



## 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

April 24, 2023

Members of the public who wish to comment on matters before the District Board may do so in person or online. Members of the public who virtually participate in the meeting must mute themselves until called upon to speak. Virtual Meeting Link: <https://us02web.zoom.us/j/6027436243?pwd=Ylp2b3JYckhIQVpwVkFlMmVKbE1uZz09>

1. **AGENDA**
  - 1a. *Call to Order*
  - 1b. *Pledge of Allegiance*
  - 1c. *Roll Call*
2. **APPROVAL OF AGENDA & MINUTES**
  - 2a. *Approval of April 24, 2023 Agenda*
  - 2b. *Approval of March 27, 2023 District Meeting Minutes*
3. **PUBLIC COMMENT**
4. **CHAIRMAN REPORT**
5. **SECRETARY REPORT**
6. **OLD BUSINESS**
7. **NEW BUSINESS**
  - 7a. ***DISCUSSION/MOTION: Station 24 AC System Repair Quotes (Jones)***
  - 7b. ***DISCUSSION/MOTION: Station 25 Generator Repair Quote (Jones)***
  - 7c. ***DISCUSSION: BJM District Audit of KLFEMS (Jones)***
  - 7d. ***DISCUSSION: Donation of Fire Gear Past 10 Year NFPA Lifespan to Ecuador (Jones)***
8. **LEGAL REPORT**
9. **FINANCE REPORT**
10. **AMBULANCE CORPS REPORT**
  - 10a. *March Statistics*
  - 10b. *March Business Meeting Agenda/Minutes*
  - 10c. *March Treasurer's Report*
11. **FIRE DEPARTMENT REPORT**
  - 11a. *March Statistics*
12. **COMMISSIONER ITEMS**



## 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. KLFREMS District Board Meeting May 8 or May 22**

### 14. ADJOURN

#### NEXT MEETINGS

*May 8, 2023 District and Strategic Planning Meeting (if required)*

*May 22, 2023 District and Strategic Planning Meeting*

#### DOCUMENTS

- AI 2b. Draft District Meeting Minutes March 27, 2023
- AI 7a. KLVFD AC Repair Quotes of Houston Air, Rex Air and Sub Zero Air
- AI 7b. KLVFD Station 25 Generator Repair Quote of Power Depot, Inc.
- AI 7c. KLVFD BJM Audit Performance
- AI 10a. KLVAC March Statistics
- AI 10b. KLVAC Meeting March Business Meeting Agenda/Minutes
- AI 10c. KLVAC Treasurer's Report March 2023
- AI 11a. KLVFD March Statistics
- AI 11b. KLVFD Meeting March Business Meeting Agenda/Minutes
- AI 11c. KLVFD Treasurer's Report March 2023

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

**2b**



## 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

**March 27, 2023**

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=Ylp2b3JYckhIQVpwVkFIMmVKbE1uZz09>

#### 1. **AGENDA**

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

Chairman Allen called to order the District Meeting at 6:11 PM.

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

Commissioner Mirabella led the Pledge of Allegiance.

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

Carol Greco called the roll. The following commissioners were present: Tony Allen, Kenny Edge, George Mirabella and Danny Powers. There was a quorum.

Also present in person or via Zoom Carol Greco, Dirk Smits, Janette Smith, Jennifer Johnson, Scott Robinson, David Garrido, and Don Bock.

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

##### ***2a. Approval of March 27, 2023 Agenda***

Commissioner Powers made a ***motion to approve*** March 27, 2023 District Meeting Agenda. Commissioner Edge second, and the Board unanimously passed the motion.

##### ***2b. Approval of February 13, 2023 District Meeting Minutes***

Commissioner Mirabella made a ***motion to approve*** the corrected February 13, 2023 District Meeting Minutes. Commissioner Powers second, and the Board unanimously passed the motion.



## 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

### 2c. **Approval of February 13, 2023 District Strategic Planning Workshop Minutes**

Commissioner Mirabella made a ***motion to approve*** February 13, 2023 District Strategic Planning Workshop Minutes. Commissioner Edge second, and the Board unanimously passed the motion.

### 3. **PUBLIC COMMENT**

None

### 4. **CHAIRMAN REPORT**

Chairman Allen spoke at the Republican Club meeting regarding Fire/EMS District, which was well received. Discussions were had regarding the department's future plans for moving forward.

### 5. **SECRETARY REPORT**

None

### 6. **OLD BUSINESS**

#### 6a. **DISCUSSION: KLVFD Station 24 Renovation – Little Red Rooster Plans (Allen)**

A discussion regarding Station 24 renovations and the Little Red Rooster Plans. The District will need to obtain construction documents; design build bid prepared. Costs will increase based on current documents. Discussed with another contractor who provided: additional engineering costs could run in the \$40K range; civil engineer \$10K; 4000 square feet at approximately \$300 per square foot or \$1.2 million for the second floor renovation. This number could be higher; \$1.5 mil. Can we ask the County for assistance? The original agreement was that the county was going to try and contribute half the costs of the build. Legal will prepare a design/build bid package to be uploaded to Demand Star. A suggestion was made to put together a competitive bid committee consisting of fire personnel to review the bids when received. Once bids are obtained, further discussions can be made with Commissioner Raschein.

### 7. **NEW BUSINESS**

None

### 8. **LEGAL REPORT**



## KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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### **8a. DISCUSSION/MOTION: FDEP Request for Partial Release of Lease 3671**

Going through the history of what transpired with the lease, and the series of errors noted in the legal description when same was drafted; FDEP is asking the District to return to the state the yellow sections of the property noted on the map. The potential advantage of allowing the state to retain ownership of the property would be when the lease is up for renewal in approximately 35 years. Currently, there seems to be no use for this parcel of land. It would show good faith on the part of the department if it were to give the land to FDEP; however, there is no obligation to do so. The Commissioners had contrasting points of view on whether or not to give the land to FDEP. There is resolution on the agenda for special districts; efficiency audit evaluated at state level; may have impact with the land. Richardson is asking as FDEP is trying to clean up leases; land trusts. Mr. Richardson was asked to attend the meeting; however, did not.

### **8b. DISCUSSION: Monroe County Resolution in Support of KLFEMS District**

Discussions were had on a resolution expressing the Board's support for the KLFEMS District 63.14% of the voters approved the 1 mil.; the resolution exists. Chairman Allen advised that someone from legal asked him to have Commissioner Raschein review the resolution and she advised it looked good and advised same had been distributed. Commissioner Allen will follow up to determine if the resolution will be on the agenda.

