



DISTRICT MEETING MINUTES

December 9, 2024

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 December 9, 2024 District Meeting at 6:00 PM

1b. *Pledge of Allegiance*

Commissioner Conklin 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, Chief Don Bock, Capt. Garrido, Lt. Mumper and Jennifer Johnson.

2. APPROVAL OF AGENDA & MINUTES

2a. *Approval of December 9, 2024 Amended District Meeting Agenda*

Chairman Allen led a discussion to modify the Agenda to strike item 7b.

Commissioner Jenkins made ***motion to approve the December 9, 2024 Amended Meeting Agenda to Exclude Item 7B***. Commissioner Edge seconded, and the Board unanimously passed the motion.

2b. *Approval of November 25, 2024 District Meeting Minutes*

Commissioner Conklin made ***motion to approve the November 25, 2024 District Meeting Minutes***. 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

3. PUBLIC COMMENT

Commissioner Allen provides instruction as to future requests for Public Comment and the utilization of comment cards. Same to be provided at the front desk of the meeting location moving forward.

4. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

6a. DISCUSSION: Fire Apparatus Leasing Options Update, if Any [Johnson]

Lt. Mumper discussed the leasing to include the full fleet including Fire and EMS vehicles. In order to put a concise leasing package together, we would have to know from EMS how many reserve trucks will be required; ideal replacement timeline for the Powerload systems and whether they will be transferred from an old unit going out of service or purchasing new. What will be doing with the old units, i.e. trade in, sell.

Regarding the ladder truck, we are ready to start manufacturing selection and determine which truck will be beneficial to the operation. Currently we have a 2013/14 Tanker. Would we be looking to replace this vehicle at the same time? Possible manufacture discount if purchasing two vehicles. There is a three year build time on these vehicles. Currently we have a squad which we have ceased repairing until a decision has been made. We can either replace or remove from the fleet and sell it. Removing from the fleet and selling it would be replacing the tanker with a custom fire cab versus the current commercial cab. Essentially, we could use this as a back-up truck when engines go out of service. We could look at options for a complete fleet overhaul; staggering replacement plan; build in maintenance costs into plan.

At this time, we need to discuss/decide if we will be replacing entire fleet (inclusive of EMS/Ambulance equipment needs), timeline preferences, budget considerations and maintenance packages to begin budgeting for first quarter of 2025. Discussions also included determining if we can get loaners if vehicle breakdown; bring back to next meeting.

Finalize the surplus of the two ambulances through Gov.deals. Generators?



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6b. DISCUSSION/APPROVAL: Salary Increase Medical Director Thomas Morrison, MD [Bock]

This matter had previously been brought up; however tabled. Dr. Morrison provides information regarding the current medical director salary at \$1500/mo., which was agreed to at the time as his goal was to help community. He has been provided information on medical director salaries for example, Monroe County at approximately \$12k/mo.; Marathon \$7k; Islamorada \$5600/mo. With whatever stipend will be agree upon, Dr. Morrison would like to incorporate the hiring of an Assistant Medical Director for longevity, sustainability, etc. Currently, he is providing 30% of his Islamorada stipend to an Assistant Medical Director (a woman who is in residency now; former Pharmacist Manager at Mariner's; holds a Master's in Public Health). We need to look at what we can afford and fair to the budget and the community; potentially \$4800/\$5000 per month. This includes services for both Fire and EMS. Further discussions need to be had regarding this increase request and future budgeting for same.

Would like to leave this item on the agenda as old business to include the potential increases of contactors to include commissioners, accounting, etc. We will need to do research for additional discussions moving forward.

7. NEW BUSINESS

7a. DISCUSSION/APPROVAL: Increase Ambulance Corps Funding Advance from \$40,000 to \$90,000 [Johnson]

Ambulance is increasing in personnel their payroll costs are increasing so a single payroll run is over \$70k. Prosing increasing their advance from \$40k to \$90k. This would also include volunteer reimbursements; health insurance.

Commissioner Jenkins made ***motion to approve the Ambulance Corps Funding Advance from \$40,000 to \$90,000.*** Commissioner Edge seconded, and the Board unanimously passed the motion.

7b. DISCUSSION/APPROVAL: Audit Agreement with Citrin Cooperman & Company LLP [Johnson] – Removed from agenda. [STRICKEN FROM AGENDA]

8. LEGAL REPORT

Nothing to report. Chief Bock inquired as to status of ILA funding for fire boat. Legal to follow-up. TA Holly dockage.

9. FINANCE REPORT

9a. DISCUSSION: KLFREMS District 4th Quarter FY24 Financial Report [Johnson]



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Ms. Johnson discussed the FY 2024 Financial Report post budget meeting. Revenue just over 100% for the year; district board at \$334k spent or 89% of budget; Fire \$3.310 mil. or 99.85 % of budget and ambulance at \$1.663 mil. or 92.66% of budget. \$275k for vehicles, which we now know is not enough. We did have surplus of \$182k.

10. AMBULANCE CORPS REPORT

None. Commissioner Mirabella commented on qualifications for lieutenants. Chief Bock provides this position is based upon a scoring system; certification with point system. Additionally discussions were had regarding 10% salary increase; stipend for logistics.

11. FIRE DEPARTMENT REPORT

11a. KLVFD November 2024 Statistics

Capt. Garrido discussed they had their Department of Health Inspection on 13th. Hired 4 new firefighters.

Lt. Jones discussed 9 volunteer applications; sent emails to candidates for additional information; once information for these candidates is received, they will begin testing process; work with Capt. Garrido on a training academy.

Further Lt. Jones provides information regarding an intake call with their AFG grant writer re: EMS/FIRE/Technical Rescue Recertifications. Look at around \$500K; additional info next meeting.

12. COMMISSIONER ITEMS

Commissioner Conklin discussed processing of plaques for next meeting.

Commissioner Mirabella led a discussion regarding use of Paychecks. Will obtain further information.

13. NEXT MEETING

January 6, 2025 District Meeting (if required)
January 20, 2025 District Meeting

Commissioner Jenkins ***motion to cancel*** the January 6, 2025 District Meeting, unless required. The next District Meeting will be January 20, 2025. Commissioner Edge seconded, and the Board unanimously passed the motion.



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14. ADJOURN

Commissioner Mirabella made a ***motion to adjourn*** the meeting at 6:42 PM. Commissioner Jenkins seconded, and the Board unanimously passed the motion.