 210630

AI 11a. KLFD Monthly Report 210630

AI 11b. KLFD Performance Report 210630

Persons who wish to be heard shall send submit a  
Speaker Request Form to the Chairman or request to speak via Zoom.



## 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 MEETING MINUTES

May 24, 2021

#### 1. AGENDA

##### **1a. Call to Order**

Commissioner Allen called the (in-person and Zoom video conference) District Meeting to order 6:01 pm.

##### **1b. Pledge of Allegiance**

Commissioner Edge led the Pledge of Allegiance.

##### **1c. Roll Call**

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, Kenny Edge, George Mirabella, and Danny Powers. There was a quorum.

Also present in person and via Zoom were Donald Bock, Vicky Fay, David Garrido, CJ Jones, Gaelan Jones, Jennifer Johnson, Jason Mumper, and Scott Robinson.

#### 2. APPROVAL OF AGENDA & MINUTES

##### **2a. Approval of May 24, 2021 District Meeting Agenda**

**MOTION:** Commissioner Edge made a motion **to approve the May 24, 2021 District Meeting Agenda**. The motion was seconded by Commissioner Powers and the Board unanimously passed the motion.

##### **2b. Approval of April 26, 2021 Meeting Minutes**

**MOTION:** Commissioner Edge made a motion **to approve the April 26, 2021 District Meeting Minutes**. The motion was seconded by Commissioner Conklin and the Board unanimously passed the motion.

#### 3. PUBLIC COMMENT

There were no speakers from the public.

#### 4. CHAIRMAN REPORT

Commissioner Allen did not have any items to bring to the board.

#### 5. SECRETARY REPORT

There were no items reported by Chairman Edge.



## 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

### 6. OLD BUSINESS

#### 6a. Fire Hydrant Report

Commissioner Edge reported the FY 20-21 FDOT Fire Hydrants are still awaiting approval by FDOT, and the FKAAs hydrant permits are pending approval by FKAAs.

### 7. NEW BUSINESS

There were no New Business items discussed.

### 8. FINANCE REPORT

Jennifer Johnson did not have any Financial Report from the Finance Department.

### 9. LEGAL REPORT

Gaelan Jones requested direction from the Board regarding an upgrade of the District's IONOS Account, specifically email storage size and additional Microsoft 365 subscriptions to support the District Clerk. Jones also reported he received the 1<sup>st</sup> DRAFT of the drawings for the Station 24 2<sup>nd</sup> Story and distributed them to the Commissioners. The Commissioners agreed to individually review the draft plans and to provide feedback to Legal for discussion with Vendor. Commissioners requested that the plans be distributed to Department staff for review and comment.

### 10. AMBULANCE CORPS REPORT

Scott Robinson reported the Corps Annual Report will be submitted at the next District Meeting; the 401K Match (increased to 8%) will begin in the new 21-22 fiscal year; the Corporate Board approved the Hurricane Policy and there was minimum damage to one of the ambulances.

### 11. FIRE DEPARTMENT REPORT

Captain Garrido reported on the Vehicle Machine Rescue (VMR) class and fire training. The Department is working on the changes to the Air Truck. Jason Mumper reported the Department is working on the Hurricane Plan.

### 12. COMMISSIONER ITEMS

Commissioner Mirabella reported he will be attending the FASD Conference. Commissioner Conklin requested that Chief Bock write a statement clarifying that Rob Bleser was a firefighter with the Department in 2017. Chief Bock indicated that he could not state that Rob was a firefighter, but would consider writing a statement.

### 13. NEXT MEETING

**13a. KLFR&EMS June 14th District Meeting or June 28<sup>th</sup> KLVAC Budget Workshop and District Meeting).**

**MOTION:** Commissioner Edge made a motion ***to approve cancelling the June 14h District Meeting if no items require District Board approval.*** The motion was seconded by Commissioner Mirabella, and the Board unanimously passed the motion.

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## 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

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### 14. ADJOURN

Commissioner Powers made a Motion to Adjourn at 6:13 p.m., which was seconded by Commissioner Conklin and was unanimously approved by the Board.

### NEXT MEETINGS

June 14, 2021 District Meeting (if required) June 28, 2021 KLVAC Budget Workshop June 28, 2021 District Meeting

### DOCUMENTS

AI 02a. District Meeting Agenda

AI 02b. Meeting Minutes April 26, 2021





## **BUDGET WORKSHOP MEETING MINUTES**

*June 28, 2021*

### **1. AGENDA**

#### **1a. Call to Order**

Commissioner Allen called the (in-person and Zoom video conference) KLVAC Budget Workshop Meeting to order 6:52 pm.

#### **1b. Pledge of Allegiance**

See District Meeting.

#### **1c. Roll Call**

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, Kenny Edge, George Mirabella, and Danny Powers. There was a quorum.

Also present in person and via Zoom were Donald Bock, Vicky Fay, David Garrido, CJ Jones, Gaelan Jones, Jennifer Johnson, Jason Mumper, and Scott Robinson.

#### **1d. Approval of Agenda**

**MOTION:** Commissioner Edge made a motion ***to approve the June 28, 2021 Budget Workshop Meeting Agenda.*** The motion was seconded by Commissioner Mirabella and the Board unanimously passed the motion.

### **2. PUBLIC COMMENT**

Sue Heim spoke at Item 3.

### **3. DISCUSSION: KLVAC Proposed FY 2021-2022 Budget**

Jennifer Johnson presented the budget, which included FY 21-22 with 2 vehicles of \$1,104,315 in Operating Expenses and \$243,250 in Capital Expenses for a total of \$1,347,565; and 3 vehicles with \$1,506,58 of Operating Expenses and \$247,250 in Capital Expenses for a total of \$1,753,834. The 3-vehicle budget includes an increase of approximately \$100,000 in payroll for personnel, and there will be a change in Volunteer Pay. The increase would be approximately \$240,000 with all station shifts covered.

At the July 2021 meeting, Finance expects to know the projected property taxes and Ad Valorem Taxes, and the Corps expects to know if 3-vehicle grant will be awarded. The Corps would like to have 3 personnel in each fire station and considers the most important thing having an ambulance at Station 25. The Corps needs more volunteers and will wait until July or September.

*(See Next Page)*



## 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

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#### 4. **ADJOURN**

Commissioner Edge made a Motion to Adjourn at 7:05 p.m., which was seconded by Commissioner Mirabella and was unanimously approved by the Board.

#### **DOCUMENTS**

- 1d. Agenda KLVAC Budget Workshop for June 28, 2021
- 3.0 KLVAC Proposed Budget FY 2021-2022





## 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 MEETING MINUTES

June 28, 2021

#### 1. **AGENDA**

##### **1a. Call to Order**

Commissioner Allen called the (in-person and Zoom video conference) District Meeting to order at 6:00 pm prior to the Strategic Planning Workshop Meeting due to the fact the KLVAC was on a call. Commissioner Powers led the Pledge of Allegiance.

