

SOUTH WALTON FIRE DISTRICT

911 North County Highway 393, Santa Rosa Beach, Florida 32459

"Prompt, Competent, Caring Response in Time of Need"



The Board of Fire Commissioners of the South Walton Fire District will hold a regular meeting on September **10, 2024, at 4:00 p.m.** on the third floor of the South Walton Fire District Logistics Building.

The agenda will include, but not be limited to the following:

Special Presentation: **Citizen Lifesaving Award**
Fire Chief Ryan Crawford

Special Item: **Proclamation: Fire Prevention Week**
October 6 – 12, 2024
Chairman Maurice Gilbert

- I. Call to Order
- II. Public Comment*
- III. Approval of Minutes
Regular Board Meeting: 08.12.2024
Proposed Budget Workshop: 09.05.2024
- IV. Secretary/Treasurer's Report
- V. Attorney's Report
Trademark Update
Title Insurance Claim Update
- VI. Chief's Report
- VII. Committee Reports
Pension Board Quarterly Update
Roger Hall, Commissioner
HR/Employee Benefits Committee Update: Market Wage
Analysis of Non-Represented Employees & Compensation Plan
Mark Foley, Commissioner
- VIII. Unfinished/Old Business
- IX. New Business
Board Action Item: Capital Purchase Request –
Miramar Fire Station Alerting System
Daniel LaTour, Assistant Chief
- X. Public Comment*
- XI. Adjournment

***Note:** Persons who wish to be placed on the agenda must contact the Administrative Assistant within five days of any meeting and provide the name of the person who will be speaking and the subject to be addressed. If a person decides to appeal any decision made by the Board of Fire Commissioners of the South Walton Fire District concerning any matter considered at such meeting or hearing, he or she will need a record of the proceedings and that, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

Leadership . Teamwork . Integrity . Community Service

Page 1 of 1

SOUTH WALTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

Meeting Minutes – September 10, 2024

*****PENDING APPROVAL*****

Commissioners Present: David Bailey, Brian Christenson, Charlotte Flynt, Mark Foley, Maurice Gilbert, Roger Hall, Mike Stange

Commissioners Absent: None

Call to Order: 4:00 p.m.

Special Presentation: Chief Crawford presented Joel Clay with a Citizen Lifesaving Award and SWFD Lifesaving Coin recognizing his actions taken on March 3, 2024, where he pulled the trapped driver to safety from a burning vehicle.

Special Item: Chairman Gilbert read into the record a proclamation proclaiming October 6 -12, 2024, as Fire Prevention Week in South Walton.

Public Comment: None

Commissioner Gilbert announced that a quorum was present.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Christenson, the Board unanimously approved the minutes of the August 12, 2024, Board of Fire Commissioners' regular meeting.

On a motion duly made by Commissioner Flynt and seconded by Commissioner Bailey, the Board unanimously approved the minutes of the Proposed Budget Public Workshop held on September 5, 2024.

Secretary/Treasurer's Report: Commissioner Flynt read the July 2024 cash report into the record.

Attorney's Report: Attorney Youell reported that there had been no progress regarding the Notice of Title Defect claim since the August Fire Board meeting. Attorney Youell will inform the board of any progress.

Attorney Youell also reported that she filed a three month extension with the US Trademark Office allowing her time to complete the submittal.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Bailey, the Board unanimously approved Attorney Youell's August 2024 billing statement.

Fire Chief's Report:

Chief Crawford reviewed the Emergency Response Activity Report which included Beach Safety Responses.

Chief Crawford attended IAFC's Fire Rescue International tradeshow and educational conference in Dallas and Human Resource Manager LaBarreare attended the Florida Human Resources Conference in Orlando.

SWFD recently placed a Rehab and Air Tender concept apparatus in service using one of SWFD's older ambulance chassis. The apparatus will provide the capacity to transport reserve air cylinders to replenish SCBA bottles, cooling misters, tents, chairs, and hydration and nutrition supplies. All to better support SWFD personnel at fire scenes. Rehab 2 will have two firefighters assigned as staffing allows and will be based out of Station 2 in Watercolor. This asset will provide Paramedic level quick response augmenting SWFD's capacity to respond to medical events along the Eastern side of the SWFD service area.

