



---

**DISTRICT MEETING MINUTES**

**February 10, 2025**

Members of the public who wish to comment on matters before the District Board may do so in person at 1 East Drive, Key Largo, Florida.

**1. AGENDA**

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

Chairman Allen called to order the February 10, 2025 District Meeting at 6:00 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: Chairman Anthony Allen, Commissioner Conklin, Commissioner Edge, Commissioner Mirabella and Commissioner Jenkins. There was a quorum.

Also present in person were Carol Greco, Hunter O'Connor, Capt. Jones, Lt. Mumper, Jennifer Johnson, Scott Robinson.

**2. APPROVAL OF AGENDA & MINUTES**

**2a. *Approval of February 10, 2025 District Meeting Agenda***

Commissioner Edge made a ***motion to approve the February 10, 2025 District Meeting Agenda***. Commissioner Jenkins seconded, and the Board unanimously passed the motion.

**2b. *Approval of January 20, 2025 District Meeting Minutes***

Commissioner Edge made a ***motion to approve the January 20, 2025 District Meeting Minutes***. Commissioner Conklin seconded, and the Board unanimously passed the motion.

**3. PUBLIC COMMENT**

None

**4. CHAIRMAN REPORT**



## 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: Michael Jenkins

Chairman Allen advised that although he does not have a report, but rather made comment a number of things going on and the numerous amount of communications he receives regarding same. Additionally, he spoke with medical director on some items that will have to go through proper channels and will reserve commenting on the conversation in an open forum; will further discuss same with the commissioners.

### 5. SECRETARY REPORT

None

### 6. OLD BUSINESS

#### **6a. DISCUSSION: Status of Streamline Integration [Mirabella/Greco]**

Clerk provided streamline with IONOS login information so that they may review the webpage to create a revised and complaint website; they will be providing periodic updates on same. Further, discussions regarding whether the district were going to maintain their emails with .com and .org extensions or if they wish to move to a .gov extensions. We will need to work with Streamline to ensure any and all .org email addresses are being redirected to a current address. Additional discussions were had regarding the .gov email addresses, which is a process that may require some time to facilitate. It was determined that this should be placed on the five (5) year plan to get accomplished.

The Fire Department has Google Business Suite; they will collaborate with the District to incorporate the current email addresses into this application, as well as to eventually have the Fire Department/District utilize the same server for the purpose of having one place to maintain information/documents, etc. Additionally, the Board will be provide with new devices that will run with the operating system. We need to determine who is hosting the old domain to obtain a release code to allow for the Streamline integration.

#### **6b. DISCUSSION: Surplus of Squad [Jones]**

Capt. Jones, after discussions with Chief Bock and staff, led a discussion regarding the unutilized squad truck, which currently sits on the department's inventory list for replacement, is incurring insurance premiums/maintenance costs that the Department would like to surplus. An offer to purchase in the amount of \$95,000 was received from a broker; legal would have to review the language of the contract. Statute requires this to go to public auction. Currently, there is a rescue vehicle out of service with mechanical issues. As the Department evolves, it is the intention to bring a heavy rescue truck into the fleet; part of 10 year plan.

### 7. NEW BUSINESS

None



## 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: Michael Jenkins

---

### 8. LEGAL REPORT

Attorney O'Connor provided a status on RFP No. 24-Audit Service and the upcoming deadlines for bid submissions/opening. A committee will need to be created for the opening of the bids consisting of one commissioner, and two additional individual, i.e. fire, ambulance.

### 9. FINANCE REPORT

None

### 10. AMBULANCE CORPS REPORT

S. Robinson provides they are awaiting background checks on six (6) volunteers to occur within the next few weeks. Volunteer interest has gone; budget for volunteers up significantly. Additionally, a new format for providing statistics will be coming from ESO next month. There were 87 transports; 13 mutual aid stand-by; 9 cancellations and 17 public assists and 37 refusals; total calls 163.

Commissioner Mirabella requested being provided with financial reports as there has been a lapse in same.

### 11. FIRE DEPARTMENT REPORT

Capt. Jones provides there were two new volunteers to start in the next couple of weeks.

### 12. COMMISSIONER ITEMS

Commissioner Mirabella led a discussion regarding status of hiring and scheduling interviews; spoke with a couple of prospective applicants who still have an interest in the position. Need a committee to be led by Commissioner Mirabella.

Commissioner Conklin has arranged for former Commissioner Powers' service/appreciation plaque to be delivered to him. Additionally, arrangements will be made to provide Vicky Faye with her service/appreciation plaque at time convenient for her.

### 13. NEXT MEETING

March 10, 2025 District Meeting (if required)

March 24, 2025 District Meeting (if required)

Commissioner Edge ***motion to cancel*** the March 10, 2025 District Meeting, unless required. The next District Meeting will be March 24, 2025. Commissioner Jenkins seconded, 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: Michael Jenkins

---

### 14. ADJOURN

Commissioner Jenkins made a ***motion to adjourn*** the meeting at 6:20 PM. Commissioner Conklin seconded, and the Board unanimously passed the motion.