##### **1b. Roll Call**

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, Kenny Edge, George Mirabella, and Danny Powers. There was a quorum.

Also present in person and via Zoom were Donald Bock, Vicky Fay, David Garrido, CJ Jones, Gaelan Jones, Jennifer Johnson, Jason Mumper, and Scott Robinson.

#### 2. **APPROVAL OF AGENDA & MINUTES**

##### **2a. Approval of June 28, 2021 District Meeting Agenda**

**MOTION:** Commissioner Powers made a motion ***to approve the June 28, 2021 District Meeting Agenda***. The motion was seconded by Commissioner Mirabella and the Board unanimously passed the motion.

##### **2b.1 Approval of May 24, 2021 Strategic Planning Workshop Minutes**

**MOTION:** Commissioner Powers made a motion ***to approve the May 24, 2021 Strategic Planning Workshop Minutes***. The motion was seconded by Commissioner Mirabella and the Board unanimously passed the motion.

##### **2b.2 Approval of May 24, 2021 District Meeting Minutes**

Commissioner Conklin questioned the fact the minutes did not reflect his request of the Chief to send a letter to Rob Blesser regarding his service. Commissioner Conklin requested that the minutes be updated to reflect that discussion. The Board directed the Clerk to revise the minutes accordingly and agreed to postpone approval of the minutes until the next meeting.

#### 3. **PUBLIC COMMENT**

Sue Heim spoke at Items 3 and 7c., and Dottie Moses, Item 9.

#### 4. **CHAIRMAN REPORT**

Commissioner Allen did not have any items to bring to the board.



## 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

### 5. **SECRETARY REPORT**

There were no items reported by Chairman Edge.

### 6. **OLD BUSINESS**

#### **6a. Fire Hydrant Report**

Commissioner Edge reported the District is still awaiting approval from FDOT for three hydrants.

### 7. **NEW BUSINESS**

#### **7a. MOTION/APPROVAL: Air Truck Upgrades \$3,624.00**

CJ Jones briefly described the safety features the vendor requested. The low-frequency speaker is for moving vehicles with loud music or that can't hear the regular sirens out of the way, and the traceable KNOX box, which provides security of the keys and requires a code.

**MOTION:** Commissioner Mirabella made a motion *to approve the Air Truck safety changes in the amount of \$3,624.00*. The motion was seconded by Commissioner Conklin. The vote was as follows: Allen (Y), Conklin (Y), Edge (N), Mirabella (Y) and Powers (N). The motion passed.

#### **7b. MOTION/APPROVAL: Horton Ambulance Bid & Specifications**

The department would like to purchase two identical Ford ambulances, with one ambulance being paid for by the Trauma District Fund. One ambulance was scheduled for replacement in FY 2020-21, with another to be replaced in FY 2021-22. The department proposes purchasing both vehicles simultaneously to take advantage of vendor discounts.

**MOTION:** Commissioner Mirabella made a motion *to approve purchasing two Horton Ambulances not to exceed \$247,634 each*. The motion was seconded by Commissioner Conklin. The motion passed unanimously.

#### **7c. MOTION/APPROVAL: Resolution 2021-003 Budget Amendment**

The miscellaneous revenue was increased by \$30,000 for the sale of the Dive Rescue Vehicle. The Unassigned Fund Balance was increased by \$249,283 to \$3,508,508. The new total FY 21 budget is \$7,513,988. The District Board expenses increased by \$1,000 for a total of \$574,588, the Fire Department expenses were increased by \$107,532 for a total of \$2,589,827 and the Ambulance Corps expenses were decreased by -\$159,000 for a total of 4933,032. The Fund Balances as of September 30, 2021 is projected at \$3,641,561 which is an increase of \$329,743.

**MOTION:** Commissioner Conklin made a motion *to approve Resolution 2021-003*. The motion was seconded by Commissioner Mirabella. The motion passed unanimously.

#### **7d. DISCUSSION: KLVAC Emergency Pay Policy**

Commissioner Mirabella thanked the Corps for their work and submittal of the department Emergency Pay Policy.



## 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

### **7e. DISCUSSION: KLFD Emergency Pay Policy**

Commissioner Mirabella thanked Fire Department for their work on the Policy and submitting it to the District Board.

## **8. FINANCE REPORT**

### **8a. District Finance Report 2<sup>nd</sup> Quarter – FY 20-21**

Jennifer Johnson presented the 2<sup>nd</sup> Quarter District Financial Report. The Total District Revenue was \$3,523,453.66 or 88.62% of Budget; the Total District Board expenses were \$198,775.84 or 57.32% of budget, the Total Fire Department expenses were \$1,210,969.73 or 48.78% of budget; the Total Ambulance Corps expenses were \$413,814.70 or 37.89% of budget; The Total District expenses were \$1,824,560.27 or 46.51% of budget. The Net Excess is \$1,698,893.39 plus the Vehicle Replacement Fund of \$112,500.00. The Total Revenue Expenses and Projected Net Excess/Deficiency of Revenues and Transfers to Vehicle Replacement Fund as of March 31, 2021 was \$1,586,393.39.

### **8b. District Audit FY 19-20**

Jennifer Johnson presented the District Audit for Fiscal Year 2019-2020.

The District Assets total \$3,743,444. The Liabilities were \$110,955, the Deferred inflow of revenue is \$124.430, and the Fund Balances are Non-spendable: Pre-paid expenses \$83,993, Committed: Vehicle Replacement \$525,114, The Trauma District \$247,771 (For an ambulance in FY 21-22), Assigned for Subsequent Year Budget \$171,958, and the Unassigned was \$2,479,223 for a total Fund Balance of \$3,508,059 with Total Liabilities of \$3,743,444.

## **9. LEGAL REPORT**

Gaelan Jones received the final input of the site plan from the Fire Department and the Commissioners. The District is working to ensure the adjustments do not exceed 48-49% of the project cost. Commissioner Allen and Legal will meet with BOCC Commissioner Forster regarding the 2<sup>nd</sup> Story Addition. A separate meeting will be held to discuss funding the Fire Hydrants.

## **10. AMBULANCE CORPS REPORT**

Scott Robinson reported the health care has been finalized, and there were nine applications received.

## **11. FIRE DEPARTMENT REPORT**

The department has conducted apparatus and aerial training. Chief Bock will certify some EVOC training for Instructors.

## **12. COMMISSIONER ITEMS**

Commissioner Mirabella will bring information from the FASD Conference to the next meeting. Commissioner Edge asked if FDOT responded about the Public Lighting Resolution, and Gaelan Jones reported FDOT replied to Monroe County instead of the District. FDOT will conduct a traffic study. Commissioner Conklin requested information on his request to the Chief for providing documentation to Rob Blesser. Chief Bock indicated that KLVAC Legal Counsel advised the Chief to only provide such documentation if subpoenaed. Commissioner Conklin reported the 911 20<sup>th</sup> Anniversary is looking good, and Conklin is coordinating with Captain Garrido.



## 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

### 13. NEXT MEETING

#### **13a. KLFR&EMS July 12th District Meeting or July 26<sup>th</sup> KLVAC Budget Workshop and District Meeting)**

**MOTION:** Commissioner Mirabella made a motion **to approve cancelling the July 12th District Meeting if no items require District Board approval.** The motion was seconded by Commissioner Powers, and the Board unanimously passed the motion.

### 14. ADJOURN

Commissioner Edge made a Motion to Adjourn at 6:51 p.m., which was seconded by Commissioner Powers and was unanimously approved by the Board.

### **NEXT MEETINGS**

July 12, 2021 District Meeting (if required)  
July 26, 2021 KLFD Budget Workshop  
July 26, 2021 District Meeting  
August 9, 2021 District Budget Workshop (if required)  
August 9, 2021 District Meeting (if required)  
August 23, 2021 District Budget Workshop  
August 23, 2021 District Meeting  
September 13, 2021 1<sup>st</sup> Public Hearing  
September 13, 2021 District Meeting (if required)  
September 20, 2021 Final Public Hearing  
September 20, 2021 District Meeting



### **DOCUMENTS**

AI 02a. District Meeting Agenda  
AI 02b1. Minutes District Meeting May 24, 2021  
AI 02b2. Minutes Strategic Planning Workshop May 24, 2021  
AI 07a. Air Truck Upgrades \$3,624.00  
AI 07b. KLVAC Horton Ambulance Purchase & Specifications  
AI 07c. Resolution 2021-003 Budget Amendment  
AI 07d. KLVAC Emergency Pay Policy  
AI 07e. KLFD Emergency Pay Policy

### **DOCUMENTS (Continued)**

AI 08a. District Finance Report 2<sup>nd</sup> Qtr. FY 20-21  
AI 08b. District Audit FY 19-20  
AI 10a. KLVAC Monthly Report 210430 & 210531  
AI 10b. KLVAC Call Statistics  
AI 10c. KLVAC Annual Report 2021 for 2020  
AI 11a. KLFD Monthly Report 210430 & 210531  
AI 11b. KLFD Performance Report 210430 & 210531  
AI 11c. KLVFD Annual Report 2021 for 2020

# KEY LARGO FIRE DEPARTMENT POLICY

	<b>Subject: Volunteer Reimbursement Policy</b>		
	<b>Effective: 08/01/2021</b>		<b>Policy #KLFD-2021-001</b>
	<b>Approved By:</b>  Don Bock, Fire Chief  KLFD Corporate Board  	<b>Revised:</b>	<b>Page 1 of 1</b>

## I. Volunteer Reimbursement Criteria

- a. Members that are meeting the minimum shift and training requirements per month as per policy #TBD, will be eligible to collect Volunteer Reimbursement.
- 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

	<b>Subject: Volunteer Monthly Requirements</b>		
	<b>Effective: 08/01/2021</b>		<b>Policy #KLFD-2021-002</b>
	<b>Approved By:</b>  Don Bock, Fire Chief  KLFD Corporate Board 	<b>Revised:</b>	<b>Page 1 of 1</b>

## I. Minimum Shift Requirements

- a. All members are required to complete a minimum of 72 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 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 nine (9) hours of Hands on Training (HOT) per month per member. 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

	<b>Subject:</b> <b>Support Member Requirements</b>		
	<b>Effective:</b> 08/01/2021		<b>Policy #KLFD-2021-003</b>
	<b>Approved By:</b>  Don Bock, Fire Chief  KLFD Corporate Board  	<b>Revised:</b>	<b>Page 1 of 1</b>



### I. Support Member Requirements

- a. Support members of the department that are NOT classified as Active Combat Members are restricted to operating only OUTSIDE of the HOT zone of ANY and ALL emergency scenes.
- b. Support members are classified as members of the department that are not issued PPE, do not obtain a yearly Fit-for-Duty physical, and are not Fit-Tested for the use of an SCBA.
- c. Any Support member can be a Drive Engineer of the Department for the purpose of supplying an apparatus to an emergency scene while working outside the Hot zone.

### Supersession History

1.

## KEY LARGO FIRE DEPARTMENT POLICY

	<b>Subject: Probationary Academy &amp; Program Requirements</b>		
	<b>Effective: 10/01/2021</b>		<b>Policy #KLFD-2021-004</b>
	<b>Approved By:</b>  Don Bock, Fire Chief  KLFD Corporate Board  	<b>Revised:</b>	<b>Page 1 of 1</b>

### I. PROBATIONARY ACADEMY REQUIREMENTS

1. The Probationary Academy is a 6 week Academy which will be held two (2) days per week. All New Probationary members must attend one (1) of the two (2) days per week. The Academy will consist of Performance Objectives with tasks that all new probationary members must complete before graduating to shift work. If you fail to meet the minimum mandatory requirements of the Probationary Academy you will be removed from the membership. You will have the opportunity to re-apply and re-test at a later date when the department is accepting applicants for volunteer positions.



### II. PROBATIONARY PROGRAM REQUIREMENTS

1. The Probationary Program consists of an evaluation process at the 3 month, 6 month, and 9 month anniversary date for each new probationary member. All volunteer combat members have until the end of each calendar month their evaluation is due in to have it completed and turned in to the Departments Training Officer. For example; if a volunteer combat member 3, 6, or 9 month evaluation is due on January 1<sup>st</sup> that member has until January 31<sup>st</sup> to have their evaluation completed and turned in to the Departments Training Officer. Any probationary member that does not complete their evaluation within the allotted time mentioned above will be subject to removal from the Departments schedule until the evaluation is completed and turned in to the Departments Training Officer.

#### Supersession History

1. IB #2016-01-01

## KEY LARGO FIRE DEPARTMENT POLICY

	<b>Subject:</b> <b>Live Fire Training Requirements</b>		
	<b>Effective:</b> 10/01/2021		<b>Policy #KLFD-2021-005</b>
	<b>Approved By:</b>  Don Bock, Fire Chief  KLFD Corporate Board 	<b>Revised:</b>	<b>Page 1 of 1</b>



### I. Live Fire Training Requirements

- a. All Active Combat members (Career & Volunteer) must attend 16 hours of Live Fire Training per calendar year provided by the Department. These training events will be scheduled in advance with enough notice for all members to adjust their schedules.
- b. Live Fire Trainings will take place at the Joe London Training Facility in Marathon.
- c. All Career and Volunteer members attending Live Fire Trainings will be in an off-shift compacity however, each Career or Volunteer member will be reimbursed at their respected rate of pay for their time spent in Live Fire Training activities.
- d. The Department will provide apparatuses to conduct Live Fire Trainings at the Training Facility.

### Supersession History

1.

# KEY LARGO FIRE DEPARTMENT POLICY

	<b>Subject: Home Shift Requirements</b>		
	Effective: 08/01/2021		Policy #KLFD-2021-006
	Approved By:	Revised:	Page 1 of 1
	Don Bock, Fire Chief KLFD Corporate Board 		

## I. Home Shift Requirements

- a. All Home Shift members must respond to any and all FIRE related emergencies.
- b. FIRE related emergencies include but are not limited to:
  1. Structure fires
  2. Fire alarms
  3. Brush fires
  4. Electrical fires
  5. Fuel fires
  6. Smoke scares
  7. Illegal burns
  8. Motor vehicle accidents
- c. Home Shift members are not required to respond to medical emergencies of any kind.
- d. Any Home Shift member that fails to respond to the required calls will be subject to disciplinary actions.

### Supersession History

- 1.

**RESOLUTION NO. 2021-004**

**A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD, FLORIDA; DETERMINING THE PROPOSED MILLAGE RATE, THE CURRENT YEAR ROLLED-BACK RATE, AND SETTING THE DATES, TIMES AND PLACES FOR THE FIRST AND SECOND BUDGET PUBLIC HEARINGS AS REQUIRED BY LAW; DIRECTING FINANCE TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF MONROE COUNTY PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on June 29, 2021, the Honorable Scott P. Russell, Property Appraiser of Monroe County, Florida, served upon the Key Largo Fire Rescue and Emergency Medical Services District (the “District”), a “Certification of Taxable Value” certifying to the District its 2021 taxable value; and

**WHEREAS**, the District Board has reviewed the taxable value supplied by the Property Appraiser of Monroe County in accordance with Section 200.065, Florida Statutes, et seq.; and

**WHEREAS**, the provisions of Section 200.065, Florida Statutes, require that within thirty-five (35) days of service of the Certification of Taxable Value upon a special taxing district, said district shall be required to furnish to the Property Appraiser of Monroe County the proposed millage rate, the current year rolled-back rate, and the date, time and place at which a public hearing will be held to consider the proposed millage and the tentative budget; and

**WHEREAS**, the District Board desires to announce the dates of the first and second public hearings to the Property Appraiser of Monroe County.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT, FLORIDA, AS FOLLOWS:**

Section 1. That the proposed millage is declared to be 1.0000 mills, which is \$1.00 per \$1,000.00 of assessed property within the Key Largo Fire Rescue and Emergency Medical Services District, Florida. The proposed millage is 4.45% greater than the rolled back rate.

Section 2. That the current year rolled-back millage rate, computed pursuant to Section 200.065, Florida Statutes, is .9574, which is \$.9574 per \$ 1,000.00 of assessed value.

Section 3. That the date, time and place of the first and second public hearings is set by the District Board as follows:

<u>Date</u>	<u>Time</u>	<u>Place</u>
September 13, 2021	6:00 p.m.	Key Largo Volunteer Fire Department Station #24 One East Drive Key Largo, Florida 33037
September 20, 2021	6:00 p.m.	Key Largo Volunteer Fire Department Station #24 One East Drive Key Largo, Florida 33037

Section 4. This resolution shall be effective immediately upon its adoption.



**PASSED AND ADOPTED this 26th day of July, 2021.**

\_\_\_\_\_  
Tony Allen, Chairman

ATTEST:

\_\_\_\_\_  
Vicky Fay, District Clerk

APPROVED AS TO FORM AND LEGALITY  
FOR THE USE AND BENEFIT OF KEY LARGO FIRE RESCUE AND  
EMERGENCY MEDICAL SERVICES DISTRICT ONLY:

\_\_\_\_\_  
DISTRICT ATTORNEY

Motion to adopt by \_\_\_\_\_, Seconded by \_\_\_\_\_

FINAL VOTE AT ADOPTION

Chairman Tony Allen	_____
Vice Chairman George Mirabella	_____
Secretary/Treasurer Keneth Edge	_____
Commissioner Frank Conklin	_____
Commissioner Danny Powers	_____



# KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

## Business Meeting Agenda Date: June 8, 2021 via Zoom

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes May 2021
6. Treasurer's Report May 2021
7. Legal Report
8. Membership Review
9. Old Business
10. New Business
  - A. TWO Ambulance Quotes
  - B. 2021-22 DRAFT Budget
11. Membership Discussion
12. Adjournment



# KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

## Business Meeting

Date: June 8, 2021 via Zoom

Board members in attendance were Dawn DeBrule, Adam Schussheim, Tess Marra and Scott Robinson. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 7:10 pm by President Scott Robinson.
2. Approval of Agenda  
Tess Marra seconded by Adam Schussheim moved approval of the agenda. Motion carried unanimously.
3. Announcements
  - EMS has placed ads with Indeed to attempt to get more new volunteers. So far, there have been 8 responses with 4 beginning the process.
  - With the help of Cortney Orr and Tina, there will be healthcare insurance for the paid personnel beginning July 1<sup>st</sup>. Should the employees elect, there will be dental, vision and life insurance coverages available to them in addition to health insurance. The assistance provided by these two women is acknowledged and appreciated.
  - Adrian Parra has moved into the position of part-time paid paramedic.
4. Public Comment - No public comment.
5. Approval of Minutes  
Dawn DeBrule seconded by Tess Marra moved approval of the May 2021 minutes. Motion carried unanimously.
6. Treasurer's Report  
Tess Marra reported a balance of \$229,088.84 as of May 31, 2021. Dawn DeBrule seconded by Adam Schussheim moved approval of the treasurer's report. Motion carried unanimously.
7. Committee Reports - No report.
8. Legal Report - No Report
9. Membership Review – No Issues to Discuss
10. Old Business – None



## KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

### 11. New Business

#### A. Two Ambulance Quotes

There were two quotes received; one from Horton and one from Braun. Discussion was held concerning the differences in the quotes and the fact that historically the Braun trucks required more maintenance monies. It was pointed out that the Horton truck has many more safety features; namely a backup camera and air bags in the patient compartment. Upon motion and second by Dawn DeBrule and Adam Schussheim, the board unanimously approved the Horton quote to be presented to the District.

#### B. First Draft of 2021-22 Budget

The first draft of the 2021-22 budget was reviewed. The following changes not evident in the draft presented to the Board will be noted:

1. A third rescue will be added for District approval. Now the budget is reflective of a two truck total and a three truck total.
2. Increases in payroll because of a minimum of between 7 and 13 paid personnel depending upon whether or not there is a third truck.
3. There is a reduction in the offset reimbursement to \$150,000 in order to build in funds into payroll.
4. The Volunteer budget has been reduced to reflect 1 volunteer per day because of there being more paid personnel.
5. OT wages have been increased to \$75,000 for 2 trucks and \$100, 000 for three trucks
6. The medical director will receive a 3% pay increase
7. Due to the cost of repairs this year, the repairs and maintenance section has been increased.
8. The EAP program amount has been increased to reflect the increase in personnel
9. The training budget has added a training mannequin however some of that cost has been offset by a \$5,000.00 donation from Kay Cullen
10. The uniform line item has been increased by \$500 for additional personnel
11. The retirement line item, which is 8% of the personnel salary has been adjusted to \$30,000 for two trucks and \$50,000 for three trucks.

Upon motion and second by Dawn DeBrule and Tess Marra, the draft budget with the above changes was unanimously approved.



## KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

12. Membership Discussion - No discussion.

13. Adjournment

There being no further business, Dawn DeBrule seconded by Adam Schussheim moved adjournment. Motion carried. Meeting adjourned at 7:30 pm.

Kay Cullen  
Recording Secretary

**Key Largo Volunteer Ambulance Corp Inc.**  
**Treasurer's Report**  
**June 2021**

	Billing Account	Corp Account	Building Account	CPR Account	Certificates of Deposit	Total
<b>Beginning Balance</b>	<b>\$34,064.33</b>	<b>\$1.40</b>	<b>\$2,443.11</b>	<b>\$1,617.91</b>	\$190,962.09	\$229,088.84
<u>Revenues</u>						
Interest	0.85	0.39	0.11	0.07		1.42
Medical Fees	18,896.66					18,896.66
Medical Transcripts						0.00
KL Fire Rescue & EMS Reimb	26,143.53					26,143.53
Donations						0.00
Educational Income						0.00
Uncollected Income/Adjustmts	1,641.17					1,641.17
Misc Income						0.00
<b>Total Revenues</b>	<b>\$46,682.21</b>	<b>\$0.39</b>	<b>\$0.11</b>	<b>\$0.07</b>	<b>\$0.00</b>	<b>\$46,682.78</b>
<u>Expenditures</u>						
Advertising						0.00
Medical Billing Refunds	14.60					14.60
Payroll Expenses	34,346.25	17,882.21				52,228.46
Dues & Subscriptions						0.00
Professional Fees	-129.90					-129.90
Supplies						0.00
Bank Service Charges	60.89					60.89
Driving Classes		104.25				104.25
Postage						0.00
<b>Total Expenditures</b>	<b>\$34,291.84</b>	<b>\$17,986.46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$52,278.30</b>
<b>Ending Balance</b>	<b>\$46,454.70</b>	<b>-\$17,984.67</b>	<b>\$2,443.22</b>	<b>\$1,617.98</b>	<b>\$190,962.09</b>	<b>\$223,493.32</b>
TRANSFERS	(20,000.00)	20,000.00	0.00	0.00		0.00
Balance before Adjustment	26,454.70	2,015.33	2,443.22	1,617.98	190,962.09	223,493.32
Adjustment to arrive at Actual	-4,730.45	2,321.17	0.00	0.00	0.00	-2,409.28
<b>ACTUAL BALANCE @ MO END</b>	<b>\$21,724.25</b>	<b>\$4,336.50</b>	<b>\$2,443.22</b>	<b>\$1,617.98</b>	<b>\$190,962.09</b>	<b><u>\$221,084.04</u></b>





## KEY LARGO EMS MONTHLY CALL STATISTICS 2021

Last Update 7/5/2021

TYPE OF CALLS	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
ALS	106	73	103	86	85	68							
BLS	2	11	19	20	18	15							
BACK- UP	23	11	19	30	22	20							
PEDIATRIC	8	6	8	8	8	5							
TRAUMA ALERTS	0	1	2	3	5	2							
CARDIAC ARRESTS	1	1	0	4	0	0							
PUBLIC ASSIST	25	13	18	18	37	27							
STAND - BY	4	0	1	1	1	3							
FIRES	3	0	0	0	2	0							
CANCEL	3	5	6	6	7	6							
REFUSALS	24	19	16	33	38	43							
TRANSPORTS	85	64	103	106	103	83	0	0	0	0	0	0	
<b>TOTAL CALLS</b>	<b>126</b>	<b>112</b>	<b>154</b>	<b>164</b>	<b>188</b>	<b>189</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	Total Year Up to Date 933
MILE MARKER > 103	58	30	44	44	47	68							Total Year Up to Date 291



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

[info@keylargofire.com](mailto:info@keylargofire.com)

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## Business Meeting

DATE: June 8, 2021 via Zoom

### AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes May 2021
6. Treasurer's Report May 2021
7. Committee Reports
8. Legal Report
9. Membership Review / Discussion
  - A. Resignation of Lazaro Gonzalez
10. Old Business
  - A. Donation Letter Status
11. New Business
  - A. State of Emergency Pay Policy
  - B. Draft Budget 2021-22
  - C. Base Pay Clause
  - D. 90 Day Policy Change
  - E. Training Hours Change
  - F. Grandfather Home Shifter Clause
  - G. Live Fire Training
12. Adjournment



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

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[info@keylargofire.com](mailto:info@keylargofire.com)

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## Business Meeting

Date: June 8, 2021 via Zoom

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

1. Meeting was called to order at 7:37 pm by Jason Mumper.
2. Approval of Agenda  
Travis Wilson seconded by Jonathan Ramey 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 May 2021 minutes. Motion carried unanimously.
6. Approval of Treasurer's Report  
Jonathan Ramey seconded by Travis Wilson moved approval of the May 2021 Treasurer's Report. Motion carried unanimously.
7. Committee Reports - None
8. Legal Report - None
9. Membership Review  
The resignation of Lazaro Gonzalez was accepted.
10. Old Business  
A copy of the Donation Letter was forwarded to the District Clerk.
11. New Business
  - A. State of Emergency Pay Policy  
This policy mirrors the EMS Emergency Pay policy and will need District approval. Upon motion and second by Don Conord and Jonathan Ramey, the pay policy provided to the Board was unanimously approved.



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

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B. Draft Budget 2021-22

Upon motion and second by Travis Wilson and Jonathan Ramey, the draft budget presented to the Board was unanimously approved.

C. Base Pay Clause

After discussion was held concerning the need to change this policy, the matter was tabled until such time as policy language can be drafted and presented to the Board.

D. 90-Day Violation Policy Change

After discussion was held concerning the need to change this policy, the matter was tabled until such time as policy language can be drafted and presented to the Board.

E. Training Hours Change

After discussion was held concerning the need to change this policy, the matter was tabled until such time as policy language can be drafted and presented to the Board.

F. Home Shifter Grandfather Clause

After discussion was held concerning the need to change this policy, the matter was tabled until such time as policy language can be drafted and presented to the Board.

G. Live Fire Training

After discussion was held concerning the need to change this policy, the matter was tabled until such time as policy language can be drafted and presented to the Board.

12. Membership Discussion - None

13. Adjournment

There being no further business, upon motion and second by Jonathan Ramey and Travis Wilson, the meeting was adjourned at 8:21 pm.

Kay Cullen  
Recording Secretary

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

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Tee Shirt</u>	<u>Total</u>
<b>Beginning Balance</b>	<b>\$65,012.07</b>	<b>\$1,949.28</b>	<b>\$614.00</b>	<b>\$3.19</b>	<b>\$67,578.54</b>
<u>Revenues</u>					
Revenues & Reimbursements	130,667.65				\$130,667.65
Donations		60.00			60.00
T-Shirts/Sweaters					0.00
Misc Income - State of Florida					0.00
Interest	2.27	0.09	0.03		2.39
<b>Total Revenues</b>	<b>\$130,669.92</b>	<b>\$60.09</b>	<b>\$0.03</b>	<b>\$0.00</b>	<b><u>\$130,730.04</u></b>
<u>Expenditures</u>					
Payroll Expenses	111,684.32				111,684.32
Employee's Share Health Insurance	-1,995.71				-1,995.71
Health Insurance	10,586.09				10,586.09
Web Hosting					0.00
Background Checks					0.00
Licenses & Permits	50.00				50.00
Professional Fees					0.00
Training					0.00
Supplies	1560.44				1,560.44
Dues & Subscriptions	32.98				32.98
<b>Total Expenditures</b>	<b>\$121,918.12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b><u>\$121,918.12</u></b>
<b>Ending Balance</b>	<b>\$73,763.87</b>	<b>\$2,009.37</b>	<b>\$614.03</b>	<b>\$3.19</b>	<b>\$76,390.46</b>
TRANSFERS					0.00
Balance before Adjustment	\$73,763.87	\$2,009.37	\$614.03	\$3.19	\$76,390.46
Adjustment to arrive at Actual	-57.90	0.00	0.00	0.00	-57.90
<b>ACTUAL BALANCE @ MO END</b>	<b>\$73,821.77</b>	<b>\$2,009.37</b>	<b>\$614.03</b>	<b>\$3.19</b>	<b><u>\$76,448.36</u></b>
*Payroll Liabilities	-\$57.90				
Fixed Asset Purchases					
Total Adjustments	<b>-\$57.90</b>				

# Manpower Analysis by Incident

Key Largo Fire Department

Date Range: From 06/01/2021 to 06/30/2021

Fixed Property:

Company: All Companies

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
131-Passenger vehicle fire	1	8	8.00	0.63	0.63	5.04	5.04
132-Road freight or transport vehicle fire	1	4	4.00	0.00	0.00	0.00	0.00
170-Cultivated vegetation, crop fire, other	1	6	6.00	0.37	0.37	2.22	2.22
311-Medical assist, assist EMS crew	14	47	3.36	6.04	0.43	1.45	20.23
321-EMS call, excluding vehicle accident with injury	20	74	3.70	6.51	0.33	1.25	24.97
322-Motor vehicle accident with injuries	18	111	6.17	9.64	0.54	3.35	60.26
323-Motor vehicle/pedestrian accident (MV Ped)	1	3	3.00	0.25	0.25	0.75	0.75
350-Extrication, rescue, other	1	4	4.00	0.48	0.48	1.92	1.92
420-Toxic condition, other	1	6	6.00	3.60	3.60	21.60	21.60
444-Power line down	1	2	2.00	1.08	1.08	2.16	2.16
542-Animal rescue	1	3	3.00	0.28	0.28	0.84	0.84
551-Assist police or other governmental agency	2	6	3.00	0.88	0.44	1.32	2.64
611-Dispatched & canceled en route	8	34	4.25	0.27	0.03	0.27	2.18
700-False alarm or false call, other	2	8	4.00	0.15	0.07	0.38	0.75
733-Smoke detector activation due to malfunction	1	3	3.00	0.22	0.22	0.66	0.66
735-Alarm system sounded due to malfunction	1	6	6.00	1.32	1.32	7.92	7.92
743-Smoke detector activation, no fire - unintentional	2	13	6.50	0.17	0.08	0.54	1.07
745-Alarm system activation, no fire - unintentional	5	25	5.00	1.78	0.36	1.42	7.11
900-Special type of incident, other	3	13	4.33	2.22	0.74	3.25	9.76
Blank. Incident Type not Entered	5	0	0.00	0.60	0.12	0.00	0.00
Total and Averages for all Incident Types	89	376	4.22	36.49	0.41		172.08



# NFPA Analysis Report

Key Largo Fire Department

Date Range: From 06/01/2021 to 06/30/2021

Fixed Property:

FIRE IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY)  (All in Section A Incident Type 110-129)	Number of Fires	Number of Civilian Fire Casualties. If none, write 0.		Estimated Property Damage from Fire. If no loss, write 0.
		Deaths	Injuries	
1. Private Dwellings (1 or 2 family), Including mobile homes (FPU 400-419)	0	0	0	\$0
2. Apartments (3 or more families) FPU 429 or FPU 439	0	0	0	\$0
3. Hotels and Motels (FPU 449)	0	0	0	\$0
4. All other residential (dormitories, boarding houses, tents, etc.) (FPU 459-499)	0	0	0	\$0
5. TOTAL OTHER RESIDENTIAL FIRES (SHOULD BE SUM OF LINES 1 THROUGH 4)	0	0	0	\$0
6. Public Assembly (church, restaurant, clubs, etc.) (FPU 100-199)	0	0	0	\$0
7. Schools and Colleges (FPU 200-299)	0	0	0	\$0
8. Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.) (FPU 300-399)	0	0	0	\$0
9. Stores and Offices (FPU 500-599)	0	0	0	\$0
10. Industry, Utility, Defense, Laboratories, Manufacturing (FPU 600-799)	0	0	0	\$0
11. Storage in Structures (barns, vehicle storage garages, general storage, etc.) (FPU 800-899)	0	0	0	\$0
12. Other Structures** (outbuildings, bridges, etc.) (FPU 900-999)	0	0	0	\$0
13. TOTALS FOR STRUCTURE FIRES (SHOULD BE SUM OF LINES 5 THROUGH 12)	0	0	0	\$0
<b>B. OTHER FIRE AND INCIDENTS</b>				
14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137)	2	0	0	\$0
14b. Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (IT 130, 133-135, 138)	0	0	0	\$0
15. Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc.) (IT 140, 141, 161, 162, 164, 170-173)	1	0	0	\$0
16. Fires in Brush, Grass, Wildland (excluding crops and timber) with no value involved. (IT 142-143)	0	0	0	
17. Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved. (IT 150-155)	0	0	0	
18. All Other Fires. (IT 100, 160, 163)	0	0	0	\$0
19. TOTAL FOR FIRES (SHOULD BE SUM OF LINES 13 THROUGH 18)	3	0	0	\$0
20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381)	34			
21. False Alarm Responses (malicious or unintentional false calls, system malfunctions, bomb scares) (IT 700-746)	11			
22. Mutual Aid or Assistance Responses Given	23			
23a. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431)	1			
23b. Other Hazardous Conditions (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400)	1			
24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911)	16			
25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24)	89			
Based on what is reported in lines 5 and 13 for number of fire above, please report separately: <i>Confined fires (e.g., cooking fires confined to cooking vessel, or chimney fire that did not spread beyond chimney, or confined trash fires) IIT 113 - 118), and Nonconfined fires (IT 110 - 112, 120 - 123).</i>				
	Number of Confined Fires		Number of Nonconfined Fires	
5. Residential Fires (line 5 above)	0		0	
13. Structure Fires (line 13 above)	0		0	
<b>BREAKDOWN OF FALSE ALARM RESPONSES</b>				
1. Malicious, Mischievous False Call (IT 710-715)	0			
2. System Malfunction (IT 700-739)	2			
3. Unintentional (tripping on Interior device accidentally etc.) (IT 740-749)	7			
4. Other False Alarms (bomb scares, etc.) (IT 721, 700)	2			

# Incident Run Log

Key Largo Fire Department

Date Range: From 06/01/2021 to 06/30/2021

Fixed Property:

Company: All Companies

Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
06/04/2021	38032	2021-000385	17:39	192	2 CT		Passenger vehicle fire	0.6
06/16/2021	38032	2021-000418	11:20		REEF DR / 106.5 MM OC		Road freight or transport vehicle fire	0.3
06/11/2021	38032	2021-000401	09:03	1014	OVERSEAS HWY		Cultivated vegetation, crop fire, other	0.4
06/01/2021	38032	2021-000381	16:14	1079	OVERSEAS HWY		Medical assist, assist EMS crew	0.5
06/03/2021	38032	2021-000384	18:03	9535	OVERSEAS HWY	10	Medical assist, assist EMS crew	0.4
06/05/2021	38032	2021-000386	01:04	36	2 ST EAST		Medical assist, assist EMS crew	0.3
06/06/2021	38032	2021-000392	19:09	1040	OVERSEAS HWY		Medical assist, assist EMS crew	0.4
06/07/2021	38032	2021-000393	06:59	1060	OVERSEAS HWY		Medical assist, assist EMS crew	1.1
06/07/2021	38032	2021-000395	12:45	554	AVE A		Medical assist, assist EMS crew	0.5
06/12/2021	38032	2021-000409	10:03	174	BAHAMA AVE		Medical assist, assist EMS crew	0.4
06/19/2021	38032	2021-000433	15:20	220	REEF DR		Medical assist, assist EMS crew	0.4
06/19/2021	38032	2021-000437	20:26	1079	OVERSEAS HWY		Medical assist, assist EMS crew	0.5
06/19/2021	38032	2021-000438	23:32	261	LOWER MATECUMBE RD		Medical assist, assist EMS crew	0.6
06/21/2021	38032	2021-000442	13:06	9920	OVERSEAS HWY		Medical assist, assist EMS crew	0.1
06/21/2021	38032	2021-000444	18:43	1079	OVERSEAS HWY		Medical assist, assist EMS crew	0.4
06/22/2021	38032	2021-000446	13:27	2	SOUTH DR		Medical assist, assist EMS crew	0.8
06/22/2021	38032	2021-000447	22:34	25	PALM DR/CR 905		Medical assist, assist EMS crew	0.5
06/01/2021	38032	2021-000380	12:01	9780	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.0
06/05/2021	38032	2021-000387	09:50		STATE ROAD 905		EMS call, excluding vehicle accident with injury	0.4
06/05/2021	38032	2021-000389	17:42	36	2 ST EAST		EMS call, excluding vehicle accident with injury	0.0
06/11/2021	38032	2021-000402	10:12	62	ANDROS RD / 106.5 MM OC		EMS call, excluding vehicle accident with injury	0.6
06/13/2021	38032	2021-000414	15:35	1079	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.4
06/14/2021	38032	2021-000416	17:47	13	NORTH END RD		EMS call, excluding vehicle accident with injury	0.5
06/16/2021	38032	2021-000424	20:15	1	EAST DR		EMS call, excluding vehicle accident with injury	0.3
06/17/2021	38032	2021-000423	07:45		220 REEF DR		EMS call, excluding vehicle accident with injury	0.5
06/18/2021	38032	2021-000428	16:45	1079	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.3
06/19/2021	38032	2021-000434	16:25	108	US1		EMS call, excluding vehicle accident with injury	0.7
06/19/2021	38032	2021-000435	16:32	9953	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.7
06/20/2021	38032	2021-000440	19:41	1050	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.4
06/21/2021	38032	2021-000441	00:56	11	SOUTH DR		EMS call, excluding vehicle accident with injury	0.5
06/23/2021	38032	2021-000449	22:03	1060	OVERSEAS HWY	1302	EMS call, excluding vehicle accident with injury	0.0
06/25/2021	38032	2021-000452	08:55		63 SHORELAND DR		EMS call, excluding vehicle accident with injury	0.0
06/26/2021	38032	2021-000454	09:12	1033	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.2
06/28/2021	38032	2021-000459	10:37	1026	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.3
06/28/2021	38032	2021-000460	11:50	1055	OVERSEAS HWY		EMS call, excluding vehicle accident with injury	0.4
06/28/2021	38032	2021-000463	21:57	24	OCEAN DR N C 1.5		EMS call, excluding vehicle accident with injury	0.0
06/29/2021	38032	2021-000464	20:40	4	BLACKWATER LN NORTH	114	EMS call, excluding vehicle accident with injury	0.3
06/01/2021	38032	2021-000379	12:17		US1		Motor vehicle accident with injuries	0.2
06/02/2021	38032	2021-000382	09:29	9730	OVERSEAS HWY	NB	Motor vehicle accident with injuries	0.0
06/03/2021	38032	2021-000383	07:00		TARPON BASIN DR / 101.4 M		Motor vehicle accident with injuries	0.7
06/08/2021	38032	2021-000396	08:33		STATE ROAD 905		Motor vehicle accident with injuries	0.5
06/08/2021	38032	2021-000397	13:11		US1		Motor vehicle accident with injuries	1.3
06/11/2021	38032	2021-000404	13:19	9926	OVERSEAS HWY		Motor vehicle accident with injuries	0.3
06/12/2021	38032	2021-000405	00:32	100	US1	SB	Motor vehicle accident with injuries	0.8
06/12/2021	38032	2021-000408	08:24	9795	OVERSEAS HWY		Motor vehicle accident with injuries	0.6
06/12/2021	38032	2021-000411	19:48	1001	OVERSEAS HWY		Motor vehicle accident with injuries	0.1
06/12/2021	38032	2021-000412	23:14	1002	OVERSEAS HWY		Motor vehicle accident with injuries	0.8
06/13/2021	38032	2021-000413	11:13		US1	SB	Motor vehicle accident with injuries	0.9
06/14/2021	38032	2021-000417	21:14	116	OVERSEAS		Motor vehicle accident with injuries	0.5
06/17/2021	38032	2021-000425	14:25		US1		Motor vehicle accident with injuries	0.4
06/19/2021	38032	2021-000432	10:46	106	US1		Motor vehicle accident with injuries	0.7
06/19/2021	38032	2021-000436	19:13		CARD SOUND BRIDGE		Motor vehicle accident with injuries	0.6
06/24/2021	38032	2021-000451	17:05	1048	OVERSEAS HWY	SB	Motor vehicle accident with injuries	0.4
06/28/2021	38032	2021-000458	08:04		US1		Motor vehicle accident with injuries	0.5
06/28/2021	38032	2021-000462	15:43		US1	SB	Motor vehicle accident with injuries	0.5
06/18/2021	38032	2021-000427	08:50		US1		Motor vehicle/pedestrian accident (MV Ped)	0.3
06/28/2021	38032	2021-000461	15:19	164	OCEAN BAY DR	1	Extrication, rescue, other	0.5
06/30/2021	38032	2021-000465	07:54		HAZEL ST / 112.5 MM OC		Toxic condition, other	3.6
06/16/2021	38032	2021-000421	20:48	1025	ADAMS DR		Power line down	1.1

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
06/09/2021	38032	2021-000399	21:24	769	MUSA DR		Animal rescue	0.3
06/06/2021	38032	2021-000391	14:18	1065	OVERSEAS HWY		Assist police or other governmental agency	0.7
06/10/2021	38032	2021-000400	11:09	1022	OVERSEAS HWY	NB	Assist police or other governmental agency	0.2
06/05/2021	38032	2021-000390	22:08	229	BANYON LN / 92.5 MM OC		Dispatched & canceled en route	0.2
06/16/2021	38032	2021-000419	13:03	9750	OVERSEAS HWY		Dispatched & canceled en route	0.0
06/16/2021	38032	2021-000420	20:33	1501	OCEAN BAY DRIVE/OCEANSIDE	3	Dispatched & canceled en route	0.0
06/18/2021	38032	2021-000429	20:05	100	HAMMOCKS TRAIL		Dispatched & canceled en route	0.0
06/18/2021	38032	2021-000430	22:37	599	MORRIS AVE		Dispatched & canceled en route	0.0
06/21/2021	38032	2021-000443	14:28	9780	OVERSEAS HWY	22	Dispatched & canceled en route	0.1
06/22/2021	38032	2021-000445	11:03	1007	OVERSEAS HWY		Dispatched & canceled en route	0.0
06/24/2021	38032	2021-000450	16:59	1059	OVERSEAS HWY		Dispatched & canceled en route	0.0
06/01/2021	38032	2021-000378	09:38	1003	OVERSEAS HWY		False alarm or false call, other	0.1
06/09/2021	38032	2021-000398	18:11	544	SOUND DR		False alarm or false call, other	0.0
06/18/2021	38032	2021-000426	03:44	161	BAHAMA AVE		Smoke detector activation due to malfunction	0.2
06/19/2021	38032	2021-000431	09:31	9745	OVERSEAS HWY		Alarm system sounded due to malfunction	1.3
06/05/2021	38032	2021-000388	11:08	1216	MOCKINGBIRD RD		Smoke detector activation, no fire - unintentional	0.1
06/11/2021	38032	2021-000403	11:00	1003	OVERSEAS HWY		Smoke detector activation, no fire - unintentional	0.1
06/12/2021	38032	2021-000407	07:51	1024	OVERSEAS HWY		Alarm system activation, no fire - unintentional	0.1
06/20/2021	38032	2021-000439	12:27	46	OCEAN DR 99.5 MM OC		Alarm system activation, no fire - unintentional	0.1
06/26/2021	38032	2021-000455	23:30	9545	OVERSEAS HWY		Alarm system activation, no fire - unintentional	0.4
06/27/2021	38032	2021-000456	13:39	9700	OVERSEAS HIGHWAY		Alarm system activation, no fire - unintentional	0.1
06/30/2021	38032	2021-000466	21:35	1014	OVERSEAS HWY		Alarm system activation, no fire - unintentional	1.0
06/12/2021	38032	2021-000406	00:32	9863	OVERSEAS HWY		Special type of incident, other	0.8
06/12/2021	38032	2021-000410	19:14		98710 OVERSEAS HWY		Special type of incident, other	0.7
06/17/2021	38032	2021-000422	00:34	9863	OVERSEAS HIGHWAY		Special type of incident, other	0.7
06/07/2021	38032	2021-000394	08:26	1	EAST DRIVE 99MM OC			0.0
06/13/2021	38032	2021-000415	16:47	1	EAST DRIVE 99MM OC			0.0
06/23/2021	38032	2021-000448	18:56	546	OCEAN CAY DR			0.1
06/25/2021	38032	2021-000453	15:15		US1	SB		0.1
06/27/2021	38032	2021-000457	18:35		US1			0.5








Total Number of Incidents: 89  
Total Length of Incidents: 37.9 Hours

# Alarms by Day of Week

Key Largo Fire Department

Date Range: From 06/01/2021 to 06/30/2021

Fixed Property:

Day of Week		Totals
Sunday		9
Monday		15
Tuesday		10
Wednesday		12
Thursday		8
Friday		12
Saturday		23

No Date	0
Total Alarms	89