The new Engine 6 has been delivered and is being upfitted for service by SWFD's Fleet Division.

Chief Crawford attended a Walton County School Board meeting where the board agreed to recodify SWFD's agreement to provide shelter at a pre-designated portion of the special needs shelter at Freeport High School should SWFD ever need to relocate personnel and assets north due to a major landfalling hurricane.

Throughout September, Computer Aided Dispatch training is scheduled for SWFD personnel. A "Mock Go-Live" for the new CAD system is tentatively scheduled for the week of September 24, 2024, with a real-world "Go-Live" date of October 1, 2024.

SWFD's Public Access AED registry has 97 Automated External Defibrillators registered from around the community. SWFD instructors have taught 737 CPR and/or First Aid students since the beginning of the year.

On August 27, 2024, Chief Crawford met with Sacred Heart Hospital on the Emerald Coast CEO & President Trey Abshier providing him insight into Fire District operations. Both are committed to continuing to meet regularly to address the growing healthcare needs of the community.

Commissioner David Bailey, his son, and several SWFD members participated in the 9/11 memorial stair climb event in Panama City Beach. SWFD's Paramedic Laura Kerr played a tribute of Amazing Grace on bagpipes for the opening ceremonies.

On September 11, 2024, several SWFD members will participate in a 3.43-mile run/walk along Hwy 331 to honor the legacy of 343 firefighters killed and will serve as a reminder to the community that SWFD will never forget.

SWFD will host the Walton Area Chamber of Commerce's Power of Networking Lunch following the run/walk event on September 11, 2024, as a show of support and appreciation to local first responders who serve the community.

SWFD's Annual Pancake Breakfast is scheduled for Saturday, October 5, 2024, from 8 am to 11 am at SWFD's Training Facility. A flyer was included in the board packet. Each year SWFD utilizes this event to kick-off Fire Prevention Week activities.

Employee physicals are scheduled to begin the second week in October. The first phase will include labs, ultrasound, stress, and pulmonary function testing. The second phase consists of a fitness evaluation, physical exam, and review of all results with a mid-level clinician.

A memorial service to reflect the 20th anniversary of the AirHeart 1 helicopter crash which took the lives of SWFD Firefighter/Paramedic Robert Heighton, Pilot Tom Palcic, and Sacred Heart Flight Nurse Jack Chase will be held on the morning of October 20, 2024, at 9 am under the Hwy 331 bridge near Pilcher Park. Details will be forthcoming.

The next regularly scheduled Board of Fire Commissioners' meeting is scheduled for October 14, 2024, at 4 p.m. in SWFD's Logistics Building Board Room.

Committee Reports:

Commissioner Hall provided a Pension Board quarterly update and reported a 16.6% return earned for the first 9 months of the fiscal year. The pension fund received the state's contribution from insurance premium tax revenues of \$1,317,433 which is 8.2% higher than the previous year. An online portal to Salem Trust, the pension fund custodian, is now available to retirees providing pension payment, direct deposit, and tax information.

Commissioner Foley updated on the Market Wage Analysis of Non-Represented Employees & Compensation Plan. The proposed compensation recommendations were in the board packet.

On a motion duly made by Commissioner Foley and seconded by Commissioner Christenson, the Board unanimously adopted the proposed 20-year hybrid wage scale for non-represented employees with the pay increase to begin with the current pay period.

On a motion duly made by Commissioner Foley and seconded by Commissioner Christenson, the Board unanimously voted to include the Fire Chief in the proposed 20-year hybrid wage scale with the increase to begin with the current pay period.

Unfinished/Old Business: None

New Business: Assistant Chief LaTour presented a Board Action where Staff recommended Fire Board approval for the Fire Chief or his designee to accept the proposal as presented for the installation of the Phoenix G2 Fire Station Alerting System in the Miramar Beach Fire Station.

On a motion duly made by Commissioner Christenson and seconded by Commissioner Bailey, the Board unanimously approved for the Fire Chief or his designee to accept the proposal, as presented, for the installation of the Phoenix G2 Fire Station Alerting System in the Miramar Beach Fire Station.

Public Comment: Members of the public were invited to comment. There was no public comment.

Adjourned: The meeting adjourned at 4:56 p.m.