### **8c. DISCUSSION/MOTION: Agenda Language (Smith)**

Currently, the top of the agenda; first sentence reads in part, "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 ..." As this order is now expired, it is requested this language be removed from the agenda. That language relating to Zoom be retained.

**Motion:** Commissioner Powers made a **Motion to Amend the Language of the District Agenda to remove the first sentence regarding Monroe County Emergency Directive 20-06.** Commissioner Edge second, and the Board unanimously passed the motion.

## **9. FINANCE REPORT**

### **9a. FY 22-23 Oct/Nov/Dec 2022 YTD Actuals vs Budget (Johnson)**

1st quarter 25%

Revenue is at 74.6%

District Budget is at 48.39% due to Insurance and Tax Collector Fees



## KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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Fire Department at 22.59% of their budget of \$606k

Ambulance is at 17.68% of their budget or \$223k

Overall at the end of December there was a surplus of \$244,525 after \$68k for new vehicles.

### 10. AMBULANCE CORPS REPORT

#### 10a. *February Statistics*

Scott Robinson reports 142 calls; 39 north of the 103. Tested 2 full-time paramedics and hired one who started. Other awaiting chief to approve. Tested 3 volunteers who all started; testing 2 more volunteers which should occur over the next couple of weeks. In the process of implementing an EMT/Paramedic ride program with EMS schools from Miami-Dade County. Also working on 5 year plan which should be completed soon.

#### 10b. *January & February Meetings*

No comments were made.

### 11. FIRE DEPARTMENT REPORT

#### 11a. *DISCUSSION/MOTION: Surplus of Portable Generator-Station 24 (Jones)*

A conversation was had regarding the surplus of a portable generator at Station 24. The generator was utilized for extrication purposes; the department has purchased a new one. Further communications included scrapping the unit and donating to a local 501(3)(c), i.e. the bird sanctuary or humane society. Alternatively, a smaller department.

Jennifer Johnson read in the requirements within which to surplus government property. The district has a discretion to this to dispose of any of this property that is considered surplus, fully depreciated, or, if they continued use of which is unhappy coming forward, and the property may be disposed of by the following methods: Property may be offered to other governmental use, units for value, or the request for kids, property without market value, which value may be donated to other governmental agencies. Not for profit organizations, or destroyed or disposed of property, that they may be used as a trad on equipment. The Board must be notified prior to prior to surplus, the property value. Property with an estimated value of between \$0 and \$199, may be sold to the highest bidder, after requesting at least 3 bids or public auction. Property with an estimated value of \$200 or more may be sold to the highest bidder, or by public auction after publication of them.

**Motion:** Commissioner Powers made a ***Motion to Surplus the Station 24 Portable Generator.*** Commissioner Edge second, and the Board unanimously passed the motion.



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### 11b. **February Statistics**

No comments were made.

### 11c. **January & February Meetings**

No comments were made.

## 12. **COMMISSIONER ITEMS**

### 12a. **DISCUSSION: Administration Building - Marathon (Mirabella)**

Commissioner Mirabella led a discussion regarding the potential of asking Monroe County for money generated by taxes to supplement the department. We should ask the County for money to put back into fire service. \$14 million was spent on administration, \$2 million at the Key West Airport; they bought Ocean Reef Club an ambulance and fire boat; a fire truck for Islamorada. We put tax money into the County, and would like to get something back. Perhaps \$750,000 for building construction for Station 24 expansion. \$150,000 was submitted for hydrants, and we are still awaiting payment; send 30 day notice.

### 12b. **DISCUSSION: FASD Annual Conference – June 12-15, 2023 (Mirabella)**

Anyone interested, the FASD Annual Conference will be held June 12-15, 2023. Look on the website for additional information. Important to go to as legislators are beginning to push back on special districts, i.e. fire, hospitals, mosquito has ensued and there is a need to fight back.

## 13. **NEXT MEETING**

### 13a. ***KLFREMS District Board Meeting April 10 or April 24***

**Motion:** Commissioner Powers made a motion to ***cancel the April 10, 2023, District Board Meeting***, unless required. Commissioner Edge second, and the Board unanimously passed the motion.

## 14. **ADJOURN**

Commissioner Edge made a ***Motion to Adjourn*** at 6:56 PM. Commissioner Powers second, and the motion was unanimously approved by 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*

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### **NEXT MEETINGS**

*April 10, 2023 District Meeting (if required)*

*April 24, 2023 District Meeting*

### **DOCUMENTS**

- Al 2b. Draft District Meeting Minutes February 13, 2023*
- Al 2c. Draft District Strategic Planning Workshop Minutes February 13, 2023*
- Al 8a. Partial Release of Lease 3671*
- Al 8b. Draft of Monroe County Resolution in support of KLFREMS District*
- Al 9a. FY 22-23 Oct/Nov/Dec 2022 YTD Actuals vs Budget*
- Al 10a. KLVAC Statistics*
- Al 10b. KLVAC Meeting Documents January & February 2023*
- Al 11b. KLVFD Statistics*
- Al 11c. KLVFD Meeting Documents January & February 2023*

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

**7a**



Houston Air, a Rocket Cooling Company

ESTIMATE	#2170
ESTIMATE DATE	Apr 12, 2023
SERVICE DATE	Apr 11, 2023

Key Largo Fire Rescue 0004751  
1 East Dr  
Key Largo, FL 33037

(954) 234-8077  
cjones@keylargofire.org

CONTACT US  
171 Hood Ave  
Tavernier, FL 33070

(305) 709-3507  
keysadmin@rocketcooling.com

ESTIMATE

Option #1

See your financing options  
Prequalify to find out how much you can borrow within minutes and pay as low as \$278.33/mo\*. Your credit score will not be affected.  
[PREQUALIFY](#)

Services	qty	unit price	amount
Trane	1.0	\$13,130.00	\$13,130.00
NOTE: NEW SEER2 RATING			
4 Ton 16 Seer2			
Air handler and condenser			
New hurricane straps			
New stat as needed			
New float switches			
New drain pan as needed			
Installed to code			
Commercial Warranty			
5 year compressor			
1 year parts			
1 year labor			

Services subtotal: \$13,130.00

**Total** **\$13,130.00**

**Option #2**

See your financing options  
Prequalify to find out how much you can borrow within minutes and pay as low as \$245.05/mo\*. Your credit score will not be affected.

[PREQUALIFY](#)

Services	qty	unit price	amount
Lennox	1.0	\$11,560.00	\$11,560.00
NOTE: NEW SEER2 RATING			
4 Ton 15.2 Seer2			
Air handler and condenser			
New hurricane straps			
New stat as needed			
New float switches			
New drain pan as needed			
Installed to code			
Commercial Warranty			
5 year compressor			
1 year parts			
1 year labor			

Services subtotal: \$11,560.00

**Total** **\$11,560.00**

# Proposal



**Rex Air**  
**P.O. Box 239**  
**Tavernier, FL 33070**  
 County Lic.: AC 727A

**Phone: (305) 852-8230**  
**Fax: (305) 852-4828**  
**Email: Rex@RexAirAC.com**  
**www.RexAirAC.com**

PROPOSAL SUBMITTED TO Key Largo Fire Dept		PHONE Chris 3054512700	DATE 4/11/23
STREET		JOB NAME West Side Front	
CITY, STATE AND ZIP CODE		JOB LOCATION Station (24) 1 East Dr	
ARCHITECT	DATE OF PLANS	hr@keylargofire.org	JOB PHONE

We hereby submit specifications and estimates for:

The installation of a new 4 ton airhandler and condenser

Includes:

1. New Standard thermostat
2. Electric heat package (8kw)
3. Drain line float switch

With:

1. 14.3 seer2 Trane equipment \$5427

\* Add \$350 for new UV light if wanted(existing uv light does not work)

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

\_\_\_\_\_ dollars (\$ \_\_\_\_\_ ).

Payment to be made as follows: **half down and remainder upon completion**

NOTE: All equipment and materials furnished and/or installed remain the sole property of Rex Air until balance is Paid In Full. If the balance is not paid as due, such balance is subject to a service charge of 1.5%per month, equivalent to 18% per annum until paid; if said balance is not paid as due, and said note or account is placed in the hands of an attorney for collection by suit or otherwise, or to protect the security of its payment, I (we) will pay all costs of collection and

litigation, including a reasonable attorney's fee. This agreement is not binding on the Company until accepted in writing by an officer of the Company. All equipment material, and /or labor is specified and Installed without warranty, express or implied, as to suitability or fitness to use, other than the manufacturer's warranty if applicable. All specifications and recommendations of Rex Air are made without warranty of suitability for the customer's premises.

**Acceptance of Proposal**—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Authorized

Signature \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Signature \_\_\_\_\_



## SUB ZERO AIR

Key Largo Fire Station #24  
1 East Dr  
Key Largo, FL 33037

☎ (305) 451-2700  
✉ hr@keylargofire.org

ESTIMATE	#398
ESTIMATE DATE	Apr 13, 2023
TOTAL	\$7,585.00

### CONTACT US

101425 Overseas Hwy, Suite 300  
Key Largo, FL 33037

☎ (305) 852-2100  
✉ aaasubzeroconsultants@gmail.com

## ESTIMATE

Services	qty	unit price	amount
REPLACE SPLIT SYSTEM - AMERICAN STANDARD, 4 ton, 14.3 SEER2, Single Stage, VS ECM, 9.6 kW SCOPE OF WORK: <ul style="list-style-type: none"><li>• Decommission, remove, and dispose-of existing units per EPA requirements.</li><li>• Furnish a new American Standard, Silver 14 Series, Single Stage, split air conditioning system (AHRI# 208156443) that includes the following equipment...<ul style="list-style-type: none"><li>... Outdoor condenser (model# 4A7A4048N1) with a single-stage compressor.</li><li>... Indoor air handler (model# TEM6A0C42H41+TDR) with a high-efficiency variable-speed blower motor.</li><li>... SlimFit insulated filter frame (model# BAYSF1235BAA).</li><li>... 9.6 kW heater with circuit breaker (model# BAYHTR1510BRKC).</li><li>... Digital single-stage thermostat (model# T701).</li><li>... Emergency over-flow float switch (model# SS2).</li></ul></li><li>• Set each new unit on existing stand or pad. Secure per Florida Hurricane Code.</li><li>• Connect to existing copper line-set, electrical wiring, duct plenums, and condensate drain.</li><li>• Evacuate and dehydrate system. Perform a decay test. Submit a copy of the test result.</li><li>• Commission the new system per industry best-practices. Submit copies of the job pictures.</li><li>• Complete residential warranty registration. Submit a copy of the warranty certificate.</li></ul> 5-YEAR WARRANTY on compressor and 1-YEAR WARRANTY on parts, as provided by the manufacturer. 5-YEAR GUARANTEE on installation materials and workmanship, as provided by SUB ZERO AIR.	1.0	\$7,300.00	\$7,300.00
SERVICE - Install Outdoor Unit Stand, 21" INCLUDES ALL PARTS, MATERIALS, AND LABOR. <ul style="list-style-type: none"><li>• Furnish and install a 21" tall, heavy-duty, aluminum, Florida Hurricane Code-rated stand for the outdoor unit.</li><li>• Keeps the unit cleaner and above a storm-surge.</li><li>• Transferrable and reusable with future units.</li></ul>	1.0	\$285.00	\$285.00
SERVICE - Install Emergency Pan with Float Switch, Custom Size			

INCLUDES ALL PARTS, MATERIALS, AND LABOR.

- Prevents property damage in the case of a leaking unit.
- Odd size requires custom fabrication.
- Transferrable and reusable with future units.
- 1 year manufacturer warranty on float switch.

NOTE: Price to be determined upon request... approx \$250

2023 EQUIPMENT REGULATIONS

⚠️This is proper (and now more expensive) SEER2 equipment as required by the new Department Of Energy 2023 regulations. Less expensive SEER or SEER1 equipment is no longer permitted to be installed.

DOCUMENTS ATTACHED for your review

- Product brochure(s)
- Warranty details

Services subtotal: \$7,585.00

Subtotal	\$7,585.00
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<b>Total</b>	<b>\$7,585.00</b>
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We ALWAYS submit pictures of ALL work we complete.

☎️To discuss ANY aspect of our service, call ANYTIME and ask for Doug. We are here to help.

**7b**



## Power Depot Inc

3553 N.W. 78th Ave.  
Miami FL 33122-1134  
USA

## SALES QUOTATION

Copy

Quotation No.: 6000625  
Quotation Date: 03/29/2023  
Expiration Date: 04/29/2023  
Customer No.: 514268  
Customer Ref. No.:  
Page No.: Page 1 of 2

### BILL TO

KEY LARGO VOLUNTEER FIRE  
1 EAST DRIVE

KEY LARGO FL 33037  
USA

### SHIP TO

KEY LARGO VOLUNTEER FIRE DEP  
1 EAST DRIVE

KEY LARGO FL 33037  
USA

### TOTAL DUE

**\$ 8,718.54**  
by 04/29/2023

Sales Employee: Mario Quinones  
Contact Name: David Garriso  
Cell Phone: 305.451.2700  
Email: hr@keylargofire.org

Terms: C.O.D.  
Ship Via:  
FOB: Power Depot, Miami

Item No.	Description	Quantity	Unit Price	Total
#140	TRAVEL TIME	1.000	\$ 135.00	\$ 135.00
GM24181-5	BREAKER 800 AMP	1.000	\$ 8,043.54	\$ 8,043.54
#100	LABOR	4.000	\$ 135.00	\$ 540.00

AFTER INSPECTING GENERATOR OUR TECH FOUND THE FOLLOWING NEEDS TO BE PERFORM:

DISCONNECT ALL WIRES FROM DAMAGED MAIN LINE BREAKER.  
REMOVE DAMAGED MAIN LINE BREAKER.  
PROVIDE AND INSTALL NEW MAIN LINE BREAKER.  
RECONNECT ALL WIRES TO NEW MAIN LINE BREAKER.  
UPDATE CONTROLLER FIRMWARE.  
PERFORM A TEST TO ENSURE PERFORMANCE OF GENERATOR.

NO RETURNS ON ELECTRIC PARTS.NO MERCHANDISE TO BE RETURNED WITHOUT  
AUTHORIZATION.

**PARTS NOT RETURNABLE AFTER 10 DAYS FROM PURCHASE  
DATE.**

Returned parts are subject to a 25% restocking charge. All claims for shortage or discrepancies cannot be  
honored unless written claim is made within 30 days from invoice date. All parts that are returned must be  
shipped freight prepaid.

Subtotal \$ 8,718.54

Shipping  
Tax

**Total Order Value \$ 8,718.54**

Delivery comments: GENERATOR REPAIR



## Power Depot Inc

3553 N.W. 78th Ave.  
Miami FL 33122-1134  
USA

# SALES QUOTATION Copy

Quotation No.:	6000625
Quotation Date:	03/29/2023
Expiration Date:	04/29/2023
Customer No.:	514268
Customer Ref. No.:	
Page No.:	Page 2 of 2

**7c**

## KEY LARGO FIRE AND EMERGENCY MEDICAL SERVICES DISTRICT

### Program, Activities, Goals and Objectives Worksheet

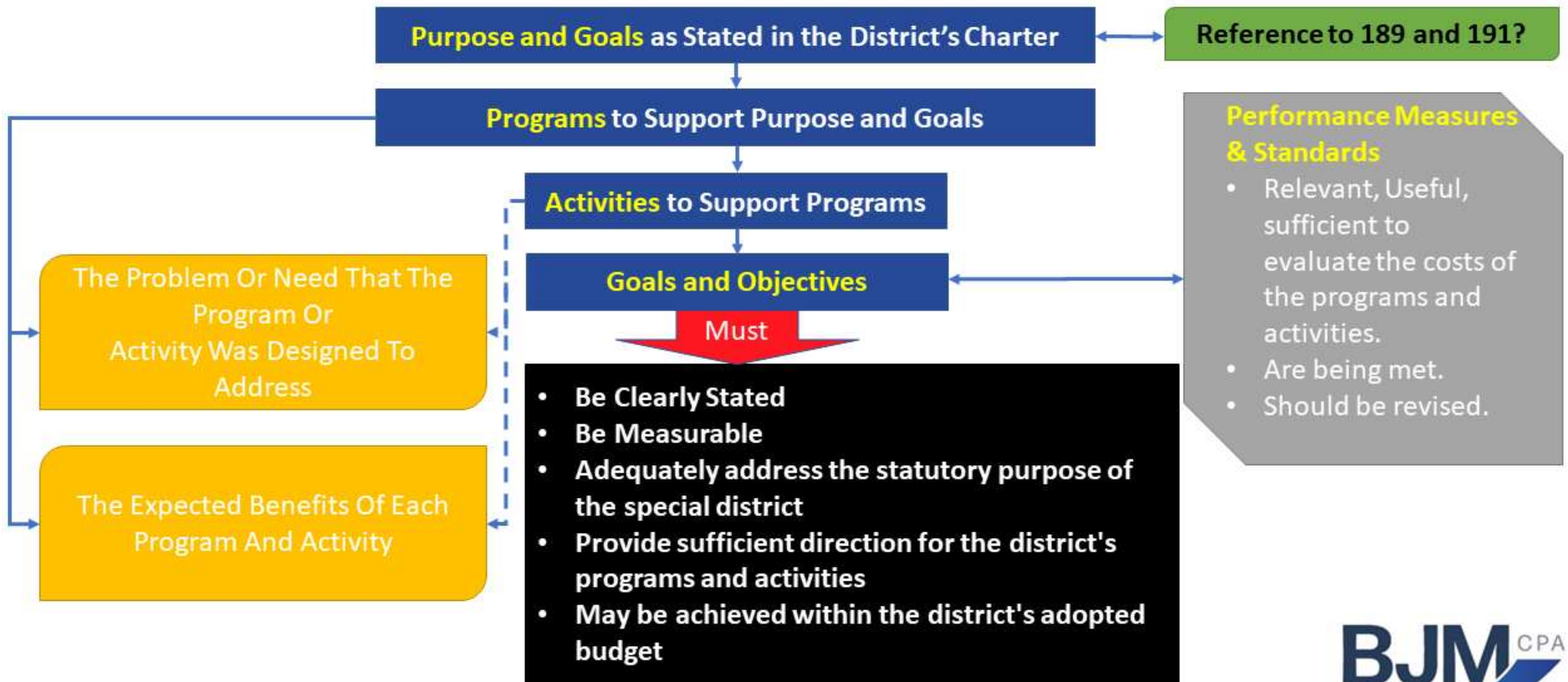
According to 189.0695, Florida Statutes a "performance review" means an evaluation of an independent special district and its programs, activities, and functions. The term includes research and analysis of the following:

- (a) The special district's purpose and goals as stated in its charter.
- (b) The special district's goals and objectives for each program and activity, the problem or need that the program or activity was designed to address, the expected benefits of each program and activity, and the performance measures and standards used by the special district to determine if the program or activity achieves the district's goals and objectives.

**This worksheet is designed to identify these elements for your fire district.**

## Independent Special Fire Districts; Performance Reviews

### Relationships Of An Independent Special District's Programs, Activities, And Functions



This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

**Programs and Activities to Support the Purpose and Goals as stated in the Districts Charter:**

**Program Title:** \_\_\_\_\_

**Problem or need that the Program was designed to address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**The expected benefits of the program:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Activities Supporting The \_\_\_\_\_ Program**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Examples Goals and Objectives of the activities and the performance measures and standards are provided in the following tables.

Activity	Goal or Objective	Performance Measure	References (Best Practice)	Adopted Y/N
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				

**Program Title:** \_\_\_\_\_

**Problem or need that the Program was designed to address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**The expected benefits of the program:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Activities Supporting The \_\_\_\_\_ Program**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Examples Goals and Objectives of the activities and the performance measures and standards are provided in the following tables.

Activity	Goal or Objective	Performance Measure	References (Best Practice)	Adopted Y/N
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				

**Program Title:** \_\_\_\_\_

**Problem or need that the Program was designed to address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**The expected benefits of the program:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Activities Supporting The \_\_\_\_\_ Program**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Examples Goals and Objectives of the activities and the performance measures and standards are provided in the following tables.

Activity	Goal or Objective	Performance Measure	References (Best Practice)	Adopted Y/N
XXXXXXX				
XXXXXXX				
XXXXXXX				
XXXXXXX				
XXXXXXX				

**Program Title:** \_\_\_\_\_

**Problem or need that the Program was designed to address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**The expected benefits of the program:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Activities Supporting The \_\_\_\_\_ Program**

- \_\_\_\_\_
- \_\_\_\_\_
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Examples Goals and Objectives of the activities and the performance measures and standards are provided in the following tables.

Activity	Goal or Objective	Performance Measure	References (Best Practice)	Adopted Y/N
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				
XXXXXXXX				

Program Title: \_\_\_\_\_

Problem or need that the Program was designed to address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The expected benefits of the program: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Activities Supporting The \_\_\_\_\_ Program

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Examples Goals and Objectives of the activities and the performance measures and standards are provided in the following tables.

Activity	Goal or Objective	Performance Measure	References (Best Practice)	Adopted Y/N
XXXXXXX				
XXXXXXX				
XXXXXXX				
XXXXXXX				
XXXXXXX				

Program Title: \_\_\_\_\_

Problem or need that the Program was designed to address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The expected benefits of the program: \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

Activities Supporting The \_\_\_\_\_ Program

- \_\_\_\_\_
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Examples Goals and Objectives of the activities and the performance measures and standards are provided in the following tables.

Activity	Goal or Objective	Performance Measure	References (Best Practice)	Adopted Y/N
XXXXXXX				
XXXXXXX				
XXXXXXX				
XXXXXXX				
XXXXXXX				

Add or delete sheets as needed.

**10a**

Last Updated:03/05/23

[illegible]

**10b**



# 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: MARCH 14, 2023 via Zoom**

### AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes
  - January 2023
  - February 2023
6. Treasurer's Report February 2023
7. Legal Report
8. Membership Review
  - A. Michel Samuels
9. Old Business
10. New Business
  - A. Draft Budget Review
  - B. Approval of Sick Leave Pool
  - C. Amendment to Work/Benefits Agreement
  - D. Amendment to Leave of Absence Policy
  - E. Amendment to Petitioning for Membership Policy
11. Membership Discussion
12. Adjournment



# KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

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Business Meeting  
Date: March 14, 2023

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

1. Meeting was called to order at 7:13 pm by Jason Mumper.
2. **Approval of Agenda**  
Don Conord seconded by Michael Jenkins moved approval of the agenda. Motion carried unanimously.
3. **Announcements**  
Applications are being taken for the two open positions.
4. **Public Comment** - None
5. **Approval of Minutes**  
Travis Wilson seconded by Don Conord moved approval of the January 2023 and February 2023 minutes. Motion carried unanimously.
6. **Approval of Treasurer's Report**  
Michael Jenkins seconded by Travis Wilson moved approval of the February 2023 Treasurer's Report. Motion carried unanimously.
7. **Legal Report** - None
8. **Membership Review**  
Michael Jenkins seconded by Don Conord moved to remove Michel Samuels from the roster and active membership. Motion carried unanimously.
9. **Old Business** - None
10. **New Business**
  - A. The Draft Budget review is tabled to the April meeting
  - B. Michael Jenkins, seconded by Travis Wilson moved approval of the Sick Leave Pool policy. Motion passed unanimously.
  - C. Don Conord, seconded by Travis Wilson moved approval of the Work/Benefits Agreement. Motion passed unanimously.
  - D. Michael Jenkins, seconded by Travis Wilson moved approval of the Leave of Absence Policy. Motion passed unanimously.
  - E. Don Conord, seconded by Michael Jenkins moved approval of the Amendment to Petitioning for Membership Policy. Motion passed unanimously.



## KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

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### 11. Membership Discussion

The Chief reported that the Donation Request Letter will go to the post office.

### 12. Adjournment

There being no further business, the meeting was adjourned at 7:51 pm upon motion and second by Don Conord and Travis Wilson.

Kay Cullen  
Recording Secretary

**10c**

**Key Largo Volunteer Fire Department  
Treasurer's Report  
March 2023**

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Total</u>
<b>Beginning Balance</b>	<b>\$85,552.65</b>	<b>\$665.87</b>	<b>\$615.80</b>	<b>\$86,834.32</b>
<u>Revenues</u>				
Revenues & Reimbursements	144,148.96			144,148.96
Donations		1,100.00		1,100.00
T-Shirts/Sweaters				0.00
Misc Income - State of FL	1,290.00			1,290.00
Interest	34.48	0.45	0.26	35.19
<b>Total Revenues</b>	<b>145,473.44</b>	<b>1,100.45</b>	<b>0.26</b>	<b><u>\$146,574.15</u></b>
<u>Expenditures</u>				
Payroll Expenses	114,895.30			114,895.30
Employee's Share Health Insurance	-1,729.74			-1,729.74
Health Insurance	12,899.79			12,899.79
Web Hosting				0.00
Bank Fees				0.00
Licenses & Permits		61.25		61.25
Background Checks				0.00
Travel	35.66			35.66
Supplies	34.35			34.35
Dues & Subscriptions	14.99			14.99
<b>Total Expenditures</b>	<b>126,150.35</b>	<b>61.25</b>	<b>0.00</b>	<b><u>\$126,211.60</u></b>
<b>Ending Balance</b>	104,875.74	1,705.07	616.06	\$107,196.87
TRANSFERS				0.00
Balance before Adjustment	104,875.74	1,705.07	616.06	\$107,196.87
Adjustment to arrive at Actual	-26.85	0.00	0.00	<u>-26.85</u>
<b>ACTUAL BALANCE @ MO END</b>	<b>\$104,902.59</b>	<b>\$1,705.07</b>	<b>\$616.06</b>	<b><u>\$107,223.72</u></b>
*Payroll Liabilities	-\$26.85			
Fixed Asset Purchases				
Total Adjustments	<u>-\$26.85</u>			

**11a**

# Incident Run Log

## Key Largo Fire Department

Date Range: From 03/01/2023 to 03/31/2023

Company: All Companies

Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Zip	Type	Lgth
03/10/2023	38032	2023-000192	00:08	9600	OVERSEAS HWY	A1	33037	Building fire	4.0
03/17/2023	38032	2023-000215	07:48	1014	OVERSEAS HWY		33037	Brush or brush-and-grass mixture fire	0.3
03/17/2023	38032	2023-000216	11:49	9920	OVERSEAS HWY		33037	Brush or brush-and-grass mixture fire	0.3
03/04/2023	38032	2023-000176	10:12	15	POMPANO AVE		33037	Rescue, EMS incident, other	0.0
03/04/2023	38032	2023-000177	16:07	1079	OVERSEAS HWY		33037	Rescue, EMS incident, other	0.0
03/04/2023	38032	2023-000179	20:20	610	MORRIS AVE		33037	Rescue, EMS incident, other	0.0
03/27/2023	38032	2023-000240	07:31	5	NORTH END RD		33037	Rescue, EMS incident, other	0.4
03/05/2023	38032	2023-000183	18:56	1079	OVERSEAS HWY		33037	Medical assist, assist EMS crew	0.7
03/10/2023	38032	2023-000195	22:21	912	EMERALD DR		33037	Medical assist, assist EMS crew	0.0
03/12/2023	38032	2023-000199	04:20	106E	US1	SB	33037	Medical assist, assist EMS crew	0.4
03/12/2023	38032	2023-000202	11:28	9970	OVERSEAS HWY		33037	Medical assist, assist EMS crew	0.8
03/15/2023	38032	2023-000210	16:26	14	ANDROS RD		33037	Medical assist, assist EMS crew	0.5
03/24/2023	38032	2023-000230	04:03	27	OCEAN DR 97 MM OC		33037	Medical assist, assist EMS crew	0.7
03/29/2023	38032	2023-000246	18:54	1052	OVERSEAS HWY		33037	Medical assist, assist EMS crew	0.6
03/04/2023	38032	2023-000178	20:58	9960	OVERSEAS HWY		33034-	EMS call, excluding vehicle accident with injury	0.3
03/05/2023	38032	2023-000182	18:14	9951	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.3
03/09/2023	38032	2023-000191	08:17		US1		33037	EMS call, excluding vehicle accident with injury	0.2
03/12/2023	38032	2023-000203	13:46	1079	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.6
03/12/2023	38032	2023-000204	16:30	2	SEXTON COVE RD		33037	EMS call, excluding vehicle accident with injury	0.6
03/14/2023	38032	2023-000205	00:27	55	BLACKWATER LN NORTH		33037	EMS call, excluding vehicle accident with injury	0.3
03/14/2023	38032	2023-000206	20:42	130	OCEAN BAY DR		33037	EMS call, excluding vehicle accident with injury	0.2
03/15/2023	38032	2023-000208	03:16	22	EAGLE DR		33037	EMS call, excluding vehicle accident with injury	0.3
03/18/2023	38032	2023-000217	14:50	1002	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.5
03/18/2023	38032	2023-000218	15:00	971	PLANTATION RD		33037	EMS call, excluding vehicle accident with injury	1.0
03/21/2023	38032	2023-000224	00:04	7	OAKWOOD AVE		33037	EMS call, excluding vehicle accident with injury	0.5
03/23/2023	38032	2023-000229	13:42	794	NARRAGANSETT LN		33037	EMS call, excluding vehicle accident with injury	0.8
03/25/2023	38032	2023-000235	12:27	1059	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.5
03/25/2023	38032	2023-000236	17:11	1079	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.6
03/26/2023	38032	2023-000237	11:05	1055	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.4
03/26/2023	38032	2023-000238	13:58	1	EAST DRIVE 99MM OC		33037	EMS call, excluding vehicle accident with injury	0.2
03/29/2023	38032	2023-000245	10:39	504	OLDSMAR LN		33037	EMS call, excluding vehicle accident with injury	0.2
03/30/2023	38032	2023-000250	10:02	1016	OVERSEAS HWY	16		EMS call, excluding vehicle accident with injury	0.0
03/30/2023	38032	2023-000247	11:42	1079	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.7
03/04/2023	38032	2023-000174	06:33		100MM US1		33037	Motor vehicle accident with injuries	0.7
03/05/2023	38032	2023-000181	10:00		US1		33037	Motor vehicle accident with injuries	0.1
03/07/2023	38032	2023-000186	16:02	9571	OVERSEAS HWY		33037	Motor vehicle accident with injuries	0.6
03/11/2023	38032	2023-000198	12:59		US1		33037	Motor vehicle accident with injuries	0.8
03/12/2023	38032	2023-000200	07:20	104	US1		33037	Motor vehicle accident with injuries	0.5
03/16/2023	38032	2023-000214	13:21	1015	OVERSEAS HWY	SB	33037	Motor vehicle accident with injuries	0.7
03/23/2023	38032	2023-000228	12:00		US1		33037	Motor vehicle accident with injuries	0.5
03/24/2023	38032	2023-000231	17:17		US1		33037	Motor vehicle accident with injuries	0.8
03/30/2023	38032	2023-000252	12:55	MM1	OVERSEAS HWY		33037-	Motor vehicle accident with injuries	0.6
03/20/2023	38032	2023-000221	11:49	1025	OVERSEAS HWY		33037	Motor vehicle/pedestrian accident (MV Ped)	0.3
03/23/2023	38032	2023-000227	08:58		US1		33037	Motor vehicle/pedestrian accident (MV Ped)	0.8
03/28/2023	38032	2023-000244	16:08	9700	OVERSEAS HIGHWAY		33037	Removal of victim(s) from stalled elevator	0.4
03/21/2023	38032	2023-000226	15:36	59	MUTINY PL		33037	Extrication of victim(s) from machinery	2.9
03/20/2023	38032	2023-000223	23:37	769	MUSA DR		33037	Power line down	0.6
03/08/2023	38032	2023-000189	10:14	1026	OVERSEAS HWY		33037	Public service assistance, other	0.2
03/27/2023	38032	2023-000239	01:16	420	COLLINS ST		33037	Good intent call, other	0.3
03/01/2023	38032	2023-000171	19:37	9150	OVERSEAS HWYRC		33070	Dispatched & canceled en route	0.0
03/20/2023	38032	2023-000222	12:06	9871	OVERSEAS HWY		33037-	Dispatched & canceled en route	0.1
03/28/2023	38032	2023-000243	15:21	9700	OVERSEAS HIGHWAY	408	33037	Dispatched & canceled en route	0.0
03/10/2023	38032	2023-000193	14:34	9955	OVERSEAS HWY		33037	Smoke scare, odor of smoke	0.4
03/12/2023	38032	2023-000201	10:59	125	HARBOR DR / 99 MM OC		33037	Smoke scare, odor of smoke	2.0
03/10/2023	38032	2023-000194	21:51	172	VALOIS BLVD		33037	False alarm or false call, other	0.1
03/11/2023	38032	2023-000196	01:35	1038	OVERSEAS HWY		33037	False alarm or false call, other	0.0
03/27/2023	38032	2023-000242	18:30	4	BLACKWATER LN NORTH		33037	False alarm or false call, other	2.0
03/15/2023	38032	2023-000211	17:13	1040	OVERSEAS HWY		33037	Sprinkler activation due to malfunction	0.5
03/06/2023	38032	2023-000184	06:18	325	CALUSA ST	229	33037	Smoke detector activation due to malfunction	0.5

Date	FDID	Incident#	Alarm	###	Address	Suite	Zip	Type	Lgth
03/18/2023	38032	2023-000219	20:30	1040	OVERSEAS HWY	4	33037	Smoke detector activation due to malfunction	1.5
03/06/2023	38032	2023-000185	13:31	9962	OVERSEAS HWY		33037	Alarm system sounded due to malfunction	0.1
03/04/2023	38032	2023-000175	07:50	18	COCONUT DR		33037	Smoke detector activation, no fire - unintentional	0.2
03/25/2023	38032	2023-000233	09:36	9612	OVERSEAS HWY		33037	Smoke detector activation, no fire - unintentional	0.1
03/25/2023	38032	2023-000234	11:13	26	BASS AVE		33037	Smoke detector activation, no fire - unintentional	0.2
03/30/2023	38032	2023-000249	13:37	9990	OVERSEAS HWY	1	33037	Smoke detector activation, no fire - unintentional	0.2
03/15/2023	38032	2023-000209	03:47	1038	OVERSEAS HWY		33037	Detector activation, no fire - unintentional	0.5
03/27/2023	38032	2023-000241	11:44	456	LIME DR		33037	Detector activation, no fire - unintentional	0.2
03/14/2023	38032	2023-000207	23:04	397	OLEANDER DR		33070	Special type of incident, other	1.1
03/15/2023	38032	2023-000212	17:55		106 CR- C905		33037-	Special type of incident, other	0.6
03/30/2023	38032	2023-000248	12:30	108	OVERSEAS HWY		33037	Special type of incident, other	0.4
03/02/2023	38032	2023-000172	02:19	999	MORRIS AVE	5-2	33037		0.0
03/02/2023	38032	2023-000173	11:42		US1		33037		0.2
03/04/2023	38032	2023-000180	20:57		MERIDIAN AVE / 94.8 MM GU		33037		0.0
03/07/2023	38032	2023-000187	20:29	220	REEF DR		33037		0.0
03/08/2023	38032	2023-000188	07:52		US1	SB	33037		0.0
03/08/2023	38032	2023-000190	16:56	11	OCEAN DR N C 1.		33037		0.0
03/11/2023	38032	2023-000197	10:59	1040	OVERSEAS HWY		33037		0.0
03/15/2023	38032	2023-000213	17:14		CR 905 / C-1MM		33037		0.0
03/19/2023	38032	2023-000220	17:46		TAMARIND RD / 102 MM OC		33037		0.3
03/21/2023	38032	2023-000225	17:31	73	SHORELAND DR		33037		0.0
03/24/2023	38032	2023-000232	16:16		US1		33037		0.0
03/30/2023	38032	2023-000251	09:59	1016	OVERSEAS HWY	16	33037		0.0
03/31/2023	38032	2023-000253	15:59	11	OCEAN DR N C 1.		33037		0.0
03/31/2023	38032	2023-000254	16:36	220	REEF DR		33037		0.0

Total Number of Incidents: 84  
Total Length of Incidents: 38.6 Hours

# Incident Type Report (Summary)

## Key Largo Fire Department

Date Range: From 03/01/2023 to 03/31/2023  
Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
<b>1 Fire</b>				
111 Building fire	1	1.43%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	2	2.86%	\$0	0.00%
<b>Totals</b>	<b>3</b>	<b>4.29%</b>	<b>\$0</b>	<b>0.00%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
<b>Totals</b>	<b>0</b>	<b>0.00%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	4	5.71%	\$0	0.00%
311 Medical assist, assist EMS crew	7	10.00%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	19	27.14%	\$0	0.00%
322 Motor vehicle accident with injuries	9	12.86%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	2.86%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	1	1.43%	\$0	0.00%
357 Extrication of victim(s) from machinery	1	1.43%	\$0	0.00%
<b>Totals</b>	<b>43</b>	<b>61.43%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
444 Power line down	1	1.43%	\$0	0.00%
<b>Totals</b>	<b>1</b>	<b>1.43%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
550 Public service assistance, other	1	1.43%	\$0	0.00%
<b>Totals</b>	<b>1</b>	<b>1.43%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
600 Good intent call, other	1	1.43%	\$0	0.00%
611 Dispatched & canceled en route	3	4.29%	\$0	0.00%
651 Smoke scare, odor of smoke	2	2.86%	\$0	0.00%
<b>Totals</b>	<b>6</b>	<b>8.57%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, other	3	4.29%	\$0	0.00%
731 Sprinkler activation due to malfunction	1	1.43%	\$0	0.00%
733 Smoke detector activation due to malfunction	2	2.86%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	1.43%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	4	5.71%	\$0	0.00%
744 Detector activation, no fire - unintentional	2	2.86%	\$0	0.00%
<b>Totals</b>	<b>13</b>	<b>18.57%</b>	<b>\$0</b>	<b>0.00%</b>
<b>8 Severe Weather &amp; Natural Disaster</b>				
<b>Totals</b>	<b>0</b>	<b>0.00%</b>	<b>\$0</b>	<b>0.00%</b>
<b>9 Special Incident Type</b>				
900 Special type of incident, other	3	4.29%	\$0	0.00%
<b>Totals</b>	<b>3</b>	<b>4.29%</b>	<b>\$0</b>	<b>0.00%</b>
<b>Totals</b>	<b>70</b>		<b>\$0</b>	

# Manpower Analysis by Incident

## Key Largo Fire Department

Date Range: From 03/01/2023 to 03/31/2023


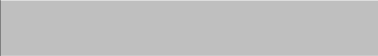
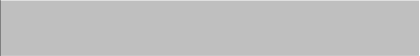

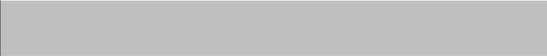


Company: All Companies

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
111-Building fire	1	8	8.00	3.98	3.98	31.84	31.84
142-Brush or brush-and-grass mixture fire	2	9	4.50	0.55	0.28	1.25	2.49
300-Rescue, EMS incident, other	4	13	3.25	1.06	0.27	0.90	3.60
311-Medical assist, assist EMS crew	7	19	2.71	2.86	0.41	1.14	7.99
321-EMS call, excluding vehicle accident with injury	19	58	3.05	6.42	0.34	1.14	21.69
322-Motor vehicle accident with injuries	9	47	5.22	2.20	0.24	0.98	8.84
323-Motor vehicle/pedestrian accident (MV Ped)	2	13	6.50	1.05	0.53	3.29	6.57
353-Removal of victim(s) from stalled elevator	1	3	3.00	0.38	0.38	1.14	1.14
357-Extrication of victim(s) from machinery	1	7	7.00	2.85	2.85	19.95	19.95
444-Power line down	1	4	4.00	0.57	0.57	2.28	2.28
550-Public service assistance, other	1	14	14.00	0.20	0.20	2.80	2.80
600-Good intent call, other	1	6	6.00	0.35	0.35	2.10	2.10
611-Dispatched & canceled en route	3	10	3.33	0.09	0.03	0.11	0.34
651-Smoke scare, odor of smoke	2	6	3.00	2.42	1.21	2.84	5.68
700-False alarm or false call, other	3	12	4.00	2.33	0.78	3.11	9.32
731-Sprinkler activation due to malfunction	1	3	3.00	0.48	0.48	1.44	1.44
733-Smoke detector activation due to malfunction	2	10	5.00	1.50	0.75	3.75	7.50
735-Alarm system sounded due to malfunction	1	7	7.00	0.05	0.05	0.35	0.35
743-Smoke detector activation, no fire - unintentional	4	23	5.75	0.71	0.18	1.02	4.09
744-Detector activation, no fire - unintentional	2	12	6.00	0.18	0.09	0.27	0.54
900-Special type of incident, other	3	10	3.33	2.07	0.69	2.42	7.26
Blank. Incident Type not Entered	14	0	0.00	0.48	0.03		0.00
Total and Averages for all Incident Types	84	294	3.50	32.78	0.39		147.81

# Alarms by Day of Week

Key Largo Fire Department

Date Range: From 03/01/2023 to 03/31/2023

Day of Week		Totals
Sunday		12
Monday		9
Tuesday		10
Wednesday		12
Thursday		13
Friday		11
Saturday		17

No Date 0  
Total Alarms 84



# NFPA Analysis Report

Key Largo Fire Department

Date Range: From 03/01/2023 to 03/31/2023



FIRE IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) (All in Section A Incident Type 110-129)	Number of	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)	1	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)	1	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)	1	0	0	\$0

<b>B. OTHER FIRE AND INCIDENTS</b>				
14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137)	0	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)	0	0	0	\$0
16. Fires in Brush, Grass, Wildland (excluding crops and timber) with no value involved. (IT 142-143)	2	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)	43			
21. False Alarm Responses (malicious or unintentional false calls, system malfunctions, bomb scares) (IT 700-746)	13			
22. Mutual Aid or Assistance Responses Given	1			
23. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431)	0			
23. 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)	23			
25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24)	84			

Based on what is reported in lines 5 and 13 for number of fire above, please report separately:

*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).*

	Number of Confined Fires	Number of Nonconfined Fires
5. Residential Fires (line 5 above)	0	1
13. Structure Fires (line 13 above)	0	1

<b>BREAKDOWN OF FALSE ALARM RESPONSES</b>	
1. Malicious, Mischievous False Call (IT 710-715)	0
2. System Malfunction (IT 700-739)	4
3. Unintentional (tripping on Interior device accidentally etc.) (IT 740-749)	6
4. Other False Alarms (bomb scares, etc.) (IT 721, 700)	3

INTENTIONALLY SET FIRES IN STRUCTURES AND VEHICLES		Numbers of Fires	Number of Civilian Fire		Estimated Property Damage and Contents from Fire
			Deaths	Injuries	
1.	Structure Fires Intentionally set	0	0	0	0
2.	Vehicle Fires Intentionally set	0	0	0	0

FIRE SERVICE EXPOSURES AND INJURIES						
1.	Total number of firefighters that were exposed to infectious diseases	0				
2.	Total Number of firefighters that were exposed to hazardous	0				
3.	Total number of nonfatal firefighter injuries during all types of duty	0				
	Nature of Most Serious Injury	Responding to or Returning from Incidents	At the Fire Ground	At Non-Fire Emergencies	Training	Other On-Duty
1.	Burns (PAS 12,13,14,15)	0	0	0	0	0
2a.	Smoke or Gas Inhalation(PAS 01,02)	0	0	0	0	0
2b.	Other Respiratory Distress (PAS 03,44,64,65)	0	0	0	0	0
3.	Burn and Smoke Inhalation PAS(11)	0	0	0	0	0
4.	Wound, Cut, Bleeding, Bruise (PAS 21-25,35,36,72,73)	0	0	0	0	0
5.	Dislocation, Fracture (PAS 31, 32, 63)	0	0	0	0	0
6.	Heart Attack or Stroke (PAS 41, 42, 43)	0	0	0	0	0
7.	Strain, Sprain, Muscular Pain (PAS 33, 34, and 98)	0	0	0	0	0
8.	Thermal Stress (frostbite, heat, exhaustion) (PAS 57, 83-85)	0	0	0	0	0
9.	Other (PAS All other codes)	0	0	0	0	0
10.	Total	0	0	0	0	0

FIREGROUND INJURIES BY CAUSE	
1.	Exposure to Fire Products (Cause 4, object 47-49, 53, 64):
2.	Exposure to Chemicals or Radiation(Cause 4, object 52,56):
3.	Fall, jump, slip, trip (cause 1 to 3):
4.	Overexertion, strain (cause 7):
5.	Contact with object (cause 6):
6.	Struck by (cause 5):
7.	Exteme weather (cause 4, object 62):
8.	Other:

THREE HIGHEST LOSS OF LIFE FIRES	THREE HIGHEST PROPERTY DAMAGE FIRES
NO LOSS OF LIFE EVENTS	NO PROPERTY DAMAGE EVENTS