



## 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

January 23, 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=Ylp2b3JYckhlQVpwVkFIMmVKbE1uZz09>

#### 1. AGENDA

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

Chairman Allen called to order the District Meeting at 6:02 PM.

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

Commissioner GM led the Pledge of Allegiance

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

Carol Greco 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 or via Zoom Carol Greco, Roget Bryan, Janette Smith, Jennifer Johnson, Scott Robinson, David Garrido, and Don Bock.

#### 2. APPROVAL OF AGENDA & MINUTES

##### 2a. *Approval of January 23, 2023, Agenda*

Chairman Allen led a discussion to move two items from the agenda, 11a and 11b to 7c for discussion and action.

**Motion:** Commissioner Powers made a ***Motion to Amend the Agenda to Move Items 11a and 11b to 7b and 7c*** of the January 23, 2023 District Meeting Agenda. Commissioner Edge 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

### 2b. *Approval of December 12, 2022, District Meeting Minutes*

**Motion:** Commissioner Conklin made a ***motion to approve*** the December 12, 2022 District Meeting Minutes. Commissioner Mirabella second, and the Board unanimously passed the motion.

### 3. PUBLIC COMMENT

None

### 4. CHAIRMAN REPORT

None

### 5. SECRETARY REPORT

None

### 6. OLD BUSINESS

None

### 7. NEW BUSINESS

#### 7a. *Purchase of Firecom Wireless Headsets (Jones-Motion to Approve Purchase)*

Ms. Johnson led a discussion on the purchase of nine (9) sole source provider and technology Firecom Wireless Headsets, which are over \$10,000.00; however, have already been budgeted for.

**Motion:** Commissioner Powers made a ***motion to approve*** the purchase of Firecom Wireless Headsets. Commissioner Edge second, and the Board unanimously passed the motion.

#### 7b. **Resolution Ratifying Resolution 2022-10 (Dated 11/14/22) Budget Amendment (Johnson-Motion to Approve Resolution)**

A discussion was had to ratify Resolution 2022-10 which inadvertently was not fully executed at the November 14, 2022 meeting.

**Motion:** Commissioner Powers made a ***motion to approve*** Resolution 2023-001 of the Key Largo Fire Rescue and Emergency Medical Services District, Ratifying the 2022-008 Resolution Amending the District's Budget for Fiscal Year 2021-2022; Providing for



## 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

Severability; and Providing for An Effective Date. Commissioner Conklin second, and the Board unanimously passed the motion.

A roll call vote to approve Resolution No. 2023-001 was conducted.

Commissioner Allen:	Yes
Commissioner Conklin:	Yes
Commissioner Edge:	Yes
Commissioner Mirabella:	Yes
Commissioner Powers:	Yes

### 7c. DISCUSSION AND/OR ACTION: *KLVFD and KLVAC Expenses (Bock)*

Ms. Johnson led a discussion regarding the advance of \$20,000 to cover payroll/health insurance costs to the Fire Department while awaiting accounting reimbursement. This will enable a steady cash flow of \$100,000 in the department's account.

**Motion:** Commissioner Powers made a *motion to approve* the increase of \$20,000 to KLVFD's account. Commissioner Edge second, and the Board unanimously passed the motion.

### 7d. DISCUSSION AND/OR ACTION: *LifePak 15 Defibrillator ECG Monitors (Bock)*

The Ambulance Corps is requesting to purchase two LifePak units including the patient care costs for a total of \$83,157. This expenditure is currently not budgeted; however, as the ordering process can take approximately 40 weeks, the purchase now will avoid future increases.

**Motion:** Commissioner Conklin made a *motion to approve* the purchase of two (2) LifePak 15 Defibrillator ECG Monitors. Commissioner Powers second, and the Board unanimously passed the motion.

## 8. LEGAL REPORT

A discussion was had regarding the hiring of either a full-time or part-time Clerk. Currently, the Department is not ready to hire a full-time Clerk so the position would be started as a part-time position. There were further discussions regarding office space to provide a Clerk.

Previously, discussions were had regarding the expansion of the second floor of the Fire Department, which could house a Clerk. Plans were drawn by Red Rooster; however, without costs estimates. Sue Hiem commented that there may be grants through the County's general fund for building/financing for fire department buildings. If there is information available regarding this issue, Sue will forward to Dirk Smits, Roget Bryan and Jennifer Johnson.



## 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

---

Bring item back for discussion at the next meeting.

### 9. FINANCE REPORT

Nothing major. Reminding the Department that now that they have the new millage, we will need to start the budget prior to July.

### 10. AMBULANCE CORPS REPORT

#### 10a. *December Minutes/Treasurer's Report*

None

#### 10b. **December Statistics**

Scott Robinson reports a total of 1855 call for 2022, which is just under the prior year's number. There were 558 call north of MM 103 for year.

Chief Garrido commented that Dr. Morrison put on an advanced airway class last Friday.

Four new volunteers started the mini academy.

### 11. FIRE DEPARTMENT REPORT

#### 11c. *December Statistics*

None

### 12. COMMISSIONER ITEMS

A discussion was had regarding the potential of purchasing a third truck.

Starting pay for new employees is approximately \$21,000, which lends to the high turnover rate. Consideration of higher starting pay needs to be addressed; keeping in mind Jen's recommendation to get the budget together sooner so an informed discussion can be had regarding compensation.

Capt. Garrido worked with DOT to place hydrant markers on the highway. There is a yellow non-functioning yellow hydrant behind Tower of Pizza; privately maintained and not used for draft training. Commissioner Allen is inquiring as he has a red hydrant adjacent to his driveway which makes exiting a challenge and its position does not make sense as he is approximately 20' from the water. It is easier to draft directly from the water. A new hydrant was supposed to be placed; however, the plan changed.



## 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 Feb. 13 or Feb. 27*

Discussion was had regarding moving forward with the February 13, 2023 District Board Meeting and Strategic Planning Workshop.

**Motion:** Commissioner Powers made a motion to **cancel the February 27, 2023 District Board Meeting and Strategic Planning Workshop**, unless required. Commissioner Conklin second, and the Board unanimously passed the motion.

### 14. ADJOURN

Commissioner Powers made a **Motion to Adjourn** at 6:35PM. Commissioner Edge second, and the motion was unanimously approved by the Board.

#### NEXT MEETINGS

*February 13, 2023 District Meeting (if required)*

*February 13, 2023 Strategic Planning Workshop (if required)*

*February 27, 2023 District Meeting*

*February 27, 2023 Strategic Planning Workshop (if required)